

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: MEMBERS OF THE GOVERNING BOARD
SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES
REQUESTED ACTION: APPROVAL

EMPLOYMENT 2017-2018

Out of Class

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Jenny Gonzalez	Admissions and Records Analyst	09/01/17 – 12/31/17	\$242.66 month \$970.64 Total

Released Time

<u>Name</u>	<u>Assignment</u>	<u>% Released Time</u>	<u>Dates</u>
Amy Obegi	School Coordinator, Social and Behavioral Sciences	20%	01/16/18 – 12/20/19

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Fund/Grant Name</u>	<u>Effective</u>	<u>Amount</u>
Tham Hua	Research Analyst	Strong Workforce	10/01/17 – 06/30/18	\$19.73 hr.
Jose Leal	Technology Specialist	General Fund	11/01/17 – 12/31/17	\$19.73 hr.

Mary Jones
Human Resources

November 3, 2017

Date Submitted

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 3, 2017

Date Approved

RESIGNATIONS

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Rhonda Roman	Photography Lab Technician	11/13/17

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Superintendent-President's Office
Celia Esposito-Noy, Superintendent-President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Julie Bruno	Facilitate the Guided Pathways Planning Summit for the College on November 20, 2017.	November 15, 2017 – November 20, 2017	Not to exceed \$750.00
Dr. Pam Walker	Facilitate the Guided Pathways Planning Summit for the College on November 20, 2017.	November 15, 2017 – November 20, 2017	Not to exceed \$750.00

Academic Affairs
David Williams, Vice President

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Alexander Belmont	Drama department production photos.	September 28, 2017 – November 2, 2017	Not to exceed \$200.00
Clif Foster	Private instruction in violin for Applied Music student.	October 19, 2017 – December 8, 2017	Not to exceed \$400.00
Amber Mason	Assistant Stage Manager for Peter and the Starcatcher	November 1, 2017 – November 21, 2017	Not to exceed \$300.00

Robert Diamond

 Finance & Administration

 November 3, 2017

Date Submitted

Celia Esposito-Noy, Ed.D.

 Superintendent-President

 November 3, 2017

Date Approved

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **WARRANTS**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

10/02/17	Vendor Payments	2511081025	\$16.31
10/02/17	Vendor Payments	2511081026-2511081029	\$477,627.35
10/02/17	Vendor Payments	2511081030	\$353.00
10/02/17	Vendor Payments	2511081031-2511081039	\$103,288.51
10/02/17	Vendor Payments	2511081040-2511081109	\$144,660.76
10/09/17	Vendor Payments	2511081110	\$26.44
10/09/17	Vendor Payments	2511081111-2511081113	\$54,630.00

CONTINUED ON NEXT PAGE:

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code: 70902 & 81656</i>	<i>Board Policy: 3240</i>	<i>Estimated Fiscal Impact: \$5,365,372.11</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert Diamond
Fiscal Services

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7184

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

November 3, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: WARRANTS

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

CONTINUED FROM PREVIOUS PAGE:

10/09/17	Vendor Payments	2511081114-2511081115	\$4,826.82
10/09/17	Vendor Payments	2511081116-2511081123	\$285,570.44
10/09/17	Vendor Payments	2511081124-2511081240	\$275,683.54
10/16/17	Vendor Payments	2511081241-2511081242	\$3,375.00
10/16/17	Vendor Payments	2511081243-2511081244	\$77,227.47
10/16/17	Vendor Payments	2511081245-2511081246	\$20,491.24
10/16/17	Vendor Payments	2511081247-2511081311	\$267,582.35
10/19/17	Vendor Payments	2511081312-2511081353	\$8,984.85
10/23/17	Vendor Payments	2511081354-2511081359	\$10,699.58
10/23/17	Vendor Payments	2511081360-2511081364	\$19,432.81
10/23/17	Vendor Payments	2511081365-2511081375	\$970,079.62
10/23/17	Vendor Payments	2511081376-2511081490	\$900,167.79
10/25/17	Vendor Payments	2511081491-2511081549	\$195,068.51
10/30/17	Vendor Payments	2511081550	\$49,985.73
10/30/17	Vendor Payments	2511081551-2511081553	\$616,130.03
10/30/17	Vendor Payments	2511081554-2511081562	\$617,742.95
10/30/17	Vendor Payments	2511081563-2511081634	<u>\$261,721.01</u>
TOTAL:			\$5,365,372.11

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: NOTICE OF COMPLETION FOR CONSTRUCTION
 SERVICES FOR THE AUTOMOTIVE TECHNOLOGY
 BUILDING PROJECT**

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the Automotive Technology Building Project Notice of Completion. On October 7, 2015, Clark & Sullivan Construction, Inc. was awarded a contract for the Automotive Technology Building Project. The scope of work included design and construction of a new 30,000 square foot instructional facility to teach students the necessary skills to help prepare for employment in the automotive industry.

The work on this project is complete, and at this time the District gives notice and certifies that:

- The project has been inspected and complies with the plans and specifications;
- The contractor has completed the work;
- The contract for the project is accepted and complete; and
- Upon Board approval a Notice of Completion will be filed with Solano County for the project.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Necessary documentation for completed construction

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>
SUPERINTENDENT'S RECOMMENDATION:	<input checked="" type="checkbox"/> APPROVAL <input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> DISAPPROVAL <input type="checkbox"/> TABLE
Lucky Lofton Executive Bonds Manager	Dr. Celia Esposito-Noy Superintendent-President	
PRESENTER'S NAME 4000 Suisun Valley Road Fairfield, CA 94534	November 3, 2017	
ADDRESS (707) 863-7855	DATE APPROVED BY SUPERINTENDENT-PRESIDENT	
TELEPHONE NUMBER Finance & Administration	VICE PRESIDENT APPROVAL	
November 3, 2017	SUPERINTENDENT-PRESIDENT	
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT		

When recorded mail to:
Lucky Lofton, Executive Bonds Manager
Solano Community College District
4000 Suisun Valley Road
Fairfield, CA 94534

Notice of Completion

State/local governmental entity recording fee when document is for the benefit of the government entity – GC6103 (no fee)
Must be recorded within 10 days after completion

In execution of this Notice, notice is hereby given that:

1. The undersigned is an owner or agent of an owner of the estate or interest stated below.
2. The name of the owner is Solano Community College District.
3. The address of the owner is 4000 Suisun Valley Road, Fairfield, CA 94534.
4. The nature of the estate or interest is: Solano Community College District in fee.
5. The name and addresses of all co-owners, if any, who hold any title or interest with the above-named owner in the property are:

NAMES

ADDRESSES

-
6. Work of modernization on the property hereinafter described was completed on: 11/15/17
 7. The Project Name is: Automotive Technology Building Project
 8. DSA Number (if applicable): 02-114995
 9. The contractor for such work of modernization is: Clark & Sullivan Construction Inc.
 10. The name of the contractor's Surety Co. is: Fidelity and Deposit Company of Maryland, and Zurich American Insurance Company
 11. The date of contract between the contractor and the above owner is: 10/21/2015
 12. The street address of said property is: 1687 Ascot Parkway, Vallejo, California 94591
 13. APN #: 0183-080-050
 14. The property on which said work of modernization was completed is in the City of Fairfield, County of Solano, State of California, and is described as follows: Design and construction of 30,000 square foot automotive technology instructional facility.
-

Date
D.

Signature of Owner – Celia Esposito-Noy, Ed.

Solano Community College District

Verification

I, undersigned, say:

I am Executive Bonds Manager

(“President,” “Owner,” “Manager,” etc.)

Of the declarant of the foregoing completion; I have read said Notice of Completion and know the contents thereof; the same is true of my own knowledge.

I declare under penalty of perjury that the foregoing is correct and true.

Executed on _____, at _____, California.
(City or Town where signed)

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: RESOLUTION NO. 17/18-07 DESIGNATING NOVEMBER 18, 2017 AS DELPHINE METCALF-FOSTER DAY IN HONOR OF HER HISTORIC SELECTION AS THE NATIONAL COMMANDER OF THE DISABLED AMERICAN VETERANS

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

In recognition of the valuable contributions made by Delphine Metcalf-Foster, the attached resolution is being presented to the Solano Community College District Governing Board to approve November 18, 2017 as Delphine Metcalf-Foster Day.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: _____

<i>Ed. Code:</i>	<i>Board Policy: N/A</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7299

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
 Superintendent-President

VICE PRESIDENT APPROVAL

October 24, 2017

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

November 1, 2017
**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**



Resolution No.17/18-07

RESOLUTION OF THE SOLANO COMMUNITY COLLEGE DISTRICT GOVERNING BOARD DESIGNATING NOVEMBER 18, 2017 AS DELPHINE METCALF-FOSTER DAY IN HONOR OF HER HISTORIC SELECTION AS THE NATIONAL COMMANDER OF THE DISABLED AMERICAN VETERANS

WHEREAS, Delphine Metcalf-Foster, a retired and disabled U.S. Army veteran, was elected National Commander of the nearly 1.3 million-member Disabled American Veterans (DAV) on their 96th National Convention on August 1, 2017; and she became the first woman veteran, as well as African-American female, to assume DAV's highest post, and also the first female elected to lead one of the country's major veterans service organizations; and

WHEREAS, Metcalf-Foster followed in the footsteps of her father, a Buffalo soldier, by pursuing a career in the U.S. Army, and her military career included service with the U.S. Army Reserve, 689th Quartermaster Unit, 6253rd Hospital Unit, 6211th Transportation Unit, and at Letterman Army Medical Center; and

WHEREAS, Metcalf-Foster was injured in January 1991 while supporting a Quartermaster graves registration mission in Saudi Arabia in support of Operation Desert Shield / Desert Storm, and she was medically evacuated to Germany for care and treatment, and she retired after 21 years of service with the rank of first sergeant (E-8) in 1996 with various decorations including the Southwest Asia Service Medal, Army Service Ribbon, Army Commendation Medal, Army Achievement Medal, National Defense Service Medal, and Armed Forces Reserve Medal; and

WHEREAS, Metcalf-Foster is a life member of Vallejo's own DAV Ozie Boler Chapter 21, and has been active within the DAV Department of California (DAVCal) becoming the first woman commander in the state in 2004, and her leadership has been sought at the federal, state, and local levels including serving as a member of the U.S. Secretary of Veterans Affairs' Advisory Committee on Women Veterans, National DAV Director and Treasurer, Chairwoman / member of DAVCal's committees on Resolution, Hospital/Volunteer Intern, and Claims and Service; and

WHEREAS, Metcalf-Foster is a native of Vallejo and graduated from Vallejo High School, Solano Community College, and Sonoma State University – where she majored in psychology and liberal studies, was then-Representative George Miller's Veteran of the Year in 2009, a current resident of Vallejo, and is the mother of three children, Linda, Shawn and Dana; and

WHEREAS, Metcalf-Foster is an excellent example of a resilient fighter that never gives up as she has faced many physical, professional, and personal challenges that could make anyone just settle down, but, unlike many, she sets big goals, believes in herself, and keeps pressing on her dreams to improve herself and to positively make a difference for our Veterans and our country.

NOW, THEREFORE, BE IT RESOLVED, that the Solano Community College District Governing Board hereby designate November 18, 2017 as Delphine Metcalf-Foster Day, and we encourage everyone to recognize her historic selection as DAV National Commander and her tremendous history of service to our Veterans and our great Nation by attending the program, dinner, and dance to honor her on Saturday, November 18, 2017, 6PM, at the Vallejo Veterans Memorial Building located at 420 Admiral Callaghan Lane.

Dated this 1st day of November, 2017

ROSEMARY THURSTON
President, Governing Board

CELIA ESPOSITO-NOY, ED.D.
Secretary

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **RESOLUTION NO. 17/18--10 TO APPROVE
APPOINTMENT TO CITIZENS' BOND OVERSIGHT
COMMITTEE (CBOC)**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Board approval is requested for Resolution No. 17/18-10, to appoint one citizen to the Citizens' Bond Oversight Committee (CBOC) representing a Construction and Trade Industry.

Proposition 39 mandates the existence, purpose, duties, membership, and meeting standards of the Oversight Committee, which are contained in its adopted Bylaws.

The Board CBOC Subcommittee comprised of Trustees Thurston, Young and Martin, recommends the appointment of Neil Ferguson, Member-At-Large, Construction & Trade Organization.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Not Applicable

<i>Ed. Code:</i> 15278	<i>Board Policy:</i> 3390	<i>Estimated Fiscal Impact:</i> \$0
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy, Ed.D
Superintendent-President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7299

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

November 8, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

November 15, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO APPOINT MEMBER TO THE
CITIZENS' BOND OVERSIGHT COMMITTEE**

RESOLUTION NO. 17/18-10

WHEREAS, As mandated by Proposition 39 and pursuant to Education Code Section 15278, the Solano Community College District Governing Board approved Resolution No. 17/18-10 at its November 15, 2017 meeting establishing the Citizens' Bond Oversight Committee (CBOC) and approval of its Bylaws;

WHEREAS, The CBOC Bylaws contains the purpose, duties, meeting frequency and reporting requirements, membership, and term conditions of the committee;

WHEREAS, Individuals submitted an application and a Subcommittee of the Governing Board reviewed and considered their qualifications; now therefore be it

RESOLVED, In accordance with the Bylaws, the Governing Board will make the appointment based on the recommendations from the Board Subcommittee.

PASSED AND ADOPTED, This 15th day of November 2017, by the Governing Board of the Solano Community College District.

ROSEMARY THURSTON, PRESIDENT

CELIA ESPOSITO-NOY, ED.D., SECRETARY

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board
SUBJECT: RESOLUTION NO. 17/18-08 DISTRICT AUTHORIZED SIGNATURES SIGNING AUTHORITY

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to change District authorized signatures per the following official signature form and Resolution No. 17/18-08.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

Ed. Code: 85232, 85233

Board Policy:

Estimated Fiscal Impact:

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Robert Diamond
Finance & Administration

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Robert Diamond
VICE PRESIDENT APPROVAL

November 3, 2017
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy
Superintendent-President

November 3, 2017
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 17/18-08

WHEREAS, In accordance with Education Code Sections 85232 and 85233, the Governing Board shall be responsible for authorizing a person or persons to sign official documents in its name and for filing the verified signature of such person or persons with the County Superintendent of Schools; now therefore be it

RESOLVED, That the authorized signatures for all official financial documents of the Governing Board of Solano Community College District including: journal entries, deposit permits, warrant register listing “Form 50,” payroll deduction certification summary, retirement detail/summary reconciliation form, payroll pre-lists, and accounts payable transmittal forms, shall be any one of the following:

ROSEMARY THURSTON
BOARD PRESIDENT

CELIA ESPOSITO-NOY
SUPERINTENDENT-PRESIDENT

ROBERT DIAMOND
FINANCE AND ADMINISTRATION

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 17/18-08

(Continuing – Page 2)

GREGORY BROWN

VICE PRESIDENT, STUDENT SERVICES

DAVID WILLIAMS

VICE PRESIDENT, ACADEMIC AFFAIRS

LUCKY LOFTON

EXECUTIVE BONDS MANAGER

ADIL AHMED

ACCOUNTING MANAGER, FISCAL SERVICES

BEVERLEY SLOLEY

SENIOR ACCOUNTANT, FISCAL SERVICES

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**RESOLUTION TO AUTHORIZE SIGNATURES ON
OFFICIAL FINANCIAL DOCUMENTS**

RESOLUTION NO. 17/18-08

(Continuing – Page 3)

LAURA CONVENTO

BUSINESS OPERATIONS COORDINATOR, FINANCE AND ADMINISTRATION

PASSED AND ADOPTED this 15th day of November 2017 by the Governing Board of the
Solano Community College District.

ROSEMARY THURSTON

BOARD PRESIDENT

CELIA ESPOSITO-NOY

SECRETARY

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD**

**DESIGNATION AND DISPOSAL/DISPOSITION OF
SURPLUS EQUIPMENT AND PROPERTY**

RESOLUTION NO. 17/18-09

WHEREAS, The California Education Code (Section(s) 81450-81460) outlines the process and restrictions for disposal of surplus items, and specifically provides that if the Governing Board of the Solano Community College District, by a unanimous vote of those members present, finds that the property, whether one or more items, is unsatisfactory and/or not suitable for school use, the property may be sold at public auction or otherwise disposed of in accordance with the provisions of E.C. Section 81450; and

WHEREAS, The Governing Board of the Solano Community College District has determined that the personal property, described as 21 vehicles, are unsatisfactory for retention and not suitable for school use; now therefore be it

RESOLVED, The Interim Director of Facilities, with the approval of the Superintendent-President, is authorized to dispose of said property.

PASSED AND ADOPTED, This 15th day of November 2017, by the Governing Board of the Solano Community College District.

ROSEMARY THURSTON
BOARD PRESIDENT

CELIA ESPOSITO-NOY, Ed.D.
SECRETARY



Solano Community College District Disposition or Trade-In College Equipment

RESET

It is requested that the equipment inventory records for the listed equipment be adjusted as follows:
(Check only one reason)

- Returned to vendor (attach to yellow copy of approved form)
- Lost or stolen (attach copy of theft report form)
- To be sold as surplus
- To be destroyed or broken up for parts **SALVAGE YARD**
- Trade-in or sale in lieu of trade-in list P.O. number and vendor

Asset No.	Description	For Surplus Items Only	
		Building No.	Room No.
	YV1KS9608T1094619	1996	VOLVO 968
N/A	3VW5C29MXXM035223	1999	VW JETTA
N/A	1GKET19W4XB528864	1999	GMC SAFARI
	3C4FY58B25T622602	2005	CHRYSLER PT CRUISER
	3C3EL45H2WT217178	1998	CHRYSLER SEBRING
	1MEFM58UZY6633774	2000	MERCURY SAOLE
	JN1BA23D3WM900824	1998	NISSAN MAXIMA

Note: If the item is too destroyed or broken-up for parts it will be taken to the recycle area and will not require pickup by the warehouseman, unless so noted on this sheet.

Action Performed by: Paul Hidy / M.M. Mounic Date 10/25/17

Division or Organizational Unit: Auto Tech - CTE

Approved by: [Signature] Date 10/25/17
Technology Services and Support

For District Facilities Office Use

For Surplus Items:
Board authorization to sell _____
Invoice/receipt number and date _____

Distribution: District Director of Facilities, Duplicate for your files, Fixed Asset Disposition and Trade-in

SUBMIT

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 WITH CONSOLIDATED
ENGINEERING LABORATORIES FOR PROJECT
SPECIAL INSPECTION AND TESTING SERVICES FOR
THE NEW SCIENCE BUILDING PROJECT**

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

On May 17, 2017, the Board approved a professional services agreement in the amount not to exceed \$77,719.23 to Consolidated Engineering Laboratories to provide project special inspection and testing services for the new Science Building Project.

Board approval is requested for the attached Amendment #1 to increase the original professional services agreement with Consolidated Engineering Laboratories for geotechnical engineering services required by the Division of State Architect.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and equipment.

<i>Ed. Code:</i>	<i>Board Policy: 3225;3520</i>	<i>Estimated Fiscal Impact: \$25,930 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Vice President, Finance and Administration
VICE PRESIDENT APPROVAL

November 3, 2017
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 3, 2017
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AMENDMENT #1 WITH CONSOLIDATED
ENGINEERING LABORATORIES FOR PROJECT
SPECIAL INSPECTION AND TESTING SERVICES FOR
THE NEW SCIENCE BUILDING PROJECT**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

\$ 77,719.32 Original Contract Amount
\$ 25,930.00 Proposed Amendment #1
\$ 103,649.32 New Contract Amount

The Board is asked to approve this contract Amendment #1 to Consolidated Engineering Laboratories in an amount not to exceed \$25,930.

The contract amendment is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO VALLEY RELOCATION AND STORAGE FOR PROJECT MOVING SERVICES FOR THE VACAVILLE CLASSROOM BUILDING (ANNEX) RENOVATION PROJECT, ROOM 604 RENOVATION PROJECT, B1800B RENOVATION PROJECT

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

Board approval is requested to award a professional services contract to Valley Relocation and Storage for furniture moving services for the Vacaville Classroom Building (Annex) Renovation Project, Room 604 Renovation Project, and B1800B Renovation Project. The scope of work of this contract includes providing services to move furniture to and from the Vacaville Classroom Building (Annex) into storage containers located in the parking lot while construction activities are underway.

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Renovate instructional space and update equipment

<i>Ed. Code:</i>	<i>Board Policy:3225; 3520</i>	<i>Estimated Fiscal Impact: \$15,047 Measure Q Funds</i>
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SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lucky Lofton
Executive Bonds Manager

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Vice President, Finance & Administration

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 3, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONTRACT AWARD TO VALLEY RELOCATION AND STORAGE FOR PROJECT MOVING SERVICES FOR THE VACAVILLE CLASSROOM BUILDING (ANNEX) RENOVATION PROJECT, ROOM 604 RENOVATION PROJECT, B1800B RENOVATION PROJECT

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

This contract also includes move services to relocate furniture in Building 600 and Building 1800B on the Fairfield Campus.

Proposals were solicited from qualified moving companies with Community College moving experience. Responses were received from Suddath Relocation Systems, NC Moving & Storage Solutions, and Valley Relocation and Storage. Based on qualifications, proposed scope of work, and price, Valley Relocation and Storage is considered the best value for this project.

The Governing Board is asked to approve a contract to Valley Relocation and Storage in an amount not to exceed \$15,047.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO NOLL & TAM ARCHITECTS
FOR PROFESSIONAL SERVICES FOR
LIBRARY/LEARNING RESOURCE CENTER PROJECT
(BUILDING 100 REPLACEMENT)**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for award of a professional services contract to Noll & Tam Architects for architectural services for the Library/Learning Resource Center Project (Building 100 Replacement) on the Fairfield Campus. The project scope includes design and construction of a two-story approximately 59,000sf Library/Learning Resource Center building and related site improvements, demo of the existing Building 100 Library, demo of five old portable buildings, and site restoration improvements in those areas. The new Library/Learning Resource Center and

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: Provide new instructional space and equipment

Ed. Code: Board Policy: 3225; 3520 Estimated Fiscal Impact: 2,992,309 State Funds

SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Lucky Lofton
Executive Bonds Manager

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7855

TELEPHONE NUMBER

Finance & Administration

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Dr. Celia Esposito-Noy
Superintendent-President

November 3, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: CONTRACT AWARD TO NOLL & TAM ARCHITECTS
FOR PROFESSIONAL SERVICES FOR
LIBRARY/LEARNING RESOURCE CENTER PROJECT
(BUILDING 100 REPLACEMENT)**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

related new central open space ‘quad’ are envisioned as a new symbolic and physical heart of the campus.

The consultant scope of work will be to provide programming, design and construction documents, bid phase services, and construction administration services for the project.

A Request for Qualifications and Proposal was advertised and issued September 7. Statements of Qualifications and Proposals were received from the following eleven firms on October 5:

DLR Group	LPAS/BCJ	Steinberg
HGA	Noll & Tam Architects	SVA Architects
IBI Group	Ratcliff	tBP Architects
Lionakis	RMW/EYP	

A committee evaluated the submittals and then interviewed the top three firms on October 31. Based on qualifications and price, Noll & Tam Architects are recommended for award of this contract.

The Governing Board is asked to approve a contract to Noll & Tam Architects not to exceed the amount of \$2,992,309.

The contract is available online at: <http://www.solano.edu/measureq/planning.php>.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: REQUEST FOR APPROVAL OF CURRICULUM ITEMS AS
SUBMITTED BY THE CURRICULUM COMMITTEE, A
SUBCOMMITTEE OF THE ACADEMIC SENATE**

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

During the Fall 2017 semester in the months of August-October, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: Title 5, Chapter 6, subchapter 2, beginning with §55100 Board Policy: 6100 Estimated Fiscal Impact: N/A

SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David Williams, Ph.D.
Vice President, Academic Affairs

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7102

TELEPHONE NUMBER

David Williams, Ph.D.
Vice President, Academic Affairs

VICE PRESIDENT APPROVAL

November 3, 2017

DATE SUBMITTED TO

CELIA ESPOSITO-NOY, Ed.D.
Superintendent-President

November 3, 2017
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE

REQUEST FOR APPROVAL OF
CURRICULUM COMMITTEE CURRICULUM ACTIVITIES

During the Fall 2017 semester in the months of August, September and October, the Solano Community College Curriculum Committee, a subcommittee of the Academic Senate, approved the following curriculum-related items. The approval of the Governing Board is requested as required by Title 5, Chapter 6, Subchapter 2, beginning with §55100.

ACTION ITEM

a. None

COURSE MODIFICATIONS

Course	Modifications	Current Class Max	Proposed Class Max Change
(CPF17-3) TUTR 500 Supervised Tutoring	Class Max	50	400
(CP17-4) ASL 001 American Sign Language 1	Course Number (046), Program Applicability, TOP code, SAM code, Class Max, Transferability,	20	30
(CP17F-5) ASL 002 American Sign Language 2	Course Number (047), Program Applicability, Class Max, Transferability, Prerequisite, textbooks	20	30
(CP17F-8) ASL 005 Introduction to American Deaf Culture	Course Number (001), SAM code, objectives, Prerequisite, Methods of evaluation, Assignments, Textbooks	-	-
(CP17F-14) SJS 002 Introduction to Race and Ethnicity	Department (SOCS), Number (022), Title, SAM code, Course Description, Objectives, Advisory, Assignments, Content, Textbooks	-	-
(CP17F-22) COSM 100 Cosmetology I	Description, Other Catalog Information, Objectives, Units, Hours, Textbooks	-	-
(CP17F-23) COSM 101 Cosmetology II	Description, Other Catalog Information, Objectives, Units, Hours, Textbooks	-	-
(CP17F-24) COSM 102 Cosmetology III	Description, Other Catalog Information, Units, Hours, Textbooks	-	-
(CP17F-31) COSM 106 Cosmetology IV	Number, Title, Description, Other Catalog Information, Units, Hours, Assignments, Content, Textbooks	-	-
(CP17F-77) DRFT 045 Introduction to Computer-Aided Drafting (CAD)	Computer title, Description, Units, content	-	-
(CP17F-78) IT 101 Introduction to Mechatronics	Title, SAM code, Description, objectives, Methods of evaluation, content	-	-
Curriculum Review			
None			

NEW COURSES

Course
(CP17F-1) BIOT 003 Fermentation: the Science of Beer and Brewing
(CP17F-6) ASL 003 American Sign Language 3
(CP17F-7) ASL 004 American Sign Language 4
(CP17F-9) ASL 006 Linguistics of American Sign Language
(CP17F-10) ASL 052 Fingerspelling, Classifiers, and Numbers
(CP17F-11) ASL 053 Introduction to American Sign Language Interpreting
(CP17F-12) ASL 054 ASL Interpreting Field Work
(CP17F-69) DRFT 145: AutoCAD Basics
(CP17F-70) DRFT 151: 3D Modeling with Fusion 360
(CP17F-71) DRFT 161: Introduction to REVIT Architecture Software
(CP17F-75) IT 181: Making Things 1 - 3D Technology
(CP17F-74) IT 182: Making Things 2 - 2D Technology
(CP17F-73) IT 183: Making Things 3 - Tool Use and Safety
(CP17F-72) IT 184: Making Things 4 - Basic Electronics
(CP17F-76) IT 185: Maker Space Technology Lab
(CP17F-13) SJS 001 Introduction to Social Justice Studies
(CP17F-46) MATH 505 Supplemental Instruction: Math

COURSE DELETIONS

Course
(CP17F-21) ASL 050 Deaf Education
(CP17F-41) AUTB 100 Fundamentals of Auto Body Repair
(CP17F-42) AUTB 101 Spray Paint Theory and Techniques
(CP17F-43) AUTB 102 Automotive Body Panels and Frame Straightening
(CP17F-44) AUTB 103 Advanced Auto Body Repair and Painting
(CP17F-45) AUTB 110 Special Projects
(CP17F-25) COSM 103A Cosmetology IV
(CP17F-26) COSM 103B Cosmetology V
(CP17F-27) COSM 104A Esthetics of Skin Care I
(CP17F-28) COSM 104B Esthetics of Skin Care II
(CP17F-29) COSM 105A Fundamentals of Esthetics
(CP17F-30) COSM 105B Advanced Fundamentals of Esthetics
(CP17F-32) COSM 110 Introduction to Cosmetology
(CP17F-33) COSM 111 Special Hair Processes
(CP17F-34) COSM 112 Basic Hairstyling
(CP17F-35) COSM 113 Advanced Hairstyling
(CP17F-36) COSM 114 Brush-Up and/or Supplemental Training
(CP17F-37) COSM 115 Cosmetology Instructor Training I
(CP17F-38) COSM 116 Cosmetology Instructor Training II
(CP17F-39) COSM 117 Special Manicurist
(CP17F-40) COSM 175 Cosmetology Education Practicum

PROGRAM MODIFICATIONS

Program	Modification
(CP17F-47) Cosmetology A.S. Degree	Units, courses
(CP17F-48) Cosmetology Certificate	Units, courses
(CP17F-59) Computer Aided Drafting (CAD) Technician – Job-Direct Certificate	Units, courses
(CP17F-60) Drafting and Design Technician A.S.	Units, courses
(CP17F-61) Drafting and Design Technician Certificate	Units, courses
(CP17F-79) Survey and Civil Drafting Technician A.S.	Units, courses
(CP17F-80) Survey and Civil Drafting Technician Certificate	Units, courses

NEW PROGRAMS

Program
(CP17F-15) ASL/English Interpreter Training A.A. Degree
(CP17F-16) ASL/English Interpreter Training Certificate
(CP17-17) Social Justice Studies A.A.-T.
(CP17F-62) Maker Technology Certificate

PROGRAM DELETIONS

Program
(CP17F-50) Interdisciplinary Studies – Arts and Humanities A.A.
(CP17F-51) Interdisciplinary Studies – Communication A.A.
(CP17F-52) Interdisciplinary Studies – Social Science A.A.
(CP17F-54) University Studies – Arts and Humanities A.A.
(CP17F-55) University Studies – Communication A.A.
(CP17F-56) University Studies – Social Science A.A.
(CP17F-63) Welding Equipment Operator - Job-Direct Certificate
(CP17F-64) Welding Industrial Technician A.S.
(CP17F-65) Welding Industrial Technician Certificate
(CP17F-57) Criminal Justice, Computer Forensics A.S.
(CP17F-58) Criminal Justice, Computer Forensics Certificate

CONSENT ITEMS

None

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT AND CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT FOR CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

REQUESTED ACTION:

Information OR Approval
 Consent OR Non-Consent

SUMMARY:

This agreement is entered into by and between the Chabot-Las Positas Community College District (CLPCCD) on behalf of its California Early Childhood Mentor Program and the Solano Community College District (SCCD).

CONTINUED ON THE NEXT PAGE

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional, and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

Ed. Code: *Board Policy:* *Estimated Fiscal Impact:* **\$11,883**

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

David Williams, Ph.D.
Vice President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7117

TELEPHONE NUMBER

David Williams, Ph.D., Vice President
Academic Affairs

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 3, 2017
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT AND CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT FOR CALIFORNIA EARLY CHILDHOOD MENTOR**

SUMMARY:

CONTINUED FROM THE PREVIOUS PAGE

The CLPCCD has applied for and has received a grant from the California State Department of Education for the purposes of operating a Mentor Program.

The CLPCCD has received authorization from its Board of Trustees to enter into agreement with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

A copy of the Agreement is available for review in the Office of the Superintendent-President, the Office of the Vice President of Finance and Administration, and in the Office of the Vice President of Academic Affairs.

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

AGREEMENT

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement is being executed as of September 20, 2017, for the contract term beginning August 1, 2017, entered into by and between: the Chabot-Las Positas Community College District (CLPCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Solano Community College/Solano County Community College District, hereinafter known as "Contractor."

This agreement is entered into through the Chabot-Las Positas Community College District Board of Trustees approval process, pursuant to Agenda Item No. 4.5. for Tuesday, October 3, 2017.

Appropriation or Grant Number CN170146

RECITALS:

Whereas, the Chabot-Las Positas Community College District has applied for and has received a grant from the California State Department of Education for the purposes of operating a Mentor Program; and

Whereas, the CLPCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on August 1, 2017 and terminate July 31, 2018 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.
6. **ASSIGNMENT:** Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION**: District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE**: All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW**: This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in Dublin, California.

10. **SEVERABILITY**: If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER**: The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT**: Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS**: No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST**: Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES**: Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION**: District agrees to defend and indemnify and hold harmless Contractor, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of District, its Board of Trustees, officers, agents, and employees.

Contractor agrees to defend and indemnify and hold harmless District, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of Contractor, its Board of Trustees, officers, agents, and employees.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS**: Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to

regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement, including all applicable provisions for subrecipient monitoring of federal funding awards.

18. **LIABILITY OF DISTRICT:** District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

19. **NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

20. **BUDGET CONTINGENCY:** This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the Fiscal Year(s) covered by this Agreement for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this Agreement in any manner.

21. **ENTIRE AGREEMENT/MODIFICATION:** This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date specified immediately adjacent to their signatures below.

"District"

"Contractor"

By: 
Signature of CLPCCD person authorized to execute agreement

By: _____
Signature

Print Name: Lorenzo Legaspi

Print Name: Celia Esposito-Noy, Ed.D.

Title: Vice Chancellor of Business Services

Title: Superintendent - President

Date: 10/9/17

Address: 4000 Suisun Valley Road
Fairfield, CA 94534

Date: _____

Recommended By:

Signature: 

Print Name: Mary Anne Doan

Title: Director, California Early Childhood Mentor Program

Address: 25555 Hesperian Blvd.

Hayward, CA 94545

Date: 9/20/2017



Attachment A
Solano Community College/Solano County Community College
District
August 1, 2017 – July 31, 2018

- A. Chabot-Las Positas Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:
1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
 2. Travel expenses for the Contractor's Local Coordinator to attend statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
 3. \$1,805 for instructional costs related to the offering of a Mentor Seminar and a Director Seminar, as described in the *Program Manual*. The Coordinator may make a written request to the District for an additional \$1,584 maximum to offer the Mentor Teacher/Adult Supervision Course in the 2017-2018 contract year.
 4. \$3,300 for the Contractor's Local Coordinator to implement and develop the program, arrange for the course offering, recruit prospective Mentors, appoint a Selection Committee, coordinate the selection process, place student teachers with Mentors and approve Post-Practicum, Individual Student Mentoring, Mentoring Record, Birth to Three/FCCH Mentoring Record, Director Mentor, Director Mentoring Record, and Birth to Three/FCCH Director Mentoring Record placements. The Contractor's Coordinator may be paid directly by the Chabot-Las Positas Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B are not fulfilled in a timely manner.
 5. Up to \$1,675 for a \$250 honorarium per person for up to 10 Selection Committee Members to meet to review applications, visit and evaluate applicants' teaching practices and classroom environment with the appropriate Harms and Clifford scale, visit and evaluate Director Mentor applicants' leadership and management skills with the *Program Administration Scale (PAS)* or the *Business Administration Scale (BAS)*, check references and make final decisions on qualified classroom Mentors and Director Mentors. Committee Members may be paid directly by the Chabot-Las Positas Community College District in the sole discretion of the District.
 6. \$3,394 in stipend support for 5 Mentors and all selected Director Mentors. **Selecting Director Mentors and supporting their placements with protégés is a requirement of the Mentor Program.** All stipends will be paid directly by the Chabot-Las Positas Community College District and calculated according to the formula and procedures currently described in the *Program Manual* and as may reasonably be revised by the District. Stipends are for the following purposes:
 - Practicum placement(s) for mentoring practicum students placed with Mentors

- Post-Practicum Stipend(s) to support Mentors for continued mentoring of protégés who were former practicum students placed with Mentors
- Individual Student Mentoring Contract(s) to support pairing a Mentor with an Early Childhood Education student for non-course based contact time
- Mentoring Record Hour(s) to support Mentors as they offer hourly mentoring services
- Birth to Three/FCCH Mentoring Record Hour(s) to support Mentors as they offer hourly mentoring services for Infant/Toddler and Family Child Care teachers and providers
- In-Service Training stipends for Mentors for fulfilling the In-Service training requirements as set forth in the *Program Manual*
- Director Mentor Placement(s) to support Director Mentors for mentoring of protégé directors
- Director Mentoring Record Hour(s) to support Director Mentors as they meet protégé directors' and Director Mentor applicants' needs for short-term, hourly mentoring
- Birth to Three/FCCH Director Mentoring Record Hour(s) to support Director Mentors as they offer hourly mentoring services for Infant/Toddler directors and Large Family Child Care providers

7. \$150 for materials for Mentors and Director Mentors (books, Environment Rating Scales, instructional materials, etc.) and/or printing and copying costs for program implementation or Mentor materials. Coordinators may be reimbursed directly by the Chabot-Las Positas Community College District in the sole discretion of the District, or through their local college.

B. Contractor as a college agrees to designate a Local Coordinator. The Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.
3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.
4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections D and E below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.

8. Appointing a Selection Committee of up to 10 members. The Selection Committee shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit). The Selection Committee should reflect the diversity of program types, ethnicities and language capacities in the community.
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the *Early Childhood Environment Rating Scale-Revised* (ECERS-R), the *Infant/Toddler Environment Rating Scale-Revised* (ITERS-R), the *School-Age Care Environment Rating Scale* (SACERS), and *Family Child Care Environment Rating Scale-Revised* (FCCERS-R). Training Selection Committee Members in the use of the *Program Administration Scale* (PAS) and the *Business Administration Scale* (BAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but **mandatory** for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor and Director Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **June 1st of each contract year**.
12. Notifying all new and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar for Mentors to combine informal discussion of issues they confront in supervising student teachers with further study of supervision issues, leadership and mentoring skills.
17. Facilitating or arranging for facilitation of a 1-2 unit credit-optional monthly Seminar or continuing course for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with the *Growing Leaders In-Service Training Resource Guide* and other necessary instructional materials as supplied by the District.
19. Ensuring that instructors for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.

Placements and Stipend Activities

21. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program

information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.

22. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
23. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
24. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
25. Approving the following as currently described in the *Program Manual* and as may reasonably be revised by the District:
 - Mentor-protégé contracts for Post-Practicum placements;
 - Mentor-student contracts for Individual Student Mentoring;
 - Hourly Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Mentoring Record stipends for short-term mentoring services for Infant/Toddler and Family Child Care teachers and providers;
 - Director Mentor-protégé director contracts for Director placements;
 - Hourly Director Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Director Mentoring Record stipends for short-term mentoring services for Infant/Toddler directors and Large Family Child Care providers
26. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

27. Submitting the signed **Designation of Coordinator** form and this signed **Letter of Agreement** to the District no later than **December 1st of each contract year**. Acknowledging that the Coordinator's stipend and any reimbursements due to the college will be withheld until these signed documents are received by the Mentor Program Office at Chabot College.
28. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner.
29. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
30. Submitting all fiscal reporting and requests for reimbursement to the District no later than **June 15th of each contract year**.
31. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely or accurate manner.
32. Applying for and utilizing Additional Funding to Support Instructional Costs for an Adult Supervision Course if appropriate.
33. Applying for and utilizing Supplemental Support Funding for Large Area Programs if appropriate.
34. Applying for and utilizing Supplemental Support Funding for the Director Mentor Component if appropriate.

35. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District.

Evaluations

36. Facilitating program evaluation.
37. Requiring completion of Student Evaluation of Mentor Teacher, Director Mentor Contract Self-Evaluation, Director Mentor Contract Evaluation: Protégé, Birth to Three/FCCH Mentoring Record Protégé Evaluation, Birth to Three/FCCH Director Mentoring Record Protégé Evaluation, and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

38. Completing and submitting to the District Quarterly Reports as follows:
- First Quarter: August 1 to October 31, due **October 31st of each contract year**
 - Second Quarter: November 1 to January 31, due **January 31st of each contract year**
 - Third Quarter: February 1, to April 30, due **April 30th of each contract year**
39. Completing and submitting to the District all Annual Reporting materials on or before **June 15th of each contract year**.

Mentor Program Meetings

40. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
41. Facilitating the selection of eligible participants for the annual Mentor Institute.

Maintaining Records

42. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
43. Maintaining program data and records in archives for five years.
- C. Contractor will designate an instructor who will be responsible for teaching the Mentor Teacher/Adult Supervision Course, a 2-unit course on adult supervision skills for Mentor candidates, based on a course syllabus included in the *Program Manual* and as may be reasonably revised by the District.
- D. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.
 2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections B.2 and C in this Attachment.
 3. Two years of experience as a classroom teacher or family child care provider.
 4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
 5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education, a QRIS Tier Rating (where applicable), and the Harms and Clifford rating sheet from her/his self-review. The

Application also includes a “supervisor’s agreement” to support the candidate’s application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.

6. A site review of the center’s National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self-study using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R).

E. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:

1. Three years of experience as a director or site supervisor in a child development program (current or prior).
2. Successful completion of a Director Mentor Information Session Webinar and a Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District.
3. The Director Mentor Application (see *Program Manual*) which includes information on the applicant’s educational background, experience, statement of program philosophy, selection of items for *Program Administration Scale (PAS)* or *Business Administration Scale (BAS)* review, a QRIS Tier Rating (where applicable), and references.
4. Completion of a *Program Administration Scale (PAS)* or *Business Administration Scale (BAS)* interview by members of the Mentor Selection Committee. A site review of the applicant’s worksite (if applicable).

F. Contractor agrees to provide the following resources for implementation of the program:

1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.
2. Funds for program costs in excess of amounts provided in Section A of this agreement.

G. Contractor agrees that in cases where active Mentors or Director Mentors from other Regional or Local Mentor Programs wish to apply to this college’s program, acceptance and selection will be at the discretion of this college’s Selection Committee based on space availability and other selection criteria.

H. District reserves the right to withdraw the resources listed in Section A for non-performance of activities and requirements listed in Sections B through G. Written notice of such withdrawal—and a procedure and timeline to appeal such a decision—will be provided to Contractor.

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **FACULTY ENTREPRENEURSHIP CHAMPION
MINIGRANTS**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

The Small Business Sector Navigator grant work plan included issuing a Request for Application (RFA) to fund Faculty Entrepreneurship Champion Mini-grants across the state. Board approval is requested for mini-grant agreements in the amount of \$7,500 to each of the following colleges:

Allan Hancock College	Cerritos College	College of Marin
College of the Redwoods	Columbia College	Cypress College
Lake Tahoe Community College	Mira Costa College	San Jacinto Community College
Skyline College	Woodland College	

Copies of the mini-grant agreements can be requested from the Small Business Sector Navigator Office.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
 Basic skills education
 Workforce development and training
 Transfer-level education
 Other: _____

Ed. Code: 81655 Board Policy: 3520 Estimated Fiscal Impact: \$80,442 expense covered by grant

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Charles Eason, Small Business Sector Navigator

PRESENTER'S NAME
4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 863-7846

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

David Williams, Ph.D., Vice President, Academic Affairs

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

November 3, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: AMENDED LOCAL AGREEMENT FOR CHILD
 DEVELOPMENT SERVICES - CALIFORNIA STATE
 PRESCHOOL PROGRAM (CSPP)**

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the amended agreement with state of California, dated July 1, 2017, designated as number CSPP-7605, California State Preschool Program, Project Number 48-7055-00-7, and shall be funded at a maximum reimbursable amount of \$493,610.00 in place of the original contract amount of \$436,633.00.

The contract is effective from July 1, 2017 through June 30, 2018 for 191 days of child enrollment at a daily rate not to exceed \$45.73 per child in place of \$40.45 per child.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact:</i>	<i>\$493,610.00</i>
SUPERINTENDENT'S RECOMMENDATION:		<input checked="" type="checkbox"/> APPROVAL	<input type="checkbox"/> DISAPPROVAL
		<input type="checkbox"/> NOT REQUIRED	<input type="checkbox"/> TABLE

Gregory S. Brown
 Vice President, Student Services

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7183

TELEPHONE NUMBER

Gregory S. Brown, Student Services

VICE PRESIDENT APPROVAL

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
 Superintendent-President

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 17 - 18

Amendment 01

DATE: July 01, 2017

CONTRACT NUMBER: CSPP-7605

PROGRAM TYPE: CALIFORNIA STATE

PRESCHOOL PROGRAM

PROJECT NUMBER: 48-7055-00-7

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act

CONTRACTOR'S NAME: SOLANO COMMUNITY COLLEGE DISTRICT

This agreement with the State of California dated July 01, 2017 designated as number CSPP-7605 shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$436,633.00 and inserting \$493,610.00 in place thereof.

STATE OF CALIFORNIA		CONTRACTOR				
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)				
PRINTED NAME OF PERSON SIGNING VALARIE BLISS,		PRINTED NAME AND TITLE OF PERSON SIGNING Celia Esposito-Noy, Ed.D., Superintendent President				
TITLE CONTRACT MANAGER		ADDRESS 4000 Suisun Valley Road, Fairfield, CA 94534				
AMOUNT ENCUMBERED BY THIS DOCUMENT	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE		Department of General Services use only		
\$ 56,977	(OPTIONAL USE) 0656 23038-7055	General				
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT	ITEM 30.10.010. 6100-196-0001	CHAPTER B/A	STATUTE 2017			FISCAL YEAR 2017-2018
\$ 436,633	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590					
TOTAL AMOUNT ENCUMBERED TO DATE						
\$ 493,610						
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.			

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$40.45 and inserting \$45.73 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be 10,794.0. (No change)

Minimum Days of Operation (MDO) Requirement shall be 191. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

**SUBJECT: AMENDED LOCAL AGREEMENT FOR CHILD
 DEVELOPMENT SERVICES – GENERAL CHILD CARE &
 DEVELOPMENT PROGRAM (CCTR)**

REQUESTED ACTION:

Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the amended agreement with the state of California, dated July 1, 2017, designated as number CCTR - 7292, General Child Care & Development Program, Project Number 48-7055-00-7, shall be funded at a maximum reimbursable amount of \$310,946.00 in place of the original contract amount of \$275,093.00.

The contract is effective from July 1, 2017 through June 30, 2018 for 191 days of child enrollment at a daily rate not to exceed \$45.44 per child instead of the original contract amount of \$40.20 per child.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other

<i>Ed. Code:</i>	<i>Board Policy:</i>	<i>Estimated Fiscal Impact: \$310,946.00</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Christie Speck
 Director, Early Learning Center

PRESENTER’S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services

VICE PRESIDENT APPROVAL

Celia Esposito-Noy, Ed.D.
 Superintendent-President

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



CALIFORNIA DEPARTMENT OF EDUCATION

1430 N Street

Sacramento, CA 95814-5901

F.Y. 17 - 18

Amendment 01

DATE: July 01, 2017

CONTRACT NUMBER: CCTR-7292

PROGRAM TYPE: GENERAL CHILD CARE &

DEV PROGRAMS

PROJECT NUMBER: 48-7055-00-7

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

Budget Act

CONTRACTOR'S NAME: SOLANO COMMUNITY COLLEGE DISTRICT

This agreement with the State of California dated July 01, 2017 designated as number CCTR-7292 shall be amended in the following particulars but no others:

The Maximum Reimbursable Amount (MRA) payable pursuant to the provisions of this agreement shall be amended by deleting reference to \$275,093.00 and inserting \$310,946.00 in place thereof.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING VALARIE BLISS,		PRINTED NAME AND TITLE OF PERSON SIGNING Celia Esposito-Noy, Ed.D, Superintendent President			
TITLE CONTRACT MANAGER		ADDRESS 4000 Suisun Valley Road, Fairfield, CA 94534			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 35,853	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE		Department of General Services use only	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 275,093	(OPTIONAL USE) See Attached				
TOTAL AMOUNT ENCUMBERED TO DATE \$ 310,946	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702				
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.		

SIGNATURE OF ACCOUNTING OFFICER See
Attached

DATE

The Maximum Rate per child day of enrollment payable pursuant to the provisions of the agreement shall be amended by deleting reference to \$40.20 and inserting \$45.44 in place thereof.

SERVICE REQUIREMENTS

The minimum Child Days of Enrollment (CDE) Requirement shall be 6,843.0. (No change)

Minimum Days of Operation (MDO) Requirement shall be 191. (No change)

EXCEPT AS AMENDED HEREIN all terms and conditions of the original agreement shall remain unchanged and in full force and effect.

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.

T.B.A. NO.

B.R. NO.

SIGNATURE OF ACCOUNTING OFFICER

DATE

CONTRACTOR'S NAME:

SOLANO COMMUNITY COLLEGE DISTRICT

Amendment 01

CONTRACT NUMBER: CCTR-7292

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 79,637	(OPTIONAL USE)0656 13609-7055	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 79,637	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2017	FISCAL YEAR 2017-2018
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 0	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 36,606	(OPTIONAL USE)0656 15136-7055	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 36,606	ITEM 30.10.020.001 6100-194-0890	CHAPTER B/A	STATUTE 2017	FISCAL YEAR 2017-2018
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 35,853	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 158,850	(OPTIONAL USE)0656 23254-7055			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 194,703	ITEM 30.10.020.001 6100-194-0001	CHAPTER B/A	STATUTE 2017	FISCAL YEAR 2017-2018
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590			

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: REVISIONS TO 2018-19 ACADEMIC CALENDAR

REQUESTED ACTION:

- Information **OR** Approval
 Consent **OR** Non-Consent

SUMMARY:

Board approval is requested for the amended 2018-19 Academic Calendar. The Spring 2019 semester will begin on Monday, January 14, 2019 instead of Tuesday, January 15, 2019. These revisions have been recommended by the Academic Calendar Advisory Committee and have received the endorsement of the Community College Association/California Teachers Association/National Education Association (CCA/CTA/NEA) Bargaining unit with accordance with the collective bargaining agreement.

STUDENT SUCCESS IMPACT:

- Help students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other

<i>Ed. Code:</i>	<i>Board Policy: 6100</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Gregory S. Brown
 Vice President, Student Services

PRESENTER'S NAME

4000 Suisun Valley Road
 Fairfield, CA 94534

ADDRESS

707-864-7159

TELEPHONE NUMBER

Gregory S. Brown, Student Services

VICE PRESIDENT APPROVAL

Celia Esposito-Noy, Ed.D.
 Superintendent-President

**DATE APPROVED BY
 SUPERINTENDENT-PRESIDENT**

**DATE SUBMITTED TO
 SUPERINTENDENT-PRESIDENT**



Solano Community College District 2018-19 Academic Calendar

SUMMER 2018

JUNE 2018						
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 2018						
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 2018						
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	

FALL 2018

AUGUST 2018						
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	

SEPTEMBER 2018						
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						

OCTOBER 2018						
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			

NOVEMBER 2018						
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	

DECEMBER 2018						
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					

SPRING 2019

JANUARY 2019						
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		

FEBRUARY 2019						
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		

MARCH 2019						
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						

APRIL 2019						
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				

MAY 2019						
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	

LEGEND

SUMMER 2018	
June 4 – August 2	
Six-week Session -- June 11 – July 19	
Eight-week Session -- June 11 – August 2	
Nine-week Classes -- June 4 – August 2	
FALL 2018	
August 13 – December 16	
Flex Day (Optional)	August 9
Flex Day (Required)	August 10
Flex Day (Optional)	October 9
Finals Week	December 10-16
SPRING 2019	
January 14 – May 23	
Flex Day (Optional)	January 10
Flex Day (Required)	January 11
Flex Days (Optional)	March 12-13
Evening Class Finals Begin	May 16
Finals Week	May 17-23
Commencement May 23, 2019	
Flex Day (Optional)	
Flex Day (Required)	
No Classes	
State Mandated Holiday	
District Holiday	

NUMBER OF INSTRUCTIONAL DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2018	15	16	16	16	16	79
Spring 2019	15	16	16	17	15	79

FINAL EXAMINATION DAYS (M-F)

	M	T	W	Th	F	Total
Fall 2018	1	1	1	1	1	5
Spring 2019	1	1	1	1	1	5

FLEX DAYS

Fall 2018	3
Spring 2019	4
TOTAL	7

WEEKEND CLASS DAYS INCLUDING FINALS

	Sat	Sun
Fall 2018	16	16
Spring 2019	16	16

HOLIDAYS

	State Mandated	Declared by SCCD
Independence Day	July 4 (W)	
Labor Day	September 3 (M)	September 1-2 (S-Su)
Veterans Day (observance)	November 12 (M)	
Thanksgiving Day	November 22 (Th)	November 23-25 (F-Su)
Winter Break		December 20 – January 2 (Th-W)
Martin Luther King, Jr. Day	January 21 (M)	
Lincoln Day	February 15 (F)	February 16-17 (S-Su)
Washington Day	February 18 (M)	
Spring Break		April 15 (M) – 21 (Su)
Memorial Day	May 27 (M)	

EMERGENCY CLOSURE RESOLUTION

RESOLUTION

BE IT RESOLVED that the Governing Board of **Solano Community College** authorizes **the temporary closure of the child development center on the Fairfield campus October 11, 12 & 13, 2017 due to the hazardous conditions created by the Atlas Peak fire. Child development services provided by contracts CCTR-7292 and CSPP-7605 were temporarily suspended for the entire day October 11 – 13.**

The daily attendance for both certified and non-certified children for the week prior (October 2 – 6) to the temporary 3 day closure was:

CCTR – 24 children

CSPP – 74 children

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
Celia Esposito-Noy, Ed.D.	Superintendent President	_____

PASSED AND ADOPTED THIS _____ day of _____ 2017, by the

Governing Board of **Solano Community College** of Solano County, in the State of California.

I, Celia Esposito-Noy Clerk of the Governing Board of **Solano Community College**, of Solano County, in the State of California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a regular meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **CCFS-311Q FINANCIAL REPORT, FIRST QUARTER,
FY 2017-2018**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

AB 2910, Chapter 1486, Statutes of 1986, requires California community college districts to report quarterly on their financial condition. The CCFS-311Q quarterly financial report for the first quarter of FY 2017-2018 is attached for the Board’s review and information.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other: _____

<i>Ed. Code:</i>	<i>Board Policy: 3020</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Robert Diamond
Fiscal Services

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7209

TELEPHONE NUMBER

Finance & Administration

VICE PRESIDENT APPROVAL

November 3, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 3, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **APPROVAL OF AMENDED BYLAWS FOR THE SOLANO
COMMUNITY COLLEGE DISTRICT CITIZENS' BOND
OVERSIGHT COMMITTEE**

REQUESTED ACTION:

- Information** **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

Pursuant to Section 15278 of the Education Code, the District was obligated to establish the Citizens' Bond Oversight Committee (CBOC) in order to satisfy the accountability requirements of Prop 39. The District initially established the CBOC in April 2003 for Measure G. After consideration of additional modifications provided by the Board Adhoc Committee, the Board is asked to approve this amended version of the bylaws for the Citizens' Bond Oversight Committee for Measures G and Q.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i> 15278	<i>Board Policy:</i> 3390	<i>Estimated Fiscal Impact:</i> \$0
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SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy
Superintendent-President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7299

TELEPHONE NUMBER

VICE PRESIDENT APPROVAL

November 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

Celia Esposito-Noy, Ed.D.
Superintendent-President

November 15, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**INDEPENDENT CITIZENS' BOND OVERSIGHT COMMITTEE
AMENDED AND RESTATED BYLAWS**

Section 1. Committee Established. The Solano Community College District (the “District”) was successful at the election conducted on November 5, 2002 (the “2002 Election”), in obtaining authorization from the District's voters to issue up to \$124,500,000 aggregate principal amount of the District's general obligation bonds (the “2002 Measure”). The Solano Community College District (the “District”) was successful at the election conducted on November 6, 2012 (the “2012 Election”), in obtaining authorization from the District’s voters to issue up to \$348,000,000 aggregate principal amount of the District’s general obligation bonds (the “2012 Measure Q”). The 2002 Election and the 2012 Election are hereinafter referred to as (the “Elections”). The 2002 Measure and the 2012 Measure Q are hereinafter referred to as (the “Measures”). The Elections were each conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State (“Prop 39”). Pursuant to Section 15278 of the Education Code, the District is obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the Solano Community College District (the “Board”) hereby confirms that the Citizens' Bond Oversight Committee (the “Committee”) initially established for the 2002 Measure shall have the duties and rights set forth in these Bylaws with oversight responsibility over both the 2002 Measure and Measure Q. The Committee does not have independent legal capacity from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Elections are hereinafter referred to as “bond proceeds.” The Committee shall confine itself specifically to bond proceeds generated under the Measures. Regular and scheduled maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee’s review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform the duties set forth in Sections 3.1, 3.2 and 3.3 and shall refrain from those activities set forth in Sections 3.4 and 3.5:

3.1 Inform the Public. The Committee shall inform the public concerning the District’s expenditure of bond proceeds. In fulfilling this duty, all official communications to either the Board or the public shall come from the Chair acting on behalf of the Committee. The Chair shall only release information that reflects the majority view of the Committee.

3.2 Review Expenditures. The Committee shall review expenditure reports produced by the District to ensure that (a) bond proceeds were expended only for the purposes set forth in the ballot Measures; and (b) no bond proceeds were used for any inappropriate teacher or administrative salaries or other operating expenses, in accordance with Attorney General Opinion 04-110 issued on November 9, 2004.

3.3 Annual Report. The Committee shall present to the Board, in public session, an annual written report which shall include the following:

- (a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and
- (b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board/Superintendent/President. Either the Board or the Superintendent/President, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules, (vi) Approval of scheduled maintenance plans, and (vii) Approval of the sale of bonds.

3.5 Responsibilities Not Assigned By the Board to the Committee. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

- (a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.
- (b) The establishment of priorities and order of construction for the bond projects shall be presented to the Board by the Superintendent/President for their approval.
- (c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.
- (d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board in its sole discretion and shall report to the Committee on any cost saving techniques considered or adopted by the Board.
- (e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(g) The adoption of a plan for publicizing the activities of the Committee and the determination as to whether a mailer, a newspaper notice or website materials would best suit the distribution of the Committee's findings and recommendations.

(h) The amendment or modification of the Bylaws for the Committee as provided herein, subject to the legal requirements of Prop 39.

(i) 39.

(j) The appointment or reappointment of qualified applicants to serve on the Committee.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Prop 39 (Article XIII A of the California Constitution).

(b) Inspect college facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Superintendent/President, or his or her designee.

(c) Review copies of scheduled maintenance proposals or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The Committee shall consist of a minimum of nine (9) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- Every effort will be made to maintain broad geographic representation of the District.
- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.

- ~~Every effort will be made to maintain broad geographic representation of the District.~~
- One (1) member active in a senior citizens' organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college.
- Two (2) at-large members of the community, who are persons who demonstrate interest in and/or experience with the mission and facilities of the District; such as, citizen members of occupational advisory groups, local business representatives, or representatives of local civic organizations.
- Two (2) members of the community who demonstrate indirect and/or experience in the construction and building trades.

One non-voting staff member from the Solano Community College District shall maintain roll call, record attendees and absences, noting excused and unexcused absences, and shall take and maintain minutes of each meeting. Voting members are to notify the designated staff person of an absence. When quorum is not met, this too shall be noted and posted.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age and reside within the District's geographic boundary.

(b) The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. Members of the Committee are not subject to Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and are not required to complete the Form 700. However, each member shall comply with the Committee Ethics Policy Statement attached as "Attachment A" to these Amended and Restated Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of three (3) years, commencing as of the date of appointment by the Board. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial two (2) year term and the remaining members for an initial three (3) year term. Members whose term has expired may continue to serve on the Committee until a successor has been appointed. Members serving on the original 2002 Measure Committee shall remain on the Committee and may serve for new terms as described herein.

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) the District shall advertise for members in accordance with its customary practices, including through local newspapers and the District's website; (b) appropriate local groups will be solicited for applications; (c) the Board's Citizen Bond

Oversight Ad hoc Committee and the Superintendent/President or his designee will review the applications, and make recommendations to the Board; and (d) the Superintendent/President will make recommendations to the Board and the Board will make the appointments at a noticed meeting of the Board by resolution.

5.6 Removal; Vacancy. The Board may remove any Committee member for failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee. The District shall seek to fill vacancies within 90 days.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District; (b) Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual; and (c) the Committee and its Members shall have the right to request and receive only copies of reports and records relating to the Measures projects which have been prepared for the Board and which have become a public record.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee is required to meet at least once a year, including an annual organizational meeting, but may not meet more frequently than quarterly.

6.2 Location. All meetings shall be held within the jurisdiction of the Solano Community College District.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

- (a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;
- (b) provision of a meeting room, including any necessary audio/visual equipment;
- (c) preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

7.3 No bond proceeds of the Measures may be made to provide District support of the Committee.

Section 8. Reports. In addition to the Annual Report required in Section 3.3, the Committee may report to the Board at least annually in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Board, upon the recommendation of the Superintendent/President, shall appoint the initial Chair of the Committee to serve for one year as Chair. Thereafter, the Committee shall elect the Chair and a Vice-Chair who shall act as Chair only when the Chair is absent. No person shall serve as Chair for more than three consecutive years.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a majority vote of the Board.

Section 11. Termination. The Committee shall automatically terminate and disband concurrently with the Committee's submission of its final Annual Report which reflects the final accounting of the expenditure of all the proceeds of the Measures.

**CITIZENS' BOND OVERSIGHT COMMITTEE
ETHICS POLICY STATEMENT**

Attachment A

This Ethics Policy Statement provides general guidelines for Committee members to follow in carrying out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds; or (2) any construction project which will benefit the Committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the Federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the Solano Community College District.

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

I have read and agree to comply with this Ethics Policy. I understand that failure to adhere to this policy may result in my removal from the CBOC.

Signature: _____

Date: _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: **Members of the Governing Board**

SUBJECT: **FIRST READING OF GOVERNING BOARD POLICIES –
SECTION OF 5000 SERIES**

REQUESTED ACTION:

Information **OR** **Approval**
 Consent **OR** **Non-Consent**

SUMMARY:

The Governing Board establishes broad institutional policies and appropriately delegates responsibility to implement these policies. At this time a section of the 5000 Series is being presented for first reading. The policies were reviewed and approved by the Board Adhoc Committee.

Copies of the revised policies can be requested through the Superintendent-President’s Office.

STUDENT SUCCESS IMPACT:

- Help our students achieve their educational, professional and personal goals
- Basic skills education
- Workforce development and training
- Transfer-level education
- Other:

<i>Ed. Code:</i>	<i>Board Policy: 1000</i>	<i>Estimated Fiscal Impact: N/A</i>
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SUPERINTENDENT’S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Celia Esposito-Noy, Ed.D.
Superintendent-President

PRESENTER’S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7299

TELEPHONE NUMBER

Celia Esposito-Noy, Ed.D.
Superintendent-President

VICE PRESIDENT APPROVAL

November 7, 2017

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**

November 15, 2017

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**