Members Present: Mr. André Quintero (Presiding), Ms. Maria Elena Martinez, Mr. Gary Mendez, Ms. Michelle Yanez, Mr. Leo Camalich, Ms. Beatrice Montenegro (Student Trustee)

Members Absent: None.

Secretary to the Board: Dr. Rose Marie Joyce, President

Staff Members: Dr. Voiza Arnold, Ms. Teresa Dreyfuss, Mr. Henry Gee, Dr. Andy Howard, Ms. Sandra Rivera, (President CSEA), Ms. Beverly Reilly (President, Academic Senate), Mr. Jim Newman (President, RHCFA) Mr. Josué Alvarado (President ASB), Ms. Sandy Sandello (Recorder)

I. CALL TO ORDER

A. Call to Order (6:30 p.m.)

Mr. Quintero called the meeting to order at 6:37 p.m.

B. Pledge of Allegiance (led by RHC Police & Fire Color Guard)

Mr. Tracy Rickman led the pledge of allegiance.

C. Roll Call

All members present.

D. Open Communication for Public Comment

Mr. Jim Rogers presented Dr. Andy Howard with a commendation.

E. Approval of Minutes –March 9, 2005; March 22, 2005

68. It was moved by Ms. Martinez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve the minutes of March 9 and March 22, 2005 as presented.

F. Commendations

- Whittier County Community Coordinating Council
- Fr. John Schiavone, Pastor, St. Gregory the Great Catholic Church – “Neighbors Helping Neighbors”
II. CONSENT AGENDA

69. It was moved by Mr. Camalich, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approve the following Consent Agenda.

A. PERSONNEL

1. Academic

a. Employment

Part-time, Spring, 2005

LOPEZ, Katherine, Health Science

SWARTHOUT, Cheri, Health Science

Hourly as Needed, Fall, 2005

HARRIS, Gary, Public Safety

McCLOUD, Rhonda, Public Safety

b. Retirement

BLOEBAUM, Mary, Associate Professor of Health Science, last day of employment is May 17, 2005

JENKINS-LOPEZ, Trina, Professor of Business, in Business, Arts and Applied Technology, last day of employment is May 17, 2005

HERNANDEZ, Alicia, Professor of English, Communications & Languages, last day of employment is May 17, 2005

c. Medical Leave

MOSHIER, Steve, Associate Professor of Music, has requested a Family Medical leave, on an intermittent basis, beginning April 5, 2005

2. Classified

a. Employment

Regular Classified

CHAVEZ, Vanessa, Registration Clerk, 47.5%, Admissions & Records, effective April 11, 2005

CASTELLANOS, Laura, Registration Clerk, 47.5%, Admissions & Records, effective April 18, 2005

Short-term

BREEN, Phillip, PA Training & Operations Specialist, ending date June 30, 2005

GORMAN, Scott, FA Training & Operations Specialist, ending date June 30, 2005
Substitutes

GONZALEZ, Elizabeth, Children’s Center Aide, Child Development Center, effective date March 3, 2005

GREVATT, Brendan, Theater Production Coordinator, Business, Arts & Applied Technology, effective April 5, 2005

NORIEGA, Lou, Utility Worker, Facilities Services, effective April 14, 2005

RAMIREZ, Roberto, Registration Clerk, Admissions & Records, effective date April 14, 2005

TRAN, Frank, Utility Worker, Facilities Services, effective April 14, 2005

b. Retirement

TELEZ, Jose, Instructional Assistant-Welding, last day of employment is May 17, 2005

c. Resignation

CARDENAS, Mirna, Student Services Assistant, College Outreach, last day of employment is April 1, 2005

VILLALOBOS, Fabiola, Child Development Teacher, Child Development Center, last day of employment is March 28, 2005

3. Unrepresented, Spring 2005

a. Employment

CP 5155

MEDINA, Julia, LAC, Tutor II

Students

CARRILLO, Elisa, Public Safety
KENTNER, Christine, Comm. & Lang.
OWINO, Franklin, Adm. & Records
ZHENG, Yongzhe, Mathematics

CERVANTES, Diana, Library
LOPEZ, Priscilla, Evening College
SANDOVAL, Daisy, Comm. & Lang.

B. Finance & Business

1. Finance & Business Reports

a. Purchase Order Report

b. Payroll Warrant Report

c. Quarterly Report
2. **Out-of-State Travel and Conferences**

The following Board Members and Staff were approved to attend the following educational conferences:

Rodney Lineweber to attend the National Alternative Fuels Training Meeting and Professional Development in Anchorage, Alaska, June 21-25, 2005.


Lydia Llerena to attend the National Symposium on Teaching Introductory Spanish at the College and University in Aventura, Florida, April 28-May 1, 2005.

Joseph Santoro to attend the 21st Annual Challenge Cup - Baker to Vegas Relay in Las Vegas, Nevada, April 22-24, 2005 to network with law enforcement officials from Los Angeles, Orange, San Bernardino and Ventura counties who are current and future users of the Police Academy for training.


Warren Roberts to attend the Technical Specialists for ICS 2005 Class in Reno, Nevada, May 1-6, 2005 to attend GIS training workshop.

Lydia Llerena to attend the National Symposium on Teaching Introductory Spanish at the College and University, April 27-May 1, 2005.

3. **Household Hazardous and Electronic Waste Collection and Roundup**

4. **Revenue Agreement with the Los Angeles World Airport (LAWA)**

5. **Renew Mutual Benefit Agreement – Presbyterian Intercommunity Hospital, Home Health and A-Day Away**

6. **Revenue Agreement – Bodycote Thermal Processing**

7. **Establishment of Public Service Material Fee for New Course – PAC 078 Requalification – Basic Course**
III. ACTION ITEMS

A. FINANCE & BUSINESS

1. Renewal of the Bookstore Agreement

It was moved by Mr. Camalich, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve an agreement with the Follett Higher Education Group to operate the District Bookstore for a five (5) year period commencing July 1, 2005 through June 30, 2010.

2. Professional Services

It was moved by Ms. Yanez, seconded by Mr. Mendez as amended by Trustee Quintero and carried unanimously, that the Board of Trustees approve and renew Legislative Advocacy Services with the Mc Callum Group through June 30, 2006.

3. Award Bond Outreach Services to Sierra Group

It was moved by Ms. Yanez, seconded by Ms. Montenegro and carried unanimously, that the Board of Trustees award the contract to the Sierra Group to provide bond Outreach Services in an amount not to exceed $40,000 form bond proceeds.

4. Resolution Ordering Governing Board Member Election

It was moved by Ms. Martinez, seconded by Mr. Mendez and carried unanimously that the Board of Trustees adopt the Resolution Ordering Governing Board Member Election.

5. Revenue Agreement – Robert Bosch Corporation (Revised)

It was moved by Ms. Martinez, seconded by Mr. Camalich and carried unanimously that the Board of Trustees approve the revised agreement with Robert Bosch Corporation for training on Bosch certified systems as outlined and authorize the Administration to execute contracts on behalf of the District.

6. Reject All Bid #1072 Repair and Recondition Range Bullet Trap Backstops

It was moved by Mr. Camalich, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees reject all bids submitted for Bid #1072.
76. **The Regent 4 FAMS (Financial Aid Management System) Software Package and Data Conversion – Single (Sole) Source for Procurement**

It was moved by Mr. Mendez, seconded by Ms. Montenegro and carried unanimously, that the Board of Trustees finds that Computing Options Company is the single source of procurement for The Regent 4 FAMS software package (Financial Aid Management System) and data conversion. The District would recognize no benefit nor realize any profit through formal bidding. The Board further authorizes Administration to execute the appropriate documents on behalf of the District in the amount of $137,127.50 from Bond funds.

8. **Consultant Services**

It was moved by Mr. Mendez, Ms. Martinez and carried unanimously, that the Board of Trustees approve the Consultant Services listed below:

a. Maria Dolores Alvidrez – to present workshops to Foster/Kinship Care Providers on “Stress Management” and “Communications Skills” during the period of May 14 through June 11, 2005. Payment is not to exceed $500 and will be from the Foster Kinship Care Education (FKCE) fund.

b. Kathleen Boss – to serve as a Resource/Foster Parent and to present eleven 3-hour PS-MAPP classes to Foster Parents for state licensing during the period of April 2005 through May 2005. Payment is not to exceed $1,500 and will be from the Permanency Safety - Model Approaches to Partnership in Parenting (PS-MAPP) fund.

c. Patrice Brown – to present workshops to Foster/Kinship Care Providers on “True Colors,” “Positive Decision Making Skills,” “Color Code, Communication Styles,” and, “What Kids Need to Succeed” during the period of May 2005 through August 2005. Payment is not to exceed $900 and will be from the Foster Kinship Care Education (FKCE) fund.

d. Tamitra Clark – to present 2-hour workshops to foster youth in the Independent Living Program-Adult on “Employment Dressing for Success” and “Employment: What You Need to Get a Job” during the period of May 10 through June 14, 2005. Payment is not to exceed $300 and will be from the Independent Living Program-Adult (ILP-A) fund.

e. Juanita Cruz - to present trainings and workshops to foster parents and caregivers: One 16-hour D-Rate Training on children with emotionally and psychological disabilities during the period of June 4 through June 11, 2005. Payment is not to exceed $600 and will be from the Foster Kinship Care Education (FKCE) fund.

f. Karen Dixon - to present workshops to Foster/Kinship caregivers on “Permanency Planning,” “Sexual Identity Issues AB458,” “Kinship Resources,” and “Caregivers Role in Emancipation Preparation” during the period of May 2005 through August 2005. Payment is not to exceed $700 and will be from the Foster Kinship Care Education (FKCE) fund.
g. Mary Hibbard - to present workshops to Foster/Kinship Care Providers on “Working with Traumatized Children,” “Emotionally Disturbed Children,” and “Physical Disabilities” during the period of May 2005 through August 2005. Payment is not to exceed $500 and will be from the Foster Kinship Care Education (FKCE) fund.

h. Michael Richmond - to present 3-hour workshops to Foster/Kinship Caregivers on “When Can I go Home?” “Assessing Appropriate Discipline/Intervention,” “Parent Burnout,” and “Anger Management” during the period of May 2005 through August 2005. Payment is not to exceed $600 and will be from the Foster Kinship Care Education (FKCE) fund.

i. Lori Switanowski - to present workshops to Foster/Kinship Care Providers on “ADD/ADHD,” “Lying, Cheating and Stealing,” “Multiple Personalities,” and “Parent Burnout” during the period of May 2005 through August 2005. Payment is not to exceed $800 and will be from the Foster Kinship Care Education (FKCE) fund.

j. Carol Walker - to present workshops to foster youth and adults in the Independent Living Adult Program on “Stress Management: Understanding Anger,” “Teaching Goal Setting to Youth,” and “Going Out and Living Successful Goals” during the period of April 2005 through May 2005. Payment is not to exceed $300 from the Foster Kinship Care Education (FKCE) fund and $800 from the Independent Living Program-Adult (ILP-A) fund.

9. **Design Development Estimate for Learning Resource Center**

   It was moved by Ms. Yanez, seconded by Mr. Mendez, and carried unanimously, that the Board of Trustees approve and award contract to Vanir Construction Management, Inc. for LRC Design Development estimate not to exceed $14,300 from Bond Funds and authorize Administration to execute appropriate documents on behalf of the District.

B. **PRESIDENT’S OFFICE**

1. **Revision of Board Policies 7000’s (Formerly 5000s) – Final Adoption**

   It was moved by Mr. Mendez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the new/revised Board Policies 7000’s for final adoption with the exclusion of Board Policy 7100.

2. **CCCT Board Election – 2005**

   It was moved by Ms. Martinez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees cast a vote for each of the ten vacancies on the CCCT Board of Directors.
3. **Student & Community Services Reorganization**

   It was moved by Ms. Yanez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the position of Director, Admissions and Records.

**C. HUMAN RESOURCES**

1. **Approval of New Job Description – Director of Admissions & Records**

   It was moved by Mr. Mendez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the new job description of Director of Admissions and Records.

2. **Collective Bargaining Agreement between RHCFA/CTA-NEA and the Rio Hondo Community College District**

   This item was moved to Closed Session.

3. **Management and Confidential**

   This item was moved to Closed Session.

**IV. INFORMATION ITEMS**

1. Building Program Update
2. Accreditation Mid Term Report
3. Job Descriptions
4. Nursing Program Update
5. Study Abroad – China Report

**V. STAFF AND BOARD REPORTS**

**VI. CLOSED SESSION**

Mr. Quintero recessed the meeting to Closed Session at 8:45 p.m. The following action was taken in Closed Session and reported out:

1. **Collective Bargaining Agreement between RHCFA/CTA-NEA and the Rio Hondo Community College District**

   It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve the following:

   a. The Tentative Agreement between the Rio Hondo College Faculty Association and the Rio Hondo Community College District as attached.

   b. The salary increase for 2004-2005 be effective the second (2nd) pay period in July 2004.
2. **Management Salary and Benefits Restructure**

84. It was moved by Ms. Martinez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the following:

a. Reclassified the Salary Range placement of Management positions as shown on the attached, effective July 1, 2004. These range placements will be made on the existing 2003-04 Management Salary Schedule.

b. Replaced the existing Health and Welfare allocation for the Management positions on the attached with an allocation of up to $12,818 to pay the premiums for medical, dental, vision, employee assistance plan, and life insurance coverage, effective July 1, 2004. This new allocation can be used only for premium payments; unused funds cannot be taken as cash nor accumulated for use in a subsequent year.

3. **Confidential Employees**

85. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously, that the Board of Trustees approve the following for Confidential Employees:

a. Adopted a new Confidential Employee Salary Schedule, as shown on the attached, effective July 1, 2004.

b. Reclassify the Salary Range placement of Confidential positions, as shown on the attached, on the new Confidential Employee Salary Schedule, effective July 1, 2004.

c. Approve the Y-rate of salary for employees, as shown on the attachment.

d. Replaced the existing Health and Welfare allocation for Confidential employees with an allocation of up to $12,818 to pay the premiums for medical, dental, vision, employee assistance plan, and life insurance coverage, effective July 1, 2004. This new allocation can be used only for premium payments; unused funds cannot be taken as cash nor accumulated for use in a subsequent year.

4. **Vice-President Salary Schedule**

86. It was moved by Mr. Mendez, seconded by Ms. Yanez and carried unanimously, to table this item to the next meeting.
5. **Management/Confidential Salary Schedule and Health and Welfare increases**

87. It was moved by Ms. Yanez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approve the following:


b. Applied a 4.5% increase to the Confidential Salary Schedule adopted for 2004-05, effective July 1, 2004.

c. For 2005-06 and 2006-07, Management, Confidential schedule increases shall be COLA, plus 0.5% if equalization is $250,000, 1.0% is equalization is $500,000, and 1.25% if equalization is $740,000.

d. With respect to Health and Welfare Benefits for Management, Confidential, the District will cover premium increases in 2006, in an amount not to exceed twenty percent (20%) of the 2005 district allocation; in 2007, the District will cover premium increases in an amount not to exceed twenty percent (20%) of the 2006 district allocation.

*(Pursuant to Section 54957)*

- **DISCIPLINE/DISMISSAL RELEASE**

1. **DISCIPLINE/DISMISSAL/RELEASE**

88. It was moved by Ms. Yanez, seconded by Mr. Camalich and carried unanimously, that the Board of Trustees approve the following:

An additional leave of absence without pay for Mina Allen effective April 13, 2005 for twelve (12) weeks.

*(Pursuant to Section 54957.6)*

- **CONFERENCE WITH LABOR NEGOTIATOR**
  - Agency Negotiator: Rose Marie Joyce, Ph.D.
  - Employee Organizations: CSEA, RHCFA, Management/Confidential

**VIII. CLOSING ITEMS**

A. Trustee Quintero adjourned the meeting at 9:20 p.m. The next regular meeting of the Board of Trustees will be held on Wednesday, May 11, 2005, 6:30 p.m., Rio Hondo College.