

*Any individual with a disability who requires reasonable accommodation to participate in a Board meeting, may request assistance by contacting the President's Office, 16007 Crenshaw Blvd., Torrance, CA 90506; telephone, (310) 660-3111; fax, (310) 660-6067.*



**El Camino Community College District  
Board of Trustees**

**Agenda, Monday, July 18, 2011  
Board Room  
4:00 p.m.**

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of June 20, 2011, Pages 5-7**
- III. Presentation – none**
- IV. Public Hearing – none**
- V. Public Comment on Consent Agenda**
- VI. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
  1. Academic Affairs  
*See Academic Affairs Agenda,  
Pages 8-10*
  2. Student and Community Advancement  
*See Student Services Agenda,  
Pages 11-13*
  3. Administrative Services  
*See Administrative Services Agenda, Pages 14-30*
  4. *See Measure “E” Bond Fund Agenda,  
Pages 31-36*
  5. *See Human Resources Agenda,  
Pages 37-56*
  6. Compton Community Educational Center  
*See Compton Community Educational Center  
Agenda, Pages 57-58*
  7. Superintendent/President  
*See Superintendent/President Agenda,  
Pages 59-62*

**VII. Public Comment on Non-Agenda Items**

**VIII. Oral Reports**

- A. Academic Senate Report
- B. Compton Center Report
- C. Board of Trustees Report
- D. President's Report

**IX. Closed Session**

- A. Labor Relations, Brown Act Section 54957.6, Mr. Spencer Covert, District Labor Negotiator
  - 1. El Camino College Federation of Teachers, Local 1388
  - 2. El Camino College Federation of Teachers, Local 1388, Child Development Center
  - 3. El Camino Classified Employees Local 6142
  - 4. El Camino College Police Officers Association
  - 5. Non-Represented Employees – Confidential, Supervisors, and Management
- B. Personnel Matters, Brown Act Section 54957
  - 1. Public Employee Performance Evaluation – Superintendent/President

<p style="text-align: center;"><b>Board of Trustees Meeting Schedule for 2011</b> <b>4:00 p.m. Board Room</b></p>
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Monday, July 18, 2011  
Monday, August 15, 2011  
Tuesday, September 6, 2011  
Monday, October 17, 2011  
Monday, November 21, 2011  
Monday, December 12, 2011

## Board Policy 1200 The El Camino College Mission, Philosophy, Values And Guiding Principles

### **Vision Statement**

El Camino College will be the College of choice for successful student learning, caring student services and open access. We, the employees, will work together to create an environment that emphasizes people, respect, integrity, diversity and excellence. Our College will be a leader in demonstrating accountability to our community.

### **Mission Statement**

El Camino College offers quality, comprehensive educational programs and services to ensure the educational success of students from our diverse community.

### **Statement of Philosophy**

Everything El Camino College is or does must be centered on its community. The community saw the need and valued the reason for the creation of El Camino College. It is to our community that we must be responsible and responsive in all matters educational, fiscal and social.

### **Statement of Values**

Our highest value is placed on our students and their educational goals, interwoven in that value is our recognition that the faculty and staff of El Camino College are the College's stability, its source of strength and its driving force. With this in mind, our five core values are:

**People** – We strive to balance the needs of our students, employees and community.

**Respect** – We work in a spirit of cooperation and collaboration.

**Integrity** – We act ethically and honestly toward our students, colleagues and community.

**Diversity** – We recognize and appreciate our similarities and differences.

**Excellence** – We aspire to deliver quality and excellence in all we do.

### **Guiding Principles**

The following guiding principles are used to direct the efforts of the District:

El Camino College must strive for distinction in everything the College does—in the classroom, in services and in human relations. Respect for our students, fellow employees, community and ourselves, must be our underlying goal.

Cooperation among our many partners including other schools and colleges, businesses and industries, and individuals is vital for our success.

Access and success must never be compromised. Our classrooms are open to everyone who meets our admission eligibility and our community programs are open to all. This policy is enforced without discrimination and without regard to gender, ethnicity, personal beliefs, abilities or background.

### **Strategic Initiatives**

- A. Enhance teaching to support student learning using a variety of instructional methods and services.
  - B. Strengthen quality educational and support services to promote student success.
  - C. Foster a positive learning environment and sense of community and cooperation through an effective process of collaboration and collegial consultation.
  - D. Develop and enhance partnerships with schools, colleges, universities, businesses, and community-based organizations to respond to the workforce training and economic development needs of the community.
  - E. Improve processes, programs, and services through the effective use of assessment, program review, planning, and resource allocation.
  - F. Support facility and technology improvements to meet the needs of students, employees, and the community.
  - G. Promote processes and policies that move the College toward sustainable, environmentally sensitive practices.
- Adopted: 1/16/01, Amended: 1/22/02, 6/18/07, 6/21/10

**BOARD PRESENTATIONS AND REPORTS 2011**

<i>Month</i>	<i>Presentation</i>	<i>Report</i>
January	<i>Foundation (moved from December 2010)</i> <i>Basic Skills (moved from November 2010)</i>	Annual Financial Audit
February	Accreditation	Quarterly Fiscal Status
March	Title V Graduation Initiative grant	Full Time Equivalent Student (FTES) – Both Locations
April	Accountability Reporting for Calif. Community Colleges (ARCC) Citizens Oversight Committee	Measure E-Bond Audit
May	Facilities Master Plan	Quarterly Fiscal Status
June	Student Learning Outcomes (SLO)	Tentative Budget Planning & Budget Calendar
July	Compton Center	FTES – Both Locations
August	Budget	Notice of Public Hearing Quarterly Fiscal Status Educational Master Plan
September	Financial Aid	Budget Adoption Accreditation Mid-term
October	Redistricting Trustee Areas	Staff Development/Diversity
November	Program Review, Planning and Budgeting	FTES – Both Locations Quarterly Fiscal Status
December	Foundation Annual Report	Success and Retention (including basic skills)

Revised: June 8, 2011

EL CAMINO COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES  
MINUTES OF THE REGULAR MEETING OF  
Monday, June 20, 2011

The Board of Trustees of the El Camino Community College District met at 4 p.m. on Monday, June 20, 2011, in the Board Room at El Camino College.

The following Trustees were present: Trustee William Beverly, President; Trustee Ray Gen, Vice President; Trustee Maureen O'Donnell, Secretary; Trustee Kenneth A. Brown, Member; and Student Member Joshua Casper. Trustee Mary E. Combs was absent due to illness.

Also present were Dr. Thomas M. Fallo, Superintendent/President; Dr. Francisco Arce, Vice President, Academic Affairs; Ms. Jo Ann Higdon, Vice President, Administrative Services; Dr. Jeanie Nishime, Vice President, Student and Community Advancement; Ms. Barbara Perez, Vice President, Compton Community Educational Center; and Dr. Lynn Solomita, Interim Vice President, Human Resources.

Minutes of the Regular Board Meeting of May 16, 2011

The Minutes of the Regular Board Meeting of May 16, 2011 were approved.

Oath of Office

Student Member Joshua Casper took the Oath of Office.

Student Learning Outcomes Presentation

Dr. Francisco Arce made a presentation on Student Learning Outcomes.

Tentative Budget 2011-2012

It was moved by Trustee O'Donnell, seconded by Trustee Brown, that the Board separate the Tentative Budget 2011-12 from the consent agenda. Motion carried.

It was moved by Trustee O'Donnell, seconded by Trustee Gen, that the Board adopt the Tentative Budget. Motion carried. Student Trustee Casper recorded a yes advisory vote.

Consent Agenda

It was moved by Trustee Gen, seconded by Trustee Brown, that the Board adopt the items presented on the agenda in the following areas.

Academic Affairs

International Education/Study Abroad Program – Summer 2011

Mathematics, Engineering, Science Achievement Program National Institute for  
Leadership Advantage  
Proposed Curriculum Changes: Effective 2012/2013 Academic Year  
Sabbatical Leave of Absence – 2011-2012

Student and Community Advancement

2011 Summer Camp  
Fall 2011 Community Education Classes  
Grant Application  
Revision – 2012 Summer School Calendar

Administrative Services

Resolution – District Appropriation Limit for 2011-12  
Interfund Transfers  
Year-End Appropriations Transfers 2010-11  
Contracts Under \$78,900  
Amendment  
Contracts Over \$78,900  
Amendment (To Original Contract End Dates)  
Personal Services Agreement  
Memorandum of Understanding  
Bid #2010-7/Roofing Project Summer 2011  
Declaration of Surplus Property  
Five-Year Construction Plan 2011-2016  
Purchase Orders and Blanket Purchase Orders

Measure E Bond Fund

Category Budgets and Balances  
Contract – HMC Architects – Architectural Services  
Bid Award – American Gardens, Inc. – Baseball Field Improvements  
Contract Amendment – Prestige Security – Math Business Allied Health Project  
Change Order – Al Shankle Construction Company – Social Science Modernization  
Change Order – Insignia – Campus Signage and Wayfinding Project  
Retention Reduction – Mackone Development Inc., Bookstore Modernization  
Purchase Orders and Blanket Purchase Orders

Human Resources

Employment and Personnel Changes  
Temporary Non-Classified Service Employees  
Elimination of Classification Specifications for Classified Position

President/Board of Trustees

Redistricting Action Plan

Information Item – Los Angeles County Registrar-Recorder County Clerk Calendar of Events – Consolidated Elections November 8, 2011

Motion carried. Student Trustee Casper recorded a yes advisory vote.

Human Resources – Stipends for Compton Community Educational Center

It was moved by Trustee Gen, seconded by Trustee Brown, that stipends be paid as shown on the agenda. Trustees Brown, Beverly and Gen vote yes; Trustee O'Donnell voted no. Motion carried 3-1. Student Trustee Casper recorded a yes advisory vote.

Compton Community Educational Center

Student Success Report was presented as an informational item.

Public Comment

Mr. Lance Widman, Mr. Gary Turner, and Dr. Margaret Quinones-Perez addressed the Tentative Budget. Ms. Luukia Smith discussed Stipends for Compton work. Dr. Margaret Quinones addressed negotiations. Dr. Elizabeth Shadish mentioned Philosophy and Political Science club. Mr. Harold Tyler, congratulated the Student Trustee.

Closed Session

Regular Meeting adjourned to a Closed Session at 6:20 p.m. which ended at 7:40 p.m.

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Maureen O'Donnell, Secretary of the Board

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Thomas M. Fallo, Secretary to the Board

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Academic Affairs  
Francisco Arce, Vice President**

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**Page No.**

A. Center for the Arts Presentations – 2011/2012 Season ..... 9

**A. CENTER FOR THE ARTS PRESENTATIONS – 2011/2012 SEASON**

It is recommended that the Board approve the Center for the Arts presentations for the 2011/2012 season. Costs for each presentation are established as negotiated between the artist and his/her management representative and the District.

**2011-2012 Performances**

	<b><u>Date</u></b>	<b><u>Amount</u></b>
1. <i>Susan Egan</i> <b>Payable to: Terpsichore, Inc. F/S/O Susan Egan</b> <i>Susan Egan</i> , vocalist and Tony-nominated Broadway star, will perform live at the Marsee Auditorium and will also conduct a Master Class for Theatre Arts students.	October 7, 2011	\$6,500
2. <i>Javon Johnson</i> <b>Payable to: Javon L. Johnson</b> <i>Javon Johnson</i> , speaker of life experiences with Slam Poetry, will discuss the power of words, communication and the performance arts at the Marsee Auditorium.	October 8, 2011	\$3,000
3. <i>Di Wu</i> <b>Payable to: Van Cliburn Foundation</b> <i>Di Wu</i> , pianist and a finalist of the prestigious Van Cliburn International Piano Competition, will entertain the audience with selections of classical music on the Marsee Auditorium’s stage.	October 14, 2011	\$5,000
4. <i>Rhapsody in Taps</i> <b>Payable to: Rhapsody in Taps</b> <i>Rhapsody in Taps</i> will celebrate its 30 <sup>th</sup> anniversary at the Marsee with tap dancing infused with various musical exponents. Additionally, <i>Rhapsody in Taps</i> will be conducting a Dance Master Class for ECC dance students. Co-sponsored productions have income and costs finalized after the event; the company receives an itemized statement for any monies that may be due.	October 22, 2011	Co-Sponsorship
5. <i>The Nutcracker</i> <b>Payable to: South Bay Ballet</b> The South Bay Ballet will once again present <i>The Nutcracker</i> with Clara dreaming of being a ballerina. It will be presented on the Marsee Auditorium stage for two dates. Co-sponsored productions have income and costs finalized after the event; the company will receive an itemized statement for monies that may be due.	December 16 & 17, 2011	Co-Sponsorship

- |    |  |                |         |
|----|--|----------------|---------|
| 6. | <b><i>Trunk Show: An Evening of Opera</i></b>  | March 12, 2012 | \$7,000 |
|    | <b>Payable to: Victoria Kirsch</b>   |                |         |
|    | This opera, <i>Smoke and Mirrors, or the Alchemy of Desire</i> , will feature opera singers/actors telling the story of one man's journey of desire through memories within an old leather trunk. Music will include classical artists from Schubert and Puccini to more modern composers such as Stephen Soundheim and Phillip Glass. |                |         |
| 7. | <b><i>On Ensemble/Taiko 2.0</i></b>  | May 12, 2012   | \$6,000 |
|    | <b>Payable to: Candance Arts</b>   |                |         |
|    | <i>On Ensemble/Taiko 2.0</i> plays traditional Japanese Taiko drumming with a modern twist. The company adds to the traditional drumming by infusing elements of hip-hop, rock and electronica to create a unique sound and performance.   |                |         |
| 8. | <b><i>Allison A. Armstrong</i></b>   | May 14, 2012   | \$2,500 |
|    | <b>Payable to: Allison A. Armstrong</b>  |                |         |
|    | Speaker <i>Allison A. Armstrong</i> , author, educator and creator of the “ <i>Celebrating Men, Satisfying Women</i> ” workshops series, comes to the Marsee Auditorium to speak and inform the audience about the differences in the way men and women think, act and communicate.  |                |         |

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**Agenda for the El Camino Community College District Board of Trustees**  
**From**  
**Student and Community Advancement**  
**Jeanie M. Nishime, Vice President**

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	<u>Page No.</u>
A. International Travel.....	12
B. Grants – Application.....	12
C. Grant – Acceptance.....	13

**STUDENT AND COMMUNITY ADVANCEMENT**

**A. INTERNATIONAL TRAVEL**

It is recommended that the Board of Trustees approve international travel for Leonid Rachman to participate in the Ryugaku Journal World Fall Recruitment Fair for 2011 in Tokyo, Japan, October 12 through 18, 2011. Expenses in the amount of \$6,000 will be paid from International Students Conference account.

**B. GRANTS – APPLICATION**

It is recommended that the Board of Trustees receive the following applications.

1. California Community Colleges Chancellor’s Office – California Teacher Education (CTE) Transitions. The emphasis of the proposed project is to facilitate the transition from secondary to postsecondary and then to occupation. The five major areas targeted are: 1) Outreach/Career Exploration, 2) Validation of current articulation agreements, 3) Support for “credit by examination” mechanisms, 4) Support for concurrent enrollment options and 5) Support for coordination of work-based learning/internships/placement.

Amount of Grant Funding from Granting Agency: \$46,970  
Amount of College Match: -0-  
Total Amount of Grant: \$46,970  
Source of Matching Funds: N/A  
Indirect Rate: \$1,807 (4%)  
Performance Period: July 1, 2011 through June 30, 2012

2. HP Learning Initiative for Entrepreneurs (LIFE) – 2011 HP Learning Initiative for Entrepreneurs, HP LIFE. This initiative is a global program that trains aspiring entrepreneurs and small business owners. HP LIFE combines face-to-face training and online tools to address the educational needs of students. The grant consists of technology, cash, and a professional Train-the-trainer course, and access to the HP LIFE network.

Amount of Grant Funding from Granting Agency: \$10,000  
Amount of College Match: -0-  
Total Amount of Grant: \$10,000  
Source of Matching Funds: N/A  
Indirect Rate: \$400 (4%)  
Performance Period: July 1, 2011 through June 30, 2013

**STUDENT AND COMMUNITY ADVANCEMENT**

**C. GRANT – ACCEPTANCE**

It is recommended that the Board of Trustees accept the following grant:

Hewlett-Packard (HP) Learning Initiative for Entrepreneurs (LIFE) – 2011 HP Learning Initiative for Entrepreneurs, HP LIFE. As an HP LIFE grant winner, the El Camino College Small Business Development Center is awarded a grant package of technology, cash, a professional Train-the-trainer course, and access to the HP LIFE network, collectively valued at approximately \$60,000. The grant includes the following: Technology bundle valued at \$30,000 and Curriculum/Train-the-trainer session valued at \$20,000.

Amount of Grant Funding from Granting Agency:	\$10,000
Amount of College Match:	<u>-0-</u>
Total Amount of Grant	\$10,000
Source of Matching Funds: N/A	
Indirect Rate:	\$400 (4%)
Performance Period:	July 1, 2011 through June 30, 2013

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**Agenda for the El Camino Community College District Board of Trustees**  
**From**  
**Administrative Services**  
**Jo Ann Higdon, Vice President**

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	<u>Page No.</u>
A. Contracts Under \$78,900.....	15
B. Contracts Over \$78,900.....	23
C. Personal Services Agreement.....	23
D. Purchase Orders and Blanket Purchase Orders .....	24

## Administrative Services

### A. **CONTRACTS UNDER \$78,900**

It is recommended the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreements. The Vice President of Administrative Services or an authorized designee has executed the necessary documents.

- 1. Contractor:** **ACTION CONTRACTORS, INC.**  
**Services:** Contractor will provide plumbing, electrical and general building maintenance repairs for the District's Business Training Center.  
**Requesting Dept.:** Community Advancement  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$5,000
- 2. Contractors:** **AIM HIGH EDUCATION, INC.; ANGELO PHONE EDUCATION GROUP CO., LTD; DEL AMO LEARNING GARDEN; EASY OVERSEAS EDUCATION CO.; and STUDY LINK INTERNATIONAL**  
**Services:** Contractors will serve as F-1 Visa educational agents to recruit F-1 Visa Students for El Camino College.  
**Requesting Dept.:** Admissions and Records – International Student Program  
**Date(s):** 7/1/11 – 6/30/12 with four optional one-year renewal periods  
**Financial Terms:** The fee shall be \$250 per student per consecutive semester completed, not to exceed \$500
- 3. Contractor:** **ALLIED WASTE SERVICES**  
**Services:** Contractor will provide waste disposal services for the District's Business Training Center.  
**Requesting Dept.:** Community Advancement  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$1,900
- 4. Contractor:** **ALONDRA PARK GOLF COURSE**  
**Services:** Contractor will provide usage for 3-par hole (short) course for students enrolled in the District's physical education program credit classes.  
**Requesting Dept.:** Health Sciences and Athletics  
**Date(s):** 8/1/11 – 8/31/12  
**Financial Terms:** No cost to the District

5. **Contractor:** **ALPHA FLAG ENTERPRISES, INC.**  
**Services:** Contractor will provide training for Standards for Training Certification and Watchkeeping maritime classes in first aid and CPR.  
**Requesting Dept.:** Community Advancement – Workplace Learning Resource Center (WpLRC)  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$5,000  
Program is self supporting
6. **Contractor:** **APICS SAN GABRIEL VALLEY CHAPTER**  
**Services:** Contractor will provide on-site and center based customized training for companies contracted with the District on an as needed basis including but not limited to on-site and center-based APICS, Lean Manufacturing and Project Management related courses.  
**Requesting Dept.:** Community Advancement - Center for Applied Competitive Technologies (CACT)  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$50,000  
Funded by the Employment Training Panel
7. **Contractor:** **ASMARA U.S.A., INC.**  
**Services:** Contractor to conduct customized export compliance training and conduct export, import, and international trade compliance seminars.  
**Requesting Dept.:** Community Advancement – Center for International Trade Development (CITD)  
**Date(s):** 7/1/11 -6/30/12  
**Financial Terms:** Cost not to exceed \$1,500  
Program is self supporting
8. **Contractor:** **BRAUMILLER SCHULZ LLP**  
**Services:** Contractor to conduct customized export compliance training and conduct export, import, and international trade compliance seminars.  
**Requesting Dept.:** Community Advancement - CITD  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$1,500  
Program is self supporting

9. **Contractor:** **DESIMONE ENGINEERING**  
**Services:** Contactor to provide specialized training in Certified Quality Engineering, Geometric Dimensioning & Tolerancing, Green Belt, and various other related subjects as needed.  
**Requesting Dept.:** Community Advancement – (CACT)  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Not to exceed \$25,000  
Funded by the Responsive Training Fund Grant from North Orange County Community College District
10. **Contractor:** **EAGLE SECURITY SERVICES, INC.**  
**Services:** Contactor to provide part-time work activity opportunities for CalWORKs students to work as security officers.  
**Requesting Dept.:** Counseling and Student Services  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** No cost to the District
11. **Contractor:** **EL SEGUNDO JANITORIAL SERVICES**  
**Services:** Contactor will provide janitorial services for the District’s Business Training Center.  
**Requesting Dept.:** Community Advancement  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$14,000
12. **Contractor:** **ELEARNNOVATIONS.COM**  
**Services:** Contactor will provide interactive online software development services in support of the Beverage Equipment Service Technician certification training program.  
**Requesting Dept.:** Community Advancement – WpLRC  
**Date(s):** 7/1/11 -6/30/12  
**Financial Terms:** Cost not to exceed \$5,000  
Funded by the California Economic Workforce Development Grant
13. **Contractor:** **ESTWICK & ASSOCIATES, INC.**  
**Services:** Contactor to provide Parenting Instruction Services for the inmate population at the Federal Metropolitan Detention Center, Los Angeles and at the Federal Correctional Institution, Terminal Island.  
**Requesting Dept.:** Community Advancement – WpLRC  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$20,000  
Funded by the State Federal Bureau of Prisons

- 14. Contractor:** **FEDERAL BUREAU OF PRISONS, FCI, TERMINAL ISLAND**  
**Services:** Contractor will receive sixty hours of intermediate and advanced Photovoltaic hands-on classroom training for ten inmates.  
**Requesting Dept.:** Community Advancement – WpLRC  
**Date(s):** 5/1/11 – 9/30/11  
**Financial Terms:** Projected Gross Income \$7,497
- 15. Contractor:** **GABLE HOUSE BOWL**  
**Services:** Contractor will provide three lanes for bowling, including shoes and bowling balls, for students enrolled in the District’s physical education program credit classes.  
**Requesting Dept.:** Health Sciences and Athletics  
**Date(s):** 8/1/11 – 8/31/12  
**Financial Terms:** No cost to the District
- 16. Contractor:** **GREENSIDE, LLC**  
**Services:** Contractor will provide forty-four hours of instruction time for curriculum “Introduction to Sustainability” to be taught at Leuzinger Higher School.  
**Requesting Dept.:** Community Advancement – WpLRC  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$5,500  
Funded by the Career Technical Education Grant
- 17. Contractor:** **GREENBRIDGE INTERNATIONAL, INC.**  
**Services:** Contractor will provide specified training needs for companies contracted through the District’s Business Training Center.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$75,000  
Funded by the Employment Training Panel
- 18. Contractor:** **HANGER 18 SOUTH BAY**  
**Services:** Contractor will allow use of its facility and provide the necessary rock climbing equipment, ropes, harness, shoes, and chalk bag for students enrolled in the Districts physical education program credit courses.  
**Requesting Dept.:** Health Sciences and Athletics  
**Date(s):** 8/1/11 – 8/31/12  
**Financial Terms:** No cost to the District

19. **Contractor:** **I-TUL DESIGN & SOFTWARE, INC.**  
**Services:** Contractor to complete the Program Outreach website and Curriculum Process Manager for the El Camino College Center for Applied Competitive Technologies' National Science Foundation Aerospace Manufacturing Education project.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost to not exceed \$6,140  
Funded by the National Science Foundation Grant
20. **Contractor** **JUDY SHANE COMMUNICATIONS**  
**Services:** Contractor to develop and deliver customized on-site training in Business Writing, Customer Service and Time Management for Contract Education and Learning Resource Center to contracted companies on an as needed basis.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$40,000  
Funded by the National Science Foundation (NSF) Grant
21. **Contractor:** **KNOWLEDGE PROCESS, INC.**  
**Services:** Contractor will develop and deliver customized training in Lean Business and Process Improvement for companies contracted with the District on an as needed basis.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$50,000  
Funded by the Employment Training Panel
22. **Contractor:** **LOS ANGELES COUNTY OFFICE OF EDUCATION (LACOE)**  
**Services:** The District will inform students enrolled in Medi-Cal/Healthy Families Insurance of the various services that are available. The District will submit reimbursement claims to LACOE for these activities based on surveys that occur four weeks per year.  
**Requesting Dept.:** Counseling and Student Services – CalWORKs  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Projected Gross Income \$46,000

23. **Contractor:** **MOBILE ADVANCED COMPUTER TRAINING, LLC**  
**Services:** Contractor will provide computer program skills training to companies and organization.  
**Requesting Dept.:** Community Advancement – WpLRC  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$70,000  
Funded by the South Bay Workforce Investment Board
24. **Contractor:** **NATIONAL ASIAN PACIFIC CENTER ON AGING**  
**Services:** Participants in the program will be assigned specific tasks in the Learning Resources Center.  
**Requesting Dept.:** Academic Affairs – Learning Resources Center  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** No cost to the District
25. **Contractor:** **NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT**  
**Services:** The Center for Applied Competitive Technologies will provide statewide marketing for the Job Development Incentive Fund and the Responsive Training Fund EWD Grants to trade associations, employers, Workforce Investment Boards, and community based organizations.  
**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies  
**Date(s):** 7/1/11 – 5/31/12  
**Financial Terms:** Projected Gross Income \$18,000
26. **Contractor:** **OSTERLING CONSULTING, INC.**  
**Services:** Contractor to develop and deliver customized on-site training in Lean Manufacturing, Six Sigma and Blackbelt for companies on as needed basis.  
**Requesting Dept.:** Community Advancement – Contract Education  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$30,000  
Funded by the Employment Training Panel

27. **Contractor:** **PUBLIC/PRIVATE VENTURES**  
**Services:** Contractor will evaluate the El Camino College California Advancement Academy grant activities.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 12/31/12  
**Financial Terms:** Cost not to exceed \$66,000  
Funded by the Chancellor’s Office - California Advancement Academies (CAA) grant
28. **Contractor:** **QUEST CONSULTING & TRAINING CORP.**  
**Services:** Contractor will provide continuous improvement training to various companies for the District as identified.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$75,000  
Funded by the Employment Training Panel
29. **Contractor:** **RDJ CONSULTING**  
**Services:** Contractor will perform audit services and provide assistance with special projects as requested.  
**Requesting Dept.:** Community Advancement – Small Business Development Center  
**Date(s):** 7/1/11 – 12/31/11  
**Financial Terms:** Cost not to exceed \$23,000  
Partially funded by US Small Business Administration and El Camino Community College District
30. **Contractor:** **RICHSTONE FAMILY CENTER**  
**Services:** Contractor to provide part-time work activity opportunities to CalWORKs students to work in their Academic Life-Long Learning after School Program.  
**Requesting Dept.:** Counseling and Student Services  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** No cost to the District
31. **Contractor:** **RIVERSIDE COMMUNITY COLLEGE DISTRICT**  
**Services:** Contractor will provide educational training to various companies in continuous workforce development.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$75,000  
Funded by the Employment Training Panel

32. **Contractor:** **RONALD AMIE QUICKBOOKS INSTRUCTOR**  
**Services:** Contractor will conduct QuickBooks Workshop Series.  
**Requesting Dept.:** Community Advancement – Small Business Development Center  
**Date(s):** 7/1/11 – 12/31/11  
**Financial Terms:** Cost not to exceed \$3,500  
Partially funded by the US Small Business Administration and El Camino Community College District
33. **Contractor:** **SADDLER CONSULTING**  
**Services:** Contractor to develop and deliver customized on-site training to companies on an as needed basis, including but not limited to Customer Service and Frontline Leadership.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$60,000  
Funded by the Employment Training Panel
34. **Contractor:** **SMALL MANUFACTURERS’ INSTITUTE**  
**Services:** Contractor to provide technical support for the Aerospace Fasteners’ Program at the Compton Education Center.  
**Requesting Dept.:** Community Advancement – CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$65,000  
Funded by Grant from the Chancellors’ Office
35. **Contractor:** **SOUTH BAY HEATING AND AIR CONDITIONING**  
**Services:** Contractor will provide maintenance for the heating and air conditioning at the District’s Business Training Center.  
**Requesting Dept.:** Community Advancement – BTC  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$2,500
36. **Contractor:** **THE COMMUNITY COLLEGE FOUNDATION**  
**Services:** The District, as a subcontractor, will provide facilitation and training to prospective foster parents and adoptive parents in the Partnering for Safety and Permanence-Model Approach to Partnership in Parenting Training Services (PS-MAPP) pre-service training program for the County of Los Angeles Dept. of Children Family Services.  
**Requesting Dept.:** Enrollment Services  
**Date(s):** 8/1/11 – 6/31/12  
**Financial Terms:** Projected Gross Income \$30,000

**B. CONTRACT OVER \$78,900**

It is requested the Board of Trustees approve the District enter into the following agreement:

**Contractor:** FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES  
**Services:** The District, as a subcontractor, will provide general oversight, administration, coordination and supervision for the Youth Empowerment Strategies for Success (YESS) program for foster youth ages 14 to 21.  
**Requesting Dept.:** Enrollment Services  
**Date(s):** 7/1/11 – 12/31/12  
**Financial Terms:** Projected Gross Income \$114,900

**C. PERSONAL SERVICE AGREEMENTS:**

1. **Contractor:** JUAN DIAZ  
**Services:** Contractor will provide grounds maintenance services for the District's Business Training Center.  
**Requesting Dept.:** Community Advancement  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$2,700

2. **Contractor:** MARK HULLIBARGER  
**Services:** Contractor will perform the tuning, repair, maintenance and voicing of the seven grand pianos used in the Marsee Auditorium and the Haag Recital Hall, as needed.  
**Requesting Dept.:** Academic Affairs – Fine Arts  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$3,078

3. **Contractor:** DEBORAH IMONTI  
**Services:** Contactor to develop, market, monitor contract training contracts, including State of California Employment Training Panel (ETP) contracts with companies doing business with El Camino College Business Training Center; coordinate the various training at companies and generate on-going progress reports to the State regarding ETP contracts.  
**Requesting Dept.:** Community Advancement - CACT  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$90,000  
Funded by the Employment Training Panel

4. **Contractor:** **JENNIFER RICHARDSON**  
**Services:** Contractor will provide evaluation project management for the National Science Foundation Advanced Aerospace Manufacturing Education Program, Year 2: Design Review.  
**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$20,000  
 Funded by the NSF
5. **Contractor:** **SCOTT SCHAFFER**  
**Services:** Contractor will provide evaluation project management for the National Science Foundation Advanced Aerospace Manufacturing Education Program, Year 2: Design Review.  
**Requesting Dept.:** Community Advancement – Center for Applied Competitive Technologies  
**Date(s):** 7/1/11 – 6/30/12  
**Financial Terms:** Cost not to exceed \$20,000  
 Funded by the NSF

**D. PURCHASE ORDERS AND BLANKET PURCHASE ORDERS**

It is recommended that all purchase orders be ratified as shown.

<b>P.O. Number</b>	<b>Vendor Name</b>	<b>Site Name</b>	<b>Description</b>	<b>P.O. Cost</b>
P0404141	AT&T Datacomm	Information Technology	Maintenance Contracts	\$71,549.02
P0404243	Torrance Postmaster	Public Relations &	Postage	\$50,000.00
P0404246	Singlewire Software	Information Technology	Maintenance Contracts	\$7,837.50
P0404250	Beverly Hills Fire Dept.	Fire	Contract Services	\$15,417.50
P0404251	Manhattan Beach Fire	Fire	Contract Services	\$2,475.00
P0404256	Public Agency Law	Purchasing and	Legal	\$85.80
P0404258	Leonid Rachman	Accounting Use Only	Prepaid Expense	\$2,922.66
P0404259	Nolo Press	Div Office Instr.	Library Books	\$41.40
P0404265	Yukon Corporation	Facilities/Planning/Serv	Repairs Noninstructional	\$713.38
P0404267	Mid City Mailing	Ctr for Arts Promo	Multi Media Advertising	\$710.00
P0404268	Torrance Postmaster	Ctr for Arts Promo	Multi Media Advertising	\$2,109.73
P0404269	PACRAO	Admissions/Recors	Dues And Memberships	\$125.00
P0404270	Matthew Bender	Div Office Instr.	Library Books	\$846.52
P0404272	Dept.Of Toxic	Hazmat	Other Services And Expenses	\$360.00
P0404287	Baker & Taylor, Inc.	Div Office Instr.	Library Books	\$517.86
P0404289	Dell Computer	Information Technology	License Fee/Site Licenses	\$55,479.32
P0404290	Engineering.Com	Information Technology	Maintenance Contracts	\$5,250.00
P0404291	Sagemcom	Information Technology	Maintenance Contracts	\$3,284.10
P0404303	Chief Neon Sign	Facilities/Planning/Serv	Repairs Noninstructional	\$3,063.66
P0404304	All American Automatic	Facilities/Planning/Serv	Repairs Noninstructional	\$1,582.58
P0404305	Herald Publications	Public Relations &	Multi Media Advertising	\$1,900.00
P0404308	Pacific Graphics	Ctr for Arts Promo	Multi Media Advertising	\$2,147.25
P0404309	Facebook	Public Relations &	Multi Media Advertising	\$50,000.00

P0404314	Orange County	Ctr for Arts Production	Repairs Parts And Supplies	\$93.50
P0404315	Redondo Beach Fire	Fire	Contract Services	\$8,555.00
P0404325	United States Postal	Facilities/Planning/Serv	Non-Instruct Supplies	\$190.00
P0404326	Performance Pipeline	Facilities/Planning/Serv	Repairs Noninstructional	\$1,680.00
P0404328	Tutela, Inc.	Information Technology	Maintenance Contracts	\$210.00
P0404331	Majestic Lighting	Electric Shop	Non-Instruct Supplies	\$29.30
P0404333	Inter Valley Pool	Pool	Non-Instruct Supplies	\$891.86
P0404334	Jones & Mayer	Institutional Services	Legal	\$209.00
P0404336	Nextel/Sprint	Facilities/Planning/Serv	Maintenance Contracts	\$473.67
P0404339	David J. Murphy	Div Office Business	Instructional Supplies	\$125.00
P0404340	Thompson Trophy	Commencement	Non-Instruct Supplies	\$131.70
P0404342	AT&T Mobility	Health,Safety and Risk	Telephone	\$120.06
P0404343	Verizon Wireless	Health,Safety and Risk	Telephone	\$51.44
P0404344	Jeanne M. Bellemin	Life Sciences	Contract Services	\$310.00
P0404350	Michael D. Blada	Carpenter Shop	Non-Instruct Supplies	\$56.18
P0404362	CSI Fullmer	2010-11 VP-Admin Svc	New Equipment -	\$1,017.93
P0404363	Allsteel, Inc.	2010-11 VP-Admin Svc	New Equipment -	\$13,558.69
P0404369	Kimberly Wilkinson	Ctr for Arts Production	Non-Instruct Supplies	\$796.75
P0404378	Airgas West	Hazmat Transportation	Gasoline	\$128.03
P0404388	Ann M. Garten	Public Relations &	Conferences Mgmt	\$105.00
P0404391	Parkhouse Tire, Inc	Automotive Shop	Non-Instruct Supplies	\$165.72
P0404392	M & K Metal Co.	Welding Shop	Non-Instruct Supplies	\$569.86
P0404393	Grainger	HVAC Shop	Non-Instruct Supplies	\$938.12
P0404394	Campus Food Services	Public Relations &	Conferences Mgmt	\$108.65
P0404403	Kenneth S. Mays	Fire Academy 06-07	Instructional Supplies	\$114.15
P0404405	B & H Photo-Video	Copy Center	New Equip - Noninstr \$5k less	\$3,259.58
P0404406	National TV Radio	Public Relations &	Radio Advertising	\$24,000.00
P0404407	Trumba Corporation	Public Relations &	Other Services And Expenses	\$2,399.40
P0404411	Image IV Systems	Div Office Humanities	Copiers	\$43.27
P0404434	Smardan Supply	HVAC Shop	Non-Instruct Supplies	\$1,389.94
P0404441	Oracle Corporation	Information Technology	Maintenance Contracts	\$548.75
P0404442	Graybar Electric	Technical Services	Repairs Parts And Supplies	\$316.08
P0404447	UCLA Center for	Paramedic Academy	Contract Services	\$5,448.00
P0404452	Quality Business	Fiscal Services	Non-Instruct Supplies	\$61.25
P0404454	U.S. Bank	Institutional Services	Escrow/adminstrtn fees -	\$250.00
P0404455	Sallie Mae	Institutional Services	Printing/postage-SMFinAid cks	\$5,165.43
P0500006	ACCCA	Div Office Fine Arts	Dues And Memberships	\$300.00
P0500009	Etudes, Inc.	Staff Development	Conferences Other	\$150.00
P0500014	Foundation for	Facilities/Planning/Serv	Repairs Noninstructional	\$21,430.28
P0500016	Time Clock Sales &	V.P. Academic Affairs	Non-Instruct Supplies	\$870.56
P0500017	Thomson-Reuters/Barc	V.P. Academic Affairs	Publications-Magazines	\$290.00
P0500020	Accrediting	Accreditation Support	Dues And Memberships	\$1,010.03
P0500021	American Express	Staff Development	Conferences Faculty	\$562.40
P0500024	ABCO	Administrative Services	Conferences Mgmt	\$85.00
P0500027	AssetWorks	Warehouse	Inventories, Stores, Prepaid I	\$460.00

**Fund 11 Total: 68**

**\$377,087.86**

**Fund 12 Restricted - El Camino**

P0404177	Assessment	EGADNP-10-0116	Other Services And Expenses	\$2,496.81
P0404244	Aarin Edwards	CalWORKS Regional	Non-Instruct Supplies	\$90.53
P0404245	Fast Deer Bus Charter	CTE II - grant	Transportation/ Mileage And	\$579.00
P0404248	Campus Food Services	CTE II - grant	Non-Instruct Supplies	\$241.57
P0404249	Susan D. Brouillette	DSPS	Instructional Supplies	\$10.95

P0404262	Campus Food Services	YESS Grant	Non-Instruct Supplies	\$200.00
P0404263	Campus Food Services	YESS Grant	Non-Instruct Supplies	\$433.85
P0404264	Campus Food Services	Foster Care Ed 03-04	Instructional Supplies	\$151.46
P0404266	Campus Food Services	Foster Care Ed 03-04	Instructional Supplies	\$157.77
P0404276	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$52.00
P0404277	Lou's Golf and	Parking-Student	Repairs Non Instr	\$640.08
P0404278	Lou's Golf and	Parking-Student	Repairs Non Instr	\$188.29
P0404279	B & H Inglewood Tow	Parking-Student	Repairs Non Instr	\$50.00
P0404280	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$457.60
P0404281	South Bay Regional	Parking-Student	New Equipment -	\$319.37
P0404282	Joshua S. Armstrong	Parking-Student	Non-Instruct Supplies	\$728.09
P0404283	Lista International	Fine Arts	New Equipment - Instructional	\$18,542.42
P0404306	Campus Food Services	Puente Reporting -	Non-Instruct Supplies	\$778.09
P0404307	Maribel Hernandez	Puente Reporting -	Non-Instruct Supplies	\$615.67
P0404312	Nxlevel Education	SBA Matching Funds	Non-Instruct Supplies	\$1,920.00
P0404313	Campus Food Services	CTE II - grant	Non-Instruct Supplies	\$508.32
P0404316	Datatel, Inc.	Adminstration	Other Services And Expenses	\$5,375.00
P0404324	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$1,304.14
P0404327	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$25.00
P0404332	Van Lingen Towing	Parking-Student	Repairs Non Instr	\$735.00
P0404360	Datatel, Inc.	Adminstration	Other Services And Expenses	\$526.31
P0404389	Classic Cleaners and	Parking-Student	Dry Cleaning	\$804.66
P0404390	Sunset Theatre	Artes de El Camino	Contract Services	\$2,610.00
P0404395	Lomita Business	DSPS	Repairs Noninstructional	\$239.00
P0404399	Charlotte Gray	CalWORKS Regional	Contract Services	\$110.00
P0404404	Compton Unified	Teacher Preparation	Contract Services	\$447.00
P0404412	Campus Food Services	Aerospace Conference	Non-Instruct Supplies	\$966.73
P0404413	Campus Food Services	Matching - IDRC, etc.	Non-Instruct Supplies	\$189.13
P0404414	Campus Food Services	CAA (10-091-002)	Non-Instruct Supplies	\$754.75
P0404420	Bothwell Automotive,	Parking-Student	Repairs Non Instr	\$150.00
P0404421	Bayside Medical Center	Parking-Student	Other Services And Expenses	\$63.90
P0404429	Campus Food Services	First Year Experience	Other Services And Expenses	\$56.74
P0404440	Campus Food Services	YESS Grant	Non-Instruct Supplies	\$1,336.62
P0404443	Katie L. Turner-Adams	STEM transfer-Hispanic	Contract Services	\$540.00
P0404444	Campus Food Services	Matriculation	Non-Instruct Supplies	\$500.00
P0404448	Campus Food Services	Foster Care Ed 03-04	Other Services And Expenses	\$138.83
P0500004	Fast Deer Bus Charter	STEM transfer-Hispanic	Transportation	\$455.00
P0500005	Fast Deer Bus Charter	STEM transfer-Hispanic	Transportation	\$455.00
P0500008	Fast Deer Bus Charter	STEM transfer-Hispanic	Transportation	\$455.00
P0500011	American Express	STEM transfer-Hispanic	Conferences Other	\$248.00
P0500012	American Express	STEM transfer-Hispanic	Conferences Other	\$206.00
P0500018	Hyatt Regency San	STEM transfer-Hispanic	Conferences Other	\$856.00
P0500019	Hyatt Regency San	STEM transfer-Hispanic	Conferences Other	\$567.00
P0500029	Fast Deer Bus Charter	Community	Transportation	\$579.00

**Fund 12 Total: 49**

**\$49,855.68**

**Fund 15 General Fund -Special Programs**

P0404260	Matthew Bender	Div Office Instr.	Library Books	\$2,564.73
P0404261	Matthew Bender	Div Office Instr.	Library Books	\$392.12
P0404273	Thomson West	Div Office Instr.	Library Books	\$5,135.75
P0404275	Epic Production	2010-11 VP-Admin Svc	New Equipment - Instructional	\$2,885.19
P0404361	Allsteel, Inc.	2010-11 VP-Admin Svc	New Equipment - Instructional	\$1,813.57

**Fund 15 Total: 5**

**\$12,791.36**

<b>Fund 41</b>	<b>Capital Outlay</b>			
P0404257	Smardan Supply	Building Systems	Buildings	\$421.50
P0404330	Smardan	Building Systems	Buildings	\$69.28
P0404335	Tandus Flooring, Inc.	Flooring Replacements	Buildings	\$6,844.01
P0404381	Smardan Supply	Building Systems	Buildings	\$7,135.05
		<b>Fund 41 Total: 4</b>		<b>\$14,469.84</b>
<b>Fund 62</b>	<b>Property &amp; Liability</b>			
P0404329	El Camino Community	Purchasing and	Liability - Self Insurance	\$4,824.26
		<b>Fund 62 Total: 1</b>		<b>\$4,824.26</b>
<b>Fund 79</b>	<b>Auxiliary Services</b>			
P0404271	Campus Food Services	Counseling Office	Non-Instruct Supplies	\$1,200.00
P0404293	Bianca A. Lara	Fine Arts	Non-Instruct Supplies	\$125.00
P0404294	Alex N. Ronne	Fine Arts	Non-Instruct Supplies	\$125.00
P0404295	Rebecca Rutkowski	Fine Arts	Non-Instruct Supplies	\$100.00
P0404296	Deborah B. Minnichelli	Fine Arts	Non-Instruct Supplies	\$60.00
P0404297	Allyson Dvir	Fine Arts	Non-Instruct Supplies	\$100.00
P0404298	Karen Lawrence	Fine Arts	Non-Instruct Supplies	\$80.00
P0404299	Mercede Shamlo	Fine Arts	Non-Instruct Supplies	\$100.00
P0404300	Marie Rodriguez	Fine Arts	Non-Instruct Supplies	\$100.00
P0404301	Jenifer K. Lynn	Fine Arts	Non-Instruct Supplies	\$200.00
P0404302	Kimberly Wilkinson	Fine Arts	Non-Instruct Supplies	\$392.69
P0404318	Campus Food Services	First Year Experience	Non-Instruct Supplies	\$738.95
P0404320	Campus Food Services	First Year Experience	Non-Instruct Supplies	\$76.36
P0404337	Luis R. Barrueta	Student Affairs	Non-Instruct Supplies	\$66.58
P0404338	Campus Concerts	Fine Arts	Non-Instruct Supplies	\$2,200.00
P0404341	Valencia Mitchell	Fine Arts	Non-Instruct Supplies	\$100.00
P0404398	Campus Food Services	MESA Program	Non-Instruct Supplies	\$1,498.78
P0404436	Mark Santos	Fine Arts	Non-Instruct Supplies	\$102.00
P0404437	Lemar R. Guillary	Fine Arts	Non-Instruct Supplies	\$204.00
P0404438	Duane Benjamin	Fine Arts	Non-Instruct Supplies	\$204.00
P0404439	William S. Sinclair, III	Fine Arts	Non-Instruct Supplies	\$204.00
		<b>Fund 79 Total: 21</b>		<b>\$7,977.36</b>
<b>Fund 82</b>	<b>Scholarships &amp; Trust/Agency</b>			
P0404247	Registry of Interpreters	Special Resource	Fundraising	\$250.00
P0404396	Dipte D. Patel	Special Resource	Fundraising	\$29.64
P0404397	Campus Food Services	Special Resource	Fundraising	\$37.86
P0500002	Embroidme	Health Sciences and	Fundraising	\$1,422.56
P0500003	Dumbell Man Fitness	Health Sciences and	Fundraising	\$3,522.75
P0500007	Sports Chalet Team	Health Sciences and	Fundraising	\$367.76
P0500031	Fast Deer Bus Charter	Health Sciences and	Fundraising	\$925.00
		<b>Fund 82 Total: 7</b>		<b>\$6,555.57</b>
		<b>PO Funds Total: 155</b>		<b>\$473,561.93</b>

**Fund 11      Unrestricted - El Camino**

B0411125	Lincoln Equipment Inc.	Facilities/Planning/Serv	Repairs Noninstructional	\$14,011.15
B0510004	E.C.C.C.D. Bookstore	I&T Div Ofc	Other Books	\$1,000.00
B0510005	Safety-Kleen	Automotive Technology	Maintenance Contracts	\$8,000.00
B0510006	Pacific Resource	Automotive Collision	Maintenance Contracts	\$4,000.00
B0510007	Republic Master Chefs	Cosmetology	Laundry	\$6,000.00
B0510008	Sims Welding Supply	Welding	Other Instr Supplies	\$14,000.00
B0510009	Sims Welding Supply	Automotive Collision	Other Instr Supplies	\$2,000.00
B0510010	Sims Welding Supply	Air Conditioning And	Other Instr Supplies	\$1,500.00
B0510011	Domestic Linen Supply	Machine Tool	Laundry	\$3,500.00
B0510012	Domestic Linen Supply	Automotive Technology	Laundry	\$3,100.00
B0510013	Domestic Linen Supply	Automotive Collision	Laundry	\$1,750.00
B0510014	Domestic Linen Supply	Air Conditioning And	Laundry	\$1,700.00
B0510016	Choura Events	Staff Development	Other Rentals	\$2,000.00
B0510024	Pyro-Comm Systems,	Facilities/Planning/Serv	Repairs Noninstructional	\$15,000.00
B0510025	Yamada Service Center	Grounds	Non-Instruct Supplies	\$2,500.00
B0510026	Westwood Building	Grounds	Non-Instruct Supplies	\$2,000.00
B0510027	B.D. White Top Soil	Grounds	Non-Instruct Supplies	\$1,000.00
B0510028	Moneta Nursery Inc.	Grounds	Non-Instruct Supplies	\$4,800.00
B0510029	Ewing Irrigation	Grounds	Non-Instruct Supplies	\$3,000.00
B0510030	Bishop Company	Grounds	Non-Instruct Supplies	\$2,000.00
B0510031	A.M. Leonard	Grounds	Non-Instruct Supplies	\$2,000.00
B0510032	Klean Sweep	Grounds	Sweeping Service	\$7,200.00
B0510038	Action Sales & Metal	Welding	Instructional Supplies	\$4,000.00
B0510039	McMaster Carr	Welding	Instructional Supplies	\$2,000.00
B0510040	Sims Welding Supply	Welding	Instructional Supplies	\$10,000.00
B0510041	At&t Mobility	Operations	Telephone	\$3,500.00
B0510042	Nextel/Sprint	Operations	Telephone	\$4,000.00
B0510043	Home Depot	Operations	Non-Instruct Supplies	\$2,000.00
B0510044	Braun Towel & Linen	Operations	Non-Instruct Supplies	\$4,000.00
B0510045	Unisource	Operations	Non-Instruct Supplies	\$5,000.00
B0510046	Empire Cleaning	Operations	Non-Instruct Supplies	\$17,000.00
B0510047	Samy's Camera	Internet Assistant	Non-Instruct Supplies	\$598.00
B0510048	E.C.C.C.D. Bookstore	English	Instructional Supplies	\$675.00
B0510049	ECCD Petty Cash	English	Instructional Supplies	\$500.00
B0510050	School Services of	Institutional Services	Contract Services	\$1,800.00
B0510051	Phillips Plumbing	Facilities/Planning/Serv	Repairs Noninstructional	\$3,000.00
B0510052	Anderson Repair	Facilities/Planning/Serv	Repairs Noninstructional	\$2,500.00
B0510053	Bee Professionals, Inc.	Facilities/Planning/Serv	Repairs Noninstructional	\$700.00
B0510054	Acco Engineered	Facilities/Planning/Serv	Repairs Noninstructional	\$30,000.00
B0510055	All American Automatic	Facilities/Planning/Serv	Repairs Noninstructional	\$5,000.00
B0510056	Bearcom	Facilities/Planning/Serv	Repairs Noninstructional	\$2,500.00
B0510057	Chief Neon Sign	Facilities/Planning/Serv	Repairs Noninstructional	\$5,000.00
B0510058	A Plus Window Tint	Facilities/Planning/Serv	Repairs Noninstructional	\$1,000.00
B0510059	Performance Pipeline	Facilities/Planning/Serv	Repairs Noninstructional	\$17,000.00
B0510060	Schindler Elevator	Facilities/Planning/Serv	Repairs Noninstructional	\$10,000.00
B0510061	Schwalm Generation	Facilities/Planning/Serv	Repairs Noninstructional	\$10,000.00
B0510062	ProTech UST Services	Facilities/Planning/Serv	Repairs Noninstructional	\$2,500.00
B0510063	McKinley Equipment	Facilities/Planning/Serv	Repairs Noninstructional	\$500.00
B0510064	Island Petroleum	Facilities/Planning/Serv	Repairs Noninstructional	\$5,000.00
B0510065	Abate Tech.	Facilities/Planning/Serv	Repairs Noninstructional	\$5,000.00
B0510066	A. R. Zeff's	Facilities/Planning/Serv	Repairs Noninstructional	\$4,000.00

B0510067	Abtech Systems,	Facilities/Planning/Serv	Repairs Noninstructional	\$16,194.00
B0510068	Pyro-Comm Systems,	Facilities/Planning/Serv	Maintenance Contracts	\$7,000.00
B0510069	Schindler Elevator	Facilities/Planning/Serv	Maintenance Contracts	\$45,000.00
B0510070	United Oil Company	Hazmat Transportation	Gasoline	\$10,000.00
B0510071	Airgas West	Hazmat Transportation	Gasoline	\$1,500.00
B0510072	Stericycle	Hazmat	Waste Disposal	\$12,000.00
B0510073	Environmental	Hazmat	Waste Disposal	\$10,000.00
B0510074	Knorr Systems Inc.	Pool	Non-Instruct Supplies	\$500.00
B0510075	Inter Valley Pool	Pool	Non-Instruct Supplies	\$4,000.00
B0510076	Home Depot	Lock Shop	Non-Instruct Supplies	\$1,000.00
B0510077	Clark Security	Lock Shop	Non-Instruct Supplies	\$500.00
B0510078	Montgomery Hardware	Lock Shop	Non-Instruct Supplies	\$5,000.00
B0510079	McMaster Carr	Lock Shop	Non-Instruct Supplies	\$500.00
B0510080	M & K Metal Co.	Automotive Shop	Non-Instruct Supplies	\$600.00
B0510081	Airgas West	Welding Shop	Non-Instruct Supplies	\$1,500.00
B0510082	Smardan Supply	Plumbing Shop	Non-Instruct Supplies	\$20,000.00
B0510083	J. M. McKinney Co.	Plumbing Shop	Non-Instruct Supplies	\$500.00
B0510084	Frazee Paint	Paint Shop	Non-Instruct Supplies	\$5,000.00
B0510085	Scotch Paint	Paint Shop	Non-Instruct Supplies	\$500.00
B0510086	Dunn Edwards Paint	Paint Shop	Non-Instruct Supplies	\$500.00
B0510087	Westwood Building	Carpenter Shop	Non-Instruct Supplies	\$500.00
B0510088	Universal Tool Service	Carpenter Shop	Non-Instruct Supplies	\$300.00
B0510089	McMaster Carr	Carpenter Shop	Non-Instruct Supplies	\$3,000.00
B0510090	Ideal Glass & Mirror	Carpenter Shop	Non-Instruct Supplies	\$3,500.00
B0510091	Home Depot	Carpenter Shop	Non-Instruct Supplies	\$3,000.00
B0510092	Crenshaw Lumber	Carpenter Shop	Non-Instruct Supplies	\$1,000.00
B0510093	Xpedx Paper &	Facilities/Planning/Serv	Non-Instruct Supplies	\$500.00
B0510094	Uline Shipping Supply	Facilities/Planning/Serv	Non-Instruct Supplies	\$500.00
B0510095	ECCD Petty Cash	Facilities/Planning/Serv	Non-Instruct Supplies	\$600.00
B0510096	E.C.C.C.D. Bookstore	Facilities/Planning/Serv	Non-Instruct Supplies	\$100.00
B0510097	Domestic Linen Supply	Automotive Shop	Laundry	\$1,500.00
B0510098	Safety-Kleen	Automotive Shop	Repairs Noninstructional	\$1,500.00
B0510099	Lee's Alignment	Automotive Shop	Repairs Noninstructional	\$600.00
B0510100	Eberhard Equipment	Automotive Shop	Repairs Noninstructional	\$1,000.00
B0510101	South Bay Ford	Automotive Shop	Non-Instruct Supplies	\$2,500.00
B0510102	Yale Chase Materials	Automotive Shop	Non-Instruct Supplies	\$10,000.00
B0510103	Roy's Flower Garden	Automotive Shop	Non-Instruct Supplies	\$1,500.00
B0510104	Parkhouse Tire, Inc	Automotive Shop	Non-Instruct Supplies	\$7,000.00
B0510105	Eddings Brothers	Automotive Shop	Non-Instruct Supplies	\$6,000.00
B0510106	Battery Systems-Long	Automotive Shop	Non-Instruct Supplies	\$14,000.00
B0510107	Aqua-Serv Engineers	HVAC Shop	Non-Instruct Supplies	\$10,000.00
B0510108	Florence Filter Co.	HVAC Shop	Non-Instruct Supplies	\$18,000.00
B0510109	Grainger	HVAC Shop	Non-Instruct Supplies	\$500.00
B0510110	Smardan Supply	HVAC Shop	Non-Instruct Supplies	\$2,000.00
B0510111	Refrigeration Supply &	HVAC Shop	Non-Instruct Supplies	\$5,000.00
B0510112	McMaster Carr	HVAC Shop	Non-Instruct Supplies	\$4,000.00
B0510113	Johnstone Supply	HVAC Shop	Non-Instruct Supplies	\$4,500.00
B0510114	George T. Hall	HVAC Shop	Non-Instruct Supplies	\$2,250.00
B0510115	Applied Industrial	HVAC Shop	Non-Instruct Supplies	\$2,250.00
B0510116	Allied Refrigeration	HVAC Shop	Non-Instruct Supplies	\$3,500.00
B0510117	AAA Motors	HVAC Shop	Non-Instruct Supplies	\$2,500.00
B0510118	Battery Systems-Long	Electric Shop	Non-Instruct Supplies	\$1,000.00
B0510119	Western Illuminated	Electric Shop	Non-Instruct Supplies	\$1,000.00
B0510120	Majestic Lighting	Electric Shop	Non-Instruct Supplies	\$10,000.00

B0510121	Grainger	Electric Shop	Non-Instruct Supplies	\$10,000.00
B0510122	CED/Metropolitan	Electric Shop	Non-Instruct Supplies	\$30,000.00
			<b>Fund 11 Total: 107</b>	<b>\$567,728.15</b>
<b>Fund 12</b>	<b>Restricted - El Camino</b>			
B0510002	MSC Industrial Supply	WIP (10-292-720)	Instructional Supplies	\$3,000.00
B0510003	M & K Metal Co.	WIP (10-292-720)	Instructional Supplies	\$500.00
B0510123	ECCD Petty Cash	Community Education	Non-Instruct Supplies	\$2,000.00
B0510124	Cambridge	Community Education	Non-Instruct Supplies	\$5,000.00
B0510126	San Dieguito Printers	Community Education	Non-Instruct Supplies	\$40,000.00
B0510127	Postmaster	Community Education	Postage	\$20,000.00
B0510131	Mid City Mailing	Community Education	Non-Instruct Supplies	\$15,000.00
			<b>Fund 12 Total: 7</b>	<b>\$85,500.00</b>
<b>Fund 41</b>	<b>Capital Outlay</b>			
B0411091	MACTEC	Architect Fees &	Contract Services	\$4,000.00
B0510000	Letner Roofing, Inc.	Roofing 2011	Repairs Noninstructional	\$113,240.00
B0510001	Best Contracting	Roofing 2011	Repairs Noninstructional	\$134,514.00
			<b>Fund 41 Total: 3</b>	<b>\$251,754.00</b>
<b>Fund 82</b>	<b>Scholarships &amp; Trust/Agency</b>			
B0510033	Staples Advantage	Health Sciences and	Fundraising	\$5,000.00
B0510034	A-1 Coast Rentals	Health Sciences and	Fundraising	\$1,600.00
B0510035	Campus Food Services	Health Sciences and	Fundraising	\$2,500.00
B0510036	Verizon Wireless	Health Sciences and	Fundraising	\$700.00
B0510037	E.C.C. Public	Health Sciences and	Fundraising	\$3,000.00
B0510128	E.C.C. Public	Health Sciences and	Fundraising	\$1,200.00
B0510129	Fast Deer Bus Charter	Health Sciences and	Fundraising	\$5,000.00
B0510130	Buddy's All Stars Inc.	Health Sciences and	Fundraising	\$6,500.00
			<b>Fund 82 Total: 8</b>	<b>\$25,500.00</b>
			<b>BPO Funds Total: 125</b>	<b>\$930,482.15</b>
			<b><u>Grand Total POs and BPOs: 280</u></b>	<b>\$1,404,044.08</b>

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**Agenda for the El Camino Community College District Board of Trustees  
For  
Measure E Bond Fund  
Administrative Services**

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	<u>Page No.</u>
A. Category Budgets and Balances.....	32
B. Contracts Under \$78,900.....	34
C. Contract Amendment – HMC Architects, Inc. – Science Technology Engineering and Math Project.....	35
D. Change Order – Insignia – Campus Signage and Wayfinding Project.....	36
E. Purchase Orders and Blanket Purchase Orders.....	36

## Administrative Services – Measure E Bond Fund

### A. CATEGORY BUDGETS AND BALANCES

#### GENERAL OBLIGATION BOND FUND CATEGORIES AND PROJECT SUMMARY

The following table reports Measure E expenditures and commitments through June 30, 2011.

CATEGORY	BUDGET	EXPENDED	COMMITTED	BALANCE
<b><u>Additional Classrooms/Modernization</u></b>				
Acquisitions	\$705,867	\$705,867	\$0	\$0
Architectural Barrier Removal Phase 2	18,520	18,520	0	0
Athletic Education and Fitness Complex	42,223,638	696,508	1,808,967	39,718,163
Bookstore/Cafeteria Conversion to Admin.	10,868,608	9,097,629	95,309	1,675,669
Math & Business Building Replacement	36,942,427	15,485,402	13,370,663	8,086,362
Central Plant	14,545,000	14,292,482	73,175	179,343
Child Development Center Phase 2	30,470	30,470	0	0
Crenshaw Blvd. Frontage Enhancement	13,373	13,373	0	0
Fire Academy Structure	164,893	164,893	0	0
Fire Program Facility	1,651	1,651	0	0
Humanities Complex Replacement	30,552,368	30,033,180	317,853	201,334
Learning Resource Center Addition	5,099,964	5,041,952	27,456	30,556
MBB Parking Structure & Entrance	35,431,214	74,863	0	35,356,351
Remodeling Phase One-Three	850,766	842,216	8,549	0
Science Complex Renovation	7,116,726	6,707,899	187,000	221,827
Student Services/Activities Replacement	41,077,921	1,971,807	0	39,106,114
Temporary Space and Relocation Costs	3,467,718	3,468,293	-576	0
Signage and Wayfinding	1,295,309	510,602	36,875	747,832
Architectural Planning Contingency	5,000,000	5,738	3,139	4,991,123
<b>Total Classrooms/Modernization</b>	<b><u>\$235,406,433</u></b>	<b><u>\$89,163,346</u></b>	<b><u>\$15,928,412</u></b>	<b><u>\$130,314,675</u></b>
<b><u>Campus Site Improvements:</u></b>				
<b><u>Accessibility, Safety / Security</u></b>				
Asphalt Resurfacing - All Lots	\$400,000	\$14,975	\$0	\$385,025
Emergency Generators and Distribution	116,173	116,173	0	0
Emergency Power to Security Lighting	4,289	4,289	0	0
Entrance - Redondo Beach Blvd. to Lot H	30,208	30,208	0	0
Fencing Replacement and Additions	105,777	5,777	0	100,000
Landscaping/Irrigation System	1,049,932	49,932	0	1,000,000
Lighting - Upgrade / Replace All Lots	3,059,807	259,945	67,555	2,732,307
Lot F Parking Structure Improvements	34,926	34,926	0	0
Lot H Parking Structure	24,371,895	24,113,091	177,455	81,349
Paving Replacement - All Walks/Driveways	1,110,695	705,548	26,541	378,606
Pedestrian Walks at MBB & Lot E	7,898	7,898	0	0
Security Video	2,007,831	233,960	40,058	1,733,813

Voice / Data / Signal Site Duct Bank	<u>117,130</u>	<u>117,130</u>	<u>0</u>	<u>0</u>
<b>Total Campus Site Improvements:</b>				
<b>Accessibility, Safety / Security</b>	<b><u>\$32,416,561</u></b>	<b><u>\$25,693,851</u></b>	<b><u>\$311,610</u></b>	<b><u>\$6,411,101</u></b>
<b><u>Energy Efficiency Improvements</u></b>				
Energy Efficiency Improvements Phase 2	<u>\$2,818,000</u>	<u>\$2,756,836</u>	<u>\$0</u>	<u>\$61,164</u>
<b>Total Energy Efficiency Improvements</b>	<b><u>\$2,818,000</u></b>	<b><u>\$2,756,836</u></b>	<b><u>\$0</u></b>	<b><u>\$61,164</u></b>
<b><u>Health and Safety Improvements</u></b>				
Administration	\$112,740	\$112,740	\$0	\$0
Art & Behavioral Sciences	369,179	369,179	0	0
Infrastructure Phase 1-3	45,470,718	36,308,625	4,490,732	4,671,361
Auxiliary Warehouse	1,301	1,301	0	0
Communications	219,262	219,262	0	0
Construction Technology	16,466	16,466	0	0
Domestic Water System	110,208	110,208	0	0
Facilities and Receiving	215,159	215,159	0	0
Fire Alarm	277,817	277,817	0	0
Firelines	119,905	119,905	0	0
Hazardous Materials Abatement	176,465	175,573	0	892
Restroom Access Compliance	2,000,000	261,252	1,307,582	431,166
Library	452,759	452,759	0	0
Marsee Auditorium	460,474	460,474	0	0
Math Science & New Tech Arts	34,309,701	919,824	1,839,391	31,550,486
Music	240,600	240,600	0	0
Natural Gas System	13,852	13,852	0	0
North Gymnasium	262,214	262,214	0	0
Physical Education and Men's Shower	78,178	78,178	0	0
Planetarium	12,815	12,815	0	0
Pool and Health Center	505,821	502,185	0	3,636
Primary Electrical Distribution System	5,062,019	5,061,211	0	808
Reimbursements	1,414,353	1,414,353	0	0
Security Systems	30,245	30,245	0	0
Sewer System	55,449	55,449	0	0
Social Sciences	5,584,449	3,047,288	1,204,837	1,332,324
Storm Drain System	30,644	30,644	0	0
Technical Arts	405,147	405,147	0	0
Shops	<u>31,891,195</u>	<u>930,654</u>	<u>1,248,598</u>	<u>29,711,943</u>
<b>Total Health and Safety Improvements</b>	<b><u>\$129,899,135</u></b>	<b><u>\$52,105,377</u></b>	<b><u>\$10,091,140</u></b>	<b><u>\$67,702,618</u></b>
<b><u>Information Technology and Equipment</u></b>				
Behavioral and Social Sciences	\$554,077	\$159,531	\$0	\$394,546
Business	643,650	489,657	0	153,993
Facilities Planning and Services	625,724	404,424	0	221,300
Fine Arts	970,096	685,252	15,079	269,764
Health Sciences and Athletics	769,987	335,060	206,879	228,048
Humanities	425,978	217,287	0	208,691
Industry and Technology	983,641	648,844	-779	335,576

Information Technology	12,957,510	7,354,063	29,082	5,574,366
Learning Resources	3,045,057	510,992	4,150	2,529,915
Math	723,061	231,191	0	491,870
Natural Sciences	1,863,431	695,560	7,508	1,160,363
Nursing	252,651	116,478	0	136,173
Student and Community Advancement	645,925	257,753	0	388,172
Interfund Transfer	141,150	141,150	0	0
Campus Police	66,650	66,650	0	0
Purchasing	9,418	9,418	0	0
Phase II, III, IV Purchases	0	0	0	0
Installation Contingency	349	349	0	0
<b>Total I.T./Equipment</b>	<b><u>\$24,678,355</u></b>	<b><u>\$12,323,659</u></b>	<b><u>\$261,919</u></b>	<b><u>\$12,092,777</u></b>
<b><u>P.E. Facilities Improvements</u></b>				
Baseball Field	\$572	\$572	\$0	\$0
North Field	0	0	0	0
Sand Volleyball	0	0	0	0
Reserve for Contingencies	0	0	0	0
<b>Total P.E. Facilities Improvements</b>	<b><u>\$572</u></b>	<b><u>\$572</u></b>	<b><u>\$0</u></b>	<b><u>\$0</u></b>
<b>TOTAL</b>	<b><u>\$425,219,056</u></b>	<b><u>\$182,043,641</u></b>	<b><u>\$26,593,081</u></b>	<b><u>\$216,582,335</u></b>

**B. CONTRACTS UNDER \$78,900**

It is recommended the Board of Trustees, in accordance with Board Policy 6340, ratify the District entering into the following agreement. The Vice President of Administrative Services or an authorized designee has executed the necessary documents.

**1. CONTRACT - MACTEC ENGINEERING & CONSULTING, INC.  
ATHLETIC EDUCATION & FITNESS COMPLEX**

Provide geotechnical engineering services at the site for the new stadium & track. Work to include subsurface investigation, geologic-seismic hazard evaluation, testing and preparation of a report containing analyses and recommendations.

**Dates of Service:** August 2011 through July 2013

**Cost:** \$49,750

**2. CONTRACT – LCC3 CONSTRUCTION SERVICES, INC. – DIVISION  
OF THE STATE ARCHITECT PROJECT CERTIFICATION  
SERVICES**

It is recommended the Board of Trustees approve entering into a contract with the above firm to provide support services as needed to obtain Division of the State Architect certification for the five projects following projects.

Science Complex Modernization 2001  
Campus-wide Barrier Removal 1990  
Child Development Center Building 1992  
Library Addition 1992  
Alterations to Physical Education South 1993

This firm is being recommended based upon its prior experiences performing this type of work, the demonstrated expertise and the qualifications of its staff to perform the services and competitive fee structure.

**Dates of Services:** July 2011 through June 2012

**Cost:** Not to exceed \$62,000

The above cost will be divided between two district funds.

General Obligation Bond Fund	\$ 7,000
Capital Outlay Projects Fund	\$55,000

**C. CONTRACT AMENDMENT – HMC ARCHITECTS INC. – SCIENCE TECHNOLOGY ENGINEERING AND MATH PROJECT (STEM)**

It is recommended that the Board of Trustees approve increasing the contract amount with HMC Architects Inc. to provide furniture and equipment design services for the above project. The added cost for these services is \$23,930. The firm is currently providing architectural and engineering design services for this project.

**Dates of Service:** April 2011 through project completion

**Cost:** Not to exceed amended cost of \$210,930

**D. CHANGE ORDER – INSIGNIA – CAMPUS SIGNAGE AND WAYFINDING PROJECT**

It is recommended the Board of Trustees ratify the following change order.

1. Demolish and remove existing signs.	\$13,155
2. Refurbish existing sign.	1,090
3. Delete installation of directional signs.	<u>-2,225</u>
 Total Change Order Amount	 <u>\$12,020</u>
 Original Contract Amount	 \$225,699
Prior Changes	18,108
This Change Order Amount	<u>12,020</u>
New Contract Amount	<u>\$255,827</u>

**E. PURCHASE ORDERS (PO) AND BLANKET PURCHASE ORDERS (BPO)**

The following purchase orders have been issued in accordance with the District’s purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders for Measure E expenditures be ratified and payment be authorized upon delivery and acceptance of the items or services ordered.

<b>PO #</b>	<b>VENDOR NAME</b>	<b>SITE NAME</b>	<b>DESCRIPTION</b>	<b>COST</b>
P403529	Zach Power, Inc.	Natural Sciences	New Equipment/Instructional	\$3,999.84
P404274	Epic Production	Fine Arts	New Equipment/Instructional	15,079.43
P404292	Golden State Water	Infrastructure Phase 3	Contract Services	1,500.00
P404402	Ricoh Corp.	Architectural Planning	Copiers	376.66
B404351	American Reprographics	Lighting Upgrade	Blue Printing/Construction	5,000.00
B411124	American Reprographics	Infrastructure Phase 3	Buildings	4,910.00
			<b>TOTAL POs AND BPOs</b>	<b><u>\$30,865.93</u></b>

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Human Resources  
Lynn Solomita, Interim Vice President Human Resources**

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	<u>Page No.</u>
A. Employment and Personnel Changes.....	38
B. Temporary Non-Classified Service Employees .....	47
C. Stipends for Compton Education Center.....	56

**A. EMPLOYMENT AND PERSONNEL**

It is recommended that the Board ratify/approve the employment and personnel changes for academic, classified, special services professionals and temporary classified service employees as shown in items 1-36 and 1-16.

**Academic Personnel:**

1. Amend Employment - Ms. Julienne Gard, full-time instructor of Geography, Natural Sciences Division, Class III instead of Class II, Step 4, Academic Salary Schedule, effective August 25, 2011.
2. Extend Employment Contract – Dr. Thomas M. Fallo, Superintendent/President, effective July 1, 2011 through June 30, 2015.
3. Change in Salary - Dr. Octavia Hyacinth, full-time instructor of Nursing, Health Sciences & Athletics Division, from Class III, Step 10 to Class V, Step 10, Academic Salary Schedule, effective August 25, 2011.
4. Change in Salary - Ms. Kathleen Rosales, full-time instructor of Nursing, Health Sciences & Athletics Division, from Class II, Step 11 to Class III, Step 11, Academic Salary Schedule, effective July 18, 2011.
5. Amend Special Assignment - The following instructors to attend Institute for Higher Education Policy (IHEP) and facilitate implementation of Faculty Inquiry Partnership Program (FIPP), to be paid \$60.18 an hour, effective June 1 through December 16, 2011, instead of June 16, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Rose Ann Cerofeci	100 hours	\$6,018
Kristie Daniel-DiGregorio	66 hours	\$3,972

6. Amend Special Assignment - Dr. Patrick Schulz, full-time instructor of Music, Fine Arts Division, to work as artistic director, associate conductor, brass specialist and webmaster for South Bay Youth Orchestra, to be paid \$45.14 an hour, not to exceed 310 hours instead of 262 hours or \$13,993 instead of \$11,827, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).

7. Special Assignment - The following instructors to be compensated reassigned time for performing Federation activities during the Spring 2011 semester, to be paid \$60.18 an hour, for a total of 200 hours, effective February 14 through June 10, 2011, in accordance with the Agreement, Article 3, Section 11(c).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Elizabeth Shadish	108 hours (taken as release time from classes)	
Angela Simon	30	\$1,805
Donald Brown	30	1,805
Margaret Quinones	12	722
Kenneth Key	10	602
Sean Donnell	5	301
Mohammad Rahnavard	<u>5</u>	<u>301</u>
TOTAL	200	\$5,535

8. Special Assignment - Ms. Natalya Lev, part-time instructor of Physics, Natural Sciences Division, to substitute for Physics at the Compton Center, to be paid \$60.18 an hour, not to exceed 11 hours or \$662, effective February 15 through February 22, 2011, in accordance with Article 10, Section 7(a).
9. Special Assignment - Mr. Kevin Huben, part-time instructor of Fire & Emergency Technology, Industry & Technology Division, to coordinate the Paramedic Training Program, to be paid \$60.18 an hour, not to exceed 40 hours or \$2,407, effective June 20 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).
10. Special Assignment - Mr. Kenneth Mays, part-time instructor of Fire & Emergency Technology, Industry & Technology Division to work through transition period for Mr. William Melendez, the new Fire Academy Coordinator, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,204, effective June 21 through August 11, 2011, in accordance with the Agreement, Article 10, Section 14(a).
11. Special Assignment - Mr. William Melendez, full-time instructor of Fire & Emergency Technology, Industry & Technology Division to work through transition period before officially starting contract probationary employment, to be paid \$60.18 an hour, not to exceed 20 hours for \$1,204, effective June 21 through August 11, 2011, in accordance with the Agreement, Article 10, Section 14(a).
12. Special Assignment - Ms. Nancilyn Burruss, part-time instructor of English, Humanities Division, to conduct workshops for Summer Utilities Responsive Training for Industry & Technology Division, to be paid \$60.18 an hour, not to

exceed 51 hours or \$3,069, effective July 1 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).

13. Special Assignment - Mr. Robert Diaz, part-time instructor of Technology, Industry & Technology Division, to conduct workshops for Summer Utilities Responsive Training for Industry & Technology Division, to be paid \$60.18 an hour, not to exceed 4 hours or \$241, effective July 1 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).
14. Special Assignment - The following full-time coaches in the Health Sciences & Athletics Division to be paid a weekly stipend, effective August 15 through December 12, 2011 in accordance with the Agreement, Article 10, Section 11(a).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>	<u>Weeks</u>
John Britton	Soccer	\$1,021 (2 teams)	16
Eugene Engle	Football	\$ 553	16
John Featherstone	Football	\$ 553	16
Dean Lofgren	Cross Country	\$1,021 (2 teams)	16
LeValley Pattison	W. Volleyball	\$ 553	16
Corey Stanbury	Water Polo	\$1,021 (2 teams)	16

15. Special Assignment - The following part-time coaches in the Health Sciences & Athletics Division to be paid a weekly stipend, effective August 15 through March 16, 2012, in accordance with the Agreement, Article 10, Section 11(e).

<u>Coach</u>	<u>Team</u>	<u>Stipend</u>	<u>Weeks</u>
Edward Barragan	Soccer	\$515	16
Michael Fenison	Men's Basketball	\$515	24
Matthew Kirk	Football	\$515	16
Steve Shaw	Women's Basketball	\$515	24
Sean Sheil	Cross Country	\$238	14
Michael Houck	Women's Basketball	\$515	24

16. Special Assignment - Ms. Lynn Fielding, part-time instructor of Welding, Industry & Technology Division, to work on curriculum for Technical Arts 15, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,204, effective August 1 through September 15, 2011, in accordance with the Agreement, Article 10, Section 9(m).
17. Special Assignment - Mr. Harold Hofmann, full-time instructor of Machine Tool Technology, Industry and Technology Division, to coordinate and provide supplemental instruction for Machine Tool Technology summer course, as well as identify and coordinate equipment and tools lists, and assess El Camino College National Institute of Machine Skills (NIMS) curriculum to facilitate re-

certification of ECC as a NIMS approved school, to be paid \$60.18 an hour, not to exceed 70 hours or \$4,213, effective August 1 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

18. Special Assignment - Ms. Bridgette Green, part-time instructor of Administration of Justice, Industry & Technology Division, to instruct students in Foster & Kinship Education, Youth Empowerment Strategies for Success (YESS) program for Enrollment Services, to be paid \$37.00 an hour, not to exceed 82 hours or \$3,580, effective September 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).
19. Special Assignment - Ms. Bridgette Green, part-time instructor of Administration of Justice, Industry & Technology Division, to instruct foster parents and relative caregivers attending Foster & Kinship Education (FKCE) classes for Enrollment Services, to be paid \$37.00 an hour, not to exceed 40 hours or \$1,480, effective September 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).
20. Special Assignment - The following full-time instructors of Humanities, to recruit and train faculty facilitators/participants and oversee reporting of the Learning Teams project and function under the Graduation Initiative (Title V), to be paid \$60.18 an hour, effective July 19 through September 30, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Matt Kline	75	\$4,514
Inna Newbury	25	\$1,505

21. Special Assignment - Ms. Cynthia Quintero, part-time instructor of Foreign Languages, Humanities Division, to administer credit-by-examination in Spanish, to be paid \$45.14 an hour, not to exceed 4 hours or \$181, effective July 19 through August 11, 2011, in accordance with the Agreement, Article 10, Section 9(m).
22. Special Assignment - The following instructors of Industry and Technology, to conduct not-for-credit community education classes, to be paid \$45.14 each, not to exceed 111 hours or \$5,000 each, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

Marva Brooks  
Jack Selph

23. Special Assignment - The following instructors to provide workshops/support faculty in Student Learning Outcomes (SLOs) across divisions, to be paid \$45.14 an hour, effective August 1 through December 16, 2011, in accordance with the Agreement, Article 10, Section 14(a).

<u>Instructor</u>	<u>Not to Exceed Hours</u>	<u>Not to Exceed Dollars</u>
Sandra Bartiromo	18	\$ 813
Junko Forbes	35	\$1,580
Kurt Hull	35	\$1,580
Raymond Lewis	35	\$1,580
Christopher Mello	35	\$1,580
James Noyes	35	\$1,580
Russell Serr	18	\$ 813
Rachel Williams	35	\$1,580
Janet Young	35	\$1,580

24. Special Assignment - Dr. Malinni Roeun, part-time instructor of Mathematics to prepare to conduct Summer Math Academy classes, to be paid \$60.18 an hour, not to exceed 20 hours or \$1,203, effective July 19 through July 31, 2011, in accordance with the Agreement, Article 10, Section 9(m).
25. Special Assignment - Dr. Malinni Roeun, part-time instructor of Mathematics to conduct Summer Math Academy classes, to be paid \$60.18 an hour, not to exceed 96 hours or \$5,777, effective August 1 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).
26. Special Assignment - Ms. Amy LaCoe, part-time Counselor to prepare to conduct Summer Math Academy classes, to be paid \$60.18 an hour, not to exceed 8 hours or \$481, effective July 19 through July 31, 2011, in accordance with the Agreement, Article 10, Section 9(m).
27. Special Assignment - Ms. Amy LaCoe, part-time Counselor to conduct Summer Math Academy classes, to be paid \$60.18 an hour, not to exceed 36 hours or \$2,166, effective August 1 through August 18, 2011, in accordance with the Agreement, Article 10, Section 9(m).
28. Special Assignment - Mr. William (Randy) Harris, full-time instructor of Computer Information Science, Business Division, to administer credit by examination test for Computer Information Systems (CIS) 13, to be paid \$60.18 an hour, not to exceed \$500, effective August 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 7(c).

29. Special Assignment - The following Counselors to provide counseling intervention for students in fifteen sections of Mathematics 12 and Math 23, to be paid \$45.14 an hour, not to exceed a total of 30 hours per section or \$20,313, effective August 27 through December 16, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Mary Beth Barrios  
Jose Hernandez  
Rene Lozano  
Elaine Moore  
Valencia Rayford  
Sabra Sabio

30. Special Assignment - The following instructors of Mathematics, to prepare, present and assess professional development basic skills math workshops, to be paid \$45.14 an hour, not to exceed 34 hours or \$1,535 each for a grand total of \$23,055, effective September 8, 2010 through June 30, 2011, in accordance with the Agreement, Article 10, Section 14(a)

Full-time:

Eduardo Barajas  
Junko Forbes  
Lars Kjeseth  
Kaysa Laureano-Ribas  
Martha Sandoval-Martinez  
Greg Scott  
Jackie Sims  
Jose Villalobos (Compton Education Center)

Part-time:

Adalinda Avila  
Dimetros Damma  
El Abyad Abdelwahab  
Marguerite George  
Jamar London  
Patricia Stoddard  
May Xu

31. Special Assignment - Ms. Susan Einstein, part-time instructor of Photography, Fine Arts Division, to document six El Camino College Art Gallery Exhibits for Fall 2011 and Spring 2012, to be paid 100 each, not to exceed \$600, effective August 26, 2011 through June 8, 2012, in accordance with the Agreement, Article 10, Section 9(m).
32. Special Assignment - Ms. Diane Simons, part-time instructor of Music, Fine Arts Division, to work as Artistic Director, South Bay Children's Choir, to be paid \$45.14 an hour, not to exceed 700 hours or \$31,598, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 14(a).
33. Special Assignment - Mr. Lawrence Steen, part-time instructor of Applied Music, Fine Arts Division, to be hired as needed for electric bass, to be paid \$60.18 an

hour, not to exceed 80 hours or \$4,814, effective July 1, 2011 through June 30, 2012, in accordance with the Agreement, Article 10, Section 9(m).

34. Special Assignment - The following instructors to participate in contextualized teaching and learning workshops and coaching, to be paid \$250 each, not to exceed a grand total of \$2,500, for the period from August 1 through August 31, 2011, in accordance with the Agreement, Article 10, Section 14(a).

Humanities

Nancilyn Burruss

Nancy Currey

Bruce Peppard

Industry & Technology

Eric Carlson victor De La Torre

Robert Diaz

Lynn Fielding

Ed Hoffman

Renee Newell

Mathematics

Laura Hinckley

35. Stipend Assignment - Ms. Lois Roberts, part-time instructor of Music, Fine Arts Division, to perform as summer resident artist at piano concert, to be paid \$500, effective July 23, 2011, in accordance with the Agreement, Article 10, Section 9(m).
36. Employment - The following part-time/temporary instructors to be hired as needed for the 2011 summer session.

Behavioral & Social Science

Jalpa Parikh, Class IV, Step 8

Sergio Soto, Class II, Step 4

Fine Arts

Noorunnissa Abbasi, Class II, Step 4

Michael Adams, Class II, Step 4

Jackie Freedman, Class II, Step 24

Michelle Funderburk, Class IV, Step 11

Karen Roberts, Class II, Step 6

Health Sciences & Athletics

Ray Asaro, Class II, Step 4

Humanities

Maria Barrio de Mendoza, Class II, Step 11

Yvette Hawley, Class II, Step 5

Jeremy Hector, Class III, Step 4

Patricia Hoovler, Class III, Step 28

Francesca Kemitch, Class IV, Step 6

Kim Krizan, Class II, Step 7

Mathematical Sciences

Diem Nguyen, Class II, Step 10

Hang Nguyen, Class V, Step 8

Azzam Shihabi, Class V, Step 11

James Wan, Class V, Step 24

Natural Sciences

Premilla Arasasignham, Class IV, Step 6

Rajinder Sidhu, Class III, Step 7

**Classified Personnel:**

1. Retirement - Mr. Alejandro Chavez, Custodian, Range 20, Step E, Facilities Planning and Services Division, Administrative Services Area, effective September 1, 2011 and that a plaque be presented to him in recognition of his service to the District since 1991.
2. Amend Personal Leave of Absence from 6.2% to 8.8% - Ms. Kathleen Collins, 83.33% Secretary, Range 26, Step E, Humanities Division, Academic Affairs Area, effective June 20 through July 28, 2011.
3. Extend Work Out of Classification - Ms. Shobhana Warriar, Senior Clerical Assistant Range 24, Step E, to Administrative Assistant II (Confidential), Range 10, Step A, Vice President's Office, Administrative Services Area, effective July 1 through September 30, 2011.
4. Amend Employment - Mr. Salvador Valencia, Media Support Technician, Range 34, Step A, Learning Resources, Academic Affairs Area, effective July 11 instead of July 5, 2011.

**Special Services Professional**

5. Re-Employment - Ms. Michelle Arthur, Special Services Professional, Range 5, Step 5, of the Special Services Professional Salary Schedule, not to exceed \$83,200, Enrollment Services Division, Student and Community Advancement Area, effective July 1, 2011 through June 30, 2012.
6. Stipend - Ms. Roberta Becka, Special Services Professional, Range 8, Step 4, Community Advancement Area, Student and Community Advancement Area, in the amount of \$242 for teaching a Community Education class on January 15, and March 12, 2011.

**Temporary Classified Services Employees – (not to exceed 170 days per year)**

7. Ms. Aster Assefa - Clerical Assistant, Range 22, Step A, Mathematical Sciences Division, Academic Affairs Area, to provide clerical support for division office, Monday through Friday, 8:30 a.m. to 3:30 p.m., effective July 1, 2011 through June 30, 2012.
8. Amend Employment - Ms. Elizabeth Campos, Sr. Clerical Assistant, Range 24, Step A, Vice President's Office, Student & Community Advancement Area, from three days per week to Monday through Friday, days vary, eight hours per day to provide clerical support, effective July 1, 2011 through June 30, 2012.
9. Ms. Susan McLeod - Secretary, Range 26, Step A, Natural Sciences Division, Academic Affairs Area, to perform a variety of duties related to the Honors Transfer Program, 40 hours per week, as needed, effective July 1, 2011 through June 30, 2012.
10. Rescind Assignment - Ms. Isabelle Pena, Administrative Assistant I, Range 28, Step A, Enrollment Services, Student and Community Advancement Area, to assist with Graduation Initiative Program's day to day operations, Monday through Friday, 8:00 a.m. – 4:30 p.m. effective July 1, 2011 through June 30, 2012.
11. Ms. Isabelle Pena - Administrative Assistant I, Range 28, Step A, Natural Sciences Division, Academic Affairs Area, to perform general day to day operation duties, effective July 1 through September 30, 2011.
12. Ms. Eun-Hyoung Nam - Accompanist-Piano, Range 32, Step A, Fine Arts Division, Academic Affairs Area, to work as needed, not to exceed 20 hours per week, effective August 1, 2011 through June 30, 2012.

13. Mr. Steven Norris - Theatre Technician, Range 31, Step A, and Stage Manager, Range 36, Step A, Fine Arts Division, Academic Affairs Area, to work backstage on call as needed, effective August 1, 2011 through June 30, 2012.
14. Mr. Stephen Teubner Jr. - Athletic Trainer, Range 35, Step A, Health Sciences & Athletics Division, Academic Affairs Area, to assist with medical care of athletes, Monday through Friday 8:00 a.m. - 4:00 p.m. effective August 1, 2011 through June 30, 2012.
15. Ms. Phan Tran - 75% Clerical Assistant, Range 22, Step A, Business Division, Academic Affairs Area, to perform general office duties, three days per weeks, 7:45 a.m. – 4:30 p.m., effective August 1 through June 30, 2012.
16. Mr. David Wright - Science Lab Supervisor, Range 21, Step A, (Supervisory Salary Schedule) Natural Sciences Division, Academic Affairs Area, to perform a variety of duties related to running labs and equipment, as needed, three days per week, three hours per day, effective July 1, 2011 through June 30, 2012.

**B. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES**

It is recommended that the Board authorize employment of the following Temporary Non-Classified Service Employees, subject to funding, as shown in items 1-30.

The following temporary, non-classified service employees are to be hired for the 2011-2012 fiscal year, paid hourly, effective August 1, 2011 through June 30, 2012, days and hours vary as needed, unless otherwise stated.

**Instructional Aide Series**

1. Instructional Aide I

The following individuals are to assist instructors or other staff in the classroom or laboratory setting with basic tutoring, support services, and provide accommodations for students.

Pirkko De Bar, \$8.00 per hour

Dawn Ertl, \$8.00 per hour

2. Instructional Aide II

The following individuals are to provide basic tutoring, support services, maintain computers and other equipment, and accommodations for students.

Evelyn Barnes, \$10.00 per hour

Phorious Whitmore, \$10.00 per hour

3. Instructional Aide III

The following individual is to provide intermediate level tutoring, maintain records, and other accommodations for students.

Linda Morford, \$10.50 per hour

4. Instructional Aide IV

The following individual is to assist with organization, materials, and instruction for the Instrumental Music program.

Geoffrey Dent, \$12.25 per hour

5. Instructional Aide V

The following individuals are to assist with the preparation and installation duties and maintenance of art installations in the Art Gallery.

Pirkko De Bar, \$14.00 per hour

Dawn Ertl, \$14.00 per hour

Paul Kaloper, \$14.00 per hour

Jueiming Shui, \$14.00 per hour

Kevin Tuxford, \$14.00 per hour

The following individual is to provide tutorial assistance in a variety of subjects to students who are challenged by language, social, economic, and educational disadvantages.

Michael Martinez, \$13.00 per hour

6. Instructional Aide VI

The following individuals are to provide advanced tutorial assistance, organize and facilitating Book Exchange, Supplemental Instructor programs, assist students with online registration and Internet queries, and other outreach/recruitment activities.

Huong Duong, \$18.00 per hour

Janette Kuvhenguhwa, \$18.00 per hour

Hector Ruiz, \$18.00 per hour

The following individuals are to assist composition students in all areas of writing development for the Reading Success Center.

Amanda Edwards, \$15.00 per hour

Betty Littles, \$15.00 per hour

The following individuals are to supervise support staff, assist students in reading and pre-writing assignments, and organize and maintain facility for daily operations.

Maria Bauer, \$19.00 per hour  
Kathy Hall, \$19.00 per hour  
Yvette Hawley, \$19.00 per hour  
Angie Kirk, \$19.00 per hour  
Karen Lugo, \$19.00 per hour  
Susan Magabo, \$19.00 per hour  
Sumino Otsuji, \$19.00 per hour  
Cindy Tino-Sandoval, \$19.00 per hour

### **Office Aide Series**

#### **7. Office Aide I**

The following individuals are to assist the staff with basic tasks.

Verna Bolton, \$8.00 per hour  
Satoe Fukushima, \$8.00 per hour

#### **8. Office Aide II**

The following individuals are to assist with appointments and scheduling, basic office tasks, daily operations and maintenance, customer service, and supporting division staff as needed.

Jaime Gallegos, \$9.25 per hour  
Jessica Quezada, \$9.25 per hour

#### **9. Office Aide III**

The following individuals are to process student payments in person, phone, web; calculate and check refunds; mail registration receipts; and assist the department with office support.

Jasmin Anderson, \$10.50 per hour  
Jessica Asbell, \$10.50 per hour  
Devon Buddan, \$10.50 per hour  
Jose Cholico, \$10.50 per hour  
Masiel Martinez, \$11.00 per hour  
Michelle Phan, \$10.50 per hour

#### **10. Office Aide IV**

The following individual is to assist with department processes, to support staff, students, and the public through knowledge of policies and procedures operations.

Melinda Leal, \$11.75 per hour

### **Program Aide Series**

#### 11. Program Aide IV

The following individuals are to assist the instructor with the Emergency Medical Technology and Fire Academy specialized programs.

Andrew Behrens, \$12.25 per hour

Paul Cabasa, \$12.25 per hour

Michael Davies, \$12.25 per hour

#### 12. Program Aide VI

The following individual is to coordinate employees and volunteers, and manage auditions and travel arrangements for the Beginning Chorus program.

Susan Benson, \$17.00 per hour

The following individual is to assist the First Year Experience/ Learning Communities counselor and faculty coordinator in enrollment procedures, transfer information, and college success skills training for the students selected for the program.

Ramon Franco, \$15.00 per hour

### **Sports Aide Series**

#### 13. Sports Aide VI

The following individuals are to assist the coaching staff with the coordination of all aspects of practice and competition.

David Crockett, \$17.00 per hour

Kevin Duncan, \$17.00 per hour

Bryant Hansbrough, \$17.00 per hour

Elizabeth Hazell, \$17.00 per hour

Alondra Johnson, \$17.00 per hour

Leon Lautalo, \$17.00 per hour

Damien Satete, \$17.00 per hour

Kenny Talanoa, \$17.00 per hour

Trayvon Waller, \$17.00 per hour

### **Theater Aide Series**

#### 14. Theater Aide II

The following individual is to assist the theater management and staff with theater duties for on-campus events.

Heidi Fuller, \$9.25 per hour

### **Education Professional Series**

#### 15. Education Professional I

The following individuals are to model for the Fine Arts life drawing and painting classes.

Xavier Alderette, \$25.00 per hour  
Jonathan Beck, \$25.00 per hour  
Timothy Beck, \$25.00 per hour  
Robert Brajnikoff, \$25.00 per hour  
Evelyn Clark , \$25.00 per hour  
Trace Devai, \$25.00 per hour  
Sherry Eckhart, \$25.00 per hour  
Rebecca Humphrey, \$25.00 per hour  
Constance Ilg, \$25.00 per hour  
Steven Jacobsen, \$25.00 per hour  
Krissy Krissanayuth, \$25.00 per hour  
Ashley Lowery, \$25.00 per hour  
Helena Rowe, \$25.00 per hour  
Gregory Smiley, \$25.00 per hour  
Karen Wright, \$25.00 per hour

#### 16. Education Professional II

The following individuals are to assist faculty by teaching the beginning or intermediate levels of the choir for the South Bay Children's choir.

Bud Bisbee, \$37.00 per hour  
Megan Eddy, \$37.00 per hour  
Mary Herzbrun, \$37.00 per hour  
Julie Huff-Corallo, \$37.00 per hour  
Taryn Koch, \$37.00 per hour  
Ellen Steinmetz, \$37.00 per hour

#### 17. Education Professional III

The following individual is to act as the Principal Conductor and String Specialist for the South Bay Youth Orchestra.

Cosima Luther, \$54.00 per hour

The following individual is to provide professional instruction in the beginning chorus program using specialized knowledge of the Alexander technique.

Pamela Blanc, \$55.00 per hour

### **Program Professional Series**

#### 18. Program Professional I

The following individual is to perform a variety of complex, specialized assignments related to the daily operation and maintenance of the Graduation Initiative Title V program office.

Tonda Parker, \$20.00 per hour

The following individual is to proctor students sitting for the National Institute of Metalworking Skills (NIMS) certification examinations, supervise students registrations for NIMS online, and arrange inspection of student made parts.

Matthew Griffin, \$30.00 per hour

#### 19. Program Professional IV

The following individual is to provide technical assistance by identifying inmate disabilities and developing individual educational plans for inmates of the Federal Correctional Institution at Terminal Island.

Debra McNamee, \$115.00 per hour

### **Training Professional Series**

#### 20. Training Professional II

The following individuals are to facilitate groups with youth at risk or foster youth using experiential training strategies and strength-based practices for the Youth Empowerment Strategies for Success (YESS), the Foster & Kinship Care Education (FKCE), and Permanency & Safety - Model Approaches to Partnerships in Parents (PS-MAPP) programs.

Rebecca Alegria, \$37.00 per hour

Andrea Majors, \$37.00 per hour

Monique Randolph, \$30.00 per hour

Tasha Stiger, \$37.00 per hour

The following individuals are to provide training, expertise, leadership and professional services in the Fire Academy program.

Eric Baker, \$32.00 per hour  
Hoda Beckman, \$32.00 per hour  
David Brock, \$32.00 per hour  
Michael Brownlie, \$32.00 per hour  
Paul Cabasa, \$32.00 per hour  
Clark Carney, \$32.00 per hour  
Robert Causey, \$32.00 per hour  
John Cusolito, \$32.00 per hour  
Timothy Dennis, \$32.00 per hour  
Martine Detro, \$32.00 per hour  
James Ellingson, \$32.00 per hour  
Daniel Engler, \$32.00 per hour  
Geoffrey Ertel, \$32.00 per hour  
Timothy Flora, \$32.00 per hour  
Scott Hafdell, \$32.00 per hour  
Arturo Jimenez, \$32.00 per hour  
Deanna Johnson, \$32.00 per hour  
Sloane Joseph, \$32.00 per hour  
Thomas Kang, \$32.00 per hour  
Sterling Kim, \$32.00 per hour  
Paul Koppes, \$32.00 per hour  
Stephen Loner, \$32.00 per hour  
Adrian Oropesa, \$32.00 per hour  
Vincente Osorio, \$32.00 per hour  
John Pender, \$32.00 per hour  
Michael Reddy, \$32.00 per hour  
Craig Ross, \$32.00 per hour  
Oscar Serrano, \$32.00 per hour  
Victor Serrano, \$32.00 per hour  
Jeremy Sisante, \$32.00 per hour  
Michael Steenbergen, \$32.00 per hour  
Bradley Sweatt, \$32.00 per hour  
Breanne Tillman, \$32.00 per hour  
James Tulette, \$32.00 per hour  
Christopher Valente, \$32.00 per hour  
John Velasquez, \$32.00 per hour  
David Winkler, \$32.00 per hour  
Issac Yang, \$32.00 per hour

21. Training Professional III

The following individual is to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Bryce Gartner, \$45.00 per hour

The following temporary, non-classified service employees are to be hired for the 2011-2012 fiscal year, paid hourly, effective July 1, 2011 through July 31, 2011, days and hours vary as needed, unless otherwise stated.

**Instructional Aide Series**

22. Instructional Aide II

The following individuals are to provide basic tutoring, support services, maintain computers and other equipment, and accommodations for students.

Evelyn Barnes, \$10.00 per hour

Phorious Whitmore, \$10.00 per hour

23. Instructional Aide III

The following individual is to provide intermediate level tutoring, maintain records, and other accommodations for students.

Linda Morford, \$10.50 per hour

The following individual is to supervise support staff, assist students in reading and pre-writing assignments, and organize and maintain facility for daily operations.

Yvette Hawley, \$19.00 per hour

**Office Aide Series**

24. Office Aide II

The following individuals are to assist with appointments and scheduling, basic office tasks, daily operations and maintenance, customer service, and supporting division staff as needed.

Jaime Gallegos, \$9.25 per hour

Jesica Quezada, \$9.25 per hour

25. Office Aide III

The following individuals are to process student payments in person, phone, web; calculate and check refunds; mail registration receipts; and assist the department with office support.

Jasmin Anderson, \$10.50 per hour

Jessica Asbell, \$10.50 per hour

Jose Cholico, \$10.50 per hour

Masiel Martinez, \$11.00 per hour

Michelle Phan, \$10.50 per hour

The following individual is to assist the First Year Experience/ Learning Communities counselor and faculty coordinator in enrollment procedures, transfer information, and college success skills training for the students selected for the program.

Ramon Franco, \$15.00 per hour

**Theater Aide Series**

26. Theater Aide II

The following individual is to assist the theater management and staff with theater duties for on-campus events.

Heidi Fuller, \$9.25 per hour

**Program Professional Series**

27. Program Professional I

The following individual is to perform a variety of complex, specialized assignments related to the daily operation and maintenance of the Graduation Initiative Title V program office.

Tonda Parker, \$20.00 per hour

**Training Professional Series**

28. Training Professional III

The following individual is to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Bryce Gartner, \$45.00 per hour

The following temporary, non-classified service employees are to be hired for the 2010-2011 fiscal year, paid hourly, effective June 1, 2011 to June 30, 2011, days hours vary as needed, unless otherwise stated.

**Program Aide Series**

29. Program Aide I

The following individuals are to assist the staff with the commencement preparation and ceremony.

Dantam Huynh, \$8.00 per hour  
Lawrence Moreno, \$8.00 per hour

**Training Professional Series**

30. Training Professional III

The following individual is to provide technical manufacturing training in corporate training and/or college classroom/laboratory setting.

Bryce Gartner, \$45.00 per hour

**C. STIPENDS FOR COMPTON EDUCATION CENTER**

It is recommended that the following classified staff be paid a monthly stipend for work at the Compton Educational Center, effective July 1, 2011 through June 30, 2012. All stipends may be rescinded with 30 days notice.

\$100

Charlene Sakatani  
Donna Takahama

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**Agenda for the El Camino Community College District Board of Trustees  
from  
Compton Education Center  
Barbara Perez, Vice President**

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**Page No.**

A. Student Learning Outcomes – Information .....58

## A. STUDENT LEARNING OUTCOMES – INFORMATION

It is recommended that the Board receive for information the following report on student learning outcomes at the Compton Center.

As reported in March, in order to assess the Center’s readiness to apply for eligibility to the Accrediting Commission, five subcommittees were assigned the task of responding to the 21 eligibility criteria for accreditation. During that review, it was determined that the Center did not meet the standard for student learning and achievement.

Since that time, faculty has been working to address this deficiency. The faculty devoted their spring flex day to develop a plan to ensure that the Center reaches proficiency by the end of fall 2012. At the beginning of the spring semester, the Center had only assessed 69 courses out of 400 and no programs. The faculty identified 99 courses to be assessed during the spring 2011 semester and 9 programs. To date, faculty submitted 57 assessment reports of the 99 reports due. Most of the missing assessments are in areas that rely heavily on part-time faculty. The SLO coordinator, department chairs and deans continue to work with these instructors to ensure that the remaining reports are completed. The following table illustrates the changes over the semester:

<b>Division</b>	<b>Number of Courses in the Area</b>	<b>Assessments Completed prior to Spring 2011</b>	<b>Assessments Completed Spring 2011</b>	<b>Percent of courses assessed</b>
<b>Total</b>	<b>400</b>	<b>69</b>	<b>57</b>	<b>32</b>
Humanities	58	15	15	52
Career & Technical Ed.	148	6	19	17
Math/Science	45	21	10	69
Social Science/ Fine Arts	103	25	13	37
Health & Human Services	46	2	0	4

During the fall semester we realigned our programs reducing the number from over 70 programs to 33. Faculty for eight of the nine programs being assessed this semester submitted assessment reports prior to the end of the semester. The Center went from having no programs assessed to 23%. While we have made progress toward our goal, more work needs to be done in order to achieve proficiency at the end of fall 2012.

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Agenda for the El Camino Community College District Board of Trustees  
From  
The Office of the President and Board of Trustees  
Thomas M. Fallo, Superintendent/President

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A. Absence of a Board Member .....Page 60

B. Travel.....Page 60

C. Redistricting Action Plan.....Page 61

D. Board Agenda.....Page 62

A. Absence of a Board Member

It is recommended that the Board excuse Trustee Combs from the June 20, 2011 Board Meeting with no loss of salary due to illness.

B. Travel

1. It is recommended that the Board approve/ratify the following travel for Thomas M. Fallo, with no loss of salary, at no cost to the District:

a. Statewide Association of Community Colleges, Joint Powers Authority  
Fiscal Year 2011-2012, to attend meetings throughout the State of California, transportation and necessary expenses paid by Statewide Association of Community Colleges, Joint Powers Authority.

b. Schools Association for Excess Risk  
Fiscal Year 2011-2012, to attend meetings throughout the State of California, transportation and necessary expenses paid by Statewide Association of Community Colleges, Joint Powers Authority.

2. It is recommended that the Board approve/ratify the following travel for Thomas M. Fallo, with no loss of salary, transportation and necessary expenses paid:

a. California Community Colleges Chief Executive Officers Meetings  
Fiscal Year 2011-2012 – State of California.

b. California State Legislative Session  
Fiscal Year 2011-2012 – Sacramento, California.

c. Association of Community Colleges Trustees Meetings  
Fiscal Year 2011-2012.

d. Community College League of California Meetings  
Fiscal Year 2011-2012 – State of California.

e. California Community Colleges – Board of Governor Meetings  
Fiscal Year 2011-2012 – State of California.

f. Association of California Community College Administrators  
Fiscal Year 2011-2012 – State of California.

g. Accrediting Commission for Community and Junior Colleges  
Fiscal year 2011-2012 – State of California.

h. Department of Education

Fiscal year 2011-2012 – Washington, D.C.

- i. Chancellor's Office of the California Community Colleges  
Fiscal year 2011-2012 – Sacramento, CA

C. Redistricting Action Plan

It is recommended that the Board review the ongoing Redistricting Action Plan. The Plan dates have been revised to reflect Boundary Review Committee (BRC) meeting dates and the activities included in the proposal from the Mapping Consultant.

**REDISTRICTING ACTION PLAN**

**July 2011**

1. BRC first meeting scheduled for July 21, 3:30-5:00 p.m.
2. BRC reviews overview of committee's charge

**August 2011**

1. BRC holds second meeting
2. Elects chair and vice-chair
3. Reviews options for redistricting boundaries with info provided by mapping consultant
4. BRC defines communities of interest throughout the District
5. Potential Communities of Interest
  - City boundaries
  - Neighborhoods/Neighborhood Assoc.
  - Housing Developments
  - Other
  - Parks
  - Hospitals
  - Churches
  - Malls
  - Precincts
  - Schools

**September 2011**

1. BRC holds third meeting to develop outreach/information plans, with assistance from College staff
2. Outreach and publicizing the process begins – BRC with assistance from College staff

**October 2011**

1. Hold public hearings throughout the ECCCD area – hosting one public hearing in each Trustee area; vary times
2. Identify communities of interest and organizations in each community and invite to public hearings
3. BRC holds workshop with mapping consultant to define potential redistricting areas based on info from public hearings

### **November 2011**

1. Mapping consultant presents draft plan to BRC
2. Utilize the web and social media to provide information to the community and to solicit input from the community
3. Post Google Earth maps with proposed boundaries outlined for the public to review online and/or print
4. Provide proposed plan with info on how to submit input to libraries, schools, via email and newspapers
5. Provide draft plans with options for Trustee Areas and ask public for input

### **December 2011-January 2012**

1. BRC meeting to plan media briefing and informational sessions
2. Host media briefing and ensure appropriate media coverage

### **February 2012**

1. Final proposed plan presented to Board for first reading
2. Attorney reviews plans for any issues/concerns before submitting for public record

### **March 2012**

1. ECCCCD Board adopts, by resolution or ordinance, new Trustee Areas
2. ECCCCD Board submits proposal to LA County Committee on School District Organization

### **April 2012**

1. LA County Office of Education conducts feasibility study

### **May/June 2012**

1. ECCCCD Board submits adopted Trustee Areas to LA County Registrar Recorder's Office

### **D. Board Agenda**

It is recommended that the Board authorize the Superintendent/President or designee to make corrections to typographical and/or inadvertent errors that do not alter the intent of the text of materials presented on the Board Agenda for approval.