



EL CAMINO COMMUNITY COLLEGE DISTRICT
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August 15, 2018
Board of Trustees
El Camino College

Dear Members of the Board:

I am pleased to present to you the agenda for the Monday, August 20, 2018 meeting of the El Camino Community College District Board of Trustees. The board meeting will begin at 4:00 pm in the Alondra room. We will open the meeting with the Roll Call and then adjourn to Closed Session. Following Closed session, we will reconvene in Open Session at 5:00 pm.

We have one presentation scheduled for the meeting. Ms. Debra Breckheimer, Dean of Humanities, and Ms. Jacqueline Sims, Dean of Mathematical Sciences, will provide a presentation on the AB705 Pilot Project and plans for full implementation of AB 705. There will be ample time for discussion and questions after the presentation.

Following the presentation, there will be a public hearing on Negotiations between the El Camino College Police Officers Association and the El Camino Community College District for the period January 1, 2018 through December 31, 2020.

The consent agenda includes the following:

- A. Academic Affairs** presents twelve recommendations including a request for travel to the 2018 Excellence in Journalism Conference, recommendations to approve the Center for the Arts programs in 2018-19 and several routine agreements for services relating to piano tuning. There is also a recommendation for approval of an agreement for consulting services to support the Code Alignment project, ratification of an agreement for use of a field site for a kinesiology class, approval of an agreement with Beach Cities Orthopedics and Sports Medicine (at no cost to the District), and approval of an agreement for sign language interpreting services. In addition, there is a recommendation to approve an agreement relating to the California Virtual Campus Online Education Initiative and a recommendation to approve an amendment to the MOU with Rio Hondo CCD for the SB1070 grant.
- B. Student Services** presents six agenda items. There is a recommendation to ratify an agreement with Contemporary Service Corporation for event management services at the

2018 El Camino College Commencement Ceremony. There is a recommendation to approve destruction of records in EOPS/CARE & CalWORKS per Administrative Procedure 3310; there is also a recommendation to reclassify and destroy paper records in the Enrollment Services Division – as these records are now digitized and will be retained as permanent records. There is a recommendation to approve an agreement with Reading Partners as an employment site for EOPS students eligible for federal work-study funding. There is a routine recommendation to approve an agreement with Diane Lee for professional development training for the EOPS/CARE & CalWORKS department. Last, there is a recommendation to renew the agreement with LA Metro for the Metro Universal Pass and Subsidy Program.

C. Administrative Services presents five agenda items. These include a recommendation to approve signature authorization for Michael Pascual, Director of Purchasing and Risk Management. There is also a recommendation to approve an agreement with Clifton Larson Allen for audit services of the Measure E Proposition 39 General Obligation Bond for fiscal year 2018-19. There is a recommendation that the Board accept the AB2910 Quarterly Fiscal Status Report, and a recommendation to ratify Purchase Orders and Blanket Purchase Orders. Last, there is a recommendation to hold a public hearing on the 2018-19 Budget during the Board of Trustees meeting on Tuesday, September 4, 2018.

D. Measure E includes five agenda items. There is a recommendation to approve a contract with JT Engineering for engineering design of the Manhattan Beach Blvd. traffic signal to service Lot E and F. This contract is for \$17,150. There is a recommendation to approve a change order with AMG Associates for the Gymnasium project in the amount of \$87,053. Of this amount, \$63,213 is at the District request. There is a recommendation to approve the Measure E Category Budget and Balances Report (2002 and 2012), and a request to ratify the Measure E Purchase Orders and Blanket Purchase Orders.

E. Human Resources section of the consent agenda includes eight items. There is a recommendation to approve three new job descriptions (one of which reflects a job audit conducted by Human Resources). There is also a recommendation to approve a six-month agreement for use of the PD Reporter software system used to track professional development hours. Last, the Human Resources consent agenda includes a recommendation to approve personnel actions as follows:

- Classified Personnel Actions
- Temporary Non-Classified Personnel Actions
- Academic Personnel Actions
- Administrator, Supervisor, Special Services Professional and Confidential Personnel Actions

F. Community Advancement is a new section of the agenda specifically established for items relating to grants, customized training agreements, and community education – all provided by the Community Advancement Division. There are nine routine items in this month’s consent agenda. They include agreements for ETP-funded training, amendments to several grants, and a recommendation to approve the Community Education Fall 2018 Schedule of Classes.

G. President/Board section of the consent agenda has eight items. There is a request to approve the absence of a Board member, approval of Board members’ travel, and approval of a letter of recommendation for Trustee Kenneth Brown, who is applying to serve on an ACCT committee. There are recommendations to appoint a Vice President to serve as Acting Superintendent/President and Acting Secretary to the Board of Trustees in the absence of the Superintended/President. There is also a recommendation to adopt Board Policy 2365 *Recording*. Last, there is a recommendation to approve the Board of Trustees 2018-19 Goals and Priorities.

H. *The Action Agenda includes the following:*

A. Academic Affairs has a recommendation to ratify an agreement with the Los Angeles County Office of Education to support LACOE teachers enrolled in Head Start and Early Head Start programs at El Camino College. This is a recurring agreement between the District and the County. The total contract is for \$131,677.

B. Student Services has a recommendation to approve a three-year agreement with the County of Los Angeles Department of Public Social Services (DPSS) for “out of classroom coordination services” for CalWORKS students. The County DPSS will provide funding to the District so that it can offer support to CalWORKS students related to student employability plans, work participation agreements, and employment opportunities for CalWORKS students. The total three-year contract is \$302,250.

C. Administrative Services has a recommendation to approve an engagement letter for audit services with Vavrinek, Trine & Day LLP for fiscal years 2018-19, 2019-20 and 2020-21. The total cost for the three-year period is \$252,500.

D. Measure E has a recommendation to approve two multiple party purchasing agreements for the furniture in the new Student Services Building. The furniture for this 81,232 square foot building totals \$1,994, 451.

E. Human Resources - NONE

F. Compton College - NONE

G. Community Advancement has three action agenda items. The first is a recommendation to approve receipt of the California Apprenticeship Initiative grant for \$500,000. This grant builds upon the Aero-Flex project and is designed to support apprenticeship-learning opportunities for students who are interested in working for local aerospace companies. There is also a recommendation to approve an agreement with the South Bay Workforce Investment Board, which is a partner on the California Apprentices Initiative grant. The agreement with the SBWIB is paid through the grant. Third, there is a recommendation to approve an agreement with the Cerritos College Foundation for its work under the El Camino College Employment Training Panel contract.

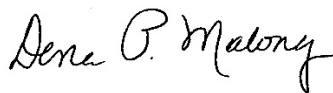
H. Superintendent-President/Board - NONE

I. Future Action Items/General Information has two items. There is an informational item detailing the 2017-18 Board of Trustees Self Evaluation. There is also a first reading of an AB288 CCAP Agreement between El Camino College District and the Redondo Unified School District. This agreement will be presented for second reading and adoption at the September 4, 2018 board meeting.

J. Policies and Procedures - There is one Administrative Procedure presented for information. Administrative Procedure 4235 *Credit by Examination*

I am looking forward to seeing you on August 20, 2018 at 4:00 pm in the Alondra Room for the Board meeting. As always, if you have any questions regarding the agenda, please feel free to call me prior to the Board meeting.

Sincerely,



Dena P. Maloney, Ed.D.
Superintendent/President