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# AGENDA

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**Victor Valley Community College District  
Board of Trustees Regular Meeting**  
Board Room, Victor Valley College  
18422 Bear Valley Road, Victorville, California

*This meeting will be electronically recorded.*

September 20, 2005

**CALL TO ORDER**

**4 p.m.**

PLEDGE OF ALLEGIANCE

**ACTION**

**1. CLOSED SESSION**

- (a) Government Code Section 54956.9:  
CONFERENCE WITH LEGAL COUNSEL —  
EXISTING LITIGATION: eight (8) cases
- (1)Gloria Henderson vs. Victor Valley Community College,  
Bettye Underhill, Nick Halisky, VCVVS 030263;
  - (2)Nicholas Halisky and Cathleen Halisky vs. Victor Valley  
Community College District, Dennis Henderson, et. al, VCVVS  
026112; consultation with legal counsel per Government Code  
Section 54956.9(a)
  - (3)Laymon Jordan vs. Victor Valley Community College District,  
VCVVS 034629;
  - (4)Chris Wagenseller vs. Victor Valley Community College  
District, VCVVS 035285
  - (5)Carissa M. Warren, Gaye L. Giarmo, and Karen E. Salazar v.  
Victor Valley Community College District, Larry Boutcher and  
Does 1 through 100, VCVVS 027382
  - (6)Lynn Puckett vs. Victor Valley Community College District,  
Ron Krimper Nick Halisky, Bettye Underhill, Dennis Henderson,  
Maxine Moore, and Does 1-1000;VCVVS 037295
  - (7)Lynn Puckett vs. Victor Valley Community College District,  
Ron Krimper, Nick Halisky, Bettye Underhill, Dennis Henderson,  
Maxine Moore, and Does 1-1000; VCVVS 036483
  - (8)Victor Valley Community College District vs. Nicholas Louis  
Halisky, Lynn Puckett, Does 1 through 100, VCVVS 036483
- (b) Government Code Section 54957.6: CONFERENCE WITH LABOR  
NEGOTIATORS Agency designated representatives: Bill Schmidt,  
Willard Lewallen, Jeff Cooper, Thomas O'Neil; Willie Davis Pringle,  
Bruce Baron. Employee organizations: CSEA, CTA

- (c) Government Code Section 54957:  
DISCIPLINE/DISMISSAL/RELEASE OF A PUBLIC EMPLOYEE:  
Four (4) positions
- (d) Government Code Section 54957: PUBLIC EMPLOYEE  
PERFORMANCE EVALUATION
- (e) Government Code Section 54956.9  
POTENTIAL LITIGATION: Student Complaint

**2. RECONVENE TO OPEN SESSION 6 p.m.**

2.1 Action as a result of Closed Session YES \_\_\_ NO \_\_\_

**3. GOVERNING BOARD**

3.1 Consider approval of the minutes of the August 23, 2005, special Board meeting. YES \_\_\_ NO \_\_\_

3.2 Announcement that persons may speak to agenda items if the Agenda Discussion Form has been completed. Information

3.3 Agenda Additions/Revisions YES \_\_\_ NO \_\_\_

**4. REPORTS Information**

4.1 Superintendent/President

4.2 Instruction

4.3 Student Services

4.4 Administrative Services

4.5 Human Resources

4.6 Governmental Relations

4.7 Foundation

4.8 Board of Trustees

4.9 Constituency Representatives

- a) ASB
- b) CCA
- c) CSEA
- d) Faculty Senate
- e) AFT Part-Time Faculty United
- f) Management

#### 4.10 Public Comments

This is the time for the general public to address the Board. State law prohibits the Board from addressing any issue not included on the agenda. Please limit comments to three minutes per individual and a total of 15 minutes per topic. Discussion of personnel matters is inappropriate for open session. The Board is committed to protecting the privacy interests of District personnel. Should any member of the public wish to discuss a personnel matter, it must first be brought to the attention of the director of human resources. Speakers are cautioned that under California law, no person is immune from liability for making intentionally false or defamatory comments regarding any person simply because those comments are made at a public meeting.

### 5. CONSENT AGENDA

**Consider approval of the following consent items to be approved in one motion.**

a. Out-of-State Travel - DSPS

Consider approval of out-of-state travel for Jeffrey Holmes to travel to Baltimore, MD to attend the National Council on Black American Affairs Leadership Development Institute October 14-20, 2005.

Fiscal Impact: Budgeted travel item, \$2,301.23

b. Agreement – Child Development Services CCAP-4257

Consider adoption of the resolution to approve the California Department of Education Local Agreement for Child Development Services.

Fiscal Impact: \$4,746 to the district

c. Out-of-State Travel

Consider approval of out-of-state travel for Lee Kinney and his students to attend a field study fieldtrip at the Grand Canyon National Park, September 23-25, 2006 and Zion National Park, October 28-30, 2005.

Fiscal Impact: Gas expenses for college vehicles. Students and staff are responsible for all other travel expenses.

d. Board of Trustees Transfer and Payment Reports

Consider approval of the transfers and payments as listed.

e. Agreement – Package Products & Services, Inc.

Consider approval of the agreement for initial set-up costs and continuing on a month-to-month basis as detailed on the attached reference. Fiscal Impact: \$4,500 annually, \$2,500 initial set-up.

f. Surplus Equipment and Designated Sale

Consider designation the videotape machine as surplus and designate Bruce Baron to conduct the private sale of the machine to the RTI Group. Fiscal Impact: \$500.00 income to the district.

- g. Agreement - Rightway  
Consider approval of the agreement with Rightway for the rental of the restroom facility as indicated in the agreement. Fiscal Impact: Fund 71 expenditure, not to exceed \$5,000 – 100% reimbursed by the Chancellor’s Office through the Hazardous Substances program.
- h. Notice of Completion – Fire Technology Demonstration Yard Project  
Consider approval of the Notice of Completion with Sonora Equipment Rental, Inc.
- i. Notice of Completion – Campus Street Repair Project  
Consider approval of the Notice of Completion with Robert Yeghoian Company, Inc.
- j. Agreements – Administrative Services  
Consider approval of the agreements as detailed below.

Vendor/Consultant	Service	Amount
San Bernardino County Superintendent of Schools	Courier services for fiscal services 05-06	\$ 3,394.63
Sonora Equipment Rental	Emergency repairs to main campus water lines	\$ 2,400.00
Young Electric Sign Co.	Repair of marquee	\$ 4,700.00
	Total	\$10,494.63

- k. Quarterly Fiscal Status Report  
Consider receiving the report as listed.
- l. Academic Ratification of Equivalency Requests  
Consider ratification as indicated.
- m. Academic Ratification of Eminence Requests  
Consider ratification as listed.
- n. Temporary Academic  
Consider temporary academic as listed.
- o. Classified Revised, New, Additional Positions  
Consider approval of the additional positions as listed.
- p. Classified Bargaining Unit Appointments, Promotions and/or Transfers  
Consider classified transfers/appointments as listed.
  - 1. Jennifer Simmons from Administrative Secretary I, Grants, to Administrative Secretary I, Instruction, effective June 13, 2005.
  - 2. Gloria Aquino, Administrative Secretary I, Facilities Construction (70%) & Public Information (30%), effective September 21, 2005.
  - 3. *Recruitment for the position of Administrative Secretary I, Technology Services, is currently underway. A recommendation for appointment will be brought to the September 20, 2005, board*

*meeting as an amendment.*

4. *Recruitment for the position of office assistant, Financial Aid, is currently underway. A recommendation for appointment will be brought to the September 20, 2005, board meeting as an amendment.*
5. *Recruitment for the position of office assistant, Counseling, is currently underway. A recommendation for appointment will be brought to the September 20, 2005, board meeting as an amendment.*
6. *Recruitment for the position of network manager is currently underway. A recommendation for appointment will be brought to the September 20, 2005, board meeting as an amendment.*
7. *Recruitment for the position of director of Maintenance & Operations is currently underway. A recommendation for appointment will be brought to the September 20, 2005, board meeting as an amendment.*

q. Non-Classified Employees

Consider approval of the appointments

r. Agreements

Consider approval of the agreements as detailed below.

Fiscal Impact: As listed.

Vendor/Consultant	Service	Amount
RSC Equipment Rental	Rental of scissor lift for home games (5 games @ 538.42 ea)	\$2,692.10
VeriSign	Renewal of online credit card security processing. Secure Site Pro certificate (two years) 7/20/05 – 7/19/07	\$ 1,790.00
Board of Governors State of California	Student Right To Know (SRTK) Reporting Subscription to facilitate compliance by community college districts with the information reporting requirements of the SRTK Act.	\$3,700.00
	Total	\$8,182.10

s. First Reading: Proposed Board Policy No. 6550 – Disposal of Property

Consider acceptance for first reading the proposed Board Policy No. 6550,  
Disposal of Property

t. Approval of Extension of Eminence Status

Consider approval of the eminence request as presented.

**ACTION AGENDA**

**6. BOARD OF TRUSTEES**

6.1 Excused Absence of Trustee

Consider adoption of a resolution, excusing the absence of Trustee

Dorothy M. Franke, Ph.D., from the August 23 special board meeting .

YES\_\_\_ NO\_\_\_

**7. SUPERINTENDENT/PRESIDENT**

**8. INSTRUCTION**

8.1 Agreement – Renewal Study Abroad Consortium

Consider approval of the renewal of the 2005-06 Southern California Foothills Consortium guidelines agreement. Fiscal Impact: None

YES \_\_\_ NO \_\_\_

8.2 Agreement – Southern California Biotechnology

Consider approval of the renewal of the agreement by and between Southern San Diego Community College District and Victor Valley Community college District. Fiscal Impact: see attached listing

YES \_\_\_ NO \_\_\_

8.3 Verizon Communications Grant

Consider acceptance of the grant award from Verizon Communications in the amount of \$50,000 for the purchase of laptop computers for the Literacy and Basic Skills Programs.

Fiscal Impact: \$50,000 paid to the district

YES \_\_\_ NO \_\_\_

**9. STUDENT SERVICES**

9.1 Agreement – Rapidtext

Consider approval of the agreement as indicated. Fiscal Impact: Budgeted item, not to exceed \$35,000 (DSPS budget)

YES \_\_\_ NO \_\_\_

9.2 Out-of-State Travel

Consider approval of out-of-state travel and payments of expenses for students and staff to travel to Orlando, Florida to attend the American Student Association of Community Colleges, October 30 – November 4, 2005. Fiscal Impact: not to exceed \$9,000 (ASB budget)

YES \_\_\_ NO \_\_\_

9.3 Agreement – Sysix Financial, LLC

Consider approval of the lease agreement with Sysix Technologies for \$3,841.57 monthly for 36 months.

YES \_\_\_ NO \_\_\_

**10. ADMINISTRATIVE SERVICES**

10.1 Agreement – Total Compensation Systems, Inc.

Consider approval of the agreement with Total Compensation Systems, Inc. for actuarial studies for GASB 43 and 45 as detailed in the attached reference. Fiscal impact: Not to exceed \$10,000

YES \_\_\_ NO \_\_\_

10.2 Agreement – Maurice Thompson Concrete

Consider the approval of the agreement with Maurice Thompson Concrete for the services as indicated .

Fiscal Impact: \$14,865.00

YES \_\_\_ NO \_\_\_

10.3 Bid Award – Asbestos Abatement and Reconstruction, Automotive Building Restrooms  
Consider the bid award to Ti-Span Inc. in the amount of \$88,000.00 for asbestos abatement and reconstruction of the Automotive Building restrooms. Fiscal Impact: Fund 71 expenditure \$44,000.00 – 100% reimbursable through the State’s Asbestos Abatement program. YES \_\_\_ NO \_\_\_

10.4 Agreement – Novacoast  
Consider approval of the agreement with Novacoast for the security analysis of the district’s Novell network as indicated. YES \_\_\_ NO \_\_\_

**11. HUMAN RESOURCES**

11.1 Administrative/Management/Confidential Payment of Accrued Vacation Days  
Consider approval of payment as listed. YES \_\_\_ NO \_\_\_

11.2. Management New Job Description, Assistant Director of Auxiliary Services  
Consider approval of the new job description for an assistant director Auxiliary Services as listed. YES \_\_\_ NO \_\_\_

11.3 Management Salary Increase  
Consider approval of the .875% salary increase to the management team’s salary schedule effective July 1, 2005 as listed. YES \_\_\_ NO \_\_\_

11.4 Classified Revised Job Description, CalWORKs/TANF Specialist  
Consider approval of the revised classified position and job description for CalWORKs/TANF Specialist as listed. YES \_\_\_ NO \_\_\_

11.5 Notice of Claim for Damages  
Consider denying the claim for damages dated August 26, 2005 from Gloria G. Henderson, as listed. YES \_\_\_ NO \_\_\_

11.6 Authorize Change in Work-Related Intra-District Travel and Expense Allowance  
Consider approval of the revision in stipend allowance for the director of Public Information from \$250 month to \$400 per month, effective October 1, 2005. YES \_\_\_ NO \_\_\_

**12. FOR INFORMATION ONLY**

12.1 Dr. Prem Reddy School of Health Sciences Allocation Plan  
The 2005-2006 allocation plan for the Dr. Prem Reddy School of Health Sciences is presented for the board’s information Information only

12.2 Monthly Financial Reports  
For the period ending July 31, 2005 as indicated. Information only

- 12.3 Classified Resignation Information only  
The resignations listed below have been received and accepted, as indicated.
1. Eileen Do, webmaster, effective August 31, 2005,
  2. Summer Bohnsak, classified special, effective August 31, 2005,
  3. Christine Ostberg, office assistant, Police Department (50%), effective October 7, 2005
  4. Dana Pontius, office assistant, Counseling, effective September 13, 2005.
  5. Paula Curci, classified special, effective September 16, 2005.
- 12.4 Substitutes Provided through Contract Information only  
This information is provided for board information
- 12.5 Administrative/Management/Confidential Resignation Information only  
The resignation listed below has been received and accepted, as indicated
1. Tom O’Neil, dean of Humanities, Arts, and Social Sciences, effective, December 31, 2005.

### 13. ADJOURNMENT

It is the intention of Victor Valley Community College District to comply with the Americans with Disabilities Act in all respects. Any person with a disability may request that this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to Jeffrey Holmes, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2596, from 8:30 a.m. to 5:00 p.m., Monday through Friday, at least 48 hours prior to the meeting to make reasonable arrangements. Government Code Section 54954.2.