



## Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES

Date: November 11, 2014

Place: **Closed Session:** 5-6 p.m. West Wing Conference Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**Open Session:** 6:00 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

### OPEN SESSION REGULAR MEETING AGENDA ~ Board Room

*Board Room Victor Valley Community College*

*This meeting will be electronically recorded and web cast live at*

*<http://www.vvc.edu/offices/president/webcast.html>*

**PUBLIC COMMENTS:** *The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals may comment after being recognized by the Board President and before Board discussion of the particular item. (Board Policy 2350)*

1. **CALL TO ORDER** 5 p.m.  
**ROLL CALL**  
**PLEDGE OF ALLEGIANCE**  
**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA**

### CLOSED SESSION ~ West Wing Conference Room

2. **CLOSED SESSION** 5-6 p.m.
  - 2.1 **ANNOUNCEMENT OF CLOSED SESSION ITEMS:**
    - a) **CONFERENCE WITH LABOR NEGOTIATIONS –**  
Government Code Section 54957.6  
District Representative: Randy Erickson  
Employee Organization: CSEA, CTA, AFT Part-Time Faculty United
    - b) **PUBLIC EMPLOYEE DISCIPLINE/DISSMISSAL RELEASE**  
Public Employee Number 2020111114  
Government Code Section 54957 (b) (1)
    - c) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**  
Government code Section 54956.9(b) – 1 case

**2.2 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:**

**PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS**  
At this time, the Board of Trustees will listen to communication from the public on Closed Session items pertaining to college business. Each speaker is limited to one presentation per meeting on non agendized matters. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. State law prohibits the Board from addressing any issues not included on the agenda. (Board Policy #2350)

**OPEN SESSION REGULAR MEETING AGENDA ~ Board Room**

- 3. OPEN SESSION REGULAR MEETING** **6 p.m.**  
3.1 Closed Session Report
- 4. SUPERINTENDENT/PRESIDENT'S REPORT**
- Academic Senate
  
  - Foundation

- 5. CONSENT AGENDA**  
All matters listed under Consent Agenda are considered by the Board of Trustees to be routine and has been approved by the Superintendent/President (Board Policy #2430). There will be no separate discussion on these items prior to the time the Board votes on them unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote. Public comment on Consent items from anyone completing a card will be heard prior to the Board's vote on the Consent Agenda.

**PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS:**

**PUBLIC COMMENTS RELATED TO CONSENT AGENDA ITEMS**  
The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. This is the opportunity for the public to address the Board on any Consent Agenda items. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

**APPROVAL OF CONSENT ITEMS** YES \_\_\_ NO \_\_\_

There will be no separate discussion on these items prior to the time the Board votes on them unless a Board member requests a specific item be removed from the Consent Agenda for discussion and a separate vote.

- 5.1 Approval of the minutes of the October 14, 2014 regular Board meeting.
- 5.2 Correction – Agreement Amount - GiantPowerComm  
Ratification of the corrected agreement amount that was originally Board approved at the October 14, 2014 meeting (item 5.32) to run fiber from the Maintenance & Operations yard to the 1 Megawatt Solar Generating Facility. The fiscal impact was misstated and should be corrected from \$2,431.73 to \$5,888.00. Fiscal Impact: \$5,888.00, Fund 71.

- 5.3 Agreement – Apple Valley Communications  
Ratification of the agreement between Victor Valley Community College District and Apple Valley Communications to supply and install audio visual upgrades at the Music Building. Fiscal Impact: \$8,112.60, Fund 42.
- 5.4 Agreement – American Air Balance Co., Inc.  
Ratification of the agreement between Victor Valley Community College District and American Air Balance Co., Inc. to test, adjust and balance air-handling systems at various buildings on the Main Campus. Fiscal Impact: \$33,990.00, Fund 71.
- 5.5 Agreement Amendment/Renewal – Public Economics  
Ratification of the agreement between Victor Valley Community College District and Public Economics to include additional services through June 30, 2015. The amendment is required to proceed with collecting pass-through payments due to the District from the Oversight Board of dissolved redevelopment. Fiscal Impact: \$12,000.00, Fund 71.
- 5.6 Agreement – Idibri, Inc.  
Ratification of the agreement between Victor Valley Community College District and Idibri, Inc. to perform post verification and further recommendations on the acoustics for the renovated Music Building, project. Fiscal Impact: \$1,862.50, plus mileage. Bond Funded.
- 5.7 Board of Trustees Payments Reports  
Approval of the Board of Trustees Payments Reports. Fiscal Impact: None
- 5.8 Agreement Renewal – Datawatch  
Ratification of the renewal agreement between Victor Valley Community College District and Datawatch to continue maintenance support for Monarch software. This product provides the capability to extract, analyze and export data from existing reports without programming. Term: 11/2/14-11/1/15. Fiscal Impact: \$6,223.28, budgeted item.
- 5.9 Agreement Renewal – Comodo  
Ratification of the renewal agreement between Victor Valley Community College District and Comodo for SSL (Secure Socket Layer) domain certificates to maintain the security of Victor Valley College systems internally and externally, term: 10/18/14-7/5/15. Fiscal Impact: \$4,697.41, budgeted item.
- 5.10 Agreement – Thermal Combustion Innovators, Inc.  
Ratification of the agreement between Victor Valley Community College District and Thermal Combustion Innovators, Inc. to properly dispose of all bio-hazardous medical waste on campus for fiscal year 2014-2015. Fiscal Impact: \$933.84, budgeted item.
- 5.11 Agreement – H&H Elevator Services  
Ratification of the agreement between Victor Valley Community College District and H&H Elevator Services to provide preventive maintenance service to various elevators on campus including a 5-year load test. Fiscal Impact: \$5,475.00, Fund 71.
- 5.12 Agreement – All American Fence Erectors  
Ratification of the agreement between Victor Valley Community College District and All American Fence Erectors to install a chain-link fence at the Agriculture Building. Fiscal Impact: \$2,727.00 Fund 71.

- 5.13 Agreement – Cal Building Systems  
Ratification of the agreement between Victor Valley Community College District and Cal Building Systems to repair fire sprinkler systems at various locations on campus. Fiscal Impact: \$42,723.00, Fund 71.
- 5.14 Agreement – CAE Healthcare, Inc.  
Ratification of the agreement between Victor Valley Community College District and CAE Healthcare, Inc. for maintenance support of the iStan simulation mannequin. The period of this agreement is November 10, 2014 through November 9, 2015. Fiscal Impact: \$7,613.00, budgeted item.
- 5.15 Independent Contractor Agreement – Deanna Hayes, Jean Huff  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Deanna Hayes, Jean Huff to provide K16 Bridge Program coordination services at designated school sites. The service period for these agreements is September 24, 2014 through May 23, 2015. Fiscal Impact: Not to exceed \$1,000, budgeted item.
- 5.16 HIPAA Business Agreement – Victor Valley Global Medical Center  
Ratification of the agreement between Victor Valley Community College District and Victor Valley Global Medical Center to provide for the confidentiality of patient information for Registered Nursing and other Health Sciences programs of the District. Fiscal Impact: None.
- 5.17 Independent Contractor Agreement – Fire & Police Selection, Inc.  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Fire & Police Selection, Inc. to gain site certification for the Entry-Level Firefighter Physical Ability Test (PAT). The service period for this agreement is October 3, 2014. Fiscal Impact: \$8,994 (\$5,400 funded through Perkins IV Grant).
- 5.18 Agreement Renewal – Freedom Scientific  
Ratification of the software maintenance renewal agreement between Victor Valley Community College District and Freedom Scientific for JAWS Professional Version 15.0. The period of this agreement is October 1, 2014 through June 30, 2015. Fiscal Impact: \$325.22, budgeted item.
- 5.19 Agreement – Yosemite Community College District Child Development Training Consortium  
Ratification of the agreement between Victor Valley Community College District and Yosemite Community College District Child Development Training Consortium to benefit VVC students who are currently employed in an early childhood setting, encouraging them to return to school to further their education and increase their skills. Fiscal Impact: **\$9,375.00 to the District.**
- 5.20 Agreement – University Enterprises Corporation at CSUSB  
Ratification of the agreement between Victor Valley Community College District and University Enterprises Corporation at CSUSB to provide GED Prep and Basic Computer Skills training to clients of the California State Re-Entry Initiative (CSRI) based at CSUSB. The term of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: **\$50,000.00 income to the District.**
- 5.21 Interim Use Permit – San Bernardino County Regional Parks Department  
Ratification of the interim use permit between Victor Valley Community College District and San Bernardino County Regional Parks Department, Glen Helen Regional Park for a Cross County Event. The term of this agreement is October 3, 2014. Fiscal Impact: Not to exceed \$400.00, budgeted item.

- 5.22 Contract – The Woodall Group  
Ratification of the contract between Victor Valley Community College District and The Woodall Group to provide Live Scan fingerprinting services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: \$3,500.00 estimated to cover CNA program, budgeted item. RN Program students self-pay for services.
- 5.23 Agreement – Desert Cities Mediation  
Ratification of the agreement between Victor Valley Community College District and Desert Cities Mediation to provide arbitration services on December 16-19, 2014. Fiscal Impact: \$6,000.00, budgeted item.
- 5.24 Non-Classified Employees  
Ratification of the Non-Classified employees listed. Fiscal Impact: Budgeted.
- 5.25 Clinical Facility Use Contract – California Department of Veterans Affairs  
Ratification of the agreement between Victor Valley Community College District and California Department of Veterans Affairs to provide clinical learning facilities for the Health Science program. The agreement begins January 1, 2015 through December 31, 2017. Fiscal Impact: None.
- 5.26 Curriculum Changes  
Approval of the curriculum changes made on September 25, 2014 and October 9, 2014 that have been recommended by the College Curriculum Committee. Fiscal Impact: None
- 5.27 Amendment – 2014-2015 Academic Calendar  
Approval of the amendment of the 2014-2015 academic calendar, originally Board approved December 10, 2013 to include the 2015 winter session. Fiscal Impact: None

## ACTION AGENDA

### PUBLIC COMMENTS RELATED TO ACTIONS ITEMS

The complete written request to address the Board shall be submitted at the beginning of the open session portion of the meeting. Individuals who want to comment on action items may do so after being recognized by the Board President and before Board discussion of the particular item during the meeting. Comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. (Board Policy #2350)

## 6. BOARD OF TRUSTEES

- 6.1 Separate approval of items pulled from consent agenda YES \_\_\_ NO \_\_\_

## 7. SUPERINTENDENT/PRESIDENT

- 7.1 Naming Recognition for Willie Davis Pringle Athletic Training Room YES \_\_\_ NO \_\_\_  
Approval of the naming of the training room as the Willie Davis Pringle Athletic Training Room perpetuity beginning November 12, 2014. Fiscal Impact: None, funds to be donated for naming signage.

**8. INSTRUCTION**

8.1 FY 2015-16 Continued Funding Application YES \_\_\_ NO \_\_\_

Review of the FY2015-16 Continued Funding Application in order to comply with the CDE-CDD funding requirements. Fiscal Impact: Earning capability of approximately \$100,000 for FY 2015-2016.

8.2 MOU-AB86 Adult Education VVCCD Regional Planning Consortium YES \_\_\_ NO \_\_\_

Ratification of Memorandum of Understanding between Victor Valley Community College District and the K12 School Districts comprising the AB86 Adult Education Victor Valley Community College District Regional Planning Consortium. The service period is July 1, 2014 through June 30, 2015. Fiscal Impact: \$60,000.00, budgeted item, AB86 Adult Education State Planning Grant.

8.3 Tech Fee – Emergency Medical Services YES \_\_\_ NO \_\_\_

Approval of the Technology fee for EMS 80 Paramedic Anatomy & Physiology effective winter 2015 semester to provide each student with an Apple iPad Mini 32GB. This fee may be waived if the student has their own iPad meeting the requirements of the program. Fiscal Impact: None

8.4 Fees – Emergency Medical Services YES \_\_\_ NO \_\_\_

Approval of the materials fee charge for the following courses:

EMS 81 – Intro to EMS	\$800.00
EMS 82 – Paramedic Cardiology	\$110.00
EMS 83 – Paramedic Pharmacology	\$110.00
EMS 84 – Paramedic Theory	\$110.00

These materials will be effective with the winter/spring 2015 semester. Fiscal Impact: None to the District

**10. ADMINISTRATIVE SERVICES**

10.1 Award Contract – Landscape Phase II – Micon Construction YES \_\_\_ NO \_\_\_

Approval to award the contract to Micon Construction for the second phase of the Landscape Sustainability Project. Fiscal Impact: \$312,196.07, Fund 71.

**11. HUMAN RESOURCES**

11.1 Management Appointment, Director of Disabled Student Program and Services – Jeffrey Holmes YES \_\_\_ NO \_\_\_

Approval of the appointment of Jeffrey Holmes, Director of Disabled Student Program and Services, beginning November 12, 2014 through June 30, 2016. Fiscal Impact: Range 18 Step H on the Management Salary Schedule, \$9,295/month, plus benefits, budgeted item.

**12. REPORTS (3 minute limit per report)**

The purpose of these reports is to inform the Board of Trustees regarding Issues pertaining to those constituency groups.

12.1 Employee Groups

- a) CTA
- b) CSEA
- c) AFT Part-Time Faculty United
- d) Management

**13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS**

**At this time, the Board of Trustees will listen to communication from the public on non-agendized items pertaining to college business. Each speaker is limited to one presentation per meeting on non agendized matters. Public comments are limited to three minutes per individual and a total of 15 minutes per topic. Speakers will be timed electronically, and all speakers will be required to address the Board from the lectern. Only those who have been recognized by the Board President will be permitted to speak. State law prohibits the Board from addressing any issues not included on the agenda. (Board Policy #2350)**

**14. BOARD COMMUNICATION**

*At this time, the Board of Trustees will report on matters related to attendance at conferences, professional affiliations, and community involvement directly related to their functions as Board members.*

**15. ADJOURNMENT**

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

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 Trinda Best, Victor Valley College, 18422 Bear Valley Road, Victorville, California 92395-5849, (760) 245-4271, Ext. 2455, 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.







## Victor Valley Community College District REGULAR MEETING OF THE BOARD OF TRUSTEES Minutes

Date: October 14, 2014

Place: **Closed Session:** 5-6 p.m. West Wing Conference Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

**Open Session:** 6:00 p.m. Board Room, Victor Valley Community College, 18422 Bear Valley Road, Victorville, CA 92395

### AGENDA ~ Board Room

- 1. CALL TO ORDER** **5 p.m.**  
The Board of Trustees of Victor Valley Community College District met in Open Session on October 14, 2014 in the Board Room of the Administration Building. Board President Henderson called the meeting to order at 5:00 p.m.

**TRUSTEE ROLL CALL:** Dennis Henderson, President; Joseph W. Brady, Vice President; John Pinkerton, Clerk; Brandon Wood, Trustee; Lorrie Denson, Trustee, and Student Trustee Amanda Monroy

Absent: Amanda Monroy

*Amanda Monroy arrived at 5:59 p.m.*

**PLEDGE OF ALLEGIANCE**

Robert Sewell led the Pledge of Allegiance to the Flag.

**ANNOUNCEMENT OF ITEMS DELETED OR CORRECTED FROM THE AGENDA:** None

### CLOSED SESSION ~ West Wing Conference Room

- 2. CLOSED SESSION** **5-6 p.m.**  
**2.1 ANNOUNCEMENT OF CLOSED SESSION ITEMS:**
- a) CONFERENCE WITH LABOR NEGOTIATIONS –  
Government Code Section 54957.6  
District Representative: Randy Erickson  
Employee Organization: CSEA, CTA, AFT Part-Time Faculty United
  - b) PUBLIC EMPLOYEE PERFORMANCE EVALUATION  
Government Code Section 54957 (b) (1)  
Superintendent/President

- 2.2 PUBLIC COMMENTS RELATED TO CLOSED SESSION ITEMS:** None

At 5:01 p.m. Board President Henderson recessed to Closed Session

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**BOARD OF TRUSTEES:** Dennis Henderson, Joseph W. Brady, John Pinkerton, Brandon Wood, Lorrie Denson, ASB Member

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## REGULAR MEETING AGENDA Board Room

### 3. OPEN SESSION

6 p.m.

- 3.1 At 6:12 p.m. Board President Henderson reconvened the meeting and announced that there was no reportable action as a result of Closed Session.

### 4. SUPERINTENDENT PRESIDENTS REPORT

Academic Senate: Claude Oliver thanked Lynn Glickstein and her students for coming this evening which reminded us why we are here. There are still experiencing online student issues on campus. We are in the 8<sup>th</sup> week (with 8 week classes wrapping up) and students are being adversely affected by not being able to contact instructors and instructors are unable to contact students.

Foundation: Don Brown reported that the Foundation has kicked off a 4 week outreach alumni hunt campaign. He reviewed the budget allocation of the \$15M grant that was awarded to VCC and will be shared with 5 colleges, 19 high schools and 4 charter schools with \$4.2M of the grant remaining in the Victor Valle...

Dr. Wagner announced that two agenda items will be pulled 11.2 and 11.3. Each month he will be highlighting what our students are doing. Students that were in the paralegal program spoke on their accomplishments in establishing their own self-sustained legal resource group and are able to provide high desert residents with legal assistance.

## CONSENT AGENDA

Public Comment: Justin Gatewood (5.13 and 5.45) and Marianne Tortorici (12.2)

It was MSC (Brady/Wood, 5-0) to approve the consent items in one motion with agenda item 5.34 pulled by Trustee Wood and agenda item 5.3 pulled by Trustee Brady for separate discussion.

*Following discussion, it was MSC (Brady/Henderson, 5-0) to reconsider the original motion to include agenda item 5.33 for approval for separate discussion and 5.34 will not be pulled for separate discussion.*

- 5.1 Approval of the minutes of the September 9, 2014 regular Board meeting.
- 5.2 Independent Contractor Agreement – Nicole Aragon, LLC  
Ratification of the Independent Contractor Agreement between Nicole Aragon, LLC and Victor Valley Community College District to provide technical grant support services to the AB86 Adult Education VVCD Regional Planning Consortium. The service period for this agreement is August 26, 2014 through March 1, 2015. Fiscal Impact: Not to exceed \$15,000.00, budgeted item, grant funded.
- 5.3 **Pulled for Separate Discussion (see Agenda Item 6.1)**  
Independent Contractor Agreement – United Lerone II dba El Pollo Loco #3511  
It was MSC (Brady/Denson, 5-0) to ratify of the Independent Contractor Agreement between Victor Valley Community College District and United Lerone II dba El Pollo Loco #3511 to provide catering services for CTE Advisory meetings for the 2014-2015 year. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: \$2,500.00, budgeted item.

- 5.4 Agreement – California Early Childhood Mentor Program  
Ratification of the agreement between Victor Valley Community College District and Chabot-Las Positas Community College District, on behalf of its California Early Childhood Mentor Program to provide lab hours necessary for completion of CHDV 210. The period of this contract is from August 1, 2014 through July 31, 2015. Fiscal Impact: All eligible expenses incurred for this program will be reimbursed by the contractor, Chabot-Las Positas Community College District as part of this agreement.
- 5.5 Independent Contractor Agreement – Marken Enterprises/Marken PPE Restoration  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Marken Enterprises/Marken PPE Restoration to provide compliant care and maintenance of protective ensembles for structural firefighting. The period of this agreement is September 1, 2014 through June 30, 2015. Fiscal Impact: Not to exceed \$2,000.00, budgeted item.
- 5.6 Independent Contractor Agreement – Dennis Hoey dba West Coast Microscope Service  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Dennis Hoey dba West Coast Microscope Service for the repair and service of the Biology Dept. microscopes onsite. The service period for this agreement is July 1, 2014 through December 30, 2014. Fiscal Impact: Not to exceed \$2,000.00, budgeted item.
- 5.7 Library Online Database Subscriptions  
Ratification of the renewal of online database subscriptions through the Community College Library Consortium for the period of January 1, 2015 through December 31, 2015. Fiscal Impact: \$14,067.00 budgeted item.
- 5.8 Clinical Facility Use Contract – Apple Valley Christian Care  
Ratification of the contract between Victor Valley Community College District and Apple Valley Christian Care to provide clinical learning facilities for the Health Science programs. The agreement begins September 1, 2014 and will continue until either party chooses to terminate the agreement. Fiscal Impact: None
- 5.9 Clinical Facility Use – Contract Knolls West Post Acute, LLC  
Ratification of the contract between Victor Valley Community College District and Contract Knolls West Post Acute, LLC to provide clinical learning facilities for Registered Nursing, Allied Health and other related Health Sciences programs for the benefit of students and for the community. The agreement begins September 10, 2014 and will continue until either party chooses to terminate the agreement. Fiscal Impact: None
- 5.10 Out of State Student Travel – UNLV Campus Tour  
Approval of the out-of-state travel for staff/students listed to travel to Las Vegas, Nevada to tour the University of Nevada's campus on October 24, 2014. Students participating in the field trip are registered at Victor Valley Community College and will be accompanied by Linda Lorena Garcia and Kevin Barda, faculty/staff members. Fiscal Impact: Not to exceed \$225.00.
- 5.11 Curriculum Changes  
Approval of the curriculum changes made on September 11, 2014 and have been recommended by the College Curriculum Committee. Fiscal Impact: None.

- 5.12 Independent Contractor Agreement – Dr. Gail Zwart  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Dr. Gail Zwart to help facilitate the development of entrepreneurial curriculum models with the help from faculty from regional colleges. The term of this agreement is June 1, 2014 through December 31, 2014. Fiscal Impact: \$3,000.00, grant funded from Economic and Workforce Development.
- 5.13 Contract – Rise Interpreting  
Ratification of the agreement between Victor Valley Community College District and Rise Interpreting to provide as needed interpreting services for the deaf and hard of hearing students in Disabled Student Programs and Services. The period of this agreement is August 25, 2014 through December 13, 2014. Fiscal Impact: Not to exceed \$3,000.00, budgeted item.
- 5.14 Agreement – 911 Safety Equipment  
Ratification of the agreement Victor Valley Community College District and 911 Safety Equipment for the rental of firefighter gear to be used by students enrolled in the fall 2014 and spring 2015 Fire Academy. The period of this agreement is September 8, 2014 through June 13, 2015. Fiscal Impact: No direct fiscal impact. Students pay the \$580.00 materials fee upon registration and the Fire program will withdraw the collected funds to pay the vendor.
- 5.15 Student Unpaid Field Internship – San Bernardino County Fire Protection District  
Ratification of the agreement between Victor Valley Community College District and San Bernardino County Fire Protection District to provide an unpaid field internship for students preparing to register for Fire 95 (Basic Fire Academy). The term for this agreement is July 1, 2014 and shall remain in effect for three (3) years from the effective date until June 30, 2017. Fiscal Impact: None
- 5.16 Agreement – Failsafe Testing  
Ratification of the agreement between Victor Valley Community College District and Agreement – Failsafe Testing to provide fire ladder maintenance in the Fire Technology Division. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: Not to exceed \$4,000, budgeted item.
- 5.17 Independent Contractor Agreement – Patricia Pena dba Tech4fit  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Patricia Pena dba Tech4fit to maintain and repair all weight room equipment. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: Not to exceed \$15,000.00, budgeted item.
- 5.18 Agreement – A-1 Portables, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and A-1 Portables, Inc. to provide portable restrooms for live burns off campus. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: Not to exceed \$600.00, budgeted.
- 5.19 Agreement – Barstow Fire Protection District  
Ratification of the renewal of the agreement between Victor Valley Community College District and Barstow Fire Protection District to establish terms and conditions for students' participation in Emergency Medical Technician – Paramedic Programs and their associated use of City clinical facilities. The period of this agreement begins July 1, 2014 and will remain in effect unless terminated by either party. Fiscal Impact: None

- 5.20 Independent Contractor Agreement – Lorraine Mendoza  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Lorraine Mendoza to provide K16 Bridge Program coordination services at designated school sites. The service period for this agreement is September 24, 2014 through May 23, 2015. Fiscal Impact: Not to exceed \$750.00, budgeted.
- 5.21 Independent Contractor Agreement – Best Equipment Service  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Best Equipment Services to install, repair and service equipment in the Automotive Department. The service period for this agreement is September 22, 2014 through October 17, 2014. Fiscal Impact: Not to exceed \$1,991.00, budgeted item.
- 5.22 Agreement – Victor Valley Unified School District  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and Victor Valley Unified School District to lease the District field for the operation of one football game at Silverado High School. The period of this agreement is September 20, 2014. Fiscal Impact: Not to exceed \$3,000.00, budgeted item.
- 5.23 Renewal - Independent Contractor Agreement – The Titan Group  
Ratification of the Independent Contractor Agreement between Victor Valley Community College District and The Titan Group as needed for discrimination investigations and pre-employment background checks for police officers from September 1, 2014 through June 30, 2015. Fiscal Impact: \$135 per hour plus expenses, budgeted item.
- 5.24 Out-of-State Travel – Student Travel – New Orleans, LA  
Approval of the out-of-state travel to allow Associated Student Body representatives to travel to New Orleans, LA to attend the National Student Advocacy and Leadership Conference from November 6, 2014 through November 10, 2014. Students participating in the field trip are enrolled at Victor Valley Community College and will be accompanied by Robert Sewell, ASB Advisor. Fiscal Impact: \$14,000.00, Associated Student Body funds.
- 5.25 Agreement – HCI Systems, Inc.  
Ratification of the agreement between Victor Valley Community College District and HCI Systems, Inc. to troubleshoot the smoke detector in the Student Activities Center building #44. Fiscal Impact: \$315.00, budgeted item.
- 5.26 Agreement – Mobile Mini  
Ratification of the agreement between Victor Valley Community College District and Mobile Mini to rent a 40 foot standard container to store equipment from the Adapted PE Center building #70 weight room while the floor was being replaced. Fiscal Impact: \$635.11, budgeted item.
- 5.27 Agreement– North State Environmental  
Ratification of the agreement between Victor Valley Community College District and North State Environmental to properly dispose of all hazardous waste materials from various departments on campus. Fiscal Impact: \$17,339.88, Fund 71.

- 5.28 Notice of Completion - Climatec  
Ratification of the Notice of Completion for Climatec for the Energy Management Systems (EMS) expansion project. The agreement was originally Board approved on April 8, 2014. Fiscal Impact: None.
- 5.29 Agreement– Cal Building Systems  
Ratification of the agreement between Victor Valley Community College District and Cal Building Systems to repair fire sprinkler systems at various locations on campus. Fiscal Impact: \$42,723.00, Fund 71.
- 5.30 Agreement – Bell Mountain Enterprise, Inc. dba Hi Desert Alarm  
Ratification of the agreement between Victor Valley Community College District and Bell Mountain Enterprise, Inc. dba Hi Desert Alarm to furnish, monitor and provide service calls as needed for the fire alarm system in the Music Building #21. Partial funding for this work is part of the overall budgeted project cost approved for the Music project. Fiscal Impact: \$400, Fire Alarm Equipment, Bond Funded, \$840.00, Fire Alarm Monitoring for 2 years, budgeted item, TBD, service calls as needed.
- 5.31 Agreement– MailFinance  
Ratification of the agreement between Victor Valley Community College District and MailFinance to lease an automatic mail machine, console table for mail machine, conveyor stacker and remote label dispenser. Fiscal Impact: \$7,468.92, budgeted item.
- 5.32 Agreement– GiantPowerComm.  
Ratification of the agreement between Victor Valley Community College District and GiantPowerComm to run fiber from the Maintenance and Operations yard to the 1 MegaWatt Solar Generating Facility. Fiscal Impact: \$2,431.73, Fund 71.
- 5.33 **Pulled for Separate Discussion (See Agenda Item 6.1)**  
Agreement– Kidde Fire Trainers  
It was MSC (Pinkerton/Brady, 4-1, Brandon, No) to ratify the agreement between Victor Valley Community College District and Kidde Fire Trainers to rewire the electrical circuitry system in the burn tower at the Regional Public Safety Training Center. Fiscal Impact: \$50,300.00, Fund 71.
- 5.34 Agreement – Safety Screen Window Guards, Inc.  
Ratification of the agreement between Victor Valley Community College District and Safety Screen Window Guards, Inc. to furnish and install eight (8) safety screens at the District's off campus teaching location at the Hesperia High School campus. Fiscal Impact: \$6,021.20, Fund 71.
- 5.35 Agreement – Galaxy Moving Company, LLC  
Ratification of the agreement between Victor Valley Community College District and Galaxy Moving Company, LLC to move the weight machines and other equipment and furnishings back in to the Adaptive P.E. Center building #70 weight room after being removed to complete the floor replacement project which was originally approved by the Board of Trustees on June 10, 2014. Fiscal Impact: \$1,110.00, Fund 71.
- 5.36 Board of Trustees Payments Reports  
Approval of the Board of Trustees Payments Reports. Fiscal Impact: None

- 5.37 Agreement Renewal – Accudata Systems, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and Accudata Systems, Inc. for the license subscription of Websense Web Security Software, which is one of the tools used to enhance and maintain the security information and critical applications. Term: 10/1/14-9/30/15. Fiscal Impact: \$26,790.00, budgeted item.
- 5.38 Agreement Renewal – System Maintenance Services, Inc.  
Ratification of the renewal agreement between Victor Valley Community College District and System Maintenance Services, Inc. to support critical infrastructure and network hardware. Term: 8/1/14-6/30/15. Fiscal Impact: \$1,617.00, budgeted item.
- 5.39 Amend Agreement– Perceptive Software  
Ratification of the third amended agreement between Victor Valley Community College District and Perceptive Software to record a change from 2 Adrenaline licenses to 2 PSIP TWAIN licenses. Term date: 9/12/14-6/16/15. Fiscal Impact: None
- 5.40 Agreement – Overland Storage  
Ratification of the renewal agreement between Victor Valley Community College District and Overland Storage to purchase maintenance support for data management and data protection. Term: 10/17/14-6/30/15 (Item # IN-76, on the Campus Technology Project list). Fiscal Impact: \$2,704.00, budgeted item.
- 5.41 Contract Addendum – Apple Inc.  
Ratification of the contract addendum between Victor Valley Community College District and Apple Inc. to allow the transfer of Apple products from the District to students enrolled in courses which require the use of specific technology for dissemination of course materials and use in training exercises. Fiscal Impact: None
- 5.42 Agreement– TTIP South @One Palomar College  
Approval of the agreement between Victor Valley Community College District and TTIP South @One Palomar College to conduct a one-day distance education training session to college faculty. The service period for this agreement November 14, 2014. Fiscal Impact: Not to exceed \$1,000.00, budgeted item.
- 5.43 Change Order – Webb Brothers Construction  
Ratification of the Change Order Nos. 4 from Webb Brothers Construction consisting of refinishing the existing musical instrument storage cabinets in Rooms 1 and 6. Fiscal Impact: \$2,000.00, Bond Funded.
- 5.44 Agreement – Bahram Saba  
Ratification of the renewal agreement between Victor Valley Community College District and Bahram Saba to provide design specifications, equipment standards, and installation verification for the District's RAMP UP project. Fiscal Impact: \$44,625.00, Grant Funded.
- 5.45 Non-Classified Employees  
Ratification of the Non-Classified employees listed. Fiscal Impact: Budgeted.

## **ACTION AGENDA**

### **PUBLIC COMMENTS RELATED TO ACTION ITEMS:**

#### **6. BOARD OF TRUSTEES**

##### **6.1 Separate approval of items pulled from consent agenda**

##### **5.3 Independent Contractor Agreement – United Lerone II dba El Pollo Loco #3511**

It was MSC (Brady/Denson, 5-0) to ratify of the Independent Contractor Agreement between Victor Valley Community College District and United Lerone II dba El Pollo Loco #3511 to provide catering services for CTE Advisory meetings for the 2014-2015 year. The period of this agreement is July 1, 2014 through June 30, 2015. Fiscal Impact: \$2,500.00, budgeted item.

##### **5.33 Agreement– Kidde Fire Trainers**

It was MSC (Pinkerton/Brady, 4-1, Brandon, No) to ratify the agreement between Victor Valley Community College District and Kidde Fire Trainers to rewire the electrical circuitry system in the burn tower at the Regional Public Safety Training Center. Fiscal Impact: \$50,300.00, Fund 71.

#### **7. SUPERINTENDENT/PRESIDENT**

##### **7.1 Establishment of Fines for the College's Smoking Policy**

It was MSC (Brady/Pinkerton, 5-0) to approve the proposed fines for the enforcement component of Board Policy #3570. Fiscal Impact: Income to the District.

#### **10. ADMINISTRATIVE SERVICES**

##### **10.1 Agreement – Chancellor's Office Tax Offset Program (COTOP)**

It was MSC (Brady/Wood, 5-0) to ratify of agreement between Victor Valley Community College District and the Chancellor's Office to participate in COTOP for the 2014-2015 fiscal year. Fiscal Impact: Variable amount of revenue to the District.

##### **10.2 RAMP UP Sub-Recipient Agreements**

It was MSC (Denson/Brady, 5-0) to approve the RAMP UP Sub-Recipient Agreements as listed to carry out RAMP UP Program objectives within their schools based on the requirements of the California Career Pathways Trust 2014 Award #14-25239-67921-00. Fiscal Impact: \$3,115,937.00, Grant Funded.

##### **10.3 Pre-Qualifications of Three (3) Energy Service Companies**

It was MSC (Denson/Brady, 5-0) to approve SmartWattEnergy Inc., Climatec, and Compass Energy Solutions as pre-qualified firms for projects related to Proposition 39 funds through June 30, 2018. Fiscal Impact: None.

#### **11. HUMAN RESOURCES**

##### **11.1 AFT Part-Time Faculty United Agreement**

It was MSC (Brady/Wood, 5-0) to ratify the revised articles 1 (Agreement), 10 (Benefits), Article 12 (Compensation), and Article 19 (Reopening Negotiations). Fiscal Impact: \$338,000.00 additional cost to implement contract.

##### **11.2 PULLED Reassignment of Classified Employee – Susan Hinojos**

Approval to give consent for the reassignment of Susan Hinojos to reassign from Instructional Aid at Regional Public Safety Training Center to Admin Secretary II as the Main Campus. Fiscal Impact: None



11.3 **PULLED** Transfer of Classified employee – Ann Marie Sharp

Approval approve to give consent for the transfer of Ann Marie Sharp work location from part-time Regional Public Safety Training Center/part –time Vocational Education Complex in building 64 on main campus to full time at the Regional Public Safety Training Center.  
Fiscal Impact: None

**12. INFORMATION/DISCUSSION**

12.1 Quarterly Financial Reports

Submitted as an informational item.

12.2 Electronic Voting

Discussion item.

**12. REPORTS**

CTA – Absent

CSEA – Justin Gatewood

AFT Part Time-Faculty United – Lynne Glickstein

Management – Steve Garcia

**13. PUBLIC COMMENTS RELATED TO NON-AGENDA ITEMS:** Ed Burg, Eric Fort

**14. Board Communication**

John Pinkerton: spoke on the Cobalt Institute of Math and Science event that included staff from VVC.

Joseph W. Brady: Spoke on servant leadership. Recently had lunch with CTA constituents. He is excited that the VVC football team is 5-0.

Dennis Henderson: thanked everyone for showing up and is looking forward to the next program President Wagner will be showcasing. Congratulated Lorrie Denson on achieving the Community College League Excellence in Trusteeship certification.

Brandon Wood: congratulated Lorrie Denson her achievement and he will be attending the next CCLC event. He is hopeful in achieving the Excellent in Trusteeship certification as well.

Lorrie Denson: saluted and congratulate the Rams football team on their 5-0 accomplishment and she plans to attend the game this Saturday. She announced her accomplishment on achieving the Excellence in Trusteeship certification and feels this requirement should be included as a board policy.

Amanda Monroy: distributed the first issue of Rampage as well as the resolutions that will be presented at the conference ASB will be attending. A tailgate celebration is planned for this Saturday's football game beginning at 1 p.m. A community clean-up day is planned before the game as well. The fall music performance will start this weekend.

**15. ADJOURNMENT**

It was MSC (Pinkerton/Wood, 5-0) to adjourn the meeting at 8 p.m.






**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)**

**TOPIC:** CORRECTION TO AGREEMENT AMOUNT – GIANTPOWERCOMM

**SUBMITTED BY:** Steve Garcia, Facilities Construction

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to correct the board item submitted and approved at the October 14, 2014 Board of Trustees meeting (Item 5.32). The District entered into an agreement with GiantPowerComm to run fiber from the Maintenance and Operations yard to the 1 MegaWatt Solar Generating Facility. The fiscal impact was misstated.

A copy of the original agreement is available for review in the Superintendent/President’s office.

**Need:**

To correct the fiscal impact from \$2,431.73 to the correct amount of \$5,888.00.

**Fiscal Impact:**

\$5,888.00 – Fund 71

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the corrected agreement amount to \$5,888.00.


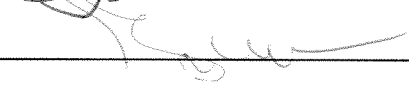
**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_**

**TOPIC:** AGREEMENT – APPLE VALLEY COMMUNICATIONS  
**SUBMITTED BY:** Steve Garcia, Facilities Construction  
**RECOMMENDED BY:** G.H. Javaheripour   
**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with Apple Valley Communications to supply and install Audio Visual upgrades at the Music Building.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

This work is necessary to complete the Music Building and meet the needs of students, faculty, and staff. It is part of the overall budget for this project.

**Fiscal Impact:**

\$8,112.60 – Fund 42

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Apple Valley Communications in the amount of \$8,112.60.



**Legal Review:** YES \_\_\_ NOT APPLICABLE X

**Reference for Agenda:** YES \_\_\_ NO X



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT – AMERICAN AIR BALANCE CO., INC.  
**SUBMITTED BY:** Steve Garcia, Facilities Construction  
**RECOMMENDED BY:** G.H. Javaheripour   
**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with American Air Balance Company, Inc. to test, adjust and balance air-handling systems at various buildings on the Main Campus.

A copy of the original agreement is available for review in the Superintendent/President’s office.

**Need:**

This agreement is part of scheduled maintenance work that will be completed over the winter break.

**Fiscal Impact:**

\$33,990.00 – Fund 71

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with American Air Balance Company, Inc. in the amount of \$33,990.00.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO





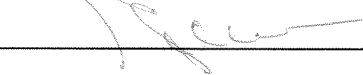
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT AMENDMENT/RENEWAL – PUBLIC ECONOMICS

**SUBMITTED BY:** Karen Hardy, Fiscal Services

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to amend the agreement with Public Economics to include additional services through June 30, 2015. The amendment is required to proceed with collecting pass-through payments due to the District from the Oversight Board of dissolved redevelopment.

A copy of the original payment report is available for review in the Superintendent/President's office.

**Need:**

Pass-through from negotiated agreements are 100% restricted to educational facilities. 52.5% of AB 1290 pass-through are restricted to educational facilities, and may also be used for ordinary maintenance for benefit of the General Fund (the remaining 43.3% of AB 1290 pass-through is for offset against State Aid). Ensuring correct implementation of the District's pass-through will generate dollars in facilities revenues to the District for future and potentially significant amounts from underpaid pass-through for prior years.

**Fiscal Impact:**

\$12,000.00 – Fund 71

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement between Victor Valley College and Public Economics in the total amount of \$12,000.00.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

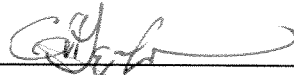


**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_**

**TOPIC:** AGREEMENT – IDIBRI, INC.

**SUBMITTED BY:** Steve Garcia, Facilities Construction

**RECOMMENDED BY:** G.H. Javaheripour  \_\_\_\_\_

**APPROVED BY:** Roger W. Wagner  \_\_\_\_\_

**Description/Background:**

The District wishes to enter into an agreement with Idibri, Inc. to perform post verification and further recommendations on the acoustics for the renovated Music Building project.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

This work is needed to test the rooms as constructed and verify performance and determine if any additional work is needed. This work is part of the overall budget for the Music Building Renovation project.

**Fiscal Impact:**

\$1,862.50 plus mileage – Bond Funded

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Idibri, Inc. in the amount of \$1,862.50 plus mileage.

**Legal Review:** YES \_\_\_ NOT APPLICABLE X \_\_\_

**Reference for Agenda:** YES \_\_\_ NO X \_\_\_




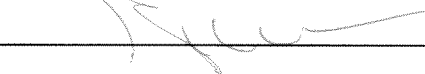
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)**

**TOPIC:** BOARD OF TRUSTEES PAYMENTS REPORTS

**SUBMITTED BY:** Renee Reyes, Fiscal Services

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

Each month the District expends funds to conduct its operations and makes this information available to the Board of Trustees. This report reflects grouped expenditures (batches) for each fund. The details for these expenditures are available for review by the Board members in the Fiscal Services Department.

A copy of the original payment report is available for review in the Superintendent/President's office.

**Need:** N/A

**Fiscal Impact:** None

**Recommended Action:**

It is recommended that the Board of Trustees approve the Board of Trustees Payment Reports.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

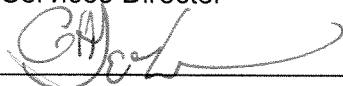


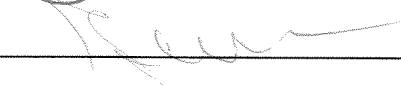
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT RENEWAL-DATAWATCH

**SUBMITTED BY:** Karen Hardy, Fiscal Services Director

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger Wagner 

**Description/Background:**

The District wishes to renew its agreement with Datawatch for one year to continue maintenance support for Monarch software. This product provides the capability to extract, analyze and export data from existing reports without programming. Monarch also lets users combine and import data from additional sources, such as databases or spreadsheets. Term: 11/2/14-11/1/15.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

This product is needed to allow employees the ability to capture data from various sources in minimal amount of time and hours.

**Fiscal Impact:**

\$6,223.28– Budgeted Item

**Recommended Action:**

It is recommended the Board of Trustees ratify the agreement between Victor Valley College and Datawatch in the total amount of \$6,223.28.

**Legal Review:** YES  NOT APPLICABLE


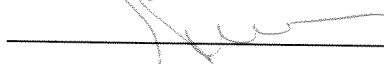
**Reference for Agenda:** YES  NO





**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT RENEWAL – COMODO  
**SUBMITTED BY:** Frank Smith, Technology & Information Resources  
**RECOMMENDED BY:** G.H. Javaheripour   
**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to renew its agreement with Comodo for SSL (Secure Socket Layer) domain certificates to maintain the security of Victor Valley College systems internally and externally, term 10/18/14 – 7/5/15.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

These SSL Certificates are needed to protect user's sensitive information, so data is not intercepted by third parties.

**Fiscal Impact:**

\$ 4697.41 – Budgeted Item

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement renewal with Comodo in the amount of \$4697.41.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO




**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_**

**TOPIC:** AGREEMENT – THERMAL COMBUSTION INNOVATORS, INC.

**SUBMITTED BY:** Steve Garcia, Director of Facilities, Construction & Contracts

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with Thermal Combustion Innovators, Inc. to properly dispose of all bio-hazardous medical waste on campus for fiscal year 2014-2015.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

This is required to be in compliance with State and County regulations to protect the health and safety of students, staff and the public and the environment.

**Fiscal Impact:** \$933.84. – Budgeted item.

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with Thermal Combustion Innovators, Inc. in the amount of \$933.84.

**Legal Review:** YES X NOT APPLICABLE \_\_\_

**Reference for Agenda:** YES \_\_\_ NO X

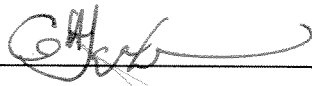


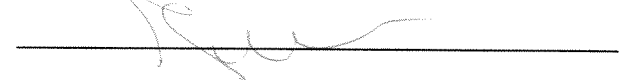
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT – H & H ELEVATOR SERVICES

**SUBMITTED BY:** Steve Garcia, Director of Facilities, Construction & Contracts

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with H & H Elevator Service to provide preventive maintenance service to various elevators on campus including a 5 year load test.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

So the elevators are safe for use and in conformance with applicable requirements.

**Fiscal Impact:** \$5,475.00 – Fund 71.

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with H&H Elevator Services in the amount of \$5,475.00.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

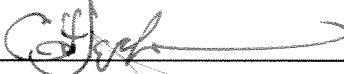


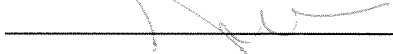
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT – ALL AMERICAN FENCE ERECTORS

**SUBMITTED BY:** Steve Garcia, Director of Facilities, Construction & Contracts

**RECOMMENDED BY:** G.H. Javaheripour 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with All American Fence Erectors to install a chain-link fence at the Agriculture building.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

The old fence was a safety concern and needed to be replaced.

**Fiscal Impact:** \$2,727.00 – Fund 71

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with All American Fence Erectors in the amount of \$2,727.00.

**Legal Review:** YES  NOT APPLICABLE


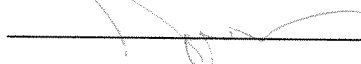
**Reference for Agenda:** YES  NO





**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT – CAL BUILDING SYSTEMS  
**SUBMITTED BY:** Steve Garcia, Director of Facilities, Construction & Contracts  
**RECOMMENDED BY:** G.H. Javaheripour   
**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to enter into an agreement with CAL Building Systems to repair fire sprinkler systems at various locations on campus.

A copy of the original agreement is available for review in the Superintendent/President's office.

**Need:**

Fire sprinkler repairs need to be done so system is working correctly for the safety of our students, staff and faculty.

**Fiscal Impact:** \$42,723.00 – Fund 71.

**Recommended Action:**

This item has been approved by the Superintendent/President, and it is recommended that the Board of Trustees ratify the agreement with CAL Building Systems in the amount of \$42,723.00

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

TOPIC: AGREEMENT - CAE HEALTHCARE, INC.  
SUBMITTED BY: Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology  
RECOMMENDED BY: Peter Maphumulo *Peter Maphumulo*  
APPROVED BY: Roger W. Wagner *Roger W. Wagner*

**Description/Background:**

The District desires to ratify an agreement renewal between Victor Valley Community College District and CAE Healthcare, Inc., for maintenance support of the iStan simulation mannequin. The period of this agreement is November 10, 2014 through November 9, 2015.

A copy of this agreement is available for review in the Superintendent/President's Office.

**Need:**

For use with the Registered Nursing program's hi-fidelity iStan stimulation mannequin.

**Fiscal Impact:**

Budgeted item - \$7,613.00

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and CAE Healthcare, Inc., for maintenance support of the iStan simulation mannequin. The period of this agreement is November 10, 2014 through November 9, 2015.

Legal Review: YES  NOT APPLICABLE

Reference for Agenda: YES  NO

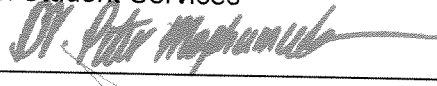


VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

TOPIC: INDEPENDENT CONTRACTOR AGREEMENTS: DEANNA HAYES;  
JEAN HUFF

SUBMITTED BY: Arthur Lopez, Dean Student Services

RECOMMENDED BY: Peter Maphumulo 

APPROVED BY: Roger W. Wagner 

**Description/Background:**

The district wishes to ratify Independent Contractor Agreements between Victor Valley Community College District and Deanna Hayes and Jean Huff, to provide K16 Bridge Program coordination services at designated school sites. The service period for these agreements is September 24, 2014 through May 23, 2015.

Copies of the original contracts for the individuals listed above are available for review in the Superintendent/President's Office.

**Need:**

To provide K16 Bridge Program coordination services at designated school sites.

**Fiscal Impact:** Budgeted - Not to Exceed \$1,000; breakdown per Independent Contractor:

Deanna Hayes	\$ 500
Jean Huff	\$ 500

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the Independent Contractor Agreements with Deanna Hayes and Jean Huff to provide K16 Bridge Program coordination services at designated school sites. The service period for these agreements is September 24, 2014 through May 23, 2015.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

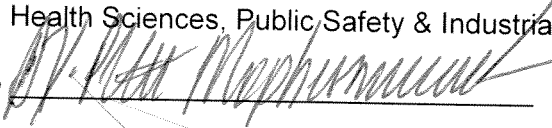


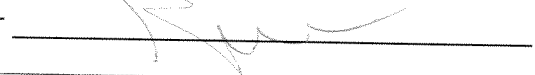
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** HIPAA BUSINESS AGREEMENT - VICTOR VALLEY GLOBAL MEDICAL CENTER

**SUBMITTED BY:** Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District desires to ratify a HIPAA Business Associate Agreement with Victor Valley Global Medical Center (Covered Entity). This is a standard agreement in accordance with federal laws and regulations. The effective date of this agreement is November 1, 2014 and shall terminate when all of the Protected Health Information (PHI) provided by either party to the other, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity or, if it is infeasible to return or destroy PHI, protections are extended to such information.

A copy of the agreement is available for review in the Superintendent/President's Office.

**Need:**

To provide for the confidentiality of patient information for Registered Nursing and other Health Sciences programs of the district.

**Fiscal Impact:**

None

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the HIPAA Business Associate Agreement with Victor Valley Global Medical Center. This is a standard agreement in accordance with federal laws and regulations. The effective date of this agreement is November 1, 2014 and shall terminate when all of the Protected Health Information (PHI) provided by either party to the other, or created or received by Business Associate on behalf of Covered Entity, is destroyed or returned to Covered Entity or, if it is infeasible to return or destroy PHI, protections are extended to such information.

**Legal Review:**  NOT APPLICABLE

**Reference for Agenda:** YES  NO



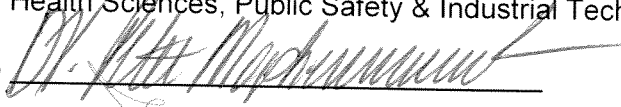



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** INDEPENDENT CONSULTANT AGREEMENT – FIRE & POLICE SELECTION, INC.

**SUBMITTED BY:** Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to ratify an Independent Consultant Agreement between Victor Valley Community College District and Fire & Police Selection, Inc. to gain site certification for the Entry-Level Firefighter Physical Ability Test (PAT). The service period for this agreement is October 3, 2014.

A copy of the original contract is available for review in the Superintendent/President's office.

**Need:**

Currently there are only three sites in Southern California that offer this test. If approved, Victor Valley College will house the only testing facility in the San Bernardino and Riverside Counties.

**Fiscal Impact:**

Budgeted item. \$8,994 - \$5400 funded through Perkins IV Grant

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement between Victor Valley Community College District and Fire & Police Selection, Inc. to gain site certification for the Entry-Level Firefighter Physical Ability Test (PAT). The service period for this agreement is October 3, 2014.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

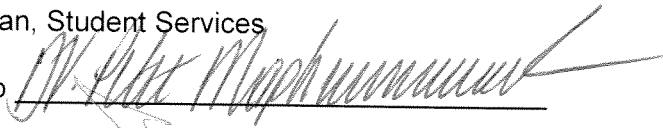



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_**

**TOPIC:** SOFTWARE MAINTENANCE AGREEMENT RENEWAL – FREEDOM SCIENTIFIC

**SUBMITTED BY:** Arthur Lopez, Dean, Student Services

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to ratify a software maintenance agreement renewal between Victor Valley Community College District and Freedom Scientific for JAWS Professional Version 15.0. The period of this agreement is October 1, 2014 through June 30, 2015.

A copy of the original contract is available for review in the Superintendent/President's office.

**Need:**

For use in the DSPS Department.

**Fiscal Impact:**

Budgeted item. \$325.22

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify an agreement extension between Victor Valley Community College District and Freedom Scientific for JAWS Professional Version 15.0. The period of this agreement is October 1, 2014 through June 30, 2015.

**Legal Review:** YES \_\_\_ NOT APPLICABLE X \_\_\_

**Reference for Agenda:** YES \_\_\_ NO X \_\_\_

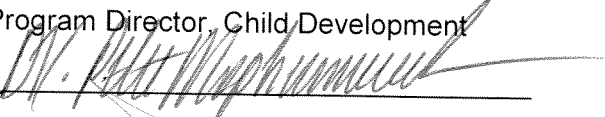


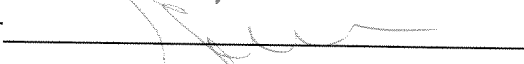
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

TOPIC: AGREEMENT—CHILD DEVELOPMENT TRAINING CONSORTIUM

SUBMITTED BY: Kelley Johnson, Program Director, Child Development

RECOMMENDED BY: Peter Maphumulo 

APPROVED BY: Roger W. Wagner 

**Description/Background:**

The District wishes to ratify an agreement between Victor Valley College District and the Yosemite Community College District, Child Development Training Consortium. This agreement is a continuum of the 2013-2014 Agreement. The Child Development Department has the opportunity to earn \$9,375 by generating up to 375 units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing for permits. The majority of the funds earned are paid to students to reimburse them for tuition and books. Any remaining funds are used to benefit the department as a whole. In the past the department has been able to increase its video collection, materials for curriculum classes, purchase textbooks for library reserves, etc. The term of this agreement is September 1, 2014 through June 30, 2015.

**Need:**

The grant program benefits our students who are currently employed in an early childhood setting, encouraging them to come back to school to further their education and increase their skills. By assisting them in their tuition costs and textbook expenses, these students are more readily able to attend the College.

**Fiscal Impact:**

\$9,375 to the District

The grant must be earned through the enrollment of students, who are currently employed in an early childhood setting, in college classes.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the agreement between Victor Valley College District and the Yosemite Community College District, Child Development Training Consortium continuing the 2013-2014 agreement. The term of this agreement is September 1, 2014 through June 30, 2015.

Legal Review: YES  NOT APPLICABLE

Reference for Agenda: YES  NO




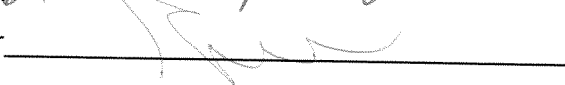
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_**

**TOPIC:** AGREEMENT – UNIVERSITY ENTERPRISES CORPORATION AT CSUSB

**SUBMITTED BY:** James Johnson, Director, Contract & Community Education

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The district desires to ratify an agreement between University Enterprises Corporation at CSUSB and Victor Valley Community College to provide GED Prep and Basic Computer Skills training to clients of the California State Re-Entry Initiative (CSRI) based at CSUSB. The term of this agreement is July 1, 2014 through June 30, 2015.

**Need:**

The CSRI students are provided with GED test preparation and basic computer instruction upon their release from incarceration. We provide these former offenders with much needed job training skills to reduce crime recidivism.

**Fiscal Impact:**

\$50,000 income to the District

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the agreement between University Enterprises Corporation at CSUSB and Victor Valley Community College to provide GED Prep and Basic Computer Skills training to clients of the California State Re-Entry Initiative (CSRI) based at CSUSB. The term of this agreement is July 1, 2014 through June 30, 2015.

**Legal Review:** YES X NOT APPLICABLE \_\_\_

**Reference for Agenda:** YES \_\_\_ NO X



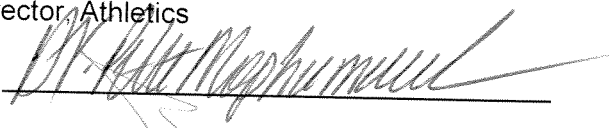



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_

**TOPIC:** INTERIM USE PERMIT – SAN BERNARDINO COUNTY REGIONAL PARKS DEPARTMENT

**SUBMITTED BY:** Jaye Tashima, Director Athletics

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The district desires to ratify an interim use permit between San Bernardino County Regional Parks Department, Glen Helen Regional Park, and Victor Valley Community College District for a Cross County Event. The term of this agreement is October 3, 2014.

**Need:**

Facility use for Cross Country event.

**Fiscal Impact:**

Budgeted. Not to exceed \$400.00

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify an interim use permit between San Bernardino County Regional Parks Department, Glen Helen Regional Park, and Victor Valley Community College District for a Cross County Event. The term of this agreement is October 3, 2014.

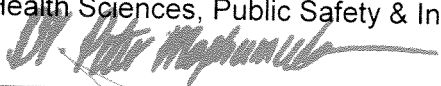

**Legal Review:** YES X NOT APPLICABLE \_\_\_

**Reference for Agenda:** YES \_\_\_ NO X



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

TOPIC: CONTRACT- THE WOODALL GROUP  
SUBMITTED BY: Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology  
RECOMMENDED BY: Peter Maphumulo   
APPROVED BY: Roger W. Wagner 

**Description/Background:**

The district desires to ratify a contract between The Woodall Group, Inc. and Victor Valley Community College to provide Live Scan Fingerprinting Services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2014 through June 30, 2015.

**Need:**

For the Registered Nursing program's graduates including DOJ & FBI clearance needed to apply to take the NCLEX examination for certification. For the Certified Nursing Assistant students including DOJ clearance needed prior to clinical placement in the community, state mandated.

**Fiscal Impact:**

Budgeted. \$3500.00 estimated to cover CNA program. RN Program students self-pay for services.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the contract between The Woodall Group, Inc. and Victor Valley Community College to provide Live Scan Fingerprinting Services to both Certified Nursing Assistants (CNA) and Registered Nursing (RN) students. The term of this agreement is July 1, 2014 through June 30, 2015.

Legal Review: YES  NOT APPLICABLE

Reference for Agenda: YES  NO



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT**  **BOARD ACTION**  **BOARD INFORMATION (no action required)**

**TOPIC:** AGREEMENT— Desert Cities Mediation

**SUBMITTED BY:** Trinda Best

**RECOMMENDED BY:** Trinda Best *Trinda Best*

**APPROVED BY:** Peter Allan *[Signature]*

**Description/Background:**

The CSEA Contract Bargaining Agreement, Article 24.5.8.1 and Article 24.5.8.2.2 allows for a discipline matter to proceed to arbitration and be heard by a neutral hearing officer.

A copy of the original agreement is available for review in the office of the superintendent/president.

**Need:**

Pursuant to the CSEA Contract Bargaining Agreement 24.5.8.2.2, a hearing will be conducted by a neutral hearing officer on December 16-19, 2014. Cost is to be borne by the District

**Fiscal Impact:**

\$6,000.00 – Budgeted item

**Recommended Action:**

It is recommended that the Board of Trustees approve the agreement with Desert Cities Mediation for arbitration services on December 16-19, 2014.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO



VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

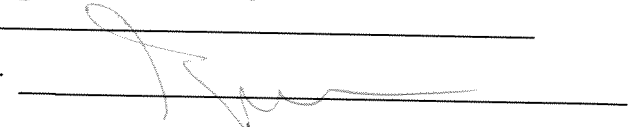
TOPIC: NON-CLASSIFIED EMPLOYEES

SUBMITTED BY: Trinda Best



RECOMMENDED BY: Trinda Best

APPROVED BY: Roger W. Wagner



**Description/Background:**

The persons recommended for employment who are listed on the attached referenced sheet have been designated to perform specified job duties consistent with the provisions of Education Code 88003.

**Need:**

Non-classified temporary employees per attached list.

**Fiscal Impact:**

Budgeted.

**Recommended Action:**

It is recommended that the Board of Trustees approve and/or ratify the appointments as listed.

Legal Review: YES  NOT APPLICABLE

Reference for Agenda: YES  NO








**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

**TOPIC:** CLINICAL FACILITY USE CONTRACT – CALIFORNIA DEPARTMENT OF VETERANS AFFAIRS

**SUBMITTED BY:** Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District wishes to ratify an agreement between Victor Valley Community College District and the California Department of Veterans Affairs to provide clinical learning facilities for the Health Science programs. The agreement begins January 1, 2015 through December 31, 2017.

A copy of this agreement is available for review in the Superintendent/President's office.

**Need:**

To provide clinical learning facilities for Registered Nursing, Allied Health and other related Health Sciences programs for the benefit of students and for the community.

**Fiscal Impact:**

None

**Recommended Action:**

It is recommended by the Superintendent/President that Board of Trustees ratify an agreement between Victor Valley Community College District and the California Department of Veterans Affairs to provide clinical learning facilities for the Health Science programs. The agreement begins January 1, 2015 through December 31, 2017.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT X BOARD ACTION \_\_\_ BOARD INFORMATION (no action required) \_\_\_

TOPIC: CURRICULUM CHANGES

SUBMITTED BY: Peter Maphumulo, Executive Vice President, Instruction & Student Services

RECOMMENDED BY: Peter Maphumulo *Peter Maphumulo*

APPROVED BY: Roger W. Wagner *Roger W. Wagner*

**Description/Background:**

The College Curriculum Committee meets on a regular basis to review course changes that have been proposed by the instructional departments. The modifications of existing courses and the proposed new courses that were approved by the committee on September 25, 2014 and October 9, 2014 are listed on the attached sheet.

A copy of the college curriculum changes is available in the President's Office for review.

**Fiscal Impact:**

None.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees approve the curriculum changes made on September 25, 2014 and October 9, 2014, and have been recommended by the College Curriculum Committee.

Legal Review: YES \_\_\_ NOT APPLICABLE X \_\_\_

Reference for Agenda: YES \_\_\_ NO X \_\_\_




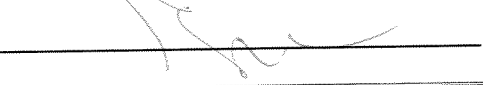
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

**TOPIC:** AMENDMENT - 2014-2015 ACADEMIC CALENDAR

**SUBMITTED BY:** Peter Maphumulo, Executive Vice President, Instruction & Student Services

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Allan 

**Description/Background:**

The district desires to amend the 2014-2015 academic calendar, originally board approved on December 10, 2013 to include the 2015 Winter Session.

**Need:**

To accurately reflect the 2014-2015 school year.

**Fiscal Impact:**

None

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees approve the amendment of the 2014-2015 academic calendar, originally board approved on December 10, 2013 to include the 2015 Winter Session.

**Legal Review:** YES  NOT APPLICABLE

**Reference for Agenda:** YES  NO

## Victor Valley College 2014-2015 Academic Calendar

JUNE 2014						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
JULY 2014						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
AUGUST 2014						
S	M	T	W	Th	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
SEPTEMBER 2014						
S	M	T	W	Th	F	S
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14	15	16	17	18	19	20
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28	29	30				
OCTOBER 2014						
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12	13	14	15	16	17	18
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26	27	28	29	30	31	
NOVEMBER 2014						
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16	17	18	19	20	21	22
23	24	25	26	27	28	29
DECEMBER 2014						
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14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- June 2014**
- 12 Final day to submit grades for Spring semester
  - 16 Six and Eight-week Summer Sessions Begins
- July 2014**
- 4 Independence Day Holiday
  - 7 Independence Day Holiday (observed - 4/10 workweek)
  - 26 Six Week Summer Session Ends
- August 2014**
- 7 Grade Submission Deadline (6-wk Summer Session)
  - 9 Eight Week Summer Session ends
  - 20 Grade Submission Deadline (8-wk Summer Session)
  - 25 Fall Semester Begins
- September 2014**
- 1 Labor Day Holiday
- November 2014**
- 10 Veteran's Day Holiday (observed)
  - 27-28 Thanksgiving Holidays
  - 29 No Classes ~ College closed
- December 2014**
- 13 Fall Semester Ends
  - 23 In Lieu of Admissions Day
  - 24 Winter Break Holiday
  - 25 Winter Break Holiday
  - 26; 29 Board Given Holidays
  - 30 Winter Break Holiday
  - 31 New Year's Eve (Observed)
- January 2015**
- 1 New Year's Day (Observed)
  - 5 Grade Submission Deadline for Fall
  - 5 Winter Session begins
  - 19 Martin Luther King, Jr. Holiday
- February 2015**
- 12 Winter Session ends
  - 13 Lincoln Day Holiday
  - 14 No Classes ~ College Closed
  - 16 Washington Day Holiday
  - 17 Spring Semester Begins
  - 26 Grade submission deadline for Winter
- April 2015**
- 3 Spring Break Day (To coincide with Good Friday)
  - 4 No Classes ~ College Closed
  - 13 - 17 Spring Break
  - 18 No Classes ~ College Closed
- May 2015**
- 25 Memorial Day Holiday
- June 2015**
- 13 Spring Semester ends
  - 22 Six and Eight-week Summer Sessions begins
  - 24 Grade Submission Deadline for Spring
- July 2015**
- 6 Independence Day Holiday
- August 2015**
- 1 Six Week Summer Session ends
  - 12 Grade Submission Deadline for 6-wk Summer Session
  - 15 Eight Week Summer Session ends
  - 26 Grade Submission Deadline for 8-wk Summer Session
  - 31 Fall Semester begins

JANUARY 2015						
S	M	T	W	Th	F	S
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4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
FEBRUARY 2015						
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22	23	24	25	26	27	28
MARCH 2015						
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29	30	31				
APRIL 2015						
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19	20	21	22	23	24	25
26	27	28	29	30		
MAY 2015						
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10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
JUNE 2015						
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21	22	23	24	25	26	27
28	29	30				
JULY 2015						
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12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
AUGUST 2015						
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2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- Key**
- First/Last day of term
  - Holiday
  - College closed - no classes
  - Grade Submission Deadline
  - Recess - College open /no classes
  - Commencement
  - 8 week classes end/begin





**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT** \_\_\_ **BOARD ACTION** **X** **BOARD INFORMATION (no action required)** \_\_\_

**TOPIC:** Naming recognition for Willie Davis Pringle Athletic Training Room

**SUBMITTED BY:** Roger W. Wagner

**RECOMMENDED BY:** Roger W. Wagner \_\_\_\_\_

**APPROVED BY:** Roger W. Wagner \_\_\_\_\_

**Description/Background:**

The naming committee has requested naming recognition to honor Willie Davis Pringle in accordance with BP 6620. As required by the policy, a campus naming committee was convened to review the request and by consensus recommends the naming of the athletic training room in perpetuity. The recommended name of the athletic training room is: Willie Davis Pringle Athletic Training Room.

**Need:**

In accordance with BP 6620, the criteria for naming of district property may be considered to honor a living person who has made unique, extraordinary or significant personal contribution to the College. That person may not be an employee or trustee at the time of consideration.

**Fiscal Impact:**

None. Funds to be donated for naming signage.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees approve the naming of training room as the Willie Davis Pringle Athletic Training Room in perpetuity beginning November 12, 2014.

**Legal Review:** YES \_\_\_ NOT APPLICABLE **X**\_\_\_

**Reference for Agenda:** YES **X** NO \_\_\_

Victor Valley College

**Naming Committee**

October 21, 2014

**AGENDA**

- I. Welcome
- II. Purpose of the Committee
  - a. Review Naming Policy – see attached
- III. Consider Request for Naming
  - a. Willie Davis Pringle Athletic Training Room
- IV. Other
- V. Adjourn

**Agenda Item: III.a.**

**Naming Request:** Willie Davis Pringle Athletic Training Room

**Recommended by:** Annette McComas, Margie Sandello

**Policy Reference:** BP 6620 Naming of Buildings

Naming of district policy may be considered for any of the following reasons:

1. To honor a living person who has made unique, extraordinary or significant personal contribution to the College. That person may not be an employee or trustee at the time of consideration.

**Duration:** Irrevocable – in perpetuity

**Property:** Building 71 (Gymnasium) - Athletic Training Room

**Rationale:**

Willie Pringle's dedication to students, Student Services and Athletics is still talked about after his retirement. His contributions as Director of Student Services as well as Athletic Director is without doubt why he is so respected and remembered by all who knew him. His presence on campus is sorely missed. His readiness to volunteer, his efforts on behalf of the football chain-gang and his willingness to pitch-in wherever needed earned him the title of Mr. VVC by those who knew and loved him. His dedication to the college, especially to the students, was unwavering.

In accordance with AP6620, a campus committee was convened by the Superintendent/President for collegial review.

Victor Valley College

**Naming Committee**

October 21, 2014 – 8:30 a.m. – President’s Conference Room

**Minutes**

**Present:** Roger Wagner (Superintendent/President), Kelley Beach (Faculty), Fernando Contreras (Faculty), Florine Walton (Classified), Michele Laveaux (Classified), Angela Perdomo (Student), India Valenzuela (Student), Annette McComas (Management), Margie Sandello (Management), Ginger Ontiveros (Foundation), James Johnson (Foundation).

- I. **Welcome:** Roger Wagner called the meeting to order at 8:40am
- II. **Purpose of the Committee:** The collegial review of naming requires is required by BP 6620. The policy was shared with all members and the criteria for naming was specifically reviewed. The committee members present conform to the required composition of the policy.
- III. **Consideration of Naming Requests:**
  - a. **Willie Davis Pringle Athletic Training Room:** The committee considered a request made by Annette McComas and Margie Sandello to name the athletic training room to honor Willie Davis Pringle in recognition of his dedication to VVC and its students. By consensus, the committee recommends naming in conformance with the criteria set forth in BP 6620.
- IV. No other business was conducted.
- V. The meeting adjourned at 8:55 a.m.



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT \_\_\_ BOARD ACTION X BOARD INFORMATION (no action required) \_\_\_

TOPIC: FY 2015-16 CONTINUED FUNDING APPLICATION

SUBMITTED BY: Kelley Johnson, Director

RECOMMENDED BY: Peter Maphumulo *Peter Maphumulo*

APPROVED BY: Roger W. Wagner *Roger W. Wagner*

**Description/Background:**

The California Department of Education – Child Development Division (CDE-CDD) requires that the Board of Trustees be informed that the FY 2015-16 Continued Funding Application was submitted with the intention of obtaining ongoing California State Preschool Program (CSPP) funds for Victor Valley College Child Development Laboratory Classroom.

A copy of the funding application is available for review in the Superintendent/President’s office.

**Need:**

Not applicable.

**Fiscal Impact:**

Earning capability of approximately \$100,000 for FY 2015-2016

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees review the FY 2015-16 Continued Funding Application in order to comply with CDE-CDD funding requirements.

Legal Review: YES \_\_\_ NOT APPLICABLE X

Reference for Agenda: YES X NO \_\_\_

<b>Section I –Contractor Information</b>		
<b>Contractor Legal Name</b>	Insert the legal name of the contractor. Must match the STD. 204 form. <b>A. Victor Valley Community College District</b>	
<b>Contractor “Doing Business As” (DBA)</b>	Insert the DBA name, if applicable. Do not use DBA where Legal Name is requested. <b>B.</b>	
The county number, vendor number, and the Federal Identification Number are the same numbers used on the contractor’s Attendance and Fiscal Report for Child Development programs.		
<b>County:</b> Insert the two-digit county code <b>B. 36</b>	<b>Vendor Number:</b> Enter the four-digit vendor number <b>C. 6792</b>	<b>Federal Identification Number:</b> Enter the Federal Identification Number <b>D. 95-6006576</b>
The information below must match the information in the Child Development Management Information System (CDMIS).		
<b>Executive Director:</b> <b>E. Dr. Roger Wagner</b>	<b>Address:</b> <b>F. 18422 Bear Valley Road</b>	
<b>City:</b> <b>G. Victorville, CA</b>	<b>Zip Code:</b> <b>H. 92395</b>	
<b>Telephone Number:</b> <b>I. 769-245-4271 x 2922</b>	<b>Fax Number:</b> <b>J. 760-245-9019</b>	
<b>E-mail Address:</b> <b>K. roger.wagner@vvc.edu</b>		



## Section II – Contract Types

Check all applicable boxes indicating the programs the contractor intends to continue to administer for the Fiscal Year 2015–16. The contractor agrees to continue implementation of these programs with funds provided by the CDE.

### Center-Based and Family Child Care Home Programs

**California State Preschool Program (CSPP)**

Full-Year  **Part-Year (180 days)**

California Center-Based (CCTR)

Infant/Toddler

School-Age

Family Child Care Home Education Network (CCTR)

Family Child Care Home Education Network (CFCC)

Program for Special Needs Children (Handicapped) (CHAN)

Migrant, Center-Based (CMIG) and Migrant Specialized Services (CMSS)

### Alternative Payment Programs

Alternative Payment Program (CAPP)

CaWORKs Stage 2 (C2AP)

CaWORKs Stage 3 (C3AP)

Migrant Alternative Payment (CMAP)

### Resource and Referral Programs

Resource and Referral (CRRP)

<b>Section III – Governing Board of Directors Contact Information</b>				
<b>Contractor's Legal Name</b>			<b>Vendor Number</b>	
Victor Valley Community College District			36-6972	
<b>Does the contractor have a Board of Directors? X Yes                      No</b>				
Complete contact information for the current year's Governing Board of Directors, including name, title, telephone number, mailing address, and e-mail address.				
<b>Governing Board Member's Name</b>	<b>Title</b>	<b>Telephone Number</b>	<b>Mailing Address</b>	<b>E-mail Address</b>
1. Dennis Henderson	President	760-964-3292	19585 Crest Dr. Apple Valley, CA 92307	<a href="mailto:g_hend@yahoo.com">g_hend@yahoo.com</a>
2. Joseph W. Brady	Vice President	760-954-4567	P.O. Box 2710 Victorville, CA 92393-2710	<a href="mailto:jbrady@thebradcocompanies.com">jbrady@thebradcocompanies.com</a>
3. John Pinkerton	Clerk	760-954-2635	P.O. Box 721195 Pinon Hills, CA 92372	<a href="mailto:johnrpinkerton@hotmail.com">johnrpinkerton@hotmail.com</a>
4. Brandon Wood	Trustee	714-856-5902	18411 Mojave St. Hesperia, CA 92345	<a href="mailto:brandonawood@brandonawood.com">brandonawood@brandonawood.com</a>
5. Lorrie Denson	Trustee	760-646-6277	13012 San Ysidro St. Victorville, CA 92392	<a href="mailto:lorrie.denson@gmail.com">lorrie.denson@gmail.com</a>

**Section IV – Allocation of Agency Funds**

The purpose of this form is to track contract funds as budgeted by service county or service planning area. All agencies with the following contract types must complete this form: **CCTR, CHAN, CMIG, CFCC, and CSPP**. List all service counties utilizing the contract and show the percentage of total contract funds as spent by service county for FY 2013-14. Percentages must sum to 100 percent.

If your agency provides services only in the Headquartered (HQ) county, please list the agency name, vendor number, and headquartered county. Enter the contract number below and show 100 percent next to the HQ county listed below each contract type held by your agency.

**Contractor Legal Name: Victor Valley Community College District**

**Vendor Number : 6792**

**HQ County: San Bernardino**

<p><b>CONTRACT NUMBER CCTR 4009</b></p> <table border="0"> <thead> <tr> <th style="text-align: left;">County</th> <th style="text-align: right;">% of total</th> </tr> </thead> <tbody> <tr> <td><u>Monterey</u></td> <td style="text-align: right;"><u>100%</u></td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td><u>EXAMPLE</u></td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">100%</td> </tr> </tbody> </table>	County	% of total	<u>Monterey</u>	<u>100%</u>	_____	_____ %	<u>EXAMPLE</u>	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	Total:	100%	<p><b>CONTRACT NUMBER CSPP-3413</b></p> <table border="0"> <thead> <tr> <th style="text-align: left;">County</th> <th style="text-align: right;">% of total</th> </tr> </thead> <tbody> <tr> <td><u>San Bernardino</u></td> <td style="text-align: right;"><u>100 %</u></td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">100%</td> </tr> </tbody> </table>	County	% of total	<u>San Bernardino</u>	<u>100 %</u>	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	Total:	100%	<p><b>CONTRACT NUMBER _____</b></p> <table border="0"> <thead> <tr> <th style="text-align: left;">County</th> <th style="text-align: right;">% of total</th> </tr> </thead> <tbody> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td>_____</td> <td style="text-align: right;">_____ %</td> </tr> <tr> <td style="text-align: right;">Total:</td> <td style="text-align: right;">100%</td> </tr> </tbody> </table>	County	% of total	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	_____	_____ %	Total:	100%
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Comments:

Agency Contact: Kelley Johnson Date: 10/15/2014  
 E-mail: kelley.johnson@vvc.edu

If you have any questions regarding this form, please contact Dan Shin, Child Development Fiscal Services Unit, at 916-323-7394 or by e-mail at [Dshin@cde.ca.gov](mailto:Dshin@cde.ca.gov).




**Section VI – Personnel Certification for Center-Based Programs and Family Child Care Home Education Networks**

The State of California requires any contractor receiving child care and development funds, disbursed by the California Department of Education (CDE) to employ fully qualified personnel as contained in California *Education Code*; *California Code of Regulations*, Title 5; and Funding Terms and Conditions.

**I certify, as the authorized agent representing this contractor, I have read and understand the staffing requirements for Program Director, Site Supervisor, and Teacher. All child care staff employed in CDE funded program(s) are fully qualified for their respective positions. Exceptions to this certification are persons employed as "Program Director" or "Site Supervisor" who possess' a current Early Education and Support Division (EESD) approved Staffing Qualifications Waiver.**

**I certify that the Personnel Roster has been submitted to the EESD.**

<b>Signature of Authorized Representative</b>	A. 
<b>Contractor Legal Name</b>	B. Victor Valley Community College District
<b>Date</b>	C. October 15, 2014

<b>Section VII – Subcontract Certification</b>			
Does the contractor subcontract for direct services? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Fill in the boxes below regarding the direct service contract and subcontractor. Subcontracts for direct services must be audited in accordance with CDE Audit Guidelines and reported with the contractor's audit. Fill out this form for every subcontract.			
Subcontractor Legal Name		A. Not Applicable	
Does the Subcontractor also contract with the CDE? <input type="checkbox"/> Yes <input type="checkbox"/> No			
Subcontract Dollar Amount	\$	Contract Type: CCTR <input type="checkbox"/> CSPP <input type="checkbox"/> CMIG <input type="checkbox"/>	
Site Name	Site Complete Address	Service County	
1.			
2.			
3.			

I certify that the contractual arrangement(s) listed above are in adherence with the required subcontract provisions contained in the *California Code Regulations*, Title 5, and the Funding Terms and Conditions.

I understand that signing this certificate does not lessen the legal responsibility for the direct service contract requirements. As the contractor, it is my responsibility to monitor the performance of the subcontractor to ensure services are provided appropriately.

Contractor Legal Name	<b>B.</b>
Signature of Contractor's Authorized Representative:	
Date of Signature	
<b>D. Not Applicable</b>	

## Section VIII – Required Attachments

All attachments must be filled out completely and attached to the application.

### A. Fiscal Year 2015–16 Program Calendar (EESD–9730)

The Program Calendar (EESD–9730) form is required for all contract types and completed **separately for each contract**. The EESD–9730 form will automatically add the Minimum Days of Operation (MDO) when the dates are “Xed”. The instructions are as follows:

1. Click on the EESD–9730 form link at <http://www.cde.ca.gov/sp/cd/ci/documents/eesd9730progcal1516.xls>
2. On the top of the form; input the name of the contractor and Vendor Number. Click on the County box, select the county from the drop-down list. Click on the Contract Type box, select the contract type from the drop-down list.
3. Click on the date for the days of operation; enter an “X” for all days that the program will serve subsidized children during the FY 2015–16 contract period (Center-Based programs and Family Child Care Home Education Networks). Alternative Payment and Resource and Referral programs should mark the days the program office is open for business.
4. The total number of days marked with an “X” for each contract will constitute each contract's MDO.
5. Print the completed EESD–9730 form.
6. Provide justification for a reduction of days on the Program Narrative Change (EESD–3704A) form if the number of days shown on the EESD–9730 form falls below 246 or 175 (as applicable to the contract type) **and** the contractor proposes to operate for fewer days than its FY 2014–15 MDO. The link to the form is located on the Child Care Services Forms Web page at <http://www.cde.ca.gov/sp/cd/ci/cddforms.asp>.

If the MDO changes during the fiscal year contract period, the contractor is to justify the revision by submitting revised EESD–9730 and EESD–3704A forms to the assigned EESD Field Services Consultant to obtain the necessary approval. The revised forms **must** be received electronically by the EESD Field Services Consultant by **June 30, 2016**. Link to the form located on the Child Care Services Forms Web page at <http://www.cde.ca.gov/sp/cd/ci/cddforms.asp>.

**Fiscal Year 2015-16 Program Calendar**

Name of Contractor	Vendor Number	County	Contract Type
Victor Valley Community College	6792	36 San Bernardino	CSPP - Part Year

Enter an "X" for Days of Operation.

July 2015						
S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

Days of Operation

August 2015						
S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	X	X	X	X	X	22
23	X	X	X	X	X	29
30	X					

Days of Operation

September 2015						
S	M	T	W	T	F	S
		X	X	X	X	5
6	7	X	X	X	X	12
13	X	X	X	X	X	19
20	X	X	X	X	X	26
27	X	X	X			

Days of Operation

Quarterly Subtotal

October 2015						
S	M	T	W	T	F	S
				X	X	3
4	X	X	X	X	X	10
11	12	13	X	X	X	17
18	X	X	X	X	X	24
25	X	X	X	X	X	31

Days of Operation

November 2015						
S	M	T	W	T	F	S
1	X	X	X	X	X	7
8	9	X	X	X	X	14
15	X	X	X	X	X	21
22	23	24	25	26	27	28
29	X					

Days of Operation

December 2015						
S	M	T	W	T	F	S
		X	X	X	X	5
6	X	X	X	X	X	12
13	X	X	X	X	X	19
20	21	22	23	24	25	26
27	28	29	30	31		

Days of Operation

Quarterly Subtotal

January 2016						
S	M	T	W	T	F	S
					1	2
3	X	X	X	X	X	9
10	X	X	X	X	X	16
17	18	X	X	X	X	23
24	X	X	X	X	X	30
31						

Days of Operation

February 2016						
S	M	T	W	T	F	S
	X	X	X	X	X	6
7	X	X	X	X	12	13
14	15	X	X	X	X	20
21	X	X	X	X	X	27
28	X					

Days of Operation

March 2016						
S	M	T	W	T	F	S
		X	X	X	X	5
6	X	X	X	X	X	12
13	X	X	X	X	18	19
20	21	22	23	24	25	26
27	X	X	X	X		

Days of Operation

Quarterly Subtotal

April 2016						
S	M	T	W	T	F	S
					X	2
3	X	X	X	X	X	9
10	X	X	X	X	X	16
17	X	X	X	X	X	23
24	X	X	X	X	X	30

Days of Operation

May 2016						
S	M	T	W	T	F	S
1	X	X	X	X	X	7
8	X	X	X	X	X	14
15	X	X	X	X	X	21
22	X	X	X	X	X	28
29	30	X				

Days of Operation

June 2016						
S	M	T	W	T	F	S
			X	X	1	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

Days of Operation

Quarterly Subtotal

Total Days of Operation

CDD Consultant Initials \_\_\_\_\_

Date approved by CDD Consultant \_\_\_\_\_



## B. Certification of Contractor Information in the Child Development Management Information System (CDMIS) Database

It is the contractor's responsibility to maintain complete and accurate information in CDMIS. In addition, the Contractor must certify under penalty of perjury that all information in CDMIS is complete and correct. Incomplete or inaccurate information in CDMIS can result in an audit finding at the state level and a finding of noncompliance.

Contractor super users can submit updates to information from within the CDMIS Web site by selecting the function, "Update Agency Information." Changes will be stored within the database until the assigned EESD Field Services Consultant can review and approve or deny them. Detailed instructions for each section are available within the CDMIS Web site. If you have questions about how to submit your changes, please call CDMIS staff at 916-445-1907. To review the information and submit changes, log on to the CDMIS Web site at: <https://www4.cde.ca.gov/cdmis/default.aspx>.

Once all the information has been reviewed and changes have been submitted, (regardless of whether the changes have been approved by the EESD Field Services Consultant or are still pending approval), **generate and print the "Agency Information Certification form."** To generate this form:

1. In CDMIS, scroll to the bottom of the "Update Agency Information" Web page.
2. Click the "Generate Certification form" link.
3. When the form is generated, print it using the browser's print function.
4. The contractor's representative must sign the form.

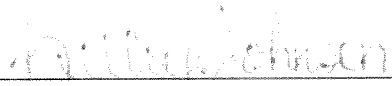

**Note:** The contractor's legal name and mailing address cannot be changed through this process. Contact your EESD Field Services Consultant for more information.


## Child Development Division Agency Information Certification

I certify, as the authorized representative of the agency listed below, I have reviewed all the information for **Victor Valley Comm College (6792)** and updates, additions, or deletions have been submitted as needed for information in all of the areas below:

- Executive Director/Superintendent information
- Program Director information
- Sites and Licenses and/or Office information
- Family Child Care Home summary information

To the best of my knowledge, the information on the CDMIS Web site reflects accurate information for **Victor Valley Comm College (6792)** as of the date this certification was signed.

	
_____ Program Director/Authorized Representative Signature	_____ Date Signed

  
\_\_\_\_\_  
Printed Name of Program Director/Authorized Representative

**Name of Agency User Generating Certification:** Kelley Johnson

**Date Generated:** 10/20/2014

**Assigned CDD Consultant:** Nancy DeArmond

The State Administrative Manual defines a **public agency** as any state agency, city, county, special district, school district, community college district, county superintendent of schools, or federal agency.

### C. Payee Data Record (STD. 204) (Non-public agencies only)

Non-public agencies **must download and complete** the State of California Payee Data Record (STD.204) form link at <http://www.cde.ca.gov/sp/cd/ci/documents/std204formeemd.pdf>.

1. Complete sections 2 through 5.
2. Payee legal name and address must match the legal Name and address on the EESD-3704.
3. **Print** the document, sign, and date.

### D. Secretary of State (Non-public agencies only)

Non-public agencies must be authorized to do business with the State of California. Search your agency name and **print** the results from the California Secretary of State Debra Bowen Web site at <http://kepler.sos.ca.gov/>.

Agency status must be "active" and the entity name must match the payee legal name on the STD. 204 and Contractor Legal Name on the EESD-3704. If the agency status is "inactive," contact your EESD Consultant immediately.

### E. Verification of School District Name and Address

Verification of school district's legal name and address must include a printed verification from the following Web sites:

**California Community Colleges or Community College Districts** search the California Community College Chancellor's Web page at <http://californiacommunitycolleges.cccco.edu/Districts.aspx>

Or

**School Districts** search the California School Directory Web page at <http://www.cde.ca.gov/re/sd/index.asp>



Find a Community College  
Alphabetic Listing of community colleges  
Community College Districts

List of California Community Colleges Districts in alphabetical order.

A - C    D - J    K - N    O - S    T - Z

**STATE CENTER COMMUNITY COLLEGE DISTRICT**

1525 E. Weldon Avenue, Fresno, CA 93704  
Telephone: 559-226-0720  
Fax: 559-226-3757  
Website: [www.scccd.edu](http://www.scccd.edu)

Region	Counties Served	Colleges in District
Central	Fresno Madera Kings Tulare	Fresno City College Reedley College

**VENTURA COUNTY COMMUNITY COLLEGE DISTRICT**

255 W. Stanley Avenue, Ste 150, Ventura, CA 93001  
Telephone: 805-652-5500  
Fax: 805-652-7700  
Website: [www.vcccd.edu](http://www.vcccd.edu)

Region	Counties Served	Colleges in District
Southern	Ventura	Moorpark College Oxnard College Ventura College

**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT**

18422 Bear Valley Road, Victorville, CA 92385  
Telephone: 760-245-4271  
Fax: 760-245-9019  
Website: [www.vvc.edu](http://www.vvc.edu)

Region	Counties Served	Colleges in District
Southern	Los Angeles San Bernardino	Victor Valley College

**WEST HILLS COMMUNITY COLLEGE DISTRICT**

9900 Cody Street, Coalinga, CA 93210  
Telephone: 559-934-2100  
Fax: 559-934-2810  
Website: [www.westhillscollege.edu](http://www.westhillscollege.edu)

Region	Counties Served	Colleges in District
Central	Madera Kings Fresno San Benito Monterey	West Hills College Coalinga West Hills College Lemoore

**WEST KERN COMMUNITY COLLEGE DISTRICT**

29 Emmons Park Drive, Taft, CA 93268  
Telephone: 661-763-7700  
Fax: 661-763-7703  
Website: [www.taftcollege.edu](http://www.taftcollege.edu)

Region	Counties Served	Colleges in District
Southern	Kern	Taft College

**WEST VALLEY-MISSION COMMUNITY COLLEGE DISTRICT**

**F. Contractor Certification**

Under penalty of perjury, I certify the following:

- I am authorized by the Board of Directors or other governing authority to execute this Continued Funding Application.
- I have supervisory authority.
- All applicable program statues and regulations will be adhered to.
- The information contained in pages 1-12 of this Continued Funding Application are true and correct to the best of my knowledge.

**Authorized Representative Signature:**



**Date:**

10/22/14

**Name and Title of Authorized Representative:**

Dr. Roger Wagner

**Telephone Number:**

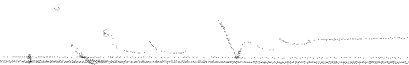
(760) 245-4271 x

Contractor Legal Name		
Vendor Number		County Number
<b>G. Continued Funding Application (EESD-3704) Checklist</b>		
<b>This checklist must be submitted with the EESD-3704 application.</b>		
Page Number	Required Item Description	Check (✓) Box
2	<b>Section I</b> - Contractor Information	<input type="checkbox"/>
3	<b>Section II</b> - Contract Types	<input type="checkbox"/>
4	<b>Section III</b> - Governing Board of Directors Contact Information	<input type="checkbox"/>
5	<b>Section IV</b> – Allocation of Agency Funds	<input type="checkbox"/>
6	<b>Section V</b> - Program Narrative Change	<input type="checkbox"/>
7	<b>Section VI</b> - Personnel Certification for Center-Based Programs and Family Child Care Home Education Networks)	<input type="checkbox"/>
8	<b>Section VII</b> – Subcontract Certification	
9	<b>Section VIII A.</b> - Program Calendar (EESD-9730) <b>(one for each contract type)</b>	<input type="checkbox"/>
10	<b>Section VIII B.</b> – Certification of Contractor Information in the Child Development Management System (CDMIS) Data Base	<input type="checkbox"/>
11	<b>Section VIII C.</b> - State of California, Payee Data Record (STD.204) <b>(non-public agencies only)</b>	<input type="checkbox"/>
11	<b>Section VIII D.</b> - Secretary of State search results <b>(non-public agencies only)</b>	<input type="checkbox"/>
11	<b>Section VIII E.</b> - Verification of School District Name and Address search	<input type="checkbox"/>
12	<b>Section VIII F.</b> – Contractor Certification	<input type="checkbox"/>
13	<b>Section VIII G.</b> – Continued Funding Application Checklist	<input type="checkbox"/>
<b>Contact Name</b>		
<b>Contact Phone Number</b>		

CCC-307

**CERTIFICATION**

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i> Victor Valley Community College District		<i>Federal ID Number</i> 95-6006576
<i>By (Authorized Signature)</i> 		
<i>Printed Name and Title of Person Signing</i> Dr. Roger Wagner- Superintendent/President		
<i>Date Executed</i> 10/15/19	<i>Executed in the County of</i> San Bernardino	

**CONTRACTOR CERTIFICATION CLAUSES**

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lesser of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at [www.dir.ca.gov](http://www.dir.ca.gov), and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,



or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

## **DOING BUSINESS WITH THE STATE OF CALIFORNIA**

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT** \_\_\_ **BOARD ACTION** X **BOARD INFORMATION (no action required)** \_\_\_

**TOPIC:** MOU- AB86 ADULT EDUCATION VVCD REGIONAL PLANNING CONSORTIUM

**SUBMITTED BY:** Patricia Bejarano-Vera, AB86 Adult Education VVCD Planning Grant

**RECOMMENDED BY:** Peter Maphumulo *Peter Maphumulo*

**APPROVED BY:** Roger W. Wagner *Roger W. Wagner*

**Description/Background:**

The district wishes to ratify the Memorandum of Understanding between Victor Valley Community College District and the K12 School Districts comprising the scope of services for the AB86 Adult Education Victor Valley College District Regional Planning Consortium. K12 School Districts include: Hesperia Unified School District; Snowline Joint Unified School District; and Victor Valley Unified School District. The service period is July 1, 2014 through June 30, 2015.

Copies of the original MOU for the K12 School Districts listed above are available for review in the Superintendent/President's Office.

**Need:**

The above MOU is necessary in order to ratify the roles and responsibilities between Victor Valley College and the listed K12 School Districts comprising the AB86 Adult Education Victor Valley College District Regional Planning Consortium in carrying out the objectives and duties of the AB86 Adult Education Victor Valley College District Regional Planning Consortium. Grant Agreement Number 13-328-66.

**Fiscal Impact:**

Budgeted. \$60,000 - AB86 Adult Education State Planning Grant  
Fiscal breakdown per K12 School District MOU as follows:

- Hesperia Unified School District \$20,000;
- Snowline Joint Unified School District \$20,000;
- Victor Valley Unified School District \$20,000.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees ratify the Memorandum of Understanding between Victor Valley College and the K12 School Districts (Hesperia Unified School District; Snowline Joint Unified School District; Victor Valley Unified School District) comprising the AB86 Adult Education Victor Valley College District (VVCD) Regional Planning Consortium. The service period is July 1, 2014 through June 30, 2015.

**Legal Review:** YES X NOT APPLICABLE \_\_\_

**Reference for Agenda:** YES X NO \_\_\_

## MEMORANDUM OF UNDERSTANDING

Between Victor Valley College and the Hesperia Unified School District  
for the purpose of outlining the duties and responsibilities of each party as they relate to the  
AB86 Adult Education Victor Valley College District Regional Planning Consortium.

This Memorandum of Understanding is hereby set forth to delineate the roles and responsibilities of Victor Valley College (hereafter known as "the College") and Hesperia Unified School District (hereafter known as "the District") in carrying out the objectives and duties of the AB86 Adult Education Victor Valley College District Regional Planning Consortium, Grant Agreement number 13-328-66 (hereafter known as the Program).

### WITNESSETH

WHEREAS, DISTRICT wants to enter into a Memorandum of Understanding with the COLLEGE to execute the PROGRAM and,

WHEREAS, the DISTRICT is authorized to act on behalf of the COLLEGE with regard to the provision of services as outlined within this document in the AB86 Adult Education Victor Valley College District Regional Planning Consortium; and,

WHEREAS, the DISTRICT desires to participate in the PROGRAM designed to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional development programs utilizing AB86 Adult Education Victor Valley College District Regional Planning Consortium funds; and,

the DISTRICT certifies that the objectives and activities carried out with funds provided under this Program's objectives will be in compliance with all requirements of Grant Agreement number 13-328-66,

NOW THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

#### Scope and Basis of Agreement

The College has contracted with the California Community College Chancellor's Office/AB86 Adult Education to implement the AB86 Adult Education Victor Valley College District Regional Planning Consortium with the K12 School Districts in its area. The District will coordinate directly with the College regarding scope and basis of agreement. The main purpose of the Program is to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional

development programs. All services provided are pending annual funding and annual grant renewal approval by the AB86 Adult Education Victor Valley College District Regional Planning Consortium for up to a one-year term for utilization by the College and District to operate the Program. In no event shall the total value of this agreement exceed the original grant proposal funded amount of \$20,000 or 500 hours within one year.

The College will be responsible for:

Providing the AB86 Project Coordinator who will be responsible for overseeing district assignments and reports, organizing research, contracting assignments, and compiling information for reporting and dissemination. Tasks include organizing and arranging monthly meetings and reports, facilitating, writing, and submitting required reports. The AB86 Project Coordinator will assist and facilitate each District Liaison's progress in and combination into a cohesive plan each of the following:

1. Evaluation of current levels of Adult Education
2. Evaluation of current community needs
3. Plans to address gaps
4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

The District will be responsible for:

Consortia District Liaison: Through the grant, the College will sub-contract with each school district to assign a District Liaison to support the planning process with up to 500 hours funded in one year. Each District Liaison is tasked with assessing their district's platforms in the following areas:

1. Basic Skills / High School Diploma / Equivalency
2. ESL / Citizenship
3. Adults with Disabilities
4. Short Term Career Technical Education
5. Programs for Apprentices

District Liaisons will participate in monthly planning meetings and reporting processes: assessing their K12 Districts' Adult Education Program platforms, providing data and all information necessary to address Objectives 1 thru 7:

1. Evaluation of current levels of Adult Education
2. Evaluation of current community needs

3. Plans to address gaps
4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

Liaisons are responsible for assisting in research and leveraging structures and key individuals within their district. District Liaisons will assist the AB86 Project Coordinator in the development of cohesive and unified community Adult Education Regional Comprehensive Plan. Each District Superintendent will be responsible for appointing their District Liaison.

Both agencies will be jointly responsible for:

- Ensuring that expenditures are tied appropriately to Program objectives.
  1. Evaluation of current levels of Adult Education
  2. Evaluation of current community needs
  3. Plans to address gaps
  4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
  5. Plans to employ approaches that accelerate student progress toward academic / career goals
  6. Plans for professional development of faculty / staff
  7. Plans to leverage existing structures
- Proper communication between agencies to ensure smooth flow of appropriate and necessary information.

Term and Termination of Agreement

This Memorandum of Understanding is effective July 1, 2014 and continues through June 30, 2015 pending renewal of funds by the California Community College Chancellor's Office/AB86 Adult Education. This agreement may be revised by mutual written consent of the agencies and may be terminated by either agency upon thirty (30) days advance written notice.

Billing and Payment Process

District will invoice the College on a monthly basis, with appropriate backup for expenditures (copy of receipts/payroll registers). All invoices/requisitions submitted to College for reimbursement must list the following information: AB86 Adult Education VVCD Grant Agreement number 13-328-66; K12 School District name requesting reimbursement, the exact date(s) and hours of work, services performed, be signed/initialed by the K12 Consortia District Liaison, Superintendent, a staff

representative from the Districts' Fiscal Services Department (if over \$500) and the AB86 Project Coordinator of the College. The College will process District invoices for expenditures provided the above information is provided on invoice(s). Pre-approval from the AB86 Project Coordinator must be obtained by the District before purchasing materials/supplies that will be claimed on invoice(s) as expenses for reimbursement to District. The invoice(s) will be summarized by object code. Backup documentation from the District including monthly Time & Effort Reports, financial activity reports documenting expenses will be provided for each invoice(s) submitted. For commercial warrants, a copy of the requisition, purchase order, and check will serve as justification of the expenditures. In the case of personnel salaries, copies of payroll registers, monthly Timesheets and Time & Effort Reports will serve as appropriate justification of the payroll costs.

#### Indemnification

The District agrees to defend, indemnify, save and hold harmless the College from and against any and all demands, debts, liens, claims, losses, damages liability, costs, expenses (including, but not limited to, attorneys fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of the District. The provisions of this paragraph shall not be limited to the availability of or ability to collect from insurance coverage.

The College agrees to defend, indemnify, save and hold harmless the District from and against any and all demands, debts, liens, claims, losses, damages liability, costs, expenses (including, but not limited to, attorneys fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of the College. The provisions of this paragraph shall not be limited to the availability of or ability to collect from insurance coverage.

#### Insurance

The District and the College shall maintain appropriate general liability, property damage, and workers' compensation insurance as is required to protect their interests.

#### Independent Contractor

While performing under this agreement, the District and its officers/employees/agents shall not represent in any way that it or any of its officers/employees/agents are employees of the College. The College and its officers/employees/agents shall not represent in any way that it or any of its officers/employees/agents are employees of District.



Victor Valley College

HESPERIA UNIFIED SCHOOL DISTRICT

*David McLaughlin*

David McLaughlin  
Superintendent

Date

Date

11-4-14

Date of College Board Approval

On December 8, 2014 Agenda  
Date of District Board Approval

## MEMORANDUM OF UNDERSTANDING

Between Victor Valley College and the Victor Valley Union High School District for the purpose of outlining the duties and responsibilities of each party as they relate to the AB86 Adult Education Victor Valley College District Regional Planning Consortium.

This Memorandum of Understanding is hereby set forth to delineate the roles and responsibilities of Victor Valley College (hereafter known as "the College") and Victor Valley Union High School District (hereafter known as "the District") in carrying out the objectives and duties of the AB86 Adult Education Victor Valley College District Regional Planning Consortium, Grant Agreement number 13-328-66 (hereafter known as the Program).

### WITNESSETH

WHEREAS, DISTRICT wants to enter into a Memorandum of Understanding with the COLLEGE to execute the PROGRAM and,

WHEREAS, the DISTRICT is authorized to act on behalf of the COLLEGE with regard to the provision of services as outlined within this document in the AB86 Adult Education Victor Valley College District Regional Planning Consortium; and,

WHEREAS, the DISTRICT desires to participate in the PROGRAM designed to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional development programs utilizing AB86 Adult Education Victor Valley College District Regional Planning Consortium funds; and,

the DISTRICT certifies that the objectives and activities carried out with funds provided under this Program's objectives will be in compliance with all requirements of Grant Agreement number 13-328-66,

NOW THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

#### Scope and Basis of Agreement

The College has contracted with the California Community College Chancellor's Office/AB86 Adult Education to implement the AB86 Adult Education Victor Valley College District Regional Planning Consortium with the K12 School Districts in its area. The District will coordinate directly with the College regarding scope and basis of agreement. The main purpose of the Program is to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional

development programs. All services provided are pending annual funding and annual grant renewal approval by the AB86 Adult Education Victor Valley College District Regional Planning Consortium for up to a one-year term for utilization by the College and District to operate the Program. In no event shall the total value of this agreement exceed the original grant proposal funded amount of \$20,000 or 500 hours within one year.

The College will be responsible for:

Providing the AB86 Project Coordinator who will be responsible for overseeing district assignments and reports, organizing research, contracting assignments, and compiling information for reporting and dissemination. Tasks include organizing and arranging monthly meetings and reports, facilitating, writing, and submitting required reports. The AB86 Project Coordinator will assist and facilitate each District Liaison's progress in and combination into a cohesive plan each of the following:

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2. Evaluation of current community needs
3. Plans to address gaps
4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

The District will be responsible for:

Consortia District Liaison: Through the grant, the College will sub-contract with each school district to assign a District Liaison to support the planning process with up to 500 hours funded in one year. Each District Liaison is tasked with assessing their district's platforms in the following areas:

1. Basic Skills / High School Diploma / Equivalency
2. ESL / Citizenship
3. Adults with Disabilities
4. Short Term Career Technical Education
5. Programs for Apprentices

District Liaisons will participate in monthly planning meetings and reporting processes: assessing their K12 Districts' Adult Education Program platforms, providing data and all information necessary to address Objectives 1 thru 7:

1. Evaluation of current levels of Adult Education
2. Evaluation of current community needs

3. Plans to address gaps
4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

Liaisons are responsible for assisting in research and leveraging structures and key individuals within their district. District Liaisons will assist the AB86 Project Coordinator in the development of cohesive and unified community Adult Education Regional Comprehensive Plan. Each District Superintendent will be responsible for appointing their District Liaison.

Both agencies will be jointly responsible for:

- Ensuring that expenditures are tied appropriately to Program objectives.
  1. Evaluation of current levels of Adult Education
  2. Evaluation of current community needs
  3. Plans to address gaps
  4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
  5. Plans to employ approaches that accelerate student progress toward academic / career goals
  6. Plans for professional development of faculty / staff
  7. Plans to leverage existing structures
- Proper communication between agencies to ensure smooth flow of appropriate and necessary information.

#### Term and Termination of Agreement

This Memorandum of Understanding is effective July 1, 2014 and continues through June 30, 2015 pending renewal of funds by the California Community College Chancellor's Office/AB86 Adult Education. This agreement may be revised by mutual written consent of the agencies and may be terminated by either agency upon thirty (30) days advance written notice.

#### Billing and Payment Process

District will invoice the College on a monthly basis, with appropriate backup for expenditures (copy of receipts/payroll registers). All invoices/requisitions submitted to College for reimbursement must list the following information: AB86 Adult Education VVCD Grant Agreement number 13-328-66; K12 School District name requesting reimbursement, the exact date(s) and hours of work, services performed, be signed/initialed by the K12 Consortia District Liaison, Superintendent, a staff

representative from the Districts' Fiscal Services Department (if over \$500) and the AB86 Project Coordinator of the College. The College will process District invoices for expenditures provided the above information is provided on invoice(s). Pre-approval from the AB86 Project Coordinator must be obtained by the District before purchasing materials/supplies that will be claimed on invoice(s) as expenses for reimbursement to District. The invoice(s) will be summarized by object code. Backup documentation from the District including monthly Time & Effort Reports, financial activity reports documenting expenses will be provided for each invoice(s) submitted. For commercial warrants, a copy of the requisition, purchase order, and check will serve as justification of the expenditures. In the case of personnel salaries, copies of payroll registers, monthly Timesheets and Time & Effort Reports will serve as appropriate justification of the payroll costs.

#### Indemnification

The District agrees to defend, indemnify, save and hold harmless the College from and against any and all demands, debts, liens, claims, losses, damages liability, costs, expenses (including, but not limited to, attorneys fees and costs actually incurred, whether or not litigation has commenced), judgments or obligations, actions, or causes of action whatsoever, for or in connection with injury, damage, or loss (including, but not limited to death) to any person or property unless such injury, damage or loss results from or is connected with the sole negligence or error or omission of the District. The provisions of this paragraph shall not be limited to the availability of or ability to collect from insurance coverage.

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#### Insurance

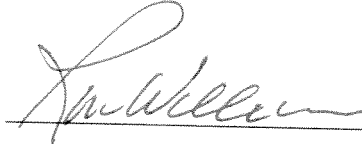
The District and the College shall maintain appropriate general liability, property damage, and workers' compensation insurance as is required to protect their interests.

#### Independent Contractor

While performing under this agreement, the District and its officers/employees/agents shall not represent in any way that it or any of its officers/employees/agents are employees of the College. The College and its officers/employees/agents shall not represent in any way that it or any of its officers/employees/agents are employees of District.

Victor Valley College

SCHOOL DISTRICT



A handwritten signature in cursive script, appearing to read "M. Williams", is written over a horizontal line.

Date

11-5-14

Date

Date of College Board Approval

11-20-14 (Potential)

Date of District Board Approval

## MEMORANDUM OF UNDERSTANDING

Between Victor Valley College and the Snowline Joint Unified School District for the purpose of outlining the duties and responsibilities of each party as they relate to the AB86 Adult Education Victor Valley College District Regional Planning Consortium.

This Memorandum of Understanding is hereby set forth to delineate the roles and responsibilities of Victor Valley College (hereafter known as "the College") and Snowline Joint Unified School District (hereafter known as "the District") in carrying out the objectives and duties of the AB86 Adult Education Victor Valley College District Regional Planning Consortium, Grant Agreement number 13-328-66 (hereafter known as the Program).

### WITNESSETH

WHEREAS, DISTRICT wants to enter into a Memorandum of Understanding with the COLLEGE to execute the PROGRAM and,

WHEREAS, the DISTRICT is authorized to act on behalf of the COLLEGE with regard to the provision of services as outlined within this document in the AB86 Adult Education Victor Valley College District Regional Planning Consortium; and,

WHEREAS, the DISTRICT desires to participate in the PROGRAM designed to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional development programs utilizing AB86 Adult Education Victor Valley College District Regional Planning Consortium funds; and,

the DISTRICT certifies that the objectives and activities carried out with funds provided under this Program's objectives will be in compliance with all requirements of Grant Agreement number 13-328-66,

NOW THEREFORE, in consideration of the mutual covenants herein set forth and the mutual benefits to be derived therefrom, the parties agree as follows:

#### Scope and Basis of Agreement

The College has contracted with the California Community College Chancellor's Office/AB86 Adult Education to implement the AB86 Adult Education Victor Valley College District Regional Planning Consortium with the K12 School Districts in its area. The District will coordinate directly with the College regarding scope and basis of agreement. The main purpose of the Program is to leverage existing programs and structures to evaluate current levels of Adult Education program in the community, assess adult education needs within the community, create a plan to better integrate existing programs between high school, postsecondary, and workforce institutions, facilitate a plan to speed up student progress toward academic and career goals, assess potential gaps in Adult Education programs, and advance faculty and staff professional

programs. All services provided are pending annual funding and annual grant renewal approval by the AB86 Adult Education Victor Valley College District Regional Planning Consortium for up to a one-year term for utilization by the College and District to operate the Program. In no event shall the total value of this agreement exceed the original grant proposal funded amount of \$20,000 or 500 hours within one year.

The College will be responsible for:

Providing the AB86 Project Coordinator who will be responsible for overseeing district assignments and reports, organizing research, contracting assignments, and compiling information for reporting and dissemination. Tasks include organizing and arranging monthly meetings and reports, facilitating, writing, and submitting required reports. The AB86 Project Coordinator will assist and facilitate each District Liaison's progress in and combination into a cohesive plan each of the following:

1. Evaluation of current levels of Adult Education
2. Evaluation of current community needs
3. Plans to address gaps
4. Plans to better integrate existing program with seamless transition to postsecondary /workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

The District will be responsible for:

Consortia District Liaison: Through the grant, the College will sub-contract with each school district to assign a District Liaison to support the planning process with up to 500 hours funded in one year. Each District Liaison is tasked with assessing their district's platforms in the following areas:

1. Basic Skills / High School Diploma / Equivalency
2. ESL / Citizenship
3. Adults with Disabilities
4. Short Term Career Technical Education
5. Programs for Apprentices

District Liaisons will participate in monthly planning meetings and reporting processes: assessing their K12 Districts' Adult Education Program platforms, providing data and all information necessary to address Objectives 1 thru 7:

1. Evaluation of current levels of Adult Education
2. Evaluation of current community needs
3. Plans to address gaps



4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
5. Plans to employ approaches that accelerate student progress toward academic / career goals
6. Plans for professional development of faculty / staff
7. Plans to leverage existing structures

Liaisons are responsible for assisting in research and leveraging structures and key individuals within their district. District Liaisons will assist the AB86 Project Coordinator in the development of cohesive and unified community Adult Education Regional Comprehensive Plan. Each District Superintendent will be responsible for appointing their District Liaison.

Both agencies will be jointly responsible for:

- Ensuring that expenditures are tied appropriately to Program objectives.
  1. Evaluation of current levels of Adult Education
  2. Evaluation of current community needs
  3. Plans to address gaps
  4. Plans to better integrate existing program with seamless transition to postsecondary / workforce
  5. Plans to employ approaches that accelerate student progress toward academic / career goals
  6. Plans for professional development of faculty / staff
  7. Plans to leverage existing structures
- Proper communication between agencies to ensure smooth flow of appropriate and necessary information.

Term and Termination of Agreement

This Memorandum of Understanding is effective July 1, 2014 and continues through June 30, 2015 pending renewal of funds by the California Community College Chancellor's Office/AB86 Adult Education. This agreement may be revised by mutual written consent of the agencies and may be terminated by either agency upon thirty (30) days advance written notice.

Billing and Payment Process

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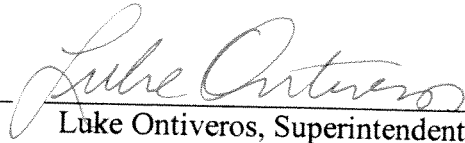
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Victor Valley College

SCHOOL DISTRICT



\_\_\_\_\_  
Luke Ontiveros, Superintendent  
Snowline Joint Unified School District

\_\_\_\_\_  
David Nilsen, President  
Board of Trustees  
Snowline Joint Unified School District

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date of College Board Approval

\_\_\_\_\_  
November 18, 2014  
Date of District Board Approval



**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT  BOARD ACTION  BOARD INFORMATION (no action required)

TOPIC: TECH FEE-EMERGENCY MEDICAL SERVICES

SUBMITTED BY: Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

RECOMMENDED BY: Peter Maphumulo *Peter Maphumulo*

APPROVED BY: Roger W. Wagner *Roger W. Wagner*

**Description/Background:**

The District desires to approve a Technology fee for EMS 80, Paramedic Anatomy & Physiology, for \$555.00. This fee will be effective with the Winter 2015 semester.

**Need:**

This provides each student with an Apple iPad Mini 32GB. The students will keep their iPad upon completion or separation from the Paramedic Academy. This fee may be waived if student has their own iPad meeting the requirements of the program. The waiving of the fee will be approved by the EMS program director or designee.

**Fiscal Impact:**

None

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees approve the Technology fee for EMS 80 Paramedic Anatomy & Physiology. This increase will be effective with the Winter 2015.

Legal Review: YES  NOT APPLICABLE

Reference for Agenda: YES  NO

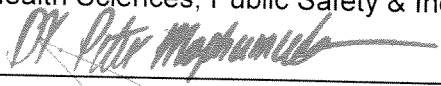


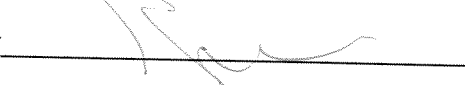
**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

BOARD CONSENT \_\_\_ BOARD ACTION X BOARD INFORMATION (no action required) \_\_\_

**TOPIC:** FEES – EMERGENCY MEDICAL SERVICES

**SUBMITTED BY:** Pat Luther, Dean, Health Sciences, Public Safety & Industrial Technology

**RECOMMENDED BY:** Peter Maphumulo 

**APPROVED BY:** Roger W. Wagner 

**Description/Background:**

The District desires to approve materials fee charges for the following courses:

EMS 81 – Intro to EMS	\$800.00
EMS 82 – Paramedic Cardiology	\$110.00
EMS 83 – Paramedic Pharmacology	\$110.00
EMS 84 – Paramedic Theory	\$110.00

These materials fees will be effective with the Winter/Spring 2015 semester.

**Need:**

This provides each student with the following items: Fisdap, Coroner Fee, ACLS/PEPP/BLS certifications, background check/drug test, EMS Testing, Digital Library (22 books), My Brady Lab, Uniform shirts/patches, MedPack. The students will keep their Medpack, books, uniform and certifications upon completion or separation from the Paramedic Academy. These fees will now be able to be paid through financial aid mechanisms if approved.

**Fiscal Impact:**

None to the District.

**Recommended Action:**

It is recommended by the Superintendent/President that the Board of Trustees approve the charges of materials fees to students, beginning with the Winter/Spring 2015 term for the following Emergency Medical Services : EMS 81, EMS 82, EMS 83 and EMS 84.

**Legal Review:** YES \_\_\_ NOT APPLICABLE X

**Reference for Agenda:** YES X NO \_\_\_

## Paramedic Academy Material Fee Breakdown

Needed at Begining	Item	Count	Current Cost	5 Year ↑	
✓	FISDAP skill tracking system	1	\$80.00	\$10.00	
✓	EMS Testing	1	\$65.00	\$10.00	
✓	Digital textbook library	1	\$140.00	\$20.00	
✓	MyBrady Lab LMS	1	\$160.00	\$20.00	
✓	(2) Class B Uniform Shirts	2	\$80.00	\$0.00	
✓	(2) Academy T-Shirts	2	\$50.00	\$0.00	
✓	(4) Patches	4	\$25.00	\$0.00	
✓	MedPack kt	1	\$114.00	\$50.00	
	Coroner visit gear	1	\$20.00	\$5.00	
	ACLS/PEPP/BLS certification/books	1	\$150.00	\$15.00	
	Background Check/Drug Test	1	\$95.00	\$20.00	
		<b>TOTAL</b>	<b>\$979.00</b>	<b>\$150.00</b>	<b>Actual Total</b>
	<b>Material Fees broken down</b>				
	EMS 81		\$800.00		
	EMS 82		\$110.00		
	EMS 83		\$110.00		
	EMS 84		\$110.00		
	<b>TOTAL</b>		<b>\$1,130.00</b>		





VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM

BOARD CONSENT \_\_\_ BOARD ACTION X BOARD INFORMATION (no action required) \_\_\_

TOPIC: AWARD CONTRACT – LANDSCAPE SUSTAINABILITY PHASE II

SUBMITTED BY: Steve Garcia, Facilities Construction

RECOMMENDED BY: G.H. Javaheripour 

APPROVED BY: Roger W. Wagner 

Description/Background:

Bids for F-310, Landscape Sustainability Phase II, were opened on October 28, 2014. Three (3) bids were received as follows (base bid plus Alternate #1):

Shanks Electric	
WCCR Construction	\$368,000.00
<b>Micon Construction</b>	\$328,503.00
	<b>\$312,196.07</b>

The bid has been thoroughly reviewed by the Vice President of Administrative Services and the Director of Facilities Construction and Contracts. Micon Construction is licensed in California and their bonding company is authorized to do business in California.

A copy of the original bid is available for review in the Superintendent/President's office.

Need:

The second phase of the Landscape Sustainability Project will provide savings in maintenance costs as well as provide a better learning environment for students. Portions of the work were broken out to identify specific costs. These costs are identified in Alternate #1, at a total of \$59,133.37 which is added into the fiscal impact.

Fiscal Impact:

\$312,196.07 – Fund 71

Recommended Action:

It is recommended that the Board of Trustees approve the award of contract with Micon Construction in the amount of \$312,196.07 for the Landscape Sustainability Phase II project.

Legal Review: YES X NOT APPLICABLE \_\_\_

Reference for Agenda: YES X NO \_\_\_





**VICTOR VALLEY COMMUNITY COLLEGE DISTRICT- BOARD OF TRUSTEES  
AGENDA ITEM**

**BOARD CONSENT** \_\_\_ **BOARD ACTION** X **BOARD INFORMATION (no action required)** \_\_\_

**TOPIC:** Management Appointment, Director of Disabled Student Program and Services

**SUBMITTED BY:** Trinda Best

**RECOMMENDED BY:** Trinda Best Trinda Best

**APPROVED BY:** Roger W. Wagner Roger W. Wagner

**Description/Background:**

Jeffrey Holmes has been recommended to fill the position of Director Disabled Student Program and Services beginning November 12, 2014 through June 30, 2016.

**Need:**

Position is needed to fill the existing vacancy

**Fiscal Impact:** Range 18 Step H on the Management Salary Schedule, \$9,295/month plus benefits. Budgeted.

**Recommended Action:**

It is recommended that the Board of Trustees approve the appointment as listed

**Legal Review:** YES \_\_\_ NOT APPLICABLE X \_\_\_

**Reference for Agenda:** YES X NO \_\_\_

BOARD OF TRUSTEES OF THE  
VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

**CONTRACT OF EMPLOYMENT**  
Administrative Positions  
(California Education Code Section 72411)

Date of Offer: 11/12/14

The Board of Trustees of the Victor Valley Community College District offers you employment in the position of Director of Disabled Student Programs and Services for the period commencing 11/12/14 and ending on 06/30/16. This offer of employment is valid for ten (10) calendar days from the date of offer specified above. Your failure to accept this offer and to enter into this contract within the ten-day period will result either in the offer expiring, or, if you are employed, will result in your employment as an administrator being at-will at the pleasure of the Board of Trustees, pursuant to Section 72411.5 of the Education Code.

This contract expires on 06/30/16. Pursuant to Education Code Section 72411, you are to be provided six (6) months' notice before the expiration of this contract of non-renewal. Otherwise, the contract will renew for the same duration and terms as described in subsection (c) of Education Code Section 72411.

This contract of employment is subject to all the rules and regulations of the Board of Trustees and all the laws of the State of California in effect during the period of employment. The terms and conditions of your employment may be changed by the District during the period of time covered by the agreement. Your compensation shall be on Range 18 of the Victor Valley College Management Salary Schedule. Any earned, unused vacation remaining on the last day of employment with the District, up to a maximum accrual of 44 days, will be paid on the next available payroll.

Pursuant to Education Code Section 72411.5, if you do not have tenure in the District as a faculty member, you may be dismissed, suspended, or demoted for cause, including but not limited to unsatisfactory performance, unprofessional conduct, unfitness for service, and insubordination. If you do have tenure as a faculty member, the imposition of dismissal or other penalties, for cause shall be in accordance with the provisions of the Education Code applicable to faculty members. In addition, employment is contingent upon availability of funds.

Pursuant to Government Code Section 53260, if this contract is terminated, the maximum cash settlement that you may receive is to be an amount equal to your monthly salary multiplied by the number of months left on the unexpired term of the contract. The parties agree that regardless of Government Code Section 53260, the maximum cash settlement you will receive will be your monthly salary multiplied by three (3) to reflect a total of three (3) months' salary as a total and complete severance.

If you desire to accept this contract, please sign and return to:

Victor Valley Community College District  
Office of Human Resources  
18422 Bear Valley Road  
Victorville, CA 92395

BOARD OF TRUSTEES OF THE VICTOR VALLEY COMMUNITY COLLEGE DISTRICT

By \_\_\_\_\_  
Roger Wagner, Superintendent President

I accept the offer of employment set forth above subject to the terms and conditions therein

\_\_\_\_\_  
Jeffrey Holmes

Date \_\_\_\_\_