



Board Agenda

Compton Community College District
1111 E. Artesia Blvd., Compton, CA 90221

Closed Session to Commence at 4:00 P.M.

Open Session to Commence at 6:00 P.M.

Tuesday, March 17, 2009

District Board Room

1111 E. Artesia Boulevard

Compton, California 90221

- I. Call to Order at 4:00 p.m.**
- II. Roll Call**
- III. Requests to Address the Board of Trustees – Closed Session Agenda Matters**
- IV. Recess to Closed Session for Discussion and/or Action on the following items in accordance with the Brown Act, Government Code Section 54950 et seq., and the Education Code and pursuant to Government Code Section 54954.5**
 - A. CONFERENCE WITH LEGAL COUNSEL - PENDING LITIGATION:**
 1. Conference with legal counsel--existing litigation (Subdivision (a) of Section 54956.9)
 - a. Minutemen vs. Compton CCD
 - b. Compton CCD v. U.S. Department of Education – Docket No. 05-78-SP
 - B. CONFERENCE WITH LEGAL COUNSEL–ANTICIPATED LITIGATION:**
 1. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(A): two cases.

2. Significant exposure to litigation pursuant to Government Code Section 54956.9(b)(1) and (3)(C) the following claims or complaints:
 - a. EEOC Charge of John Rabun
 - b. EEOC Charge of Eugene Benson
 - c. EEOC Charge of Fred Lamm
 - d. Claim of Angela Boyer

C. INITIATION OF LITIGATION PURSUANT TO GOVERNMENT CODE SECTION 54956.9(C):

(Two cases)

D. CONFERENCE WITH LABOR NEGOTIATORS PURSUANT TO GOVERNMENT CODE SECTION 54957.6:

1. Agency designated representative: Dr. Lawrence Cox, CEO/Provost
Employee organizations: Compton Community College
Federation of Employees, Classified Employees
Federation of Employees, Certificated Employees

E. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, PURSUANT TO GOVERNMENT CODE SECTION 54957(B):

(Two Matters)

V. Reconvene to Open Session at 6:00 p.m.

VI. Roll Call

VII. A Reflective Moment

VIII. The Pledge of Allegiance

IX. Report of Actions Taken in Closed Session Pursuant to Government Code Section 54957.1

X. Reports from Representatives and Employee Organizations

- A. Student Trustee Report – vacant
- B. Faculty Representative Report – Jerome Evans
- C. Classified Representative Report – David Simmons
- D. Academic Senate President Report – Saul Panski
- E. CCCDFE Certificated Employees Report – Toni Wasserberger
- F. CCCDFE Classified Employees Report – Joseph Lewis
- G. Confidential/Supervisory Representative Report – Roy Patterson
- H. Associated Student Body Report – Rob Pitts, ASB President

XI. Requests to Address the Board of Trustees – Agenda/Non-Agenda Matters (including Closed Session Items)

XII. Information/Presentation – Chief Executive Officer

- A. Dr. Lawrence Cox – Center and District Update
- B. Mr. James Grivich – 2007-2008 Annual Financial Audit
- C. Dr. Jane Harmon – Student Success Initiative

XIII. Approval of Minutes of February 17, 2009

XIV. Discussion/Action Agenda

- A. Office of the Provost
 - CEO 1 Board Policies for Fiscal Services
 - CEO 2 CCCT Board Election – 2009
- B. Student Services
 - SSD 1 Approval of 2009-2010 Academic Calendar
- C. Business Services - Consent Calendar
 - BSD 1 Purchase Orders
 - BSD 2 Agreements/Contracts
 - BSD 3 Stale Dated Warrants
 - BSD 4 Budget Transfers
- D. Human Resources - Consent Calendar
 - HRD1 Management Team Personnel Action
 - HRD 2 Academic Employment and Personnel Changes
 - HRD 3 Memorandum of Understanding with CCCFE (Certificated)
 - HRD 4 Academic Job Descriptions
 - HRD 5 Classified Administrative Job Description
 - HRD 6 Designation of Senior Classified Management Position
 - HRD 7 Classified Personnel
 - HRD 8 Temporary Non-Classified Service Employees

XVI. Next meeting date: April 21, 2009 Closed session begins at 4:00 p.m.
Open session begins at 6:00 p.m.

XV. Adjournment

*Please note: If you would like a copy of any of the support documents/attachments, please contact Paula VanBrown at (310) 900-1600, Ext. 2274.
Thank you!*

COMPTON COMMUNITY COLLEGE DISTRICT

BOARD OF TRUSTEES REGULAR MEETING

Tuesday, February 17, 2009

MINUTES

- I. The Board of Trustees Meeting was called to order at 4:00 p.m.
- II. Roll Call
Members Present:
 Dr. Peter Landsberger, Special Trustee
- III. Requests to address the Board of Trustees – Closed Session Agenda Matters – None
- IV. Recess to Closed Session at 4:02 p.m. for Discussion and/or Action in accordance with the Brown Act, Government Code Section 54950 et.esq, and the Education Code and pursuant to Government Code Section 54954.5.
- V. Reconvene to Open Session of the Board of Trustees at 6:10 p.m. in the Board Room
- VI. Roll Call
Members Present:
 Dr. Peter Landsberger
 Dr. Lawrence Cox
 Dr. Willie O. Jones, Elected Trustee
 Lorraine Cervantes, Elected Trustee
 Andres Ramos, Elected Trustee
- VII. A Reflective Moment – Dr. Landsberger
- VIII. Pledge of Allegiance – Led by Dr. Cox
- IX. Report of Actions Taken in Closed Session (Subdivision (a), Section 54956.9)
 1. Approved appointment of Dean, Health and Human Services
- X. Reports from Representatives and Employee Organizations
 - 1) Student Trustee Report –
 - 2) Faculty Representative Report – Jerome Evans - absent
 - 3) Classified Representative Report – David Simmons
 - 4) Academic Senate President Report – Saul Panski
 - 5) CCCDFE Certificated Employees Report – Toni Wasserberger
 - 6) CCCDFE Classified Employees Report – Joseph Lewis - no report
 - 7) Confidential/Supervisory Representative Report – Roy Patterson - absent
 - 8) Associated Student Body Report – Rob Pitts - absent

XI. Requests to address the Board of Trustees – Agenda/Non-Agenda Matters

Those who spoke are listed below:

- 1) Nehasi Lee, student – Trustee reporting to the community
- 2) Fredwil Hernandez, student – Has seen many improvements on campus; still concerned about the time it takes to register and the limited number of classes offered.

XII. Information/Presentation – Dr. Lawrence Cox, Provost/CEO

A. Center/District Update – Dr. Lawrence Cox

1. Anticipates meeting all of FCMAT’s requirements by the end of their third visit
2. Pleased that the Business Office staff have returned to CEC.
3. There are still deficiencies in the Business area, and we need everyone’s support to rectify these and increase our FCMAT scores.
4. Having consultants has allowed us to focus and to be more concentrated on meeting our goals.
5. We are being extremely careful on spending the District’s money. The biggest problem we face in the business area is the lack of a permanent CBO, but that should be resolved very soon as interviews have been scheduled.
6. We need to know exactly where the bond money has been spent. A financial audit has been ordered.
7. We need about \$75,000 to fix the fire alarm system, and about \$75,000 to repair the lights on campus.
8. Student enrollment is up; an increase of 36% over last year
9. Thanks to Keith Curry and his staff for the enrollment increase; thanks to the faculty for keeping students in class because retention is what counts; thanks to the entire staff for making sure the students get the services they need.
10. I will be sending out a letter by email sometime next week, which will include:
‘State budget – at this time there is no word on what it’s going to be or mean for the District or state, but we expect there may be some negative impact on the Senate, but exactly what that impact is we are uncertain of at this time. I think we will get through this’.
11. We are curtailing expenses and striving to increase enrollment.
12. We cancel classes early if the class enrollment is below 20 students so that they will have time to enroll in other classes.
13. Administrators must continue to solve student and staff problems and hopefully respond quickly and consistently.
14. We must recommit ourselves. These are difficult times, but we do not anticipate any massive layoffs this spring.

B. Financial Report – Jim Grivich

Distributed report “Underlying Budget Assumptions 2009-2010 (as of 2-17-2009)” which summarized his presentation.

XIII. Approval of Minutes of January 27 2009 – **Approved**

Action	Ramos	Jones	Cervantes	Dr. Landsberger
Minutes APPROVED	Yes	Yes	Yes	Yes

XIV. Discussion/Action Agenda

- A. Office of the Provost
Adoption as the standard terminology for Board Policies in reference to our key executive to be CEO/Provost – **Approved**

Action	Ramos	Jones	Cervantes	Dr. Landsberger
CEO 1 APPROVED	Yes	Yes	Yes	Yes

CEO 1 Board Policies for Fiscal Services – **Approved, as revised***

Action	Ramos	Jones	Cervantes	Dr. Landsberger
CEO 1 APPROVED	Yes	Yes	Yes	Yes

*(Revision to CEO 1: BP 6100 – Change Provost to CEO/Provost)

CEO 2 Institutional Standing Committees – **Approved, as revised***

Action	Ramos	Jones	Cervantes	Dr. Landsberger
CEO 2 APPROVED	Yes	Yes	Yes	Yes

*(Revision to CEO 2:

- 1) Institutional Standing Committees – changed to District/Center Standing Committees
- 2) Consultative Council Committee – Delete Committee
- 3) Committees of the Academic Senate – Delete Item #2, Tenure Review/Denial
- 4) Committees of the Faculty Council – Curriculum – change to Curriculum Advisory Committee

- B. Business Services
Consent Calendar – **Approved**

- BSD 1 Purchase Orders
BSD 2 Agreements/Contracts

Action	Ramos	Jones	Cervantes	Dr. Landsberger
BSD 1,2 APPROVED	Yes	Yes	Yes	Yes

Action Calendar – **Approved**

BSD 3 Quarterly Financial Status Report – Form CCFS – 311Q.

Action	Ramos	Jones	Cervantes	Dr. Landsberger
BSD 3,4 APPROVED	Yes	Yes	Abstain	Yes

BSD 4 Budget Transfer – Approved

Action	Ramos	Jones	Cervantes	Dr. Landsberger
BSD 3,4 APPROVED	Yes	Yes	Yes	Yes

C. Human Resources Consent Calendar – Approved

- HRD 1 Management Team Personnel Action
- HRD 2 Academic Employment and Personnel Changes
- HRD 3 Classified Personnel
- HRD 4 Temporary Non-Classified Service Employees

Action	Ramos	Jones	Cervantes	Dr. Landsberger
HRD 1-4 APPROVED	Yes	Yes	Yes	Yes

XV. Closing Comments:

Lorraine Cervantes: Announced City of Compton Mardi Gras Festival, Saturday, February 21, 2009, at Wilson Park; Ladies Auxiliary Program presenting Black History Program, on Saturday, February 28, 2009.

Dr. Jones: Attended the retirement party for Dr. Boice Bowman from Cal State Dominguez.

Dr. Landsberger: Concerned about enrollment issues and payments from the state. The state of California imposes enrollment caps on community colleges; they will pay for only a certain number of students, though we can serve more. There are two important concepts are base and growth. Growth funding is very constrained at this time. This has been a major worry because at the point when Compton Community College lost its accreditation, the enrollment for which Compton was funded by the state of California was a little over 6400 FTES and, of course, there was a precipitous drop and AB318 guaranteed that no matter what our actual enrollment was that the first year we would be assured 90% of that; the second 80%, the third year 70%. We are now in the 70% year. For 2008-2009 AB318 guarantees us a floor of funding for the equivalent of 4,480 FTES. We are growing by double digit amounts and it is projected that we will generate significantly more than 4,480 FTES, maybe closer to 5,000 FTES. This raises the question as to whether the State will consider the difference between 4,480 and 5,000 as growth FTES, for which we have not been allocated, or will they consider that to be the restoration of our base, allowing us to increase our enrollment and continue to get funded by the state for amounts above the 4480. I discussed this issue with Fred Harris, the Vice Chancellor of Fiscal Affairs, and he stated our increase will be considered as restoration and the state will fund for these students. I will be meeting with him in the near future in Sacramento to discuss this further and get it in writing.

Adjourned at 8:17 p.m

Next Scheduled Regular Meeting: March 17, 2009

*Closed Session: 4:00 p.m.
Open Session: 6:00 p.m.*

**Compton Community College District
1111 East Artesia Boulevard - Compton, California 90220**

Agenda for the Compton Community College District Board of Trustees
from
Provost/CEO
Lawrence Cox, PhD., Provost/CEO

CEO 1 BOARD POLICIES FOR FISCAL SERVICES

The following Board of Trustees Policies are being submitted for information for the area of Fiscal Services

- Board Policy 6200 - Budget Preparation
- Board Policy 6700 - Civic Center and Other Facilities Use

DRAFT

Compton Community College District Board of Trustees Policies

BP 6200 Budget Preparation

February 17, 2009

Reference:

Education Code Section 70902(b)(5):
Title 5, 58300 et seq.

Each year, the CEO/Provost shall present to the Board a budget, prepared in accordance with Title 5 and the California Community Colleges Budget and Accounting Manual. The schedule for presentation and review of budget proposals shall comply with state law and regulations, and provide adequate time for Board study.

Budget development shall include the following:

- The annual budget shall support the District's master and educational plans.
- The CEO/Provost shall solicit recommendations from the Cabinet and the Budget and Planning Committee.
- Assumptions upon which the budget is based are presented to the Board for review.
- Board of Trustees budget study sessions are scheduled.
- A public hearing is scheduled, in which interested persons may appear and address the Board regarding the proposed budget or any item in the proposed budget.
- Unrestricted general reserves shall be no less than 3%.
- Budget projections shall address long term goals and commitments.

The CEO/Provost shall establish the budget calendar and regulations necessary to carry out this policy.

Applicable Administrative Regulation:

AR 6201 Budget Calendar

DRAFT

Compton Community College District Board of Trustees Policies

BP 6700 Civic Center and Other Facilities Use

March 17, 2009

Reference:

Education Code Sections 82537 - 82548

Use of college facilities as a Civic Center is granted as provided by law. The CEO/Provost shall establish regulations regarding the use of college property, including but not limited to facilities, equipment, supplies, and personnel, by community groups and other outside contractors.

The District's administrative rules, regulations, and procedures shall reflect the requirements of applicable law, including Education Code Section 82537, regarding Civic Centers. The regulations shall include reasonable rules regarding the time, place, and manner of use of District. They shall assure that persons or organizations using college property are charged such fees as are authorized by law. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District.

Applicable Administrative Regulations:

AR 6701 Civic Center and Other Facilities Use

Agenda for the Compton Community College District Board of Trustees
from
Provost/CEO
Lawrence Cox, PhD., Provost/CEO

**CEO 2 CALIFORNIA COMMUNITY COLLEGE TRUSTEE BOARD
ELECTION – 2009**

The election of members of the CCCT Board of the League will take place between March 10 and April 25. There are seven vacancies on the board. In accordance with the CCCT Board Governing Policies as amended and adopted by the board in June 2008, the terms are now three-year terms.

The Compton Board, as a member of the league, has one vote for each of the seven vacancies on the CCCT Board. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve three-year terms. In the event of a tie vote for the last position to be filled the CCCT Board will vote to break the tie.

The 15 trustees who have been nominated for election to the board are listed.

CEO 2

2009 CCCT ELECTION CANDIDATES IN RANDOM DRAWING ORDER

1. Cy Gulassa, Peralta CCD
2. Janet Chaniot, Mendocino-Lake CCD
3. Nancy Chadwick, Palomar CCD
4. Marcia Zableckis, Barstow CCD
5. Jerry Hart, Imperial CCD
6. John Rodgers, Kern CCD
7. Douglas Otto, Long Beach CCD
8. *Manny Ontiveros, North Orange County CCD
9. Jacqueline Simon, MiraCosta CCD
10. Christopher Stampolis, west Valley-Mission CCD
11. *Jeanette Mann, Pasadena Area CCD
12. Carmen Avalos, Cerritos CCD
13. Eva Kinsman, Copper Mountain CCD
14. *Bernard "Bee Jay" Jones, Allan Hancock Joint CCD
15. Louise Jaffe, Santa Monica CCD

*Incumbent

**Agenda for the Compton Community College District Board of Trustees
from
Student Services
Keith Curry, Dean**

SSD 1 APPROVAL OF 2009-2010 ACADEMIC CALENDAR

It is requested that the Special Trustee approve the El Camino College
Compton Community Educational Center 2009-2010 Academic Calendar

SSD 1

**EL CAMINO COLLEGE
COMPTON COMMUNITY EDUCATIONAL CENTER
2009-2010 ACADEMIC CALENDAR**

Event	Day of Week	Date
Fall Semester 2009		
Semester Begins (Flex Day)	Thursday	August 27, 2009
Flex Day	Friday	August 28, 2009
Fall Semester Classes Begin	Saturday	August 29, 2009
Fall Semester Weekday Classes Begin	Monday	August 31, 2009
Labor Day Holiday (Campus Closed)	Monday	September 7, 2009
First Day to Apply for Graduation and Certificates (Fall)	Tuesday	September 8, 2009
Last Day to Add and Drop and be eligible for refund (Fall Semester Courses)	Friday	September 11, 2009
Active Enrollment Census	Monday	September 14, 2009
Last Day to drop without Notation on Permanent Record	Friday	September 25, 2009
Last Day to Apply for Graduation and Certificates (Fall)	Friday	October 16, 2009
8-Week/Mid-Term Classes Begin	Saturday	October 24, 2009
Veterans Day Holiday (Campus Closed)	Friday	November 13, 2009
Last Day to Drop with a "W"	Friday	November 20, 2009
Thanksgiving Holiday (Campus Closed)	Thursday - Sunday	November 26-29, 2009
Semester Ends	Friday	December 18, 2009
Winter Recess, Campus Closed	Thursday-Friday	December 24, 2009- January 1, 2010
Winter Session- 2010		
Winter Session Begins	Wednesday	January 6, 2010
First Day to Apply for Graduation and Certificates (Spring)	Monday	January 11, 2010
Last Day to Add	Tuesday	January 12, 2010
Last Day to Drop and be eligible for refund (Winter Session Courses)	Tuesday	January 12, 2010
Last Day to drop without Notation on Permanent Record	Thursday	January 14, 2010
Martin Luther King Day Holiday (Campus Closed)	Monday	January 18, 2010
Last Day to Drop with a "W":	Monday	February 1, 2010
Session Ends	Tuesday	February 9, 2010
Spring Semester-2010		
Semester Begins (Flex Day)	Wednesday	February 10, 2010
Flex Day	Thursday	February 11, 2010
Lincoln Day Holiday (Campus Closed)	Friday	February 12, 2010
Spring Semester Classes Begin	Saturday	February 13, 2010
Washington Day Holiday (Campus Closed)	Monday	February 15, 2010
Spring Semester Weekday Classes Begin	Tuesday	February 16, 2010
Last Day to Add and Drop and be eligible for refund (Spring Semester Courses)	Friday	February 26, 2010
Active Enrollment Census	Monday	March 1, 2010
Last Day to Apply for Graduation and Certificates (Spring)	Friday	March 5, 2010
Last Day to Drop without Notation on Permanent Record	Friday	March 12, 2010
Spring Break	Saturday - Friday	April 10 - 16, 2010
8-Week/Mid-Term Classes Begin	Saturday	April 17, 2010
Last Day to Drop with a "W"	Friday	May 7, 2010
Memorial Day (Holiday)	Monday	May 31, 2010
Graduation	Thursday	June 10, 2010
Semester Ends	Friday	June 11, 2010
Summer 2010 First Five Week Session		
Five-Week Session Begins	Monday	June 14, 2010
Last Day to Add	Thursday	June 17, 2010
Last Day to Drop and be eligible for refund (First Five Week Session)	Friday	June 18, 2010
Last Day to Drop Without Notation on Permanent Record	Tuesday	June 22, 2010

March 17, 2009

T. Wamalaogee
CCCE faculty 3/5/09

**EL CAMINO COLLEGE
COMPTON COMMUNITY EDUCATIONAL CENTER
2009-2010 ACADEMIC CALENDAR**

Independence Day (Campus Closed)	Monday	July 5, 2010
Last Day to Drop with a "W"	Thursday	July 8, 2010
Five-Week Session Ends	Friday	July 16, 2010
<i>Summer 2010 - Eight Week Session</i>		
Eight-Week Session Begins	Monday	June 28, 2010
Last Day to Drop and be eligible for refund (Eight Week Session)	Thursday	July 1, 2010
Independence Day (Campus Closed)	Monday	July 5, 2010
Last Day to Add	Tuesday	July 6, 2010
Last Day to Drop Without Notation on Permanent Record	Tuesday	July 13, 2010
Last Day to Drop with a "W"	Thursday	August 5, 2010
Eight Week Session Ends	Thursday	August 19, 2010
<i>Summer 2010 - Second Five Week Session</i>		
Five-Week Session Begins	Monday	July 19, 2010
Last Day to Add	Thursday	July 22, 2010
Last Day to Drop and be eligible for refund (Second Five Week Session)	Friday	July 23, 2010
Last Day to Drop Without Notation on Permanent Record	Wednesday	July 28, 2010
Last Day to Drop with a "W"	Thursday	August 11, 2010
Five-Week Session Ends	Friday	August 20, 2010

hw
3/5/09

March 17, 2009

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Jim Grivich, Interim CBO

Consent Calendar

- BSD 1. Purchase Orders**
- BSD 2. Agreements/Contracts**
- BSD 3. Stale Dated Warrants**
- BSD 4. Budget Transfer**

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Jim Grivich, Interim CBO

**BSD 1 PURCHASE ORDERS AND BLANKET PURCHASE ORDERS
FOR FEBRUARY 2009**

Run Date **Compton Community College District**
2/25/2009 **BOARD OF TRUSTEES PURCHASE ORDER LISTING**
Meeting Date: 03/17/2009

The following purchase orders have been issued in accordance with the District's purchasing policy and authorization of the Board of Trustees. It is recommended that the following purchase orders be approved and that payment be authorized

P.O. Number	Vendor Name	Site Name	Description	P.O. Cost
Fund 01 Unrestricted-Compton Ed Center				
P0202688	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$1,572.61
P0202696	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$1,512.79
P0202714	Martel Electronics	Information Technology	Equipment	\$988.21
P0202721	Lawrence Cox	Office of the CEO	Transportation/ Mileage and	\$6.00
P0202726	Lawrence Cox	Office of the CEO	Transportation/ Mileage and	\$10.00
P0202728	Compton Community	Board of Trustees	Liability - Self Insurance	\$525.00
P0202745	Andrew W. Krynicki	Fiscal Services	Other Services and Expenses	\$27.00
P0202776	Lawrence Cox	Office of the CEO	Transportation/ Mileage and	\$29.29
P0202778	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$789.14
P0202779	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$484.09
P0202780	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$142.80
P0202781	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$396.20
P0202782	Logos Two, Inc.	Athletics	Non-Instruct Supplies	\$389.72
P0202784	Compton Community	Operations	Maintenance Contracts	\$630.00
P0202826	Andre Landscape	Operations	Other Services and Expenses	\$16,235.00
P0202834	Lawrence Cox	Office of the CEO	Travel Exp - OST Applicants	\$20.00
P0202835	Airline Tickets 4 Less	Board of Trustees	Conferences Mgmt	\$449.70
P0202836	AACC Convention	Office of the CEO	Dues and Memberships	\$1,335.00
P0202839	Ricky L. Shabazz	Student Recruitment	Non-Instruct Supplies	\$142.12
P0202841	Neopost Inc.	Information Technology	Maintenance Contracts	\$281.45
P0202845	Positive Recovery	Human Resources	Medical Expense	\$901.46
P0202846	Willie O. Jones	Board of Trustees	Travel and Conference	\$111.55
P0202847	Association of	Human Resources	Other Services and Expenses	\$120.00
P0202852	Airline Tickets 4 Less	Board of Trustees	Conferences Mgmt	\$809.10
P0202867	Lawrence Cox	Office of the CEO	Travel Exp - OST Applicants	\$56.16
P0202868	Lawrence Cox	Office of the CEO	Transportation/ Mileage and	\$33.10
P0202869	Expressions to Wear	Div Office-Student	Non-Instruct Supplies	\$2,001.14
P0202870	Bev's Balloons,	Div Office-Student	Non-Instruct Supplies	\$425.02

P0202871	Ace Party Rentals	Div Office-Student	Non-Instruct Supplies	\$270.00
P0202872	S & B Foods	Div Office-Student	Non-Instruct Supplies	\$4,059.38
P0202873	Bev's Balloons,	Div Office-Student	Non-Instruct Supplies	\$541.25
P0202874	Bobco Metals	Welding	Instructional Supplies/Lottery	\$5,711.75
P0202888	Bank of America	Board of Trustees	Travel and Conference	\$1,352.89
P0202891	Installation Pros	Div Office-Student	Other Services and Expenses	\$1,900.00
P0202892	Latosha King	Div Office-Student	Other Services and Expenses	\$187.50
P0202893	Tigerdirect.Com	Information Technology	Equipment	\$4,479.18
P0202953	Nichols Consulting	Board of Trustees	Contract Services	\$4,000.00
P0202956	National Business	Div Office-Student	Non-Instruct Supplies	\$2,349.79
P0202957	Time Clock Sales and	Fiscal Services	Other Services and Expenses	\$149.54
P0202964	Scrip-Safe	Div Office-Student	Non-Instruct Supplies	\$1,264.13
P0202966	National Business	Academic Programs	Printing	\$1,398.63
P0202967	Martel Electronics	Fiscal Services	Other Services and Expenses	\$988.21
P0202979	Asap Sign Company	Div Office-Student	Non-Instruct Supplies	\$5,087.75
P0203007	At&t Mobility	Operations	Telephone	\$1,919.20
P0203008	At&t	Operations	Telephone	\$135.77
Fund 01 Total: 45				\$66,218.62

Fund 10 Restricted-Compton Ed Center

P0202718	E.C.C.C.D. Bookstore	EOPS	Student Stipends	\$4,794.93
P0202724	Mid City Mailing	Matriculation	Postage	\$514.19
P0202729	Sure Fire Presentation	Matriculation	Printing	\$140.67
P0202731	Ricoh Corp	Nursing	New Equipment - Instructional	\$9,482.70
P0202743	Tickets for Less	TRIO - Upward Bound	Travel and Conference	\$599.94
P0202744	Tickets for Less	TRIO - Upward Bound	Travel and Conference	\$299.97
P0202783	Golden Wings	CalWORKs	Other Services and Expenses	\$1,560.23
P0202820	Royal Media Network,	Foster Care Ed	General Office Supplies	\$1,066.26
P0202822	S & B Food Services	TANF	Non-Instruct Supplies	\$511.48
P0202824	Esperanza Robles	CalWORKs	Child Care Payments	\$844.83
P0202825	99th Street Child Care	CalWORKs	Other Services and Expenses	\$720.00
P0202828	South Bay Workforce	CalWORKs	Other Services and Expenses	\$9,132.75
P0202830	Office Xpress	DSPS	General Office Supplies	\$339.24
P0202838	Sam's Auto Repair	CalWORKs	Other Services and Expenses	\$4,176.00
P0202842	S & B Foods	TRIO - Upward Bound	Non-Instruct Supplies	\$324.75
P0202844	Melissa's Party	TANF	Non-Instruct Supplies	\$160.11
P0202849	Medical Education	EGADNP	Other Operating Expenses &	\$6,000.00
P0202851	Mytha Pascual	BFAP Augmentation	Special Events-Direct Costs	\$292.26
P0202889	Golden Wings	CalWORKs	Other Services and Expenses	\$43.88
P0202921	Tour Coach Charter &	BFAP Augmentation	Special Events-Direct Costs	\$992.49
P0202980	Office Xpress	BFAP Augmentation	Special Events-Direct Costs	\$1,125.80
P0202981	Office Xpress	BFAP Augmentation	Special Events-Direct Costs	\$3,891.59
P0203000	Expressions to Wear	EOPS CARE	Non-Instruct Supplies	\$479.01
P0203001	Tour Coach Charter &	BFAP Augmentation	Special Events-Direct Costs	\$1,754.40
P0203006	California Science	TRIO - Upward Bound	Instructional Supplies/Lottery	\$207.50
Fund 10 Total: 25				\$49,454.98

Fund 13 Compton Line of Credit

P0202720	EB5C, LLC	Fiscal Services	Contract Services	\$14,414.72
Fund 13 Total: 1				\$14,414.72

Fund 30 Child Development Ctr - Compton

P0202703	Department of Social	CDC	License Fee/Site Licenses	\$200.00
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P0202704	Department of Social	CDC	License Fee/Site Licenses	\$500.00
		Fund 30 Total: 2		\$700.00
			PO Funds Total: 73	\$130,788.32
Fund 01	Unrestricted-Compton Ed Center			
B0057835	Myspace	Public Relations &	Multi Media Advertising	\$10,000.00
B0211092	Atkinson, Andelson,	Board of Trustees	Legal	\$67,090.57
B0211094	FedEx	Fiscal Services	Other Services and Expenses	\$1,200.00
B0211095	Arrowhead Spring	Fiscal Services	Other Services and Expenses	\$2,750.00
B0211098	TAJ Office & School	Academic Affairs	General Office Supplies	\$760.00
B0211099	Time Warner	Office of the CEO	Other Services and Expenses	\$150.00
B0211107	Nextel	Operations	Telephone	\$30,000.00
B0211115	Affiliated Computer	Fiscal Services	Other Services and Expenses	\$500.00
B0211116	El Camino College	Campus Police	Contract Services	\$747,892.60
B0211117	Herff Jones, Inc.	Div Office-Student	Non-Instruct Supplies	\$4,000.00
B0211133	TAJ Office & School	Div Office-Student	Non-Instruct Supplies	\$1,000.00
B0211134	National Promotions &	Public Relations &	Multi Media Advertising	\$12,000.00
B0211135	National TV Radio	Public Relations &	Multi Media Advertising	\$12,050.00
B0211136	National TV Radio	Public Relations &	Multi Media Advertising	\$36,000.00
B0211137	American Print Media	Public Relations &	Multi Media Advertising	\$2,200.00
B0211138	La Opinion	Public Relations &	Multi Media Advertising	\$2,700.00
		Fund 01 Total: 16		\$930,293.17
Fund 10	Restricted-Compton Ed Center			
B0211091	California Science	TRIO - Upward Bound	Instructional Supplies/Lottery	\$20.00
B0211109	Sampaguita	TRIO - Upward Bound	Transportation	\$2,000.00
B0211124	Calworks Work Study	CalWORKs	Other Services and Expenses	\$33,243.20
		Fund 10 Total: 3		\$35,263.20
Fund 13	Compton Line of Credit			
B0211088	Airgas West	Welding	Instructional Supplies/Lottery	\$12,431.00
		Fund 13 Total: 1		\$12,431.00
			BPO Funds Total: 20	\$977,987.37
			Grand Total POs and BPOs: 93	\$1,108,775.69

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Jim Grivich, Interim CBO

BSD 2 AGREEMENTS/CONTRACTS

1. Agreement with Cynthia Alcaraz, Contractor to Provide Services as a Spanish Instructor for a Series of Parenting Classes for Foster & Kinship Care Education Training Program on an as needed basis
2. Agreement with Juanita Cruz, Contractor to Provide Services as a Spanish Instructor for a Series of Parenting Classes for Foster & Kinship Care Education Training Program on an as needed basis
3. Agreement with April Mc Laughlin, Contractor to Provide a Series of (PS MAPP) Parenting Classes for Prospective Resource Families on an as needed basis
4. Agreement with Sandra Smith, Contractor to Provide a Series of (PS MAPP) Parenting Classes for Prospective Resource Families on an as needed basis
5. Agreement with Vavrinek, Trine, Day & Co., LLP, Contractor to Provide an Audit of the Balance Sheet, Statement of Revenue, Expenditures and Changes in Fund Balance for the General Obligation Bond Fund
6. Agreement with Koff & Associates, Inc., Contractor to Conduct and Implement a Comprehensive Classification Study.
7. Amendment to Agreement with Martin Ludlow, Approved July 1, 2008, to Increase the Total Amount of the Contract from \$15,000 To \$25,000
8. Agreement with Parsons Commercial Technology Group, Inc., Contractor to Provide Project Management Services to Support the District's Director of Facilities in the Implementation of Development and Panning on Construction Programs and/or Projects
9. Agreement with Vanir Construction Management Inc., Contractor to Provide Project Management Services to Support the District's Director of Facilities in the Implementation of Development and Panning on Construction Programs and/or Projects
10. Agreement with Merrill Deming, Contractor to Serve on the El Camino College Compton Center Resource Evaluation Team to determine the Status of the Existing Basic Skills Program, Assess the Findings of Their Study, and Provide Recommendations for the Future of the Program
11. Agreement with Laura Hope, Contractor to Serve on the El Camino College Compton Center Resource Evaluation Team to determine the Status of the Existing Basic Skills Program, Assess the Findings of Their Study, and Provide Recommendations for the Future of the Program
12. Agreement with Robert Rundquist, Contractor to Serve on the El Camino College Compton Center Resource Evaluation Team to determine the Status of the Existing Basic Skills Program, Assess the Findings of Their Study, and Provide Recommendations for the Future of the Program

13. Agreement with Marge Sparks, Contractor to Serve on the El Camino College Compton Center Resource Evaluation Team to determine the Status of the Existing Basic Skills Program, Assess the Findings of Their Study, and Provide Recommendations for the Future of the Program
14. Agreement with Bobbi Villalobos, Contractor to Serve on the El Camino College Compton Center Resource Evaluation Team to determine the Status of the Existing Basic Skills Program, Assess the Findings of Their Study, and Provide Recommendations for the Future of the Program.

BSD 2 AGREEMENTS/CONTRACTS

1. AGREEMENT WITH CYNTHIA ALCARAZ, CONTRACTOR TO PROVIDE SERVICES AS A BILINGUAL INSTRUCTOR FOR A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CARE EDUCATION TRAINING PROGRAM ON AN AS NEEDED BASIS

CONSULTANT: CYNTHIA ALCARAZ
SERVICES: To provide services as a Bilingual instructor for a series of parenting classes for Foster & Kinship Care Education Training Program on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 04/01/09 – 06/30/09
NTE: \$2,080.00 / \$40.00 for 4 hours per day

2. AGREEMENT WITH JUANITA CRUZ, CONTRACTOR TO PROVIDE SERVICES AS A BILINGUAL INSTRUCTOR FOR A SERIES OF PARENTING CLASSES FOR FOSTER & KINSHIP CARE EDUCATION TRAINING PROGRAM ON AN AS NEEDED BASIS

CONSULTANT: JUANITA CRUZ
SERVICES: To provide services as a Bilingual Instructor for a series of parenting classes for Foster & Kinship Care Education Training Program on an as needed basis
REQUESTING DEPT: FOSTER CARE/KINSHIP PROGRAM
DATES: 04/01/09 – 06/30/09
NTE: \$2,080.00 / \$40.00 for 4 hours per day

3. AGREEMENT WITH APRIL MCLAUGHLIN, CONTRACTOR TO PROVIDE A SERIES OF (PS MAPP) PARENTING CLASSES FOR PROSPECTIVE RESOURCE FAMILIES ON AN AS NEEDED BASIS

CONSULTANT: APRIL MCLAUGHLIN
SERVICES: To provide a series of (PS MAPP) Parenting Classes for prospective resource families on an as needed basis
REQUESTING DEPT: PS MAPP
DATES: 03/01/09 – 06/30/09
NTE: \$2,080.00 / \$40.00 for 4 hours per day

4. AGREEMENT WITH SANDRA SMITH, CONTRACTOR TO PROVIDE A SERIES OF (PS MAPP) PARENTING CLASSES FOR PROSPECTIVE RESOURCE FAMILIES ON AN AS NEEDED BASIS

CONSULTANT: SANDRA SMITH
SERVICES: To provide a series of (PS MAPP) Parenting Classes for prospective resource families on an as needed basis

REQUESTING DEPT: PS MAPP
DATES: 03/01/09 – 06/30/09
NTE: \$2,080.00 / \$40.00 for 4 hours per day

5. AGREEMENT WITH VAVRINEK, TRINE, DAY & CO., LLP, CONTRACTOR TO PROVIDE AN AUDIT OF THE BALANCE SHEET, STATEMENT OF REVENUE, EXPENDITURES AND CHANGES IN FUND BALANCE FOR THE GENERAL OBLIGATION BOND FUND

CONSULTANT: VAVRINEK, TRINE, DAY & CO., LLP
SERVICES: To provide an audit of the balance sheet, statement of revenue, expenditures and changes in fund balance for the General Obligation Bond Fund

REQUESTING DEPT: BUSINESS SERVICES
DATES: 03/18/09 – 06/30/09
NTE: \$17,375.00

6. AGREEMENT WITH KOFF & ASSOCIATES, CONTRACTOR TO CONDUCT AND IMPLEMENT A COMPREHENSIVE CLASSIFICATION STUDY

CONSULTANT: KOFF & ASSOCIATES
SERVICES: To conduct and implement a comprehensive classification study
REQUESTING DEPT: HUMAN RESOURCES
DATES: 03/18/09 – 08/30/09
NTE: \$44,350.00

7. AMENDMENT TO AGREEMENT WITH MARTIN LUDLOW, APPROVED JULY 1, 2008, TO INCREASE THE TOTAL AMOUNT OF THE CONTRACT FROM \$15,000 TO \$25,000

CONSULTANT: MARTIN LUDLOW
SERVICES: To develop an appropriate set of messages and themes for use by the District's Governing Board, Special Trustee and Chief Executive Officer. The consultant shall also provide the Special Trustee and Chief Executive Officer with advice on the development and implementation of a Strategic Plan for Community Outreach and Resource Development

REQUESTING DEPT: OFFICE OF THE CEO
DATES: 07/01/08 – 06/30/09
NTE: \$25,000.00

8. AGREEMENT WITH PARSONS COMMERCIAL TECHNOLOGY GROUP, INC., CONTRACTOR TO PROVIDE PROJECT MANAGEMENT SERVICES TO SUPPORT THE DISTRICT'S DIRECTOR OF FACILITIES IN THE IMPLEMENTATION OF DEVELOPMENT AND PLANNING ON CONSTRUCTION PROGRAMS AND/OR PROJECTS

CONSULTANT: PARSONS COMMERCIAL TECHNOLOGY GROUP, INC.
SERVICES: To provide project management services to support the District's Director of Facilities in the implementation of development and planning on construction programs and/or projects
REQUESTING DEPT: MAINTENANCE & OPERATIONS
DATES: 03/18/09 – 03/17/14
NTE: \$70,000.00

9. AGREEMENT WITH VANIR CONSTRUCTION MANAGEMENT INC., CONTRACTOR TO PROVIDE PROJECT MANAGEMENT SERVICES TO SUPPORT THE DISTRICT'S DIRECTOR OF FACILITIES IN THE IMPLEMENTATION OF DEVELOPMENT AND PLANNING ON CONSTRUCTION PROGRAMS AND/OR PROJECTS

CONSULTANT: VANIR CONSTRUCTION MANAGEMENT INC.
SERVICES: To provide project management services to support the District's Director of Facilities in the implementation of development and planning on construction programs and/or projects
REQUESTING DEPT: MAINTENANCE & OPERATIONS
DATES: 03/18/09 – 03/17/14
NTE: \$70,000.00

10. AGREEMENT WITH MERRILL DEMING, CONTRACTOR TO SERVE ON THE EL CAMINO COLLEGE COMPTON CENTER RESOURCE EVALUATION TEAM TO DETERMINE THE STATUS OF THE EXISTING BASIC SKILLS PROGRAM, ASSESS THE FINDINGS OF THEIR STUDY, AND PROVIDE RECOMMENDATIONS FOR THE FUTURE OF THE PROGRAM

CONSULTANT: MERRILL DEMING
SERVICES: To serve on the El Camino College Compton Center resource evaluation team to determine the status of the existing basic skills program, assess the findings of their study, and provide recommendations for the future of the program
REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 04/09/09 – 05/08/09
NTE: \$5,000.00

11. AGREEMENT WITH LAURA HOPE, CONTRACTOR TO SERVE ON THE EL CAMINO COLLEGE COMPTON CENTER RESOURCE EVALUATION TEAM TO DETERMINE THE STATUS OF THE EXISTING BASIC SKILLS PROGRAM, ASSESS THE FINDINGS OF THEIR STUDY, AND PROVIDE RECOMMENDATIONS FOR THE FUTURE OF THE PROGRAM

CONSULTANT: LAURA HOPE
SERVICES: To serve on the El Camino College Compton Center resource evaluation team to determine the status of the existing basic skills

program, assess the findings of their study, and provide recommendations for the future of the program

REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 04/09/09 – 05/08/09
NTE: \$7,000.00

12. AGREEMENT WITH ROBERT RUNDQUIST, CONTRACTOR TO SERVE ON THE EL CAMINO COLLEGE COMPTON CENTER RESOURCE EVALUATION TEAM TO DETERMINE THE STATUS OF THE EXISTING BASIC SKILLS PROGRAM, ASSESS THE FINDINGS OF THEIR STUDY, AND PROVIDE RECOMMENDATIONS FOR THE FUTURE OF THE PROGRAM

CONSULTANT: ROBERT RUNDQUIST
SERVICES: To serve on the El Camino College Compton Center resource evaluation team to determine the status of the existing basic skills program, assess the findings of their study, and provide recommendations for the future of the program

REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 04/09/09 – 05/08/09
NTE: \$3,000.00

13. AGREEMENT WITH MARGE SPARKS, CONTRACTOR TO SERVE ON THE EL CAMINO COLLEGE COMPTON CENTER RESOURCE EVALUATION TEAM TO DETERMINE THE STATUS OF THE EXISTING BASIC SKILLS PROGRAM, ASSESS THE FINDINGS OF THEIR STUDY, AND PROVIDE RECOMMENDATIONS FOR THE FUTURE OF THE PROGRAM

CONSULTANT: MARGE SPARKS
SERVICES: To serve on the El Camino College Compton Center resource evaluation team to determine the status of the existing basic skills program, assess the findings of their study, and provide recommendations for the future of the program

REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 04/09/09 – 05/08/09
NTE: \$3,000.00

14. AGREEMENT WITH BOBBI VILLALOBOS, CONTRACTOR TO SERVE ON THE EL CAMINO COLLEGE COMPTON CENTER RESOURCE EVALUATION TEAM TO DETERMINE THE STATUS OF THE EXISTING BASIC SKILLS PROGRAM, ASSESS THE FINDINGS OF THEIR STUDY, AND PROVIDE RECOMMENDATIONS FOR THE FUTURE OF THE PROGRAM

CONSULTANT: BOBBI VILLALOBOS
SERVICES: To serve on the El Camino College Compton Center resource evaluation team to determine the status of the existing basic skills program, assess the findings of their study, and provide recommendations for the future of the program

REQUESTING DEPT: ACADEMIC AFFAIRS
DATES: 04/09/09 – 05/08/09
NTE: \$5,000.00

Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Jim Grivich, Interim CBO

BSD 3 APPROVAL OF STALE DATED WARRANTS

LACOE has determined that certain payroll checks have not been cashed and processed through the banking system. After six months, LACOE makes an entry to debit the un-cashed amount back in the Cash Account of CCD. An "Other Local Income" account is credited for the same amount. The amount due to each employee will now need to be issued as a B-Warrant. It is recommended that the Special Trustee approve the following Stale Dated Warrants:

<u>WARRANT(S) #</u>	<u>AMOUNT</u>
W7556465	\$ 1,188.13

**Agenda for the Compton Community College District Board of Trustees
from
Administrative Services
Jim Grivich, Interim CBO**

BSD 4 BUDGET TRANSFERS

- I. It is requested that the Special Trustee approve a Budget Transfer required by administration to effect changes to the program budgets. The adjustments do not adversely affect the total District budget. It is also requested that the administrator so designated be authorized to complete the transfer document(s).**

I.

- (a) Budget Transfers in the Unrestricted General Fund 01 for the Academic Affairs department in the amount of \$76,250 as listed:

From: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 76,250

To: Supplies and Materials, Capital Outlay

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 75,000
6000	Capital Outlay	\$ 1,250
		\$ 76,250

- (b) Budget Transfer in the Unrestricted General fund 01 for the Athletics department in the amount of \$1,000 as listed:

From: Supplies and Materials

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 1,000

To: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 1,000

- (c) Budget Transfer in the Unrestricted General Fund 01 for the Academic Program Office in the amount of \$2,900 as listed:

From: Supplies and Materials

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 2,900

To: Capital Outlay

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
6000	Capital Outlay	\$ 2,900

- (e) Budget Transfer in the Unrestricted General Fund 01 for the Human Resources department in the amount of \$163,329 as listed:

From: Classified and Other Nonacademic Salaries, Employee Benefits

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2000	Classified and Other Nonacademic Salaries	\$ 37,230
3000	Employee Benefits	\$ 126,099
		\$ 163,329

To: Academic Salaries, Supplies and Materials, Other Operating Expenses and Services, Capital Outlay

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
1000	Academic Salaries	\$ 71,468
4000	Supplies and Materials	\$ 6,847
5000	Other Operating Expenses and Services	\$ 84,214
6000	Capital Outlay	\$ 800
		\$ 163,329

- (f) Budget Transfer in the Unrestricted General Fund 01 for the Student Life Office in the amount of \$1,000 as listed:

From: Supplies and Materials

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
4000	Supplies and Materials	\$ 1,000

To: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 1,000

- (g) Budget Transfer in the Unrestricted General Fund 01 for the Business Affairs Office in the amount of \$44,241 as listed:

From: Other Operating Expenses and Services

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
5000	Other Operating Expenses and Services	\$ 44,241

To: Classified and Other Nonacademic Salaries, Supplies and Materials, Capital Outlay

<u>Major Object</u>	<u>Description</u>	<u>Amount</u>
2000	Classified and Other Nonacademic Salaries	\$ 22,200
4000	Supplies and Materials	\$ 1,500
6000	Capital Outlay	\$ 20,541
		<u>\$ 44,241</u>

**Agenda for the Compton Community College District Board of Trustees
from
Human Resources Division
Rachelle Sasser, Dean, Human Resources**

Consent Calendar

- HRD1. Management Team Personnel Action**
- HRD2. Academic Employment and Personnel Changes**
- HRD3. Memorandum of Understanding with CCCFE
(Certificated)**
- HRD4. Academic Job Descriptions**
- HRD5. Classified Administrative Job Description**
- HRD6. Designation of Senior Classified Management Position**
- HRD7. Classified Personnel**
- HRD8. Temporary Non-Classified Service Employees**

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HRD 1 – MANAGEMENT TEAM PERSONNEL ACTION (None)

HRD 2 – ACADEMIC EMPLOYMENT AND PERSONNEL CHANGES

1. Ratification – Mr. Jeff Taves, part time English instructor, Class II, Step 1, for the spring 2009 semester.
2. Ratification – Mr. Babacar Niang, part time mathematics instructor, Class II, Step 1, for the spring 2009 semester.
3. Ratification – Ms. Charmaine Raffel, part time mathematics instructor, Class II, Step 1, for the spring 2009 semester.
4. Ratification – Ms. Abigail Tatlioglu, part time mathematics instructor, Class II, Step 1, for the 2009 spring semester.
5. Ratification – Mr. Bruce Jacobs, part time academic strategies instructor, Class II, Step 1, for the 2009 spring semester.
6. Ratification (emergency hire) – Mr. Mark Cargill, part time music instructor, Class III, Step 1, for the 2009 spring semester.
7. Employment – Ms. Ariana Bates, part time human development instructor, Class II, Step 1, effective April 1, 2009.
8. Employment – Ms. Sukarti Hill, part time vocational nursing instructor, Class 1, Step 1, effective April 1, 2009 (clinical only).

HRD 3. MEMORANDUM OF UNDERSTANDING WITH CCCFE (CERTIFICATED):

It is recommended that the Special Trustee approve the attached Memorandum of Understanding between the Compton Community College District and Compton Community College Federation of Employees (Certificated).

APPENDIX J

**MEMORANDUM OF UNDERSTANDING
BETWEEN THE COMPTON COMMUNITY COLLEGE DISTRICT
AND THE COMPTON COMMUNITY COLLEGE FEDERATION OF EMPLOYEES
(CERTIFICATED UNIT)**

February 9, 2009

This Memorandum of Understanding ("MOU") is entered into on February 9, 2009 between the Compton Community College District ("the District") and the Compton Community College Federation of Employees, Certificated Unit ("the Federation").

WHEREAS, in light of AB 591, amending Education Code Section 87482.5, it is hereby agreed that effective January 1, 2009, the term "Part-Time Temporary" refers to faculty employed for not more than 67 percent of the hours per week considered a full-time assignment for regular employees having comparable duties. Service in professional ancillary activities by persons employed as "Part-Time Temporary," including, but not necessarily limited to, governance, staff development, grant writing, and advising student organizations, shall not be used for purposes of calculating eligibility for contract or regular status.

Date: February 9, 2009

**For the Compton Community College Federation of
Employees (Certificated Unit)**

By: Toni Wasserberger

Name: TONI WASSERBERGER
President, CCCFE (Certificated)

Date: February 9, 2009

For the Compton Community College District

By: L. M. Cox

LAWRENCE M. COX, Ph.D.
Provost/CEO
Compton Community College District

HRD 4 – Academic Job Descriptions

It is requested that the Special Trustee approve the following academic job descriptions:

1. Track & Field Head Coach
2. Cross Country Head Coach
3. Men's Soccer Head Coach
4. Women's Soccer Head Coach



**COMPTON COMMUNITY COLLEGE DISTRICT
EL CAMINO COLLEGE COMPTON CENTER
PART-TIME HEAD COACH
INTERCOLLEGIATE TRACK AND FIELD
PHYSICAL EDUCATION AND ATHLETICS**

POSITION DESCRIPTION:

Under the direction of the athletic director, serves a part-time assignment as the track & field head coach and instructor of record for both the in-season and off-season track & field conditioning classes.

RESPONSIBILITIES/DUTIES:

The duties of the track & field head coach may include, but not be limited to, the following:

1. Coach and implement an intercollegiate track & field program.
2. Supervise, educate and lead assistant coaches and coaching staff.
3. Understand and abide by the California Community College Athletic Association (CCCAA) rules and regulations that govern intercollegiate athletics at the community college level.
4. Adhere to El Camino College policies and procedures in conformity with the requirements of the California Community College Athletic Association (CCCAA).
5. Coordinate all aspects of practice and competition within our Athletic Conference.
6. Recruit high school athletes under the rules and regulations of the State Athletic Code.
7. Develop team competition schedules for Athletic Conference approval.
8. Advise and assist student athletes in achieving stated academic objectives and transfer to four-year institutions.
9. Coordinate off-season training and conditioning program.
10. Coordinate equipment, supplies, meals, transportation, and travel requests and prepare an annual budget.
11. Perform assigned committee work, including participation in program review of the accreditation process, and attend meetings called by the District, as long as such obligations are considered reasonable.
12. Participate in the Physical Education and Athletic Department program review process.
13. Develop and implement a fundraising plan for the track & field program.
14. Coordinate sports brochures, news releases for the media, office records and athlete information and provide information to the El Camino College Public Information Office.
15. Work with the athletic staff on the health and well-being of student-athletes.
16. Perform related duties as assigned.

REQUIRED QUALIFICATIONS (for instructors teaching physical education classes, including coaching):

- Master's Degree in physical education OR
- Bachelor's Degree in physical education AND Master's in any life science, dance, physiology, health education, recreation administration, kinesiology, or physical therapy; OR
- Valid California Community College Instructor Credential in appropriate subject; OR
- The equivalent - Candidates not possessing the required qualifications as stated above must complete the supplemental page of the district application and explain in detail how their qualifications are equivalent to those above; **OR**
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

REQUIRED QUALIFICATIONS (for coaching only)

- Bachelor's Degree in any area
- At least two years of demonstrated successful high school or collegiate-level coaching experience as track & field coach. Note: coaches without the Master's degree are limited to coaching during the in-season and off-season course of that sport. These coaches *may not* teach physical education classes.
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.



**COMPTON COMMUNITY COLLEGE DISTRICT
EL CAMINO COLLEGE COMPTON CENTER
PART-TIME HEAD COACH
INTERCOLLEGIATE CROSS COUNTRY
PHYSICAL EDUCATION AND ATHLETICS**

POSITION DESCRIPTION:

Under the direction of the athletic director, serves a part-time assignment as the cross-country head coach (in- and off-seasons) and the instructor of record for both the in-season and off-season cross-country conditioning classes.

RESPONSIBILITIES/DUTIES:

The duties of the cross-country head coach may include, but not be limited to, the following:

1. Coach and implement an intercollegiate cross-country program.
2. Supervise, educate and lead assistant coaches and coaching staff.
3. Understand and abide by the California Community College Athletic Association (CCCCAA) rules and regulations that govern intercollegiate athletics at the community college level.
4. Adhere to El Camino College policies and procedures in conformity with the requirements of the California Community College Athletic Association (CCCCAA).
5. Coordinate all aspects of practice and competition within our Athletic Conference.
6. Recruit high school athletes under the rules and regulations of the State Athletic Code.
7. Develop team competition schedules for Athletic Conference approval.
8. Advise and assist student athletes in achieving stated academic objectives and transfer to four-year institutions.
9. Coordinate off-season training and conditioning program.
10. Coordinate equipment, supplies, meals, transportation, and travel requests and prepare an annual budget.
11. Perform assigned committee work, including participation in program review of the accreditation process, and attend meetings called by the District, as long as such obligations are considered reasonable.
12. Participate in the Physical Education and Athletic Department program review process.
13. Develop and implement a fundraising plan for the cross country program.
14. Coordinate sports brochures, news releases for the media, office records and athlete information and provide information to the El Camino College Public Information Office.
15. Work with the athletic staff on the health and well-being of student-athletes.
16. Perform related duties as assigned.

REQUIRED QUALIFICATIONS (for instructors teaching physical education classes, including coaching):

- Master's Degree in physical education OR
- Bachelor's Degree in physical education AND Master's in any life science, dance, physiology, health education, recreation administration, kinesiology, or physical therapy; OR
- Valid California Community College Instructor Credential in appropriate subject; OR
- The equivalent - Candidates not possessing the required qualifications as stated above must complete the supplemental page of the district application and explain in detail how their qualifications are equivalent to those above; **OR**
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

REQUIRED QUALIFICATIONS (for coaching only)

- Bachelor's degree in any area
- At least two years of demonstrated successful high school or collegiate-level coaching experience as cross country coach. Note: coaches without the Master's degree are limited to coaching during the in-season and off-season course of that sport. These coaches *may not* teach physical education classes.
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.



**COMPTON COMMUNITY COLLEGE DISTRICT
EL CAMINO COLLEGE COMPTON CENTER
PART-TIME HEAD COACH –MEN’S INTERCOLLEGIATE SOCCER
PHYSICAL EDUCATION AND ATHLETICS**

POSITION DESCRIPTION:

Under the direction of the athletic director, serves a part-time assignment as the men’s soccer head coach and instructor of record for both the in-season the off-season men’s soccer conditioning class.

RESPONSIBILITIES/DUTIES:

The duties of the men’s soccer head coach may include, but not be limited to, the following:

1. Coach and implement an intercollegiate men’s soccer program.
2. Supervise, educate and lead assistant coaches and coaching staff.
3. Understand and abide by the California Community College Athletic Association (CCCAA) rules and regulations that govern intercollegiate athletics at the community college level.
4. Adhere to El Camino College policies and procedures in conformity with the requirements of the California Community College Athletic Association (CCCAA).
5. Coordination of all aspects of practice and competition within our Athletic Conference.
6. Recruit high school athletes under the rules and regulations of the State Athletic Code.
7. Develop team competition schedules for Athletic Conference approval.
8. Advise and assist student athletes in achieving stated academic objectives and transfer to four-year institutions.
9. Coordinate off-season training and conditioning program.
10. Coordinate equipment, supplies, meals, transportation, and travel requests and prepare an annual budget.
11. Perform assigned committee work, including participation in program review of the accreditation process, and to attend meetings called by the District, as long as such obligations are considered reasonable.
12. Participate in the Physical Education and Athletic Department program review process.
13. Develop and implement a fundraising plan for the men’s soccer team.
14. Coordinate sports brochures, news releases for the media, office records and athlete information and provide information to the El Camino College Public Information Office.
15. Work with the athletic staff on the health and well-being of student-athletes.
16. Perform related duties as assigned.

REQUIRED QUALIFICATIONS (for instructors teaching physical education classes, including coaching):

- Master's Degree in physical education OR
- Bachelor's Degree in physical education AND Master's in any life science, dance, physiology, health education, recreation administration, kinesiology, or physical therapy; OR
- Valid California Community College Instructor Credential in appropriate subject; OR
- The equivalent - Candidates not possessing the required qualifications as stated above must complete the supplemental page of the district application and explain in detail how their qualifications are equivalent to those above; **OR**
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

REQUIRED QUALIFICATIONS (for coaching only)

- Bachelor's Degree in any area
- At least two years of demonstrated successful high school or collegiate-level coaching experience as soccer coach. Note: coaches without the Master's degree are limited to coaching during the in-season and off-season course of that sport. These coaches *may not* teach physical education classes.
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.



**COMPTON COMMUNITY COLLEGE DISTRICT
EL CAMINO COLLEGE COMPTON CENTER
PART-TIME HEAD COACH –WOMEN’S INTERCOLLEGIATE
SOCCER
PHYSICAL EDUCATION AND ATHLETICS**

POSITION DESCRIPTION:

Under the direction of the athletic director, serves a part-time assignment as the women’s soccer head coach and instructor of record for both the in-season the off-season women’s soccer conditioning class.

RESPONSIBILITIES/DUTIES:

The duties of the women’s soccer head coach may include, but not be limited to, the following:

1. Coach and implement an intercollegiate women’s soccer program.
2. Supervise, educate and lead assistant coaches and coaching staff.
3. Understand and abide by the California Community College Athletic Association (CCCCAA) rules and regulations that govern intercollegiate athletics at the community college level.
4. Adhere to El Camino College policies and procedures in conformity with the requirements of the California Community College Athletic Association (CCCCAA).
5. Coordination of all aspects of practice and competition within our Athletic Conference.
6. Recruit high school athletes under the rules and regulations of the State Athletic Code.
7. Develop team competition schedules for Athletic Conference approval.
8. Advise and assist student athletes in achieving stated academic objectives and transfer to four-year institutions.
9. Coordinate off-season training and conditioning program.
10. Coordinate equipment, supplies, meals, transportation, and travel requests and prepare an annual budget.
11. Perform assigned committee work, including participation in program review of the accreditation process, and to attend meetings called by the District, as long as such obligations are considered reasonable.
12. Participate in the Physical Education and Athletic Department program review process.
13. Develop and implement a fundraising plan for the women’s soccer team.
14. Coordinate sports brochures, news releases for the media, office records and athlete information and provide information to the El Camino College Public Information Office.
15. Work with the athletic staff on the health and well-being of the student-athletes.
16. Perform related duties as assigned.

REQUIRED QUALIFICATIONS (for instructors teaching physical education classes, including coaching):

- Master Degree in physical education OR
- Bachelor's Degree in physical education AND Master's in any life science, dance, physiology, health education, recreation administration, kinesiology, or physical therapy; OR
- Valid California Community College Instructor Credential in appropriate subject; OR
- The equivalent - Candidates not possessing the required qualifications as stated above must complete the supplemental page of the district application and explain in detail how their qualifications are equivalent to those above; **OR**
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

REQUIRED QUALIFICATIONS (for coaching only)

- Bachelor's Degree in any area
- At least two years of demonstrated successful high school or collegiate-level coaching experience as soccer coach. Note: coaches without the Master's Degree are limited to coaching during the in-season and off-season course of that sport. These coaches *may not* teach physical education classes.
- Sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

HRD 5 – Classified Administrative Job Description

It is requested that the Special Trustee approve the following classified administrative job description:

- Manager, Facilities, Maintenance and Operations



**Compton Community College District
El Camino College Compton Center
Manager – Facilities, Maintenance & Operations
(Senior Classified Administrative Position)**

POSITION DESCRIPTION:

Under the direction of the Provost or designee, plan, organize, coordinate and direct the custodial, grounds, maintenance programs, campus events, transportation, and energy management operations of the District; repair and alteration of buildings; and supervise, train and evaluate the work of assigned personnel.

REPRESENTATIVE DUTIES:

Direct the overall district maintenance and operations program including custodial, grounds and maintenance functions; consult with district management and coordinate activities in matters pertaining to assigned functions.

Plan and organize maintenance and operations functions; develop and implement long-range plans and master schedules for assigned activities; establish work standards, policies and procedures for maintenance, grounds, custodial and transportation activities.

Prepare and recommend the overall budget for district maintenance, operations, transportation activities, and safety program; estimate expenditures and distribute costs to proper accounts; control expenditures during the year to assure operation within budgeted levels.

Coordinate the use and maintenance of the Center's transportation vehicles.

Develop and recommend policies and procedures for maintenance and operations, and plan systematic programs for preventive maintenance.

Review recommendations from subordinate supervisors and lead personnel for hiring of new employees; authorize hiring requests; interview and recommend employment of direct subordinates.

Ensure that the campus is as hazard free as possible, and employees perform their duties in a safe manner.

Prepare and conduct performance appraisals of direct subordinates; review and approve performance appraisals of other maintenance and operations staff.

Authorize and approve various personnel actions; including time sheets and overtime; coordinate in-service training programs.

Recommend and establish training programs for assigned staff; ensure compliance with college policies and procedures.

Coordinate maintenance and operations functions with facilities planning functions; review plans from a maintenance standpoint and ensure efficient transfer of new facilities from construction to the maintenance and operations function.

Work in collaboration with the Director of Facilities Planning in the development, presentation, and implementation of the facilities master plan.

Conduct staff meetings to coordinate maintenance and operations activities and communicate new developments, or instructions; develop and implement new practices and activities as necessary.

Maintain work order control system for labor and materials utilized, personnel assigned, budgets and special programs.

Perform related duties as required or assigned.

KNOWLEDGE OF:

- Planning, organization and direction of facilities management.
- Principles and practices relating to custodial, grounds, skilled maintenance and transportation functions.
- Environmental laws and regulations.
- Energy usage and conservation concepts.
- Construction, custodial and maintenance methods and practices.
- Warehousing procedures, material handling, inventory control and delivery.
- Building codes, OSHA, and other laws, rules and regulations related to assigned activities.
- Budget preparation and control.
- Document and drawing management methods and practices.
- Oral and written communication skills.
- Principles and practice of administration, supervision, training and project management.
- Applicable laws, codes, regulations policies and procedures.
- Interpersonal skills using tact, patience and courtesy.
- Record-keeping techniques.

ABILITY TO:

- Plan, organize, control and direct the construction, maintenance and operation of the Districts facilities.
- Assist in the overall development, implementation and supervision of the Department.
- Coordinate work activities between department units, contractors and other campus groups.
- Train, supervise and evaluate assigned staff.

Develop and administer preventive maintenance program and related records.
Coordinate health and safety programs in the Department.
Estimate labor, material and equipment costs.
Assure compliance with safety practices and various code requirements.
Work from blueprints, shop drawings and sketches.
Communicate effectively both orally and in writing.
Interpret, apply and explain rules, regulations, policies and procedures.
Operate a computer and assigned office equipment.
Analyze situations accurately and adopt an effective course of action.
Meet schedules and time lines.
Work independently with little direction.
Plan and organize work.
Prepare comprehensive narrative and statistical reports and maintain records.
Direct the maintenance of a variety of reports and files related to assigned activities.
Work effectively and cooperatively with peers, faculty, staff, students, and community members from multicultural, diverse backgrounds.

EDUCATION AND EXPERIENCE:

Any combination equivalent to: Bachelor's degree in Engineering, Business Administration or related field and five years of increasingly responsible facilities management experience, including two years in a supervisory capacity. Related experience in a public sector or educational setting is desirable.

LICENSE AND OTHER REQUIREMENTS:

Valid California driver's license
Assignment may include evenings and/or weekends as needed

WORKING CONDITIONS:

Multicultural diverse environment
Indoor and outdoor environment
Regular exposure to fumes, dust and odors
Hearing and speaking to exchange information
Visually monitor work
Standing for extended periods of time
Bending at the waist, kneeling or crouching

HRD 6. SENIOR CLASSIFIED ADMINISTRATIVE POSITION:

Pursuant to Personnel Commission Rule 30.100.3 and Education Code section 88091:

Upon request, the personnel commission may exempt designated senior classified administrative positions from the requirements of this section. A "senior classified administrative employee" means a classified employee who acts as the chief business, fiscal, facilities, or information technology adviser or administrator for the district chancellor or superintendent or a college president, as determined by the governing board and certified by the personnel commission.

Pursuant to Personnel Commission Rule 70.300.4 and Education Code section 88029:

The Personnel Commission may specify certain positions or classes of positions as supervisory, administrative, or executive and exclude the employees serving in those positions and the positions from the overtime provisions.

To be exempted from overtime, positions or classes of positions must clearly and reasonably be management positions. The classes of established positions listed below are clearly and reasonably management positions. The duties, flexibility of hours, salary, benefit structure, and authority of these classes are of such a nature that they should be set apart from positions subject to overtime and will not be unreasonably discriminated against as a result of this exemption.

It is requested that the Special Trustee designate the following position as Senior Classified Administrative position:

1. Manager – Facilities, Maintenance, & Operations

HRD 7. CLASSIFIED EMPLOYEES:

It is recommended that the Special Trustee approve the employment and personnel changes for non-classified employees as shown below.

A. Employment

1. Leave of Absence (Unpaid) -- Kiana Smith - Accountant, Range I, Step 2, Business Services, Administrative Affairs, effective March 4, 2009 through August 1, 2009.
2. Ratification -- Antoria Davis --Pre-School Teacher, Range 26, Step F, Child Development Center, Academic Affairs, effective December 15-19, 29-30, 2008 working out of classification at 5% pay differential, to provide supervision of the Child Development Center in the absence of the program Director.
3. Ratification -- Curlean Turner --Pre-School Teacher, Range 26, Step F, Child Development Center, Academic Affairs, effective December 22, 23, 26, 2008 and January 1, 5-9, 2009 working out of classification at 5% pay differential, to provide supervision of the Child Development Center in the absence of the program Director.

B. Provisional Employment

1. Ratification -- Ofelia Arias – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through March 31, 2009, not to exceed 120 days. (NTE 20 hours per week).
2. Ratification -- Annette Bell – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 2, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
3. Ratification -- Dorothea Branham – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through February 19, 2009, not to exceed 120 days. (NTE 20 hours per week).
4. Ratification -- Theresa Clement – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 17, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
5. Ratification -- Gloria Duran – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through March 31, 2009, not to exceed 120 days. (NTE 20 hours per week).
6. Ratification -- Melva Harding – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective March 10, 2009 through March 31, 2009, not to exceed 120 days. (NTE 20 hours per week).
7. Ratification -- Pamela Jackson – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through March 31, 2009, not to exceed 120 days. (NTE 20 hours per week).
8. Ratification -- Wanda Patterson – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 17, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).
9. Ratification -- Angelica Quevado – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 1, 2009 through March 31, 2009, not to exceed 120 days. (NTE 20 hours per week).
10. Ratification -- Jacqueline Venters – Children’s Center Aide, Range 15, Step A, Child Development Center, Academic Affairs, effective February 17, 2009 through June 30, 2009, not to exceed 120 days. (NTE 20 hours per week).

HRD 8. TEMPORARY NON-CLASSIFIED SERVICE EMPLOYEES:

It is recommended that the Special Trustee approve the employment and personnel changes for non-classified employees as shown below.

1. Ratification -- Gina Baker – Part-time Assistant Coach (Basketball, Track/Field), \$15.40 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2009 through June 12, 2009, Athletics, Student Affairs, not to exceed 120 days. (NTE 475 hours).
2. Ratification -- Mark Flores – Part-time Assistant Coach (Baseball), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2009 through June 12, 2009, Athletics, Student Affairs, not to exceed 120 days. (NTE 185 hours).
3. Ratification -- Morris Giddens III – Part-time Assistant Coach (Track/Field), \$19.10 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2009 through June 12, 2009, Athletics, Student Affairs, not to exceed 120 days. (NTE 105 hours).
4. Ratification -- Logan Taylor – Part-time Assistant Coach (Track/Field), \$8.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective January 15, 2009 through June 12, 2009, Athletics, Student Affairs, not to exceed 120 days. (NTE 200 hours).
5. David Chavezticas – Tutor, \$12.00 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 18, 2009 through June 30, 2009, Learning Resource Center, Academic Affairs, not to exceed 120 days. (NTE 35 hours per week).
6. Ke'Yuanda Evans – Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 18, 2009 through June 30, 2009, Upward Bound Math/Science, Student Affairs, not to exceed 120 days. (NTE 10 hours per week).
7. Ke'Yuanda Evans – Teacher Associate, \$22.80 per hour, Monday through Friday (days vary), hours between 8:00 a.m. to 8:00 p.m. (hours vary), effective March 18, 2009 through June 30, 2009, Upward Bound, Student Affairs, not to exceed 120 days. (NTE 15 hours per week).