Location: North Park Middle School
4450 S. Durfee Ave., Pico Rivera, CA 90660

Members Present: André Quintero, President (Presiding)
Angela Acosta-Salazar, Vice President
Gary Mendez, Clerk
Maria Elena Martinez, Member
Cristela Solorio Ruiz, Student Trustee

Members Absent: Garry Couso-Vasquez, (excused absence – medical leave)

Staff Members: Dr. Ted Martinez, Jr., Superintendent/President
Dr. Paul Parnell, Vice President, Academic Services
Ms. Teresa Dreyfuss, Vice President, Finance and Business
Mr. Henry Gee, Vice President, Student Services
Beverly Reilly, President, Academic Senate
Hannah Pastrano, Vice President, CSEA
Ernesto Zumaya, President, ASB
Ms. Sandy Sandello, (Recorder)

I. CALL TO ORDER

A. Pre-Meeting Mixer (5:15 p.m.)

B. Call to Order (6:00 p.m.)

Mr. Quintero called the meeting to order at 6:05 p.m.

C. Pledge of Allegiance (Led by RHC Color Guard)

The RHC Color Guard led the pledge of allegiance.

D. Roll Call

Trustee Couso-Vasquez was reported absent due to medical leave.

E. Open Communication for Public Comment

Sharon Colley, Director of Sales from the Doubletree Hotel and Pico Rivera Chamber, welcomed the Board to the City of Pico Rivera. Rebecca Green, Full time faculty member thanked the Board for supporting the students on their trip to Sacramento. Roland Araujo from Green West Alliance gave an update on the Environmental Program. Sam Guyan from the League of Women Voters gave spoke regarding Student Body Elections.
F. Approval of Minutes: March 11, 2009; March 21, 2009

It was moved by Mr. Mendez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accept the minutes of March 11, 2009 and March 21, 2009 as presented.

G. Commendations
- Pico Rivera City Council
- Superintendent, El Rancho Unified School District, Norbert D. Genis
- Principal, North Park Middle School, Mr. John Lopez
- American G. I. Forum Commendation for Dr. Ted Martinez, Jr. (Joe Duardo and Jake Alarid)
- Classified Retirement (Nedra Root)

H. Presentations
- Environmental Program Update (Karen Koos/Steve Katnik)
- ACEDD-GIS (Mike Slavich/Jay Sunyogh/Warren Roberts)

II. CONSENT AGENDA

It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the following Consent Agenda.

A. FINANCE & BUSINESS

1. Finance and Business Reports
   a. Purchase Order Report
      Attached is the Purchase Order Report reviewing purchases for the preceding 60 days. Funds have been budgeted for these purchases in the funds shown. Individual purchase orders are available in Contract Management and Vendor Services prior to the meeting for Board review. The purchases have been processed in accordance with Board Policy No. 3600.
   b. Payroll Warrant Report
      Attached is the Payroll Warrant Report for the month of March, 2009.

2. Authorization for Out-of-State Travel & Conferences

   The following Board and Staff Members are approved to attend the educational conferences and Board Meeting as listed below;


   Steve Tomory to attend the NACAT Conference in Charlotte, NC July 16-25, 2009.

   Rick Shield to attend the Business Marketing Association 2009 Annual Conference in Chicago, IL, June 10-13, 2009.

   Eugene Blackmun to attend the Business Marketing Association 2009 Annual Conference in Chicago, IL, June 9-13, 2009.
3. **Community Services**

   a. La Vonne Moore – To instruct the course: “Read, Eat and Learn: Learn to Read using Five Senses.” Dates of Service will be June 1, 2009 through August 31, 2009. Payment will be split 60% to Rio Hondo and 40% to consultant.

B. **PERSONNEL**

   1. **Academic**

      a. **Employment**

         Substitute/Emergency Hire, Spring 2009

         The following employee has requested an exemption from post retirement STRS limitations set forth in Education Code Section 24216

         JUCHARTZ, Arline, Communications & Languages, March 3, 2009 thru May 29, 2009 or she will exceed STRS by $4,377.57

   b. **Retirement**

      NELSON, Bruce, full-time instructor in Physical Education. His last day of employment is May 29, 2009.

   2. **Classified**

      a. **Employment**

         The following employees are hired in the designated capacity. Funding is available through June 30, 2009. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

         CHAVEZ, Vanessa, Educational Advisor, (DECE), Educational Partnerships, 100%, 12 months, effective March 23, 2009

         MORALES, Cynthia, Clerk Typist III, Educational Partnerships, 97.5%, 12 months, effective March 24, 2009

         VASQUEZ, Linda, Student Services Assistant, Outreach and Matriculation, 100%, 12 months, effective March 24, 2009

         The following employee is hired in the designated capacity. Funding is available through August 30, 2009. If continued funding should not be available, 45-day notice shall be served prior to the end of funding

         SINGH, BabanPal, Paraprofessional Tutor, Student Support Services, 25%, 10 months, effective March 19, 2009
**Substitute, 2009**

GARIADOR, Debra, Clerk Typist III, Admissions & Records, effective March 9, 2009

GONZALES, Carmen, Clerk Typist III, Admissions & Records, effective March 17, 2009

b. **Increase In Assignment**

GARCIA, Jenny, Registration Clerk, Admissions and Records, from 47.5% to 100%, effective April 13, 2009

c. **Reclassification**

CALDERON, Zulma, Instructional Assistant-Virtual College reclassified from a Range 27 to a Range 32, effective January 1, 2008

OLMOS, Gabriela, Instructional Assistant-Virtual College reclassified from a Range 27 to a Range 32, effective January 1, 2008

d. **Increase in Assignment/Transfer**

YRIARTE, Michelle, Clerk Typist II, 100%, 12 months, to the President’s Office, effective March 19, 2009

e. **Retirement**

ROOT, Nedra, Computer Operations Technician, Information Technology Services, last day of employment is April 10, 2009

3. **Unrepresented (CP 5155), 2009**

a. **Board of Trustees**

Medical Leave

Trustee Garry Couso-Vasquez has requested a Leave of Absence through the end of June 2009

b. **Employment**

Non Credit

FURUMOTO, James, Arts & Cultural

Hourly

BOLTON, David, Lifeguard

FUENTES, Jenny, Interpreter/Translator for Deaf

VILLALOBOS, Brian, Tutor II, LAC
Volunteers

ALMAREZ, Adriana, CDC       CARBAJAL, Melissa, CDC
DIAZ, Ashley, CDC           DUNCAN, Monica, CDC
GUILLEN, Lucia, CDC         HERNANDEZ, Mauricio, CDC
HERNANDEZ, Neira, CDC       JUAREZ, Aleyda, CDC
KREUSCH, Charles, CDC       KREUTZER, Skyler, CDC
LEJSEK, Elizabeth, CDC      MARENTES, Elisa, CDC
MELLADO, Jose, CDC          MEZA, Martin, CDC
PEREZ, Nicole, CDC          PINEDA, Jose Miguel, CDC
RAMOS, Gustavo, CDC         REYNAGA, Eduardo, CDC
RUVCABABA, Arnold, CDC      SALAIS, Enrique, CDC
SANDOVAL, Nancy, CDC        TALVERA, Abraham, CDC
TRINIDAD, Vicente, CDC

C. ACADEMIC AFFAIRS

1. Curriculum Item

A. New Courses that are Part of an Existing Program

The following courses have been recommended for inclusion in our offerings and catalog:

DANC 253: Ballet II
(Physical Education)
Degree Applicable; (1 Unit)
Justification: The Dance program currently offers three introductory dance techniques but Ballet is the only course that does not have a second level. Many students taking Ballet I have reached, or are close to reaching, the maximum number of times they may take the course. They both need and want more advanced material to continue the developing skills gained in Ballet I.

ET 280: Green Building Design Principles
(Physical Science)
Degree Applicable; (3 Units)
Justification: This course will provide students with the knowledge and skills to work in the green building field. Members of the Environmental Technology Advisory Committee recommend the development of green building courses to fill the growing need for green building designers and Leadership in Energy and Environmental Design Accredited Professionals.

HEM 047: Heavy Equipment Machine Specific Instruction
(Automotive Technology)
Degree Applicable; (2 Units)
Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified/degree required by the IDRC grant.
HEM 048: Heavy Equipment Powertrains II  
(Automotive Technology)  
Degree Applicable; (4 Units)  
Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified/degree required by the IDRC grant.

HEM 049: Heavy Equipment Hydraulics II  
(Applied Technology)  
Degree Applicable; (4 Units)  
Justification: This course supports a degree/certified program and will provide students who are interested in working in the Heavy Equipment Maintenance industry. This course is one of several new courses that will be part of a certified degree required by the IDRC grant.

PHTO 185: Introduction to Digital Photography  
(Arts & Cultural)  
Degree Applicable; (3 Units)  
Justification: Photography is a traditional art medium, which provides students with the opportunity to engage in visual communication and utilize abstract problem solving skills. Currently, only traditional wet lab photography is offered. Much contemporary art and personal photography is digital, and students who take a photography class to fulfill a general education requirement should thus have the ability to study photography using digital cameras and technology. The technical and compositional skills acquired in this course are applicable to art-related academic goals as well as lifelong learning interests.

PHTO 292: Digital Photography  
(Arts & Cultural)  
Degree Applicable; (3 Units)  
Justification: Photography is a traditional art medium, which provides students with the opportunity to engage in visual communication and utilize abstract problem solving skills. Currently, only traditional wet lab photography is offered. Most art, commercial, and personal photography being done today, however, is digital; a digital photography class is thus needed as part of the Photography program to meet students' academic and commercial/vocational goals. The course will also fulfill a requirement for the completion of the Associate of Science degree in Photography.

b. New Certificate of Skill Proficiency

The following Certificate of Skill Proficiency has been recommended for inclusion in our offerings and catalog:

Alternative Energy Technology  
(16 Units)
c. **Unit Change**

The following courses/programs have been recommended for a unit change to reflect an increase/decrease in course content:

**ADN 075: LVN Transition into ADN Program**
(From 2 Units to 2.5 Units)

**RDIO 136: Radio Production**
(From 3 Units to 4 Units)

**VN 081L: Maternal and Pediatric Nursing Lab**
(From 3.5 Units to 2.5 Units)

*UC transfer process in progress for courses where applicable*

### III. ACTION ITEMS

#### A. FINANCE & BUSINESS

1. **Consultant Services**

   80. It was moved by Ms. Ruiz, seconded by Ms. Acosta-Salazar and carried that the Board of Trustees approved the Consultant Services as outlined below and authorized the Superintendent/President or designee to sign the appropriate documents on behalf of the District.

   a. Dr. Juan Sanchez – External evaluator to develop a summative and formative evaluation plan for the Destination Early Childhood Education (DECE) project, including but not limited to the creation of evaluation tools and analysis of data. Dates of service are April 9, 2009 through June 30, 2009. Payment is not to exceed $10,500 from a Destination Early Childhood Education grant.

2. **Tier Payment Processor Integration Software**

   81. It was moved by Ms. Martinez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accept and awarded contract to Tier for Payment Processor Integration Software and Programming in an amount not to exceed $7,000 from Bond Funds authorizing the Administration to execute the appropriate documents on behalf of the District.

3. **Award Hunt Contract – Hunt-Rio Hondo Limited**

   82. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees accept and awarded contract to Hunt-Rio Hondo Limited for professional services authorizing Administration to execute the appropriate documents on behalf of the District.

4. **Approve Instructional Services Agreement**

   83. It was moved by Mr. Mendez, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approve the Instructional Service Agreement as outlined and authorized the Superintendent/President or designee sign the appropriate documents on behalf of the District.
5. **Acceptance of Bid #1108 Maintenance Facility Addition as Substantially Complete**

It was moved by Ms. Acosta-Salazar, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees accepted as complete the work performed under Bid #1108 and authorized the filing of a Notice of Completion with the Los Angeles County Recorder.

6. **Ratification of Change Order #8 – Bid #1119 Library and Learning Resource Center: Bernards Brothers, Inc.**

It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees ratified Change Order #8 for a net increase to the contract in the amount of $89,842.00 to new total of $28,082,343 payable from State and Bond funds and authorized the Administration to execute the change orders on behalf of the District.

7. **Construction Management Services Agreement for the Administration of Justice Building – Telacu Construction Management**

It was moved by Ms. Martinez, seconded by Mr. Mendez and carried unanimously, that the Board of Trustees approved the Construction Management Services agreement for the Administration of Justice Building with TELACU Construction Management in an amount not to exceed $800,000 to be paid from Bond Funds and authorized the Superintendent/President to execute the appropriate documents on behalf of the District.


It was moved by Ms. Acosta-Salazar, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees ratified Change Order #1 for a net increase to the contract in an amount of $31,890 (A net increase of approximately 0.3%) for a new total of $11,165,119 payable from Bond Funds and authorize the Administration to execute the change order on behalf of the District.

9. **Revenue Agreement – Rio Hondo Truck Academy (Sponsored by the Foothill Training Officers Association)**

It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees authorized the request to enter into a revenue agreement with the Rio Hondo Truck Academy providing them training on how to safety ventilate a structure through April 8, 2010 and authorized the Administration to execute a contract on behalf of the District.

10. **Inspection and Testing Services**

It was moved by Ms. Martinez, seconded by Ms. Ruiz and carried unanimously, that the Board of Trustees approved inspection and testing services outlines of Kal Krishan Consulting Services, Gateway Science 7 Engineering, Universal Laboratories, RMA Group, Converse Consultants, and Twinning Labs with a total not to exceed an additional amount of $1,950,000 to a total of $3,810,000 from State and Bond Funds.
11. **Construction Management Services Agreement for the Central Plan and Infrastructure Projects: Pacifica Services, Inc.**

   It was moved by Mr. Mendez, seconded by Ms. Martinez and carried unanimously, that the Board of Trustees approved additional services and fees to the Construction Management Services agreement for the Central Plant and Infrastructure Projects with Pacifica Services, Inc. in an amount not to exceed $384,000 to a new total of $1,334,000, to be paid from Bond funds and authorize the Superintendent/President or designee to execute appropriate documents on behalf of the District.

12. **Ratification of change Order #2, Bid #1118B Site Infrastructure Project: EMMA Construction**

   It was moved by Mr. Mendez, seconded by Ms. Martinez, and carried unanimously, that the Board of Trustees approved ratification of Change Order #2 for a net increase to the contract in an amount not to exceed $77,961.60 for a new total of $13,420,462.60 payable from Bond funds and authorized the Administration to execute the change order on behalf of the District.

B. **PRESIDENT’S OFFICE**

1. **Approval of New-Revision of Board Policies/Administrative Procedure (First Reading)**

   It was moved by Ms. Ruiz, seconded by Ms. Acosta-Salazar and carried unanimously, that the Board of Trustees approved the Board Policies listed below for first reading with the exception of BP 4106 Nursing Programs.

   **New 3000s**
   
   BP 3500  Campus Safety  
   BP 3515  Reporting of Crimes  
   BP 3518  Child Abuse Reporting  
   BP 3520  Local Law Enforcement  
   BP 3530  Weapons on Campus  
   BP 3530  Sexual and Other Assaults on Campus  
   BP 3550  Drug Free Environment and Drug Prevention Programs  
   BP 3710  Securing of Copyright

   **New 4000s**
   
   BP 4060  Delineation of Functions  
   BP 4106  Nursing Programs *(This item was pulled)*  
   BP 3540  Multiple & Overlapping  
   BP 4231  Grade Change

   **Revised**
   
   BP 1500  Special Rio Hondo Awards  
   BP 7335  Health Examinations
IV. INFORMATION ITEMS

1. Building Program
2. Accreditation Response 1 (amended to reflect discussion)
   - Mr. Quintero commented that there was still some work to be done and that
     volunteers from the Board were needed to serve on a board subcommittee to work
     on Part 1 (professional development), Part 2 (presidential selection process) and
     Part 3 (agreement on accreditation materials development).
   - Ms. Acosta-Salazar, Mr. Mendez, and Ms. Martinez all volunteered to serve on this
     subcommittee. Mr. Quintero added that he, too, wanted to serve on this
     subcommittee.
   - Although some board members believed that substantive work had already been
     completed with respect to Parts 1 and 3, Mr. Quinter reminded the Board that
     additional work still needed to be done to make sure that the correct language was
     written and the appropriate action be taken so that the recommendation was
     completely satisfied.
   - Mr. Quintero recognized that Part 2 would be the most labor-intensive and noted
     that each of the members present indicated an interest in working on this section.
   - Mr. Quintero recommended that the Board subcommittee work on details related to
     Parts 1 and 3 so that the Board is prepared to take action at the second working
     session in May.
   - Mr. Quintero asked that the Board return on May 13 prepared with their ideas and
     their opinions on what needed to be done to resolve the issues addressed in this
     part of the recommendation.
   - In the effort to solicit input from various sources on Recommendation 6b(2), Mr.
     Quintero directed the Superintendent/President to speak with appropriate
     stakeholders.
   - Mr. Quintero requested that the Superintendent/President invite appropriate staff to
     be prepared to come and provide feedback at the 4:00 p.m. accreditation working
     session #2 before the May 13th Board Meeting.
   - Dr. Martinez responded that he would work the ART co-chairs to be point persons
     for providing appropriate feedback.
   - Dr. Martinez added that Sandy Sandello would coordinate a date for the Board
     subcommittee to meet and work on parts 1 and 4.
   - Mr. Quintero adjourned the session at 8:17 p.m.

V. STAFF AND BOARD COMMENTS

VI. CLOSED SESSION

Mr. Quintero recessed the meeting to closed session at 7:47 p.m. Mr. Quintero
reconvened the meeting at 8:10 p.m. and reported the following action was taken in Closed
Session.

Pursuant to Section 54956.8:
- Conference With Real Property Negotiator
  - 3017 Tyler Avenue, El Monte, California
  - 11515 S. Colima Road, Whittier, California

No action taken on this item.

Pursuant to Section 54957
- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE

No action taken on this item.
• **PUBLIC EMPLOYEE APPOINTMENT**
  
  o Dean, Student Success and Retention (Basic Skills)

  93. It was moved by Mr. Mendez, seconded by Mr. Quintero and carried unanimously, that the Board of Trustees directed the Superintendent/President to take the appropriate action to appoint Robert Holcomb as the Assistant Dean, Retention and Success (Basic Skills).

  *Pursuant to Section 54957.6*

  • **CONFERENCE WITH LABOR NEGOTIATOR**
    
    Agency Negotiator: Teresa Dreyfuss
    Employee Organization: CSEA, RHCFA

    No action taken on this item.

  VII. **ADJOURNMENT**

  Mr. Quintero Adjourned the meeting at 8:17 p.m. The date of the next regular meeting, of the Board of Trustees will be held on Wednesday, May 13, 2009, 6:00 p.m. Rio Hondo College, 3600 Workman Mill Road, Whittier, California.