

HARTNELL COMMUNITY COLLEGE DISTRICT

*ANNUAL ORGANIZATION AND REGULAR MEETING OF THE BOARD OF TRUSTEES

A G E N D A

December 2, 2008

TIME/PLACE:

5:00 p.m. – OPEN SESSION

5:10 p.m. – CLOSED SESSION

6:15 p.m. – RECONVENE OPEN SESSION

411 Central Avenue, Salinas

Board Room – CAB112

Board of Trustees

Patricia Donohue, President

Kevin Healy, Vice President

Bill Freeman, Elia Gonzalez-Castro

John Martinez, Brad Rice,

Armando Cortes, Student Trustee

Dr. Phoebe Helm, Superintendent/President, Secretary to the Board

**In accordance with Education Code Section 72000, the Annual Organizational Meeting of the Board of Trustees of Hartnell Community College District is scheduled in Room C-112, Board Room/Administration Building Hartnell College, to be followed by Closed Session.*

The Board of Trustees welcomes you to its meetings, which are regularly scheduled on the first Tuesday of each month, unless otherwise noted.

The agenda is divided as follows:

- A. CONSENT AGENDA:** These matters include routine administrative and financial actions classified by departmental areas and are usually approved by a single majority vote.
- B. REGULAR AGENDA: **Action Items:** These items include significant administrative and financial actions classified by departmental areas and approved by majority vote for each item.
Information Items: These items include presentations to the Board and items for discussion prior to Board action, which is usually taken at the next meeting.**
- C. CLOSED SESSION:** In accordance with Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6, the Board of Trustees may meet in Closed Session to consider legal, personnel, labor, and/or contract matters.

INDIVIDUALS DESIRING TO ADDRESS THE BOARD: Any member of the audience desiring to address the Board should complete and submit to the Superintendent prior to the meeting, if possible, a Speaker Request Form, available at the door. When the item PUBLIC COMMENTS is taken, the Board President will recognize those who have filled out a Speaker Request Form in the order in which they are received. Members of the public shall be able to address the Governing Board regarding items on the agenda as such items are taken up. The Board President may limit the time of presentation to three minutes per speaker, per subject, and a maximum of twenty minutes for each subject matter. Following public comment, the Board President will limit discussion to the Board only.

MISSION STATEMENT: Hartnell College provides the leadership and resources to ensure that all students shall have equal access to a quality education and the opportunity to pursue and achieve their goals. We are responsive to the learning needs of our community and dedicated to a diverse educational and cultural campus environment that prepares our students for productive participation in a changing world.

I. OPEN SESSION, CALL TO ORDER

A. ROLL CALL

Action

B. ADOPT AGENDA

C. DISCLOSURE OF ITEMS DISCUSSED IN CLOSED SESSION, AS FOLLOWS:

Items discussed in Closed Session will include, legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

D. PUBLIC COMMENT PERIOD REGARDING CLOSED SESSION ITEMS

Fifteen minutes set aside for public comment on closed session items.
Maximum three minutes each.

II. MOVE TO CLOSED SESSION

The Board of Trustees of Hartnell Community College District will meet in Closed Session to consider legal, personnel, labor, and/or contract matters authorized for Closed Session per Government Code Sections, 3549.1, 54956.9, 54957 and/or 54957.6.

III. RECONVENE TO OPEN SESSION

Pledge of Allegiance

A. REPORT OUT FROM CLOSED SESSION

B. CERTIFICATE OF APPRECIATION

Gin Yang-Staehlin, Chancellors Office

IV. ANNUAL ORGANIZATION OF THE BOARD OF TRUSTEES

Action

A. ELECTION OF OFFICERS

Elect officers to the Board of Trustees for the 2009 calendar year (positions effective December 5, 2008).

B. APPOINTMENT OF REPRESENTATIVE TO SUNRISE HOUSE

Appointment of 2009 Representative to Sunrise House.

Action

C. DESIGNATION OF 2009 BOARD MEETING DATES AND TIMES

Set dates and times of Board meetings for the 2009 calendar year.

Roll-call

D. RESOLUTION 08:15, AUTHORIZING SIGNATURE OF BOARD SECRETARY ON DOCUMENTS

Adopt Resolution 08:15, Authorizing Signature of Board Secretary to sign all appropriate documents.

V. PUBLIC COMMENTS REGARDING OPEN SESSION ITEMS

Twenty minutes set aside to receive public comment on open session items.
Maximum three minutes each.

VI. PRESENTATIONS AND BOARD DEVELOPMENT

A. BOND OVERSIGHT COMMITTEE UPDATE

Damon Felice, Townsend Management, Inc.

B. BOARD DEVELOPMENT

Review Board Policy 2345
Review of Board Policies 3000 to 3045

C. BOARD'S GOALS FOR THE COLLEGE

1. Accreditation
2. Finances
3. Communication

VII. CONSENT ACTION ITEMS

A. MINUTES

Approve Minutes of Regular Meeting of November 4, 2008.

B. DISBURSEMENTS

Ratify disbursements from any or all of the following funds: general; debt service; bookstore; child development; capital outlay projects; scheduled maintenance; property acquisition; bond projects; cafeteria; self-insurance; retirees health benefits; associated student body; scholarship, loan, and trust; and intercollegiate athletics.

C. APPROVE SECOND AND FINAL READING OF BOARD POLICIES

Approve second and final reading:

2250, Collection of Monies Due the College
2255, Parking Regulations, Fees and Fine
2270, Temporary Transfers between Funds

D. APPROVE FACILITIES USE AGREEMENT WITH CHILDREN'S SERVICES INCORPORATED

Approve facilities use agreement between Hartnell College and Children's Services Incorporated for use of their child development center for the purposes of offering an early childhood education course during the spring 2009 semester. The term of the agreement is January 24, 2009 through June 4, 2009. There is no cost to Hartnell for use of these facilities.

E. APPROVE FACILITIES USE AGREEMENT WITH SALINAS CITY ELEMENTARY SCHOOL DISTRICT

Approve facilities use agreement between Hartnell College and Salinas City Elementary School District for use of their facilities to operate a preschool activity program during summer 2009. The term of the agreement is June 15, 2009 through August 3, 2009. There is no cost to Hartnell for use of these facilities.

F. RATIFY FOSTER AND KINSHIP CARE EDUCATION PLAN AND BUDGET

Ratify the Foster and Kinship Care Education Plan and Budget for 2008-2009. The budget allocation for Hartnell College is \$185,621, of which \$139,216 is federal funding and \$46,405 is State funding.

G. ACCEPT PROPOSAL TO COMMISSION SCULPTURE ON MAIN CAMPUS

Accept the proposal to commission a sculpture of William Hartnell and Maria Teresa de la Guerra near the parking circle of the Main Campus. Cost of the sculpture will be paid from private donations earmarked for this project.

H. APPROVE LEASE AGREEMENT WITH COUNTY OF MONTEREY, DBA NATIVIDAD MEDICAL CENTER

Approve the lease agreement with the County of Monterey, doing business as Natividad Medical Center for the Natividad Professional Center to house Hartnell's Natividad Health Professions Training Center. The term of the agreement is January 1, 2009 to December 31, 2011. Monthly rent will be \$21,096, plus costs for electricity, telephone, cable, and other electronic communications service.

I. APPROVE AGREEMENT WITH AMERICAN MEDICAL RESPONSE FOR CLINICAL EXPERIENCE FOR EMERGENCY MEDICAL TECHNICIAN PROGRAM

Approve an agreement with American Medical Response for clinical experience for the Emergency Medical Technician Program effective December 3, 2008 through December 2, 2010.

J. APPROVE AMENDMENT TO LEASE AGREEMENT WITH FRANSCIONI BROTHERS, INC. FOR ALISAL CAMPUS FARMLAND

Approve amendment to Lease Agreement with Francioni Brothers, Inc. for Alisal Campus Farmland effective December 3, 2008 to December 2, 2009. The amendment reduces the revenue by \$23,623.20 for one year.

K. APPROVE AMENDMENT TO THE AGREEMENT WITH JESSE CUDE, DOING BUSINESS AS JLC SERVICES

Approve the amendment to the Agreement between Hartnell Community College District and Jesse Cude, doing business as JLC Services . The amendment extends the agreement effective January 26, 2009 to June 4, 2009 for a total of \$27,000.

L. PERSONNEL ACTIONS

Approve and/or ratify Personnel Actions (included in packet).

VIII. ACTION ITEMS

Action/Roll-call

A. APPROVE BUDGET REVISIONS

Approve budget revisions numbered 7933 to 7982.

- Action** **B. FIRST READING – BOARD POLICIES**
- Review first reading of revised Board Policies:
 1030, Student Member of the Governing Board
 2315, Operation and Maintenance of Buildings and Grounds
 2335, Prohibition of Dogs, Bicycles, Skateboards, Roller-skates, and Golfing on Campus
 2340, Smoking/Use of Tobacco Policy
- Recommend to delete Board Policy:
 2355, Western Stage Auxiliary Corporation
- Action** **C. ACCEPT INDEPENDENT ACCOUNTANTS’ AUDIT REPORT FOR YEAR
ENDING JUNE 30, 2008**
- Accept the Independent Accountants’ Audit Report for the year ending June 30, 2008.
- Action** **D. ACCEPT MEASURE H GENERAL OBLIGATION BOND INDEPENDENT
ACCOUNTANTS’ REPORT AND FINANCIAL AUDIT FOR 2007-2008**
- Accept the Measure H General Obligations Bond Independent Accountants’ Report
 (Performance Audit) and Financial Audit for 2007-2008.
- Action/Roll-call** **E. ADOPT RESOLUTION 08-16, AUTHORIZING THE ADVANCED REFUNDING
OF ALL OR PORTION OF THE CALIFORNIA COMMUNITY COLLEGE
FINANCING AUTHORITY LEASE REVENUE BONDS, SERIES 2006A**
- Adopt Resolution 08:16, Authorizing the Advanced Refunding of all or portions of the
 California Community College Financing Authority Lease Revenue Bonds, Series 2006A.
- Action** **F. APPROVE CAMPUS CLOSURE**
- Approve Campus Closure from Sunday, December 21, 2008 until January 5, 2009 as
 recommended allowing affected employees the option to take either three days of earned
 leave time or two days without pay for three days off. It is anticipated that closing will
 result in some utility and salary savings.
- Action** **G. AWARD PROGRAM/PROJECT MANAGEMENT AGREEMENT**
- Award Program and Project Management Agreement (Supporting documents will be
 available after the selection process has been completed.)

IX. INFORMATION ITEMS

A. RECEIVE REPORTS FROM SENATES

1. Student Senate
2. Classified Senate
3. Academic Senate

B. PRESIDENT’S REPORT

Receive report on matters of interest to the college.

X. BOARD OF TRUSTEES COMMUNICATIONS/CONFERENCE REPORTS

XI. FUTURE AGENDA ITEMS

(Items placed on future agendas will be determined in consultation and preparation under the auspices with Superintendent/President and Board President.)

XII. ADJOURNMENT

Action

Adjourn the December 2, 2008 Board of Trustees meeting.

**The next regular Board of Trustees Meeting scheduled
January 13, 2009 – 5:00 p.m.
Hartnell College (CAB112) – Board Room
411 Central Avenue
Salinas, California**