

PLACER COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

MONDAY, March 4, 2013, 6 p.m.

Meeting Location

Placer County Office of Education

Burns Conference Room

360 Nevada Street, Auburn, CA 95603

(530) 889-5941

AGENDA

1.0 OPEN MEETING AND ROLL CALL

2.0 PLEDGE OF ALLEGIANCE

3.0 PUBLIC COMMENT - This is the time for anyone to address the Committee on any item not on the agenda. Public comment may be made on those matters within the Committee's subject matter jurisdiction.

4.0 CONSENT AGENDA - All matters listed under the Consent Agenda are considered to be routine and will be enacted by one motion and a majority vote. There will be no separate discussion of these items unless the Committee, audience, or staff requests specific items to be removed from the Consent Agenda for separate action. Any items removed will be considered.

Approval of Minutes –

Placer County Committee on School District Organization, December 3, 2012

5.0 PUBLIC HEARING – Sierra College Redistricting

6.0 COMMITTEE SECRETARY'S REPORT

7.0 ADJOURN MEETING

In compliance with the Americans with Disabilities Act, the Placer County Office of Education encourages those with disabilities to participate fully in the public meeting process. If you have a special need that needs to be met to allow you to attend or participate in our public meetings, please contact our office at (530) 889-5913 well in advance of the regular meeting if you wish to attend so that we may make every reasonable effort to accommodate you, including auxiliary aids or services.

Documents distributed for public session items, less than 72 hours prior to the meeting, are available for public inspection at the Placer County Office of Education, 360 Nevada Street, Auburn, CA.

PLACER COUNTY COMMITTEE ON SCHOOL DISTRICT ORGANIZATION

MONDAY, DECEMBER 3, 2012, 6 p.m.

Placer County Office of Education
Burns Conference Room
360 Nevada Street, Auburn, CA 95603
(530) 889-5941

MEETING MINUTES

1.0 OPEN MEETING AND ROLL CALL

Present: Jeff Holland, Area 1; Glenn Vineyard, Area 2; Damian Armitage, Area 2; Lorene Euerle, Area 3; Reve Taylor, Area 4; Paige Stauss, Area 4; Maureen Ward, Area 5; Dave Rosenquist, Area 5; and James Chambers III, Representative at Large.

Absent: Greg Daley, Area 3 and *Tracy Pittman, Area 1.

Others Present: Gayle Garbolino-Mojica, Secretary to the County Committee on School District Organization; Diane Edwards, Executive Assistant to the County Superintendent of Schools—PCOE; Sean Ouimet—PCOE.

2.0 PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Mr. Glenn Vineyard.

3.0 PUBLIC COMMENT

Mr. Vineyard extended public comment time to members of the audience for items that were not on the agenda. No audience members were present.

4.0 CONSENT AGENDA

Motion to approve the minutes from the December 5, 2011 meeting of the Placer County Committee on School District Organization by Dr. James Chambers III, seconded by Ms. Reve Taylor, with all members present voting aye. **Motion carried.**

5.0 ACTION ITEM

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Motion was made to elect that the current President, Mr. Vineyard, and current Vice-President, Dr. Chambers III, remain the same by Ms. Paige Stauss, seconded by Ms. Reve Taylor, with all members present voting aye. **Motion carried.**

6.0 COMMITTEE SECRETARY'S REPORT

Ms. Garbolino-Mojica provided a report to members present regarding items to date, including the 2012 Trustee Dinner, and potential future items. Discussion took place among members present.

*(*Ms. Tracy Pittman arrived at approximately 6:05 p.m.)*

7.0 ADJOURN MEETING

There being no further business, **Motion** was made by Dr. James Chambers III, seconded by Ms. Reve Taylor, to adjourn the meeting at 6:15p.m., with all members present voting aye. **Motion carried.**

Chairperson, County Committee

Secretary to County Committee

Date

Date

SIERRA JOINT COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES

RESOLUTION OF THE BOARD)
OF TRUSTEES OF THE SIERRA)
JOINT COMMUNITY COLLEGE) Resolution No. 2012-21
DISTRICT INITIATING A)
PROPOSAL TO)
REARRANGE TRUSTEE)
AREA BOUNDARIES FOR)
DISTRICT BOARD MEMBERS)
_____)



WHEREAS, the Board of Trustees of the Sierra Joint Community College District ("District") is composed of seven (7) members elected in "from trustee area" elections, i.e., elections in which each member of the governing board is elected by the registered voters of the entire district but board members must reside in defined trustee areas, a system of election also referred to as a "hybrid" election system;

WHEREAS, the District contracted with a nationally recognized demographic expert to review existing trustee areas and to analyze voting options based on 2010 decennial federal census data;

WHEREAS, current trustee areas contain significant deviations from trustee areas balanced by population;

WHEREAS, the District created a Board Subcommittee to review voting options and to analyze whether current trustee areas should be rearranged;

WHEREAS, the Board Subcommittee met on multiple occasions to review voting options and proposed trustee area maps;

WHEREAS, the District conducted public hearings at its May 8 and November 13, 2012 board meetings and explained these election issues to the public;

WHEREAS, the District posted trustee area map alternatives under consideration on its website for review by the community in advance of the public hearings conducted in May and November, 2012;

WHEREAS, following the public hearing and Board discussion of two plan options at the November 13, 2012 meeting, a final proposed trustee area map was recommended for consideration and adoption;

WHEREAS, following the November 13, 2012 board meeting, the Board subcommittee presented an additional plan option for public input and Board discussion at the December 11, 2012 meeting with the goal of further protecting the Tahoe-Truckee community of interest;

WHEREAS, at the December 11, 2012 board meeting, the Board reviewed both plan options and selected that plan option that best protected the Tahoe-Truckee community of interest;

WHEREAS, the District informed the public, in both English and Spanish, of their opportunity to comment on the proposal to rearrange trustee area boundaries and undertook other actions to ensure that all interested persons would have an opportunity to review the proposed rearrangement of trustee area boundaries;

NOW, THEREFORE, THE SIERRA JOINT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES DOES HEREBY RESOLVE AS FOLLOWS:

1. The Board of Trustees hereby approves rearranging trustee area boundaries based on 2010 census data to more equally balance population among the seven (7) trustee areas while retaining "from trustee area" voting and a trustee area map that preserves the Tahoe/Truckee area as a defined community of interest;
2. The Board hereby approves the proposed trustee area map attached as Exhibit A labeled "2013 Adopted Plan";
3. Pursuant to Education Code section 5019, the Board of Trustees directs the College President or his designee to apply to the Placer County Committee on School District Organization ("County Committee") for approval to rearrange its trustee area boundaries consistent with the proposed trustee area map attached as Exhibit A as soon as feasible.
4. If approved by the County Committee, the Board directs that the revised trustee area map be effective for all purposes on the date of approval by the County Committee (the "Effective Date"); thus, all board members, whether appointed or elected after the Effective Date, shall be required to reside within the boundaries established by the trustee area map attached as Exhibit A.
5. Once all final approvals have been obtained, the Governing Board authorizes and directs the College President or his designee to forward this Resolution, the approved trustee area map, and all other relevant documents to the election offices of Placer, Nevada, El Dorado and Sacramento counties.
6. The Governing Board hereby authorizes the College President or his designee to take any other actions necessary to implement the intent and purpose of this Resolution.

This Resolution was adopted at a Board meeting of the Sierra Joint Community College District on December 11, 2012 by the following vote:

AYES: DAWSON BARTLEY, FERRARI, HALLDIN, KLEIN, LESLIE, PALMER, RUDD

NOES:

ABSENT:

ABSTAIN:

STUDENT TRUSTEE ADVISORY VOTE:

AYE - GEIS

Dated: December 11, 2012


Aaron Klein, Board President

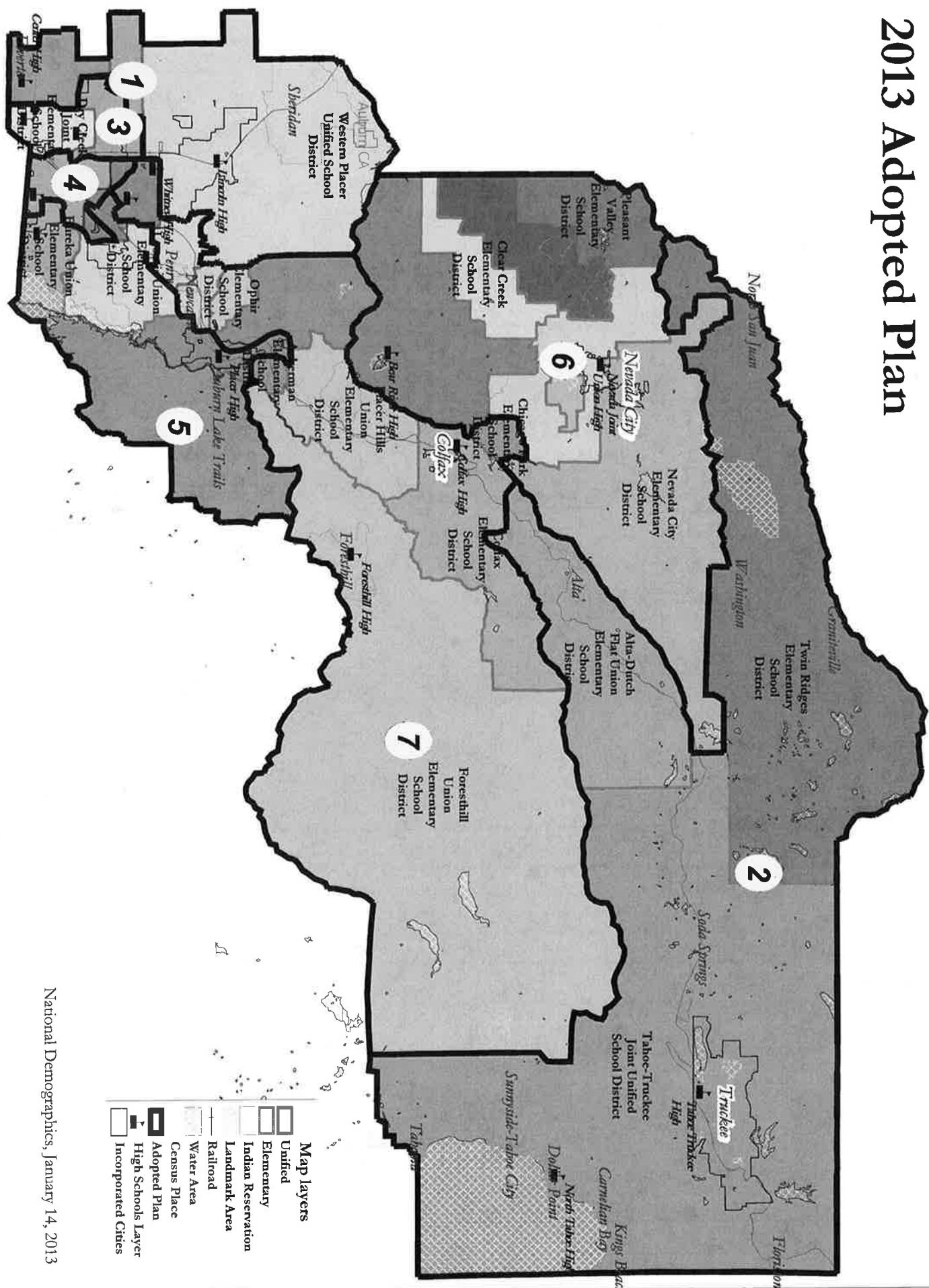
CERTIFIED AS A TRUE CORRECT COPY:

I, Scott T. Leslie, do hereby certify that the foregoing Resolution was duly and regularly adopted by the Board of Trustees of the Sierra Joint Community College District at a lawfully called meeting held on December 11, 2012.

Dated: December 11, 2012

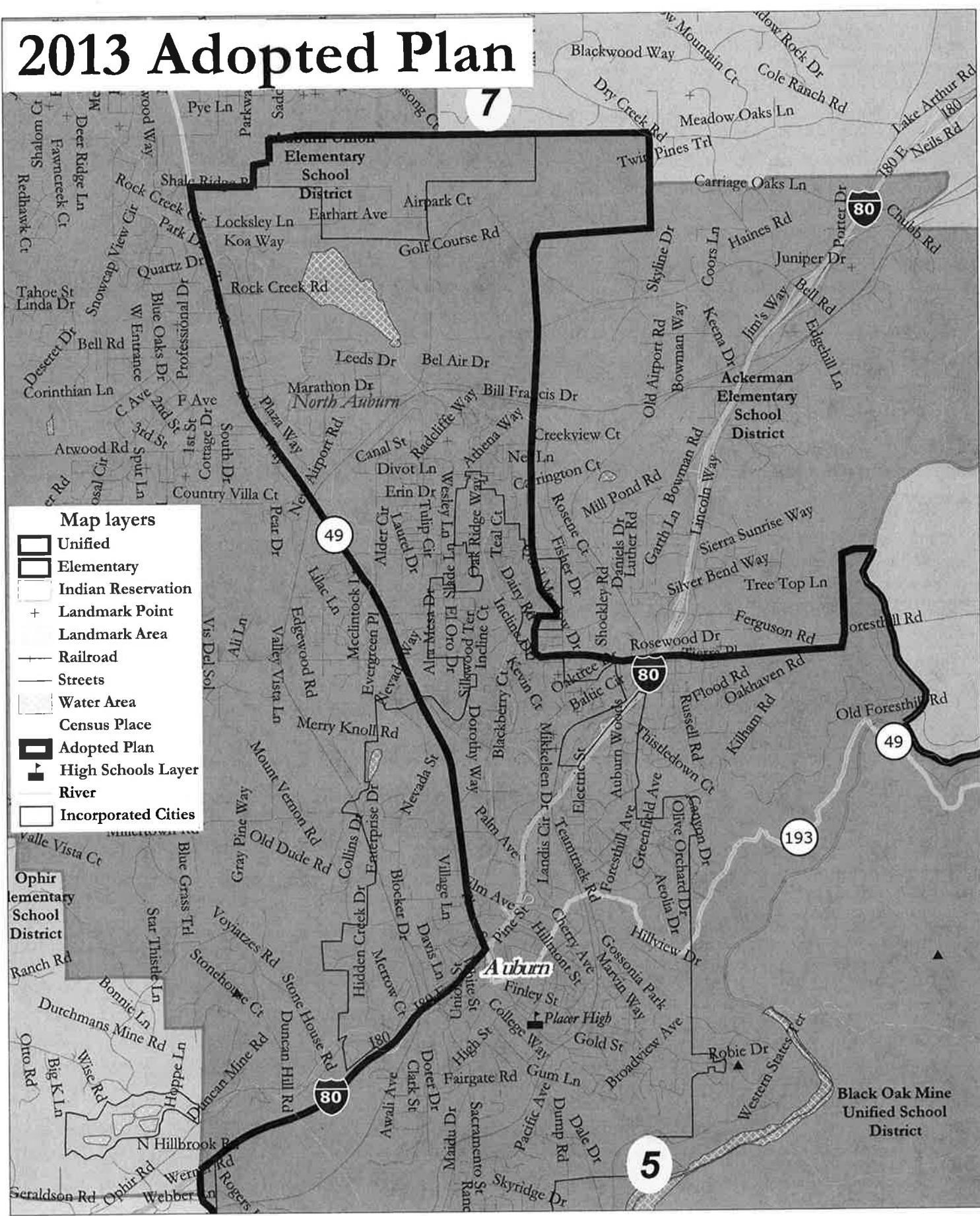

Scott T. Leslie, Vice-President/Board Clerk

2013 Adopted Plan



2013 Adopted Plan

7



2013 Adopted Plan

1

7

Parry Rd

Boyston Rd

Red Ravine Crk

Taylor Rd

Boulder Crk

Ridge Crk

Orchard Crk

Chienan Trl

Cherokee Trl

Spence Rd

Marcob Way

Secret Ravine Rd

Rancho Verde Ln

Ronnie Ln

Secret Ravine Crk

Winnic Rd

Twinkie Rd

Holscaw Rd

Secret Ravine Crk

Becker Dr

Oak Tree Ln

Happy Rd

Horseshoe Bar Rd

Rasm

Rancho Verde Ln

Secret Ravine Rd

Wishng Well Way

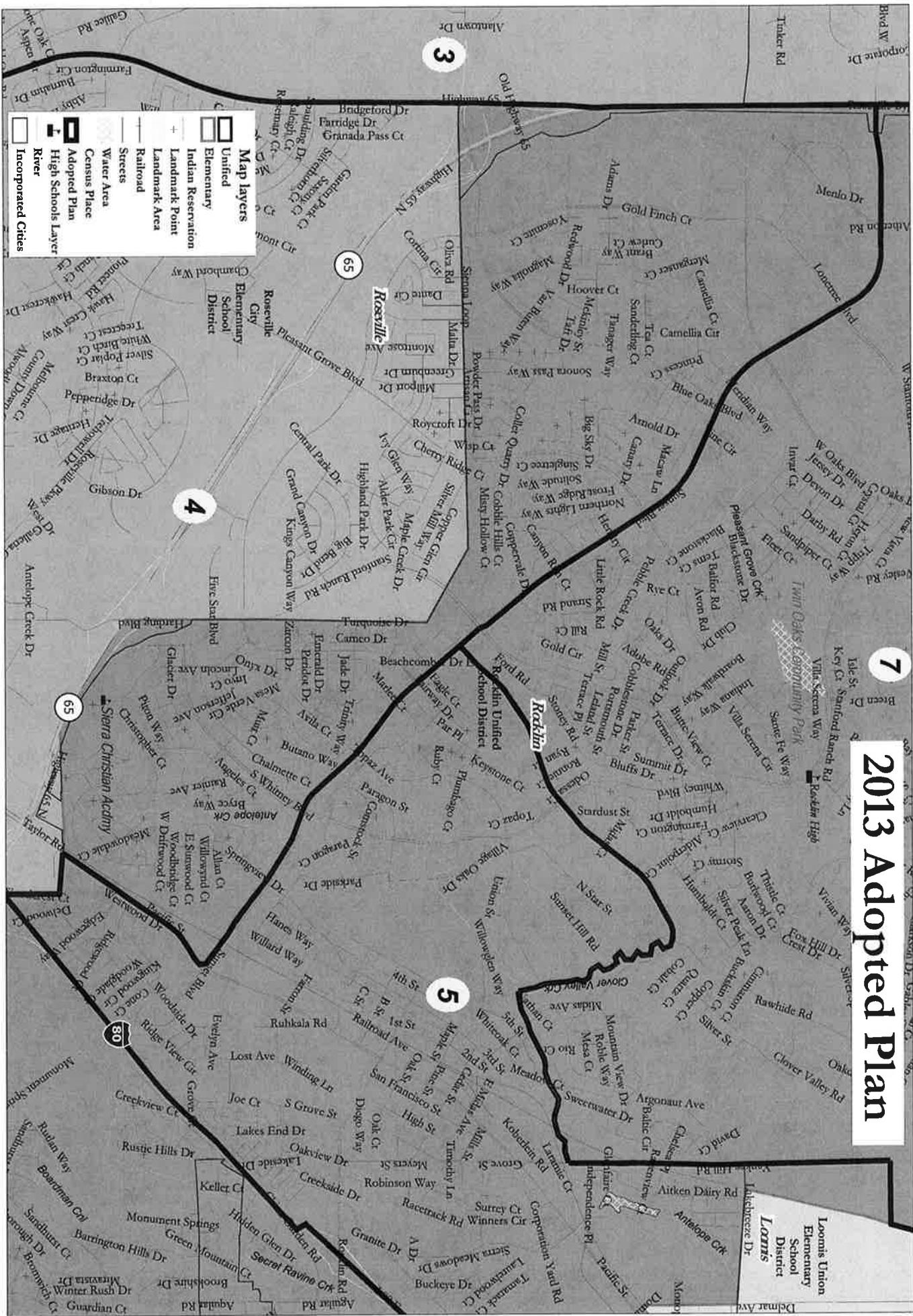
Land Rd

Napoleon Dr

White

Land Rd

2013 Adopted Plan



Sierra Joint Community College District
Regular Meeting of the Board of Trustees
Tuesday, December 11, 2012

MINUTES

7 The regular meeting of the Board of Trustees of the Sierra Joint Community
8 College District was held on Tuesday, December 11, 2012, at 3:00 p.m. at the Sierra
9 College - Rocklin Campus, 5000 Rocklin Road, Rocklin, California, in Rooms A-104 and
10 LR-133.

18 Student Trustee: Carol Geis (in at 4:05 p.m.)

19
20 Staff/Visitors: Cameron Abbott, Sonbol Aliabadi, Jeannette Bischoff, Don
21 Brophy, Cliff Burns, Paul Cooper, Mandy Davies, Laura
22 Doty, Linda Fisher, Dalton France, Norman Gonzales, Peg
23 Grady, Jené Hallam, Kathryn Halldin, Michael Halldin,
24 Susan Halldin, Jon Hamblen, Jane Haproff, Jane
25 Hemmerling, Bill Hemphill, Kerri Hester, Colin Irwin,
26 Darlene Jackson, Cacey Klein, Danny Klein, Emma Klein,
27 Spencer Klein, Sonja Lolland, Sue Michaels, Gary Moser,
28 Arthur Ngo, Carol Pepper-Kittredge, Nancy Schwab, Thad
29 Selmants, Stan Spencer, Deb Sutphen, Laurel Thiers, Chris
30 Yatooma, Beverly Yoha

32 CALL TO ORDER

33 Board President Aaron Klein called the meeting to order at 3:38 p.m. and
34 welcomed those present, including friends and family who were in attendance.

36 BOARD OF TRUSTEES

37 Item #14015, Administration of Oaths of Office – Board Members: Mr. William
38 Duncan administered the Oaths of Office as follows:

- Scott Leslie, Trustee Area 3 Term of Office: 2012 – 2016
- Bill Halldin, Trustee Area 4 Term of Office: 2012 – 2016
- Aaron Klein, Trustee Area 7 Term of Office: 2012 – 2016

Mr. Klein adjourned the meeting for a break at 3:42 p.m.

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1 Sierra Joint Community College District
2 Minutes of the Regular Meeting of the Board of Trustees
3 December 11, 2012
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5 **RECONVENE OPEN SESSION**

6 Mr. Klein reconvened the meeting at 4:00 p.m., welcomed those present, and made
7 a statement regarding participation in the meeting. Mr. Rudd led the pledge of
8 allegiance at Mr. Klein's request.
9

10 **APPROVAL OF AGENDA**

11 A **motion** was made by Howard Rudd, seconded by Nancy Palmer, **to approve**
12 **the Agenda as presented**. Call for the vote: Student Trustee Advisory Vote: Absent;
13 Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried**.
14

15 **APPROVAL OF MINUTES - November 13, 2012**

16 A **motion** was made by Howard Rudd, seconded by Nancy Palmer, **to approve**
17 **the Minutes of the November 13, 2012, meeting as presented**. Call for the vote: Student
18 Trustee Advisory Vote: Absent; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0.
19 **Motion carried**.
20

21 **ORGANIZATIONAL EFFECTIVENESS - STRATEGY 2 (Fiscal Stability)**

22 Item #14016, Fiscal Year 2011-2012 Final Budget Revision: Mr. Chris Yatooma, Vice
23 President of Administrative Services, presented a final budget summary for 2011-2012
24 in preparation for presentation of the 2011-2012 audit.
25

26 Item #14017, Draft 2011-2012 Independent Financial Audit: Ms. Tina Treis of
27 Crowe Horwath LLP was introduced to review the Independent Financial Audit for the
28 period ending June 30, 2012. Following review and discussion, a **motion** was made by
29 Howard Rudd, seconded by Nancy Palmer, **to accept the independent financial audit**
30 **for the period ending June 30, 2012**. Call for the vote: Student Trustee Advisory Vote:
31 Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously**.
32

33 Item #14018, Memorandum of Understanding - Western Placer Unified School
34 District: A Memorandum of Understanding was discussed granting Western Placer
35 Unified School District the exclusive right and option to purchase property currently
36 owned by Sierra College at the Twelve Bridges site in Lincoln, California, subject to
37 negotiation by the parties of mutually agreeable terms. A **motion** was made by Nancy
38 Palmer, seconded by Dave Ferrari, **to approve the Memorandum of Understanding**
39 **between Sierra Joint Community College District and Western Placer Unified School**
40 **District**. Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes:
41 0; Abstentions: 0; Absent: 0. **Motion carried unanimously**.
42

43 **BOARD OF TRUSTEES**

44 Item #14019, Revisions to Board Policy No. 4021, Program Discontinuance Vitality
45 - First Reading: Dr. Jane Haproff, Philosophy Professor and Academic Senate President,
46 reviewed the draft Program Vitality policy and described the process that had been...
47

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5 **BOARD OF TRUSTEES (Continued)**

6 Item #14019, Revisions to Board Policy No. 4021, Program Discontinuance Vitality –
7 First Reading (Continued)

8 ...undertaken to draft a policy documenting the College's Program Vitality process as
9 defined in Administrative Procedure No. 4021, Program Vitality. Dr. Haproff explained
10 that additional policies and procedures were being developed to address situations in
11 which program suspension or discontinuance might be considered necessary outside of
12 the program vitality process.

13

14 **PUBLIC HEARING**

15 Item #14020, Public Hearing and Resolution No. 2012-21: Resolution Initiating a
16 Proposal to Rearrange Trustee Area Boundaries for District Board Members: The Board
17 has spent several months researching, discussing, and seeking public input regarding
18 rearrangement of the current trustee areas. Several trustee area map options have been
19 discussed, with the goal of balancing trustee area population while still protecting a
20 Tahoe-Truckee community of interest. Two options with maps were reviewed,
21 discussed, and presented to the public for input at the meeting. A public hearing was
22 opened. *Mr. Cliff Burns and Ms. Laurel Thiers* asked questions about the proposed
23 trustee areas.

24

25 Trustee Ferrari stated his continued concern that the Tahoe-Truckee community be
26 protected as a community of interest, and the Board discussed maps presented as
27 Option B that were developed to further address the goal of protecting that community
28 of influence.

29

30 Mr. Klein sought additional comments from the community. Hearing none, the
31 public hearing was closed at 5:00 p.m. A **motion** was made by Nancy Palmer, seconded
32 by Dave Ferrari, **to select the maps presented as Option B and adopt Resolution No.**
33 **2012-21, Resolution Initiating a Proposal to Rearrange Trustee Area Boundaries for**
34 **District Board Members, with the direction to modify the resolution to appropriately**
35 **reflect the selection of the maps presented as Option B.** Roll call vote: Student Trustee
36 Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion**
37 **carried unanimously.**

38

39 **CONSENT AGENDA**

40 A **motion** was made by Howard Rudd, seconded by Scott Leslie, **to approve the**
41 **Consent Agenda items listed below as presented.** Roll call vote: Student Trustee
42 Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion**
43 **carried unanimously.**

44

45 Item #14021, Course/Program Additions, Deletions, and Inactivations: The Board
46 approved the curriculum revisions as listed in the agenda.

Continued on next page...

Sierra Joint Community College District
Minutes of the Regular Meeting of the Board of Trustees
December 11, 2012

CONSENT AGENDA (Continued)

Item #14022, CCFS-311Q for Period Ending September 30, 2012: The Board accepted the CCFS-311Q Quarterly Report for the three-month period ending September 30, 2012, which has been forwarded to the appropriate governmental agency.

Item #14023, Acceptance of Donations: The Board acknowledged receipt of the listed donations.

Item #14024, Warrants and Electronic Disbursements for the Month of October 2012: The Board ratified the warrants and electronic disbursements for the month of October 2012.

Item #14025, Invitation to Bid – Interpreting Services: The Board authorized the staff to issue an Invitation to Bid for Interpreting Services.

Item #14026, Resolution No. 2012-22: California Department of Education, Annual Agreement Amendment 01 Fiscal Year 2012-2013, State Preschool Program: The Board adopted Resolution No. 2012-22 to accept the grant award amendment of \$371,865 and authorize staff to execute Contract No. CSPP-2349 Amendment 01 with the California Department of Education for Child Development Services for the period of July 1, 2012 through June 30, 2013.

Item #14027, Resolution No. 2012-23: California Department of Education, Annual Agreement Amendment 01 Fiscal Year 2012-2013, Family Child Care Home Program:
The Board adopted Resolution No. 2012-23 to accept the grant award amendment of \$149,648 and authorize staff to execute Contract No. CFCC-2019 Amendment 01 with the California Department of Education for Child Development Services for the period of July 1, 2012 through June 30, 2013.

Item #14028, Notice of Completion: Cabinetry Work for N3 – Nevada County Campus Expansion and Renovations Project – West Coast Cabinets, Inc.: The Board accepted the N3 cabinetry work for the Nevada County Campus Expansion and Renovations Project as being complete as of December 11, 2012, and directed staff to execute the “Notice of Completion,” to be filed with the Nevada County Recorder’s Office within ten days of Board action.

Item #14029, Notice of Completion: Completion of Building N3 Renovations – Nevada County Campus Expansion and Renovations Project – Treehenge Construction, Inc.: The Board accepted the N3 construction work for the Nevada County Campus Expansion and Renovations Project as being complete as of December 11, 2012, and directed staff to execute the “Notice of Completion,” to be filed with the Nevada County Recorder’s Office within ten days of Board action.

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5 CONSENT AGENDA (Continued)

6 Item #14030, Notice of Completion: Relocation of Fire Alarm Annunciator Panel -
7 Nevada County Campus Expansion and Renovations Project - Sierra Building Systems,
8 Inc.: The Board accepted the work to relocate the fire alarm annunciator panel for the
9 Nevada County Campus as being complete as of December 11, 2012, and directed staff
10 to execute the "Notice of Completion," to be filed with the Nevada County Recorder's
11 Office within ten days of Board action.

12

13 Item #14031, Notice of Completion: Electrical Upgrades for N3 - Nevada County
14 Campus Expansion and Renovations Project - Gray Electric, Inc.: The Board accepted
15 the N3 electrical upgrade work for the Nevada County Campus Expansion and
16 Renovations Project as being complete as of December 11, 2012, and directed staff to
17 execute the "Notice of Completion," to be filed with the Nevada County Recorder's
18 Office within ten days of Board action.

19

20 Item #14032, Notice of Completion: Installation of New Flooring in Building N3 -
21 Nevada County Campus Expansion and Renovations Project - Youngs Carpet One: The
22 Board accepted the N3 flooring work for the Nevada County Campus Expansion and
23 Renovations Project as being complete as of December 11, 2012, and directed staff to
24 execute the "Notice of Completion," to be filed with the Nevada County Recorder's
25 Office within ten days of Board action.

26

27 Item #14033, Contracts and Agreements - Capital Projects: The Board approved
28 and/or ratified the capital project contracts and agreements listed below:

29

30 A. CONTRACTS FOR APPROVAL

31 **1. Contract/Agreement: LP Consulting Engineers, Inc.**

32 **Term:** December 12, 2012 - February 28, 2013

33 **Amount:** \$4,000

34 **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades

35 **Agreement:** Contractor will perform engineering review of existing
36 hydronic (water distribution) system in Mechanical Yard 2C
37 on the Nevada County Campus. This hydronic system
38 provides heating/cooling to Buildings N7, N9, N10, N12,
39 N13 and N14. Services include one site visit, analysis and
40 report of recommendations for system improvements.

41

Continued on next page...

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5 **CONSENT AGENDA (Continued)**

6 Item #14033, Contracts and Agreements - Capital Projects (Continued)

7 **A. CONTRACTS FOR APPROVAL (Continued)**

8 **2. Contract/Agreement: California Pavement Maintenance Company, Inc.**

9 **Term:** December 12, 2012 - June 28, 2013

10 **Amount:** \$52,232.53

11 **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades

12 **Agreement:** Contractor to fill cracked areas in pavement of Robert Ross Way
13 at Nevada County Campus damaged during the Expansion and
14 Renovations Project. Contractor will provide slurry seal on
15 approximately 18,000 square feet of damaged roadway, replace
16 14 Christy boxes in repaired areas, and remove/replace thermal
17 plastic crosswalk striping in repaired areas. This agreement
18 replaces previously approved agreement for the same scope of
19 work and same fees for service (Previous Board Agenda Item
20 No. 13993.A.2. - approved October 16, 2012). Previous contract
21 expired due to weather delays.

22 **3. Contract/Agreement: Sierra Building Systems, Inc.**

23 **Term:** December 12, 2012 - June 28, 2013

24 **Amount:** \$6,500

25 **Funding Source:** SFID Bond No. 2, Campus Wide Upgrades

26 **Agreement:** Contractor to provide all labor and material to install,
27 terminate and place into service a networked E3 fire alarm
28 system for Building N20 at the Nevada County Campus.

29 **4. Contract/Agreement: LP Consulting Engineers, Inc.**

30 **Term:** December 12, 2012 - June 28, 2013

31 **Amount:** \$100,000

32 **Funding Source:** Capital Projects Fund

33 **Agreement:** Contractor to provide engineering services for replacement of
34 Rocklin Campus heating system (heat loop). Engineering
35 services to include mechanical/plumbing, electrical and
36 structural designs.

37 **5. Contract/Agreement: Coblenz, Patch, Duffy & Bass LLP**

38 **Term:** December 12, 2012 - Until Terminated

39 **Amount:** Standard Hourly Rates of \$176 - \$784

40 **Funding Source:** Capital Projects Fund

41 **Agreement:** Firm to provide legal counsel related to the development of
42 the 72-acre parcel with services to be performed at the
43 request of the District.

44 *Continued on next page...*

1 Sierra Joint Community College District
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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements: The Board approved and/or
7 ratified the contracts and agreements listed below:

8
9 **A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER
10 TECHNICAL EDUCATION**

11 **1. Contract/Agreement: Valaine Hoffmann & Associates**

12 **Term:** January 1, 2013 – February 28, 2013

13 **Amount:** Not to exceed \$3,904

14 **Funding Source:** CTE Community Collaborative Grant 10-140-271

15 **Agreement:** Consultant will process and disseminate instructional materials
16 and supplies to participating Sierra STEM schools; assist with a
17 spring industry advisory committee meeting; and provide
18 technical assistance to Sierra STEM CTE teachers to strengthen
19 programs and leverage resources.

20
21 **2. Contract/Agreement: Patricia L. Cremeen**

22 **Term:** January 1, 2013 – February 28, 2013

23 **Amount:** Not to exceed \$4,000

24 **Funding Source:** CTE Community Collaborative Grant 10-140-271

25 **Agreement:** Consultant will conduct analysis on data collected and reported
26 to the Chancellor's Office and WestEd; assemble project final
27 report; and assist with a spring industry advisory committee
28 meeting.

29
30 **3. Contract/Agreement: Marketing Action, Inc.**

31 **Term:** January 1, 2013 – February 28, 2013

32 **Amount:** Not to exceed \$8,000

33 **Funding Source:** CTE Community Collaborative Grant 10-140-271

34 **Agreement:** Consultant will coordinate with Project Director to provide
35 strategic planning and oversight of project deliverables and
36 outcomes; coordinate technical assistance and evaluation in
37 strengthening Sierra College's Mechatronics, Engineering,
38 Drafting & Engineering Support, Energy Technology, and
39 Welding degree and certificate programs and partnering high
40 school and middle school programs and regional business
41 partners; coordinate and facilitate a spring advisory meeting
42 engaging business and industry partners; develop
43 communication strategies connecting employers to educational
44 pathways and programs; develop press releases on project
45 events as appropriate for submittal to the Sierra College PIO;
46 provide updates to the Sierra College website; and develop
47 written content for promotional materials announcing project-
48 related events.

49 *Continued on next page...*

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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER**

8 **TECHNICAL EDUCATION (Continued)**

9 **4. Contract/Agreement: Christina Hinderman**

10 **Term:** January 1, 2013 – February 28, 2013

11 **Amount:** Not to exceed \$3,000

12 **Funding Source:** CTE Community Collaborative Grant 10-140-271

13 **Agreement:** Consultant will provide technical support to participating
14 teachers and counselors using Career Cruising software to
15 improve linkages between high school CTE programs and
16 Sierra College's Mechatronics, Engineering, Drafting &
17 Engineering Support, Energy Technology, and Welding
18 degree and certificate programs.

19 **5. Contract/Agreement: Sandra Scott**

20 **Term:** January 1, 2013 – February 28, 2013

21 **Amount:** Not to exceed \$5,000

22 **Funding Source:** CTE Community Collaborative Grant 10-140-271

23 **Agreement:** Consultant will coordinate a working group of master
24 teachers and curriculum experts to pilot a lesson plan
25 targeting a broad array of elementary and high school
26 students and applies math in an authentic context, including
27 STEM skills such as critical thinking, active learning and
28 problem solving, and aligned with the Common Core
29 Standards; coordinate and evaluate a professional
30 development workshop for teachers and faculty that examines
31 and evaluates the lesson plan; and provide an overview at a
32 spring advisory committee meeting.

33 **6. Contract/Agreement: Ryan Hinderman**

34 **Term:** January 1, 2013 – February 28, 2013

35 **Amount:** Not to exceed \$2,000

36 **Funding Source:** CTE Community Collaborative Grant 10-140-271

37 **Agreement:** Consultant will assist in a pilot study targeting a broad array
38 of elementary and high school students and applies math in
39 an authentic context, including STEM skills such as critical
40 thinking, active learning and problem solving, and aligned
41 with the Common Core Standards and report on project
42 outcomes; research effectiveness of career exploration
43 activities for middle and high school students; and prepare
44 brief of research findings.

45 *Continued on next page...*

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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER**

8 **TECHNICAL EDUCATION (Continued)**

9 **7. Contract/Agreement: Virginia Horowitz**

10 **Term:** January 1, 2013 – February 28, 2013

11 **Amount:** Not to exceed \$4,000

12 **Funding Source:** CTE Community Collaborative Grant 10-140-271

13 **Agreement:** Consultant will provide technical assistance in the
14 development of curriculum at participating high school and
15 middle school programs, and review and present two lesson
16 plans for posting on the project website.

17
18 **8. Contract/Agreement: RobbJack Corporation**

19 **Term:** January 1, 2013 – June 30, 2013

20 **Amount:** Not to exceed \$8,400 (receivable)

21 **Funding Source:** RobbJack Corporation

22 **Agreement:** Sierra College will provide contract instruction (up to 60
23 hours) of Lean Principles Consulting/Training) to RobbJack
24 Corporation.

25
26 **9. Contract/Agreement: Rex Moore Electrical Contractors & Engineers**

27 **Term:** January 1, 2013 – June 30, 2013

28 **Amount:** Not to exceed \$28,000 (receivable)

29 **Funding Source:** Rex Moore Electrical Contractors & Engineers

30 **Agreement:** Sierra College will provide contract instruction (up to 200
31 hours) of Process Improvement Consulting/Training to Rex
32 Moore Electrical Contractors and Engineers.

33
34 **10. Amendment to Contract/Agreement: Progressive Technology Ceramics, Inc.**

35 **Previous Board Agenda Item No. 13994.A.4 (Approved October 16, 2012)**

36 **Term:** September 20, 2012 – June 30, 2013

37 **Amount:** N/A

38 **Funding Source:** Progressive Technology Ceramics, Inc.

39 **Agreement:** This amendment extends the term of the agreement from
40 December 31, 2012 to June 30, 2013. All terms and conditions
41 of the original contract not specifically amended will remain
42 the same.

43
Continued on next page...

1 Sierra Joint Community College District
2 Minutes of the Regular Meeting of the Board of Trustees
3 December 11, 2012

5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **A. OFFICE OF INSTRUCTION - GRANT DEVELOPMENT & CAREER
8 TECHNICAL EDUCATION (Continued)**

9 **11. Contract/Agreement: California Community College Chancellor's Office
10 Pathways Community Collaborative Project Grant No. 12-140-271**

11 **Term:** November 1, 2012 – November 30, 2013

12 **Amount:** \$387,023 (awarded)

13 **Funding Source:** Chancellor's Office

14 **Agreement:** Sierra College has received notification of Intent to Award the
15 Career and Technical Education – Pathways Community
16 Collaborative Project Grant No. 12-140-271 for the period of
17 November 1, 2012 to November 30, 2013. Recommend
18 acceptance of the funding for the 2012-2013 year.

19
20 **B. OFFICE OF INSTRUCTION - BUSINESS, APPLIED ACADEMICS AND
21 PHYSICAL EDUCATION DIVISION**

22 **1. Contract/Agreement: Jennifer Scalzi, dba Connections Consultants**

23 **Term:** January 1, 2013 – June 30, 2013

24 **Amount:** \$43,000

25 **Funding Source:** Foster and Kinship Care Education (FKCE) Grant

26 **Agreement:** Connections Consultants will continue to operate the Foster
27 and Kinship Care Education Program according to established
28 guidelines for the 2012-13 year.

29
30 **2. Contract/Agreement: The Research and Planning Group for California
31 Community Colleges (RP Group)**

32 **Term:** November 7, 2012 - August 1, 2013

33 **Amount:** \$12,000

34 **Funding Source:** Career & Technical Education, CTEA 1-C Grant

35 **Agreement:** Enter into an agreement with the Research & Planning Group
36 for California Community Colleges (RP Group) to participate
37 in the CTE Employment Outcomes Survey. This survey will
38 gather information on employment outcomes for Sierra
39 College students participating in CTE programs. It will
40 include a 2,000 student sample, contacted through email and
41 phone call wave.

42
Continued on next page...

1 Sierra Joint Community College District
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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **B. OFFICE OF INSTRUCTION - BUSINESS, APPLIED ACADEMICS AND
8 PHYSICAL EDUCATION DIVISION (Continued)**

9 **3. Amendment to Contract/Agreement: Valaine Hoffmann, dba Hoffmann &
10 Associates**

11 **Term:** July 22, 2012 - June 30, 2013

12 **Amount:** \$24,100 (Increase of \$1,600)

13 **Funding Source:** CTEA 1C Grant No. 12-C01-058

14 **Agreement:** Contract amendment expands the scope of work and increases
15 the fees for service by \$1,600. All terms and conditions of the
16 original contract not specifically amended will remain the
17 same.

18 **4. Contract/Agreement: Rugby Club Cooperative Agreement**

19 **Term:** December 12, 2012 - May 24, 2013

20 **Amount:** N/A

21 **Funding Source:** N/A

22 **Agreement:** This Rugby Program Cooperative Agreement allows the
23 Sierra College Rugby Club to continue to operate as an
24 Associated Students of Sierra College Club through May 24,
25 2013. The club will be allowed to use district athletic facilities
26 and they will compete in approved rugby competitions under
27 the Sierra College name.

28 **C. HUMAN RESOURCES**

29 **1. Contract/Agreement: Custom Benefit Administrators (CBA)**

30 **Term:** January 1, 2013 - December 31, 2013

31 **Amount:** \$34,686

32 **Funding Source:** General Fund

33 **Agreement:** Custom Benefits Administrators will serve as a third party
34 administrator for Federal COBRA administration services and
35 Flexible Benefits Plan administration services.

36 **2. Contract/Agreement: Brandman University**

37 **Term:** Effective Spring 2013 Semester

38 **Amount:** N/A

39 **Funding Source:** N/A

40 **Agreement:** The agreement with Brandman University would allow
41 partnering to award scholarships to Sierra College employees
42 who wish to pursue graduate degrees. The University will
43 offer and fund up to five MBA scholarships equivalent to \$300
44 per credit.

45 *Continued on next page...*

1 Sierra Joint Community College District
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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **C. HUMAN RESOURCES (Continued)**

8 **3. Contract/Agreement: Brandman University**

9 **Term:** Effective Spring 2013 Semester

10 **Amount:** N/A

11 **Funding Source:** N/A

12 **Agreement:** The agreement with Brandman University would allow
13 partnering to award scholarships to Sierra College employees
14 who wish to pursue graduate degrees. The University will offer
15 graduate degree scholarships of \$90 per unit.

16 **D. STUDENT SERVICES**

17 **1. Amendment to Contract/Agreement: WASH Multifamily Laundry Systems, LLC**

18 **Term:** December 15, 2012 - March 31, 2013

19 **Amount:** Approximately \$300 (receivable)

20 **Funding Source:** WASH Multifamily Laundry Systems, LLC

21 **Agreement:** This agreement amends the current Laundry Equipment
22 Agreement with WASH Multifamily Laundry Systems, LLC
23 (formally Web Service Company, Inc.) which is set to expire
24 December 14, 2012. Amendment will extend the term of the
25 contract to March 31, 2013 to provide adequate time to solicit,
26 evaluate and select a vendor that will provide coin or card
27 operated laundry equipment for the Residence Halls. Amended
28 contract may be terminated with 30 days written notice.

29 **2. Amendment to Contract/Agreement: Tanya Hanrihan dba Tanya**
30 **Hanrihan Consultants**

31 **Term:** July 1, 2012 - June 30, 2013

32 **Amount:** Not to exceed \$10,000 (\$2,000 increase)

33 **Funding Source:** General Fund

34 **Agreement:** Fees for services to be increased from \$8,000 to \$10,000 for
35 the additional utilization of the homestay placement
36 services through Summer 2013.

37 **3. Contract/Agreement: Credentials Solutions**

38 **Term:** January 12, 2013 - January 11, 2014

39 **Amount:** N/A

40 e transcript services for students and colleges at the request of students.

41 Transcript Services will include electronic transcripts as well as
42 Print & Mail services. Fee for processing transcript request
43 covers Credentials processing charges. Renewal extends the
44 agreement to January 11, 2014.

45 *Continued on next page...*

1 Sierra Joint Community College District
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5 **CONSENT AGENDA (Continued)**

6 Item #14034, District Contracts and Agreements (Continued)

7 **D. STUDENT SERVICES (Continued)**

8 **4. Contract/Agreement: Alive! Mental Health Fair - Suicide Prevention Tour**

9 **Term:** February 27, 2013

10 **Amount:** \$2,500 + 1 hotel room

11 **Funding Source:** Cal MHSA Mental Health Grant

12 **Agreement:** Alive! Mental Health Fair contract will produce the following
13 components on campus: 1) Art Therapy exhibit hands on graffiti
14 art exhibit on a pre-populated canvas promoting hope and
15 intervention. 2) "A Reason To Live Documentary" *winner of the*
16 *choice awards* depicts young suicidal adults and crisis
17 interventionists help them. 3) Keynote Reese Butler founder of
18 National Hopeline Network 1-800-SUICIDE presentation of
19 inspirational lives saved. 4) Post Secret Exhibit from Sierra
20 College students and national examples of hope from despair. 5)
21 One hour QPR (question, persuade, and refer) for students to
22 learn how to help a suicidal friend.

23 **PERSONNEL**

24 Item #14035, Personnel Transactions: A **motion** was made by Scott Leslie,
25 seconded by Howard Rudd, **to approve the Personnel Transactions listed below with**
26 **one motion.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7;
27 Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously.**

28 **A. REPLACEMENT POSITION HIRES**

29 **1. Associate Dean - Allied Health - Ms. Nancy Schwab**

30 **Personnel Action:** Replacement Position (vice Ms. Cheryl Kenner)

31 **Position:** Associate Dean - Allied Health, Educational Administrator

32 **Position Number:** EA0015

33 **Cost:** \$111,724.60 plus benefits

34 **Effective Date:** January 1, 2013

35 **Note:** The cost of the replacement includes a reduction in pay for
36 scheduled furloughs.

37 **2. Human Resources Specialist - Ms. Joan Basque**

38 **Personnel Action:** Temporary Vacancy Replacement Position (vice Ms.

39 Susan Ortiz)

40 **Position:** Human Resources Specialist, Classified

41 **Position Number:** CL0263

42 **Cost:** \$833.33

43 **Effective Date:** December 12, 2012 up to March 8, 2013

44 **Note:** The cost of the replacement includes a reduction in pay for
45 scheduled furloughs.

46 *Continued on next page...*

1 Sierra Joint Community College District
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5 **PERSONNEL (Continued)**
6 Item #14035, Personnel Transactions (Continued)

8 **B. OTHER PERSONNEL ACTIONS**

9 **1. Part-Time Instructional and Special Services Faculty - Spring 2013**
10 **Semester**

11 **Personnel Action:** Approve the attached list of part-time instructional and
12 special services faculty for employment during the Spring 2013 semester at
13 the appropriate class and step on the Part-Time Hourly Matrix

14 **Effective Date:** January 28, 2013

16 Item #14036, Equal Employment Opportunity (EEO) Plan - Interim Draft: Mr.
17 Cameron Abbott, Director of Human Resources, briefly reviewed the EEO Plan. A
18 **motion was made by Dave Ferrari, seconded by Cari Dawson Bartley, to approve**
19 **the updated Equal Employment Opportunity Plan.** Call for the vote: Student
20 Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0.
21 **Motion carried unanimously.**

23 **REPORTS**

24 Item #14037, Reports / Announcements:

26 Superintendent/President Report: *William Duncan* thanked the faculty and staff for
27 another successful semester and commented on activities and opportunities he had
28 recently enjoyed including the following: 1) Holiday events at Rocklin Campus, Nevada
29 County Campus, and with the Sierra College Foundation; 2) Events and meetings
30 associated with the recent CCLC Convention including a statewide CEO meeting and a
31 statewide technology consortium meeting; 3) A Big 8 Athletics meeting; 4) Becoming a
32 member of the Roseville Rotary; and 5) Serving as Chair of the Cap-to-Cap Workforce
33 and Education Committee. Mr. Duncan also mentioned upcoming events including
34 LEED events and the Rocklin State of the City event to be hosted at Sierra College.

36 Student Trustee Report: *Carol Geis* commented on the following topics: 1) Successful
37 food drive; 2) Request for increased participation in Region II of the Student Senate of
38 the California Community Colleges; 3) Preparations for the March in March; 4) Work at
39 the Student Senate Retreat including re-evaluation of goals; and 5) Planned work on the
40 Student Senate bylaws.

42 Senate Reports:

43 • Academic Senate: *Jane Haproff* commented on the Academic Senate's participation
44 in making sure all requirements are met for transfer degrees. Dr. Haproff also
45 distributed copies of the Academic Freedom policy to help the trustees respond to
46 any questions community members might have about college activities.

47 *Continued on next page...*

1 Sierra Joint Community College District
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5 **REPORTS (Continued)**

6 Item #14037, Reports/Announcements (Continued)

7 Senate Reports (Continued)

- 8 • Classified Senate: No report.
- 9 • Management Senate: *Sue Michaels* commented on the following topics: 1) Senate
10 participation in development of policies and procedures; 2) Senate efforts to improve
11 communication; 3) Changes coming soon include waitlists and pay-to-print; and 4)
12 Senate participation in the updating of the Educational Master Plan.

13

14 Foundation Report: *Sonbol Aliabadi* commented on the following topics: 1) Congratulations
15 to the newly sworn in Board members; 2) Foundation annual campaign to include letters to
16 parents of new students; 3) Encouragement to participate in contributions via payroll
17 deduction and online giving; 4) Meetings with donors; 5) Wells Fargo has been chosen as
18 portfolio manager; 6) A new brochure has been produced; 7) Scholarship cycle has begun;
19 8) Alumni Association efforts including reaching out to nursing graduates; and 9)
20 Preparations for convocation with a focus on external community.

21

22 Trustee Reports:

- 23 • *Cari Dawson Bartley* commented on the Placer County Board Member annual
24 meeting with Scott Leslie being honored as Trustee of the Year.
- 25 • *Nancy Palmer* commented on the following topics: 1) Congratulations to Scott Leslie
26 as Trustee of the Year and to Brian Haley for his work on the Western Placer Unified
27 Board; and 2) Annual Board holiday dinner.
- 28 • *Scott Leslie* commented on the following topics: 1) Appreciation for Trustee of the
29 Year award; and 2) Upcoming LEED events.
- 30 • *Bill Halldin* commented on the following topics: 1) Rocklin RDA successor committee
31 update; and 2) Rocklin business awards.
- 32 • *Dave Ferrari* commented on the following topics: 1) Truckee RDA successor
33 committee update; 2) Annual Board holiday dinner; and 3) Willingness of citizens in
34 the Tahoe Truckee area to support tax and bond initiatives for education.
- 35 • *Howard Rudd* commented on the following topics: 1) Foundation committee
36 interviews of investment brokers; 2) Roseville RDA successor committee update; 3)
37 Pleased to have Mr. Duncan join the Roseville Rotary; and 4) The Roseville City
38 Manager paid compliments to Willy Duncan for his work on the Higher Education
39 Taskforce at a Roseville Chamber event.
- 40 • *Aaron Klein* commented on holiday events with the Board and with the Foundation.
41 He also complimented the Marketing staff on the production of the Foundation's
42 new brochure.

43

44 **COMMENTS FROM THE COMMUNITY**

45 Mr. Klein solicited comments from the community on non-agenda items within the
46 jurisdiction of the Board of Trustees. Hearing none, he proceeded to the Board Organization
47 portion of the agenda.

48

Continued on next page...

1 Sierra Joint Community College District
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3 December 11, 2012

4

5 **BOARD ORGANIZATION**

6 Item #14038, Board of Trustees Calendar 2013: A discussion took place regarding
7 the advantages and disadvantages of holding Board meetings in locations other than
8 Rocklin and whether there might be more effective methods of providing avenues for
9 community participation at the Nevada County and Tahoe Truckee campuses. A
10 **motion** was made by Bill Halldin, seconded by Nancy Palmer, **to approve the 2013**
11 **Board of Trustees Calendar as presented.** Call for the vote: Student Trustee Advisory
12 Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried**
13 **unanimously.**

14

15 Item #14039, Designation of District Voting Representative for 2013 Placer County
16 Committee on School District Organization: A **motion** was made by Scott Leslie,
17 seconded by Bill Halldin, **to appoint Nancy Palmer to act as voting representative in**
18 **the 2013 Placer County Committee on School District Organization election.** Call for
19 the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0;
20 Absent: 0. **Motion carried unanimously.**

21

22 Item #14040, Board Member Compensation: A **motion** was made by Scott Leslie,
23 seconded by Nancy Palmer, **to maintain the current level of Board member**
24 **compensation.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7;
25 Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously.**

26

27 Item #14041, Election of Board Officers: Mr. Klein shared his appreciation for
28 working with this Board, President Willy Duncan, and his staff during the past two
29 years as he has served as Board President. The floor was then opened to nominations
30 for the following positions:

31

- 32 • Board President: Mr. Klein solicited nominations for the office of Board
33 President. Nancy Palmer **named Howard Rudd for the office of Board**
34 **President.** Scott Leslie seconded the nomination. Call for the vote: Student
35 Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0.
36 **Motion carried unanimously.** Mr. Rudd thanked the Board for the nomination
37 and the vote of support.
- 38 • Board Vice President/Clerk: The floor was opened to nominations for the office
39 of Board Vice President/Clerk. Nancy Palmer **named Scott Leslie for the**
40 **office of Board Vice President/Clerk.** Bill Halldin seconded the nomination. No
41 other nominations were received for the position of Board Vice President/Clerk.
42 Call for the vote: Student Trustee Advisory Vote: Aye; Trustees: Ayes: 7; Noes: 0;
43 Abstentions: 0; Absent: 0. **Motion carried unanimously.**

45

Continued on next page...

1 Sierra Joint Community College District
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5 **BOARD ORGANIZATION** (Continued)
6 Item #14041, Election of Board Officers (Continued)

7

8 • **Board Secretary:** Nominations were sought for the office of Board Secretary. A
9 nomination was made by Nancy Palmer, seconded by Howard Rudd, **to elect**
10 **Superintendent/President William H. Duncan, IV, to serve as Secretary to the**
11 **Board of Trustees.** Call for the vote: Student Trustee Advisory Vote: Aye; Trustees:
12 Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously.**

13

14 **ADJOURN TO CLOSED SESSION**

15 Mr. Klein passed the gavel to Mr. Rudd, and Mr. Rudd announced that the Board
16 would be holding a closed session for the purposes listed on the agenda as noted below and
17 adjourned the meeting for a break at 5:52 p.m.

18

19 **CLOSED SESSION**

20 Item #14042, Closed Session: At approximately 6:05 p.m., Mr. Rudd convened closed
21 session in Room A-104 for the purposes listed below.

22

23 a) **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
24 Significant exposure to litigation pursuant to subdivision (b) of Section 54956.9
25 1 Potential Case

26

27 b) **PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT**
28 [Government Code Section 54957]

29

30 Attendees included: Board members; President William H. Duncan, IV; staff members
31 Chris Yatooma, Jeannette Bischoff and Jené Hallam; attorney Addison Covert; and Mark
32 Perlberger and Franklin Burris.

33

34 The Board reviewed an appeal to a complaint filed by a faculty member, including
35 various documents associated with the initial investigation and findings, taking into
36 account the information presented in the appeal. A **motion** was made by Aaron Klein,
37 seconded by Dave Ferrari, **to uphold the initial findings of the investigation.** Call for the
38 vote: Trustees: Ayes: 7; Noes: 0; Abstentions: 0; Absent: 0. **Motion carried unanimously.**

39

40 **RECONVENE OPEN SESSION**

41 Mr. Rudd adjourned closed session at 8:13 p.m., reconvened open session in the
42 Boardroom (LR-133) at 8:15 p.m., and announced that the following action had been taken
43 during closed session:

44

45 The Board reviewed an appeal to a complaint filed by a faculty member, including
46 various documents associated with the initial investigation and findings, taking into
47 account the information presented in the appeal. The Board determined that the
48 complaint was without merit. On a **motion** by Aaron Klein, seconded by Dave Ferrari,
49 **the Board voted unanimously to uphold the initial findings of the investigation.**

50 *Continued on next page...*

1 Sierra Joint Community College District
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4

5 **ADJOURNMENT**

6 Mr. Rudd adjourned the meeting at approximately 8:16 p.m.

7

8 Respectfully submitted,

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Mr. William H. Duncan, IV
Sierra College President and
Secretary to the Board of Trustees

Howard Rudd, President
Board of Trustees

ATTEST:

Scott T. Leslie, Vice President/Clerk
Board of Trustees

Continued on next page...

BOARD AGENDA

SIERRA JOINT COMMUNITY COLLEGE DISTRICT

Regular Meeting of the
Board of Trustees
DECEMBER 11, 2012

PLEASE NOTE

MEETING LOCATION: Sierra College – Rocklin Campus, Rooms LR-133 and A-104

5000 Rocklin Road, Rocklin, CA 95677 Phone: (916) 660-7003

Please see Page 4 of the Agenda for information pertaining to the public's participation in meetings.

I. * 3:30 p.m. – CALL TO ORDER (Room LR-133)

II. BOARD OF TRUSTEES

14015. Administration of Oaths of Office – Board Members 1

III. BREAK

IV. * 4:00 p.m. – RECONVENE AND BOARD PRESIDENT'S OPENING REMARKS

V. APPROVAL OF AGENDA

VI. APPROVAL OF MINUTES – November 13, 2012

VII. ORGANIZATIONAL EFFECTIVENESS – STRATEGY 2 (Fiscal Stability)

14016. Fiscal Year 2011-2012 Final Budget Revision 2

14017. Draft 2011-2012 Independent Financial Audit 4

14018. Memorandum of Understanding – Western Placer Unified School District 5

VIII. BOARD OF TRUSTEES

14019. Board Policy No. 4021, Program Discontinuance Vitality 23

IX. PUBLIC HEARING

14020. Public Hearing and Resolution No. 2012-21: Resolution Initiating a Proposal to Rearrange Trustee Area Boundaries for District Board Members 26

X. COMMENTS FROM THE COMMUNITY

As stated on the last page of the Agenda, comments from the community on non-agenda items within the jurisdiction of the Board of Trustees are encouraged. It is requested, though not required, that those persons wishing to address the Board submit Topic Cards to Jeannette Bischoff prior to the beginning of the meeting. Each individual's comments may be limited to five (5) minutes.

Over Please...

* All times noted on the agenda are approximate and are listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

Sierra College provides a challenging and supportive learning environment for students having diverse goals, abilities, and needs interested in transfer, career and technical training, and life long learning. The College's programs and services encourage students to identify and to expand their potential. Sierra College students will develop the knowledge, skills and abilities to become engaged and contributing members of the community. (Sierra College Mission Statement)

BOARD AGENDA

SIERRA JOINT COMMUNITY COLLEGE DISTRICT

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Regular Meeting of the

Board of Trustees

DECEMBER 11, 2012

Page No.

XI. CONSENT AGENDA (Roll Call Vote – *see attached included items*)

There will be no separate discussion of these items unless a governing board member or member of the public requests that particular item(s) be removed from the Consent Agenda for discussion. Any items that are removed will be considered separately. All matters remaining under the Consent Agenda will be approved by one motion.

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14022.	CCFS-311Q for Period Ending September 30, 2012.....	33
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14024.	Warrants and Electronic Disbursements for the Month of October 2012.....	40
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14026.	Resolution No. 2012-22: California Department of Education, Annual Agreement Amendment 01 Fiscal Year 2012-2013, State Preschool Program	42
14027.	Resolution No. 2012-23: California Department of Education, Annual Agreement Amendment 01 Fiscal Year 2012-2013, Family Child Care Home Program	62
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14029.	Notice of Completion: Completion of Building N3 Renovations – Nevada County Campus Expansion and Renovations Project – Treehenge Construction, Inc.	70
14030.	Notice of Completion: Relocation of Fire Alarm Annunciator Panel – Nevada County Campus Expansion and Renovations Project – Sierra Building Systems, Inc.	73
14031.	Notice of Completion: Electrical Upgrades for N3 – Nevada County Campus Expansion and Renovations Project – Gray Electric, Inc.	76
14032.	Notice of Completion: Installation of New Flooring in Building N3 – Nevada County Campus Expansion and Renovations Project – Youngs Carpet One	79
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SIERRA JOINT COMMUNITY COLLEGE DISTRICT

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XV. ADJOURN TO CLOSED SESSION (Room A-104)

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	a) CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION	
	Significant exposure to litigation pursuant to subdivision (b) of Government Code Section 54956.9	
	1 Potential Case	

Over Please...

BOARD AGENDA

SIERRA JOINT COMMUNITY COLLEGE DISTRICT

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Regular Meeting of the

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Page No.

XV. ADJOURN TO CLOSED SESSION (Continued)

14042. Closed Session (Continued)

b) PUBLIC DISCIPLINE/DISMISAL/RELEASE/COMPLAINT

[Government Code Section 54957]

3 Instances

Attendees may include: Board members; Superintendent/President William H. Duncan, IV, staff members Jeannette Bischoff and Jené Hallam, consultant Mark Perlberger, and attorney Addison Covert

XVI. ADJOURNMENT

At a regular meeting, the Board may take action upon an item of business not appearing on the posted agenda if, first, the Board publicly identifies the item, and second, one or more of the following occurs:

- (a) the Board, by a majority vote of the full Board, decides that an emergency (as defined in Government Code §54956.5) exists; **OR**
- (b) upon a decision by a two-thirds vote of the Board members present, or if less than two-thirds of the members are present, then a unanimous vote of those present, the Board decides that there is a need to take immediate action and that the need for action came to the attention of the District after the agenda was posted; **OR**
- (c) the item was posted on the agenda of a prior meeting of the Board occurring not more than five calendar days prior to the date of this meeting, and at the prior meeting the item was continued to this meeting.

Public Participation in Meetings: Public participation in meetings is encouraged. The public may address the Board on any item appearing on the agenda during or before the Board's consideration of the item, as determined by the President of the Board, usually after the staff's presentation on the item. The public may also, under the "Comments from the Community" agenda item, address the Board on items not appearing on the agenda but which are within the subject matter jurisdiction of the Board. In both instances, each individual's comments may be limited to five (5) minutes.

Persons wishing to address the Board (whether on an item listed on the agenda or on a matter not listed on the agenda) are requested to first fill out a "Topic Card," but are not required to do so. Topic Cards are located on the table inside the meeting room entrance doors. The Board President will read Topic Cards for the record. Please submit completed cards to Jeannette Bischoff or to the Board President before the item is called, and preferably before the meeting begins.

Please note that except in very limited circumstances, State law prohibits the Board from either discussing or taking action on any matter(s) not listed on the regular meeting agenda, even when raised during consideration of the Comments from the Community agenda item.

General Information Regarding Meetings:

- The Sierra Joint Community College District ("the District") is committed to providing full access to this meeting to persons with disabilities. Individuals with special needs may call the College President's Office at (916) 660-7003 (voice) or (800) 735-2922 (TDD). The meeting room is accessible to individuals in wheelchairs and special hearing assistance devices will be provided upon advance request.
- The District audio-records the public session of its Board meetings but it does not produce verbatim transcription. A copy of the recording may be obtained from the College Superintendent/President's Office for the cost of producing the media. Anyone who desires a verbatim record of this meeting should call the Executive Assistant to the College Superintendent / President in advance of the meeting to discuss acceptable methods of and arrangements for transcription. Such arrangements will be at the sole expense of the individual requesting the record.
- Board of Trustees' agenda packets, including all written public session back-up materials, are available to be viewed at the Sierra College web site (www.sierracollege.edu) and at the College Superintendent/ President's Office at 5000 Rocklin Road, Rocklin, CA 95677. The agenda is also available at the Rocklin Campus and Nevada County Campus Learning Resource Centers, the Roseville Gateway Center; and the Sierra College – Tahoe-Truckee Campus. A copy of the Agenda packet is also located at the entrance to the meeting room during Board meetings.
- The Board may take action on any item listed on the agenda regardless of whether the agenda formally indicates that action may be taken.

This Agenda and the minutes of previous meetings are available at www.sierracollege.edu.

* All times noted on the agenda are approximate and are listed solely for convenience. The Board may hear items earlier or later than is noted and may move the order of agenda items.

New Trustee Areas						
By Trustee Area				By County		
County	New Area	Population	Nov 2010 Reg	County	New Area	Population
Placer	1	51,198	29,078	El Dorado	5	6,326
Sacramento	1	26,440	11,332	Nevada	2	19,445
Nevada	2	19,445	10,305	Nevada	6	78,115
Placer	2	15,660	8,609	Nevada	7	1,204
Placer	3	55,200	30,782	Placer	1	51,198
Sacramento	3	21,722	9,193	Placer	2	15,660
Placer	4	77,647	41,332	Placer	3	55,200
El Dorado	5	6,326	4,072	Placer	4	77,647
Placer	5	70,077	45,137	Placer	5	70,077
Nevada	6	78,115	48,765	Placer	7	78,026
Nevada	7	1,204	807	Sacramento	1	26,440
Placer	7	78,026	47,681	Sacramento	3	21,722

Old Trustee Areas						
By Trustee Area				By County		
County	New Area	Population	Nov 2010 Reg	County	New Area	Population
Placer	1	50,093	28,568	El Dorado	5	6,326
Nevada	2	16,901	8,621	Nevada	2	16,901
Placer	2	13,873	7,475	Nevada	6	62,704
Placer	3	114,448	62,662	Nevada	7	19,159
Sacramento	3	48,162	20,525	Placer	1	50,093
Placer	4	105,244	63,385	Placer	2	13,873
El Dorado	5	6,326	4,072	Placer	3	114,448
Placer	5	57,059	36,342	Placer	4	105,244
Nevada	6	62,704	38,091	Placer	5	57,059
Nevada	7	19,159	13,165	Placer	7	7,091
Placer	7	7,091	4,187	Sacramento	3	48,162

Sierra Community College District 2013 Redistricting

Adopted 2013 Plan	Tot. Pop.	Dev.	% Dev.
1	77,638	6,058	8.46%
2	35,105	-36,475	-50.96%
3	76,922	5,342	7.46%
4	77,647	6,067	8.48%
5	76,403	4,823	6.74%
6	78,115	6,535	9.13%
7	79,230	7,650	10.69%
Total	501,060	44,125	61.64%
Ideal	71,580		
Deviation excluding Area 2:		3.95%	

Old Trustee Areas	Tot. Pop.	Dev.	% Dev.
1	50,093	-21,487	-30.02%
2	30,774	-40,806	-57.01%
3	162,610	91,030	127.17%
4	105,244	33,664	47.03%
5	63,385	-8,195	-11.45%
6	62,704	-8,876	-12.40%
7	26,250	-45,330	-63.33%
Total	501,060	136,360	190.50%
Ideal	71,580		
Deviation excluding Area 2:		190.50%	

Sierra Joint Community College District
Regular Meeting of the Board of Trustees
December 11, 2012

Agenda Item No. 14020.

Subject:	Public Hearing and Resolution No. 2012-21: Resolution Initiating a Proposal to Rearrange Trustee Area Boundaries for District Board Members	Enclosures: Draft Resolution
Category:	PUBLIC HEARING	Reason for Board Consideration: Discussion/Action

BACKGROUND

The Board of Trustees of the Sierra Joint Community College District is composed of seven (7) members elected in “from trustee area” elections, i.e., elections in which each member of the governing board is elected by the registered voters of the entire district but board members must reside in defined trustee areas, a system of election also referred to as a “hybrid” election system.

STATUS

The Board created a Board Subcommittee to review voting options and to analyze whether current trustee areas should be rearranged. The Board then contracted with a nationally recognized demographic expert to review existing trustee areas and to analyze voting options based on 2010 decennial federal census data. The Board Subcommittee met on multiple occasions to review voting options and proposed trustee area maps. The District conducted public hearings at its May 8 and November 13, 2012, Board meetings and explained these election issues to the public. Following the public hearing and Board discussion of two plan options at the November 13, 2012, meeting, a final proposed trustee area map was recommended for consideration and adoption. That final proposed trustee area map may be viewed at <http://www.sierracollege.edu/about-us/board/index.php>. A public hearing will also take place at the December 11 meeting and members of the public are invited to address the Board regarding this issue.

RECOMMENDATION

It is recommended that the Board hold the public hearing and consider adoption of Resolution No. 2012-21, Resolution Initiating a Proposal to Rearrange Trustee Area Boundaries for District Board Members.