Location: Rio Hondo College Board Room
3600 Workman Mill Road, Whittier CA 90601

Members Present: Mr. Gary Mendez, President
Mr. Oscar Valladares, Vice President
Ms. Rosaelva Lomeli, Clerk
Ms. Norma E. García, Member
Ms. Vicky Santana, Member
Ms. Diana E. Laureano, Student Trustee

Members Absent: None

Staff Members: Ms. Teresa Dreyfuss, Superintendent/President
Mr. Henry Gee, Vice President, Student Services
Mr. Yulian Ligioso, Vice President, Finance & Business
Ms. Michelle Bean, President, Academic Senate
Ms. Rowena Mendoza, Representing CSEA
Mr. Matthew Mangoba, President, ASRHC
Ms. Reneé Gallegos, (Recorder)

Other Attendee(s): Mr. Richard Padilla, District Legal Counsel

I. CALL TO ORDER

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

Mr. Mendez called the meeting to order at 6:00PM.

B. Pledge of Allegiance

Eric Rodriguez, RHC alumni led the pledge of allegiance.

C. Roll Call

All members present.

D. Approval of Minutes: February 20, 2019

54. On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and approved the minutes of February 20, 2019 as presented. The Student Trustee advisory vote was aye.
E. **Open Communication for Public Comment**

Ms. Diana Laureano spoke about the Forensics competition this weekend and provided the Board with invitations and a schedule of events.

Russell Castaneda-Calleros addressed the Board regarding the potential release of four categorical, non-tenure track counselors.

F. **Commendations**

- **2019 Hayward Award Recipient** *(Dr. Lynette Nyaggah)*

G. **Presentations**

- **Census 2020 – National Association of Latino Elected and Appointed Officials (NALEO) – (Lizette Escobedo) - ADDENDUM**
- **Sabbatical Leave Presentation** *(Libby Curiel)*
- **Student Success Scorecard Update** – Dr. Caroline Durdella

II. **CONSENT AGENDA**

55. On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to approve the Consent Agenda, *with the exclusion of items II.A.12- Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services, II.A.13- Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation, and II.A.19-Contract Modification #7 for Del Terra Group – Program and Construction Management Fees*, as presented. The Student Trustee advisory vote was aye.

A. **FINANCE & BUSINESS**

1. **Finance and Business Reports**

   a. **Purchase Order Report**
      Approved the Purchase Order Report containing purchases for the preceding month.

   b. **Payroll Warrant Report**
      Approved the Payroll Warrant report for the month of February 2019.

2. **Authorization for Out of State Travel & Conferences – AMENDED**

   Enrique Bravo, Michael Koger, Hector Molina and Moises Mata to attend the Association of Colleges for Tutoring & Learning Assistance (ACTLA), April 24-28, 2019 in Las Vegas, NV.

   Erik Belmal to attend the MESA Student Leadership Retreat, March 22-24, 2019 in Stanwood, WA.

Zachary Jensen to attend Poesia en Altzayanca Literature Festival, March 27-30, 2019 in Tlaxcala Mexico.

Rudy Rios to attend the Pacific Northwest Spring IT Instructor Conference, May 7-10, 2019 in Vancouver, WA.

3. **Student Field Placement Agreement (Internship): Clinical and Graduate Nursing Program – CSU Long Beach**

   The Health Science and Nursing Division request to have an Agreement with CSU Long Beach; wherein Rio Hondo College will provide CSU Long Beach students practical experience outside of the traditional classroom setting and serve as a learning site offering facilities, resources and supervision.

   The term will begin March 14, 2019 through March 13, 2020 with automatic annual renewals unless terminated with a 30-day notice.

   The Board of Trustees approved the Student Field Placement Agreement with CSU Long Beach as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

4. **Apprenticeship Instructors – Operating Engineers Training Trust FY 2018-2019**

   The Rio Hondo Community College District (District) and the Operating Engineers Training Trust have entered into an apprenticeship agreement to provide instruction. The Operating Engineers Training Trust will provide for the instructor’s salary and benefits. The Administration is recommending approval of the list of apprenticeship instructors for fiscal year 2018/2019:

   - Castellanos, Renee
   - Legan, Jeff
   - Gadberry, Renee
   - Sargent, John
   - Gorski, Daniel
   - Stolze, Alan

   The Board of Trustees approved the list of apprenticeship instructors and the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.

5. **Apprenticeship Instructors – Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund FY 2018-2019**

   The Rio Hondo Community College District (District) and the Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund have entered into an apprenticeship agreement to provide instruction. The Carpenter Joint Apprentice and Training Committee and/or Southwest Carpenters Training Fund will provide for the instructor’s salary and benefits. The Administration is recommending approval of the list of apprenticeship instructors for fiscal year 2018/2019:

   - Bonilla, Alfredo
   - Orta, Michael
   - Orta, Michael
   - Singletary, Steve
   - Flanders, John
   - Sandoval, Victor
   - Sandoval, Victor
   - Stanley Jr., Eddie
   - Padilla, Leo
   - Silva, Aaron
   - Silva, Aaron

   The Board of Trustees approved the list of apprenticeship instructors and the terms outlined above, and authorized the Administration to execute appropriate documents on behalf of the District.
6. **Approve Weapons Firing Range Agreement – East Los Angeles CHP**

Rio Hondo College attempts to maximize the utilization of its Firing Range facilities by renting to outside agencies. The purpose of this Agreement is to allow Rio Hondo College to receive ongoing revenue for use of the Range. Rate charged is $400.00 per session (session is 8 hours) or $300.00 per half session (half session is 4 hours). The term will begin March 14, 2019 and continue through June 30, 2020. Rates are subject to a 5% increase per year.

The Board of Trustees approved the agreement with the East Los Angeles CHP, for use of the Firing Range and authorized the Administration to execute appropriate documents on behalf of the District.

7. **Approve Modification No. 6 to Agreement No. 16-CO-11050100-007: USDA Forest Service, Angeles National Forest (U.S. Forest Service)**

On June 14, 2017 the Board of Trustees approved Modification 2, 3 and 4 to Agreement No. 16-CO-11050100-007 with USDA, Forest Service, Angeles National Forest (U.S. Forest Service) to provide Wildland Fire Training, which includes but not limited to, Wildland Fire Academies, Emergency Response Training and Incident Command Training available to Forest Service employees (item II.A.7).

On December 13, 2017 the Board of Trustees approved Modification No. 5 to increase funding from $30,000.00 to $55,672.00 (item II.A.18).

Modification No. 6 is issued as the adjusted contract amount described in Modification 5 did not happen due to the Government shutdown and change in class schedules. This Modification No. 6 will increase funding from $40,000.00 in original financial plan (estimated) to $44,007.00 (actual amount received from Rio Hondo College).

The Board of Trustees approved Modification Nos. 6 to Agreement No. 16-CO-11050100-007 and authorized the Administration to execute the appropriate documents on behalf of the District.

8. **Additional Cost for Rental of Portable Toilets for the AJ Annex Main Building Plumbing Upgrade – O.H. Casey**

On August 8, 2018, the board of trustees approved the agenda for the Rental of Portable Toilets for the AJ Annex Main Building Plumbing Upgrade Project (Item II.A.4) from O.H. Casey at cost not to exceed $375.00 to be paid from Bond Funds.

Requirement for the use of the toilet was extended and additional amount of $327.04 is requested with a total not to exceed amount of $702.04 ($375.00 + $327.04) to be paid from Bond Funds.

The Board of Trustees approved the additional cost for the rental of portable toilets from O.H. Casey at a cost not to exceed $702.04 to be paid from Bond Funds and authorized the Administration to execute the appropriate documents on behalf of the District.
9. Approve Telemental Health Services Agreement: University of Southern California – School of Social Work TeleHealth Unit

The Student Health & Psychological Services Department is requesting to have a Telemental Health Services Agreement (Agreement) with University of Southern California - School of Social Work TeleHealth Unit (USCTH).

USCTH is an online counseling and psychotherapy clinic that is operated under the auspices of the University of Southern California’s School of Social Work, an accredited private institution of higher education that offers post-graduate and doctoral degrees in social work through the USC School of Social Work. USCTH is primarily staffed by graduate student interns pursuing a Masters of Social Work at the School (“MSWI”s) who, working under the supervision of Licensed Clinical Social Workers (“LCSW”s), provide traditional mental health services to clients in their homes or other private locations via a remote, video-conferencing platform.

Rio Hondo College desires to engage USCTH to provide online counseling and psychotherapy services to District students at no cost to the District.

The term begins March 14, 2019 and continues through June 30, 2020.

The Board of Trustees approved the Agreement with USCTH as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

10. Approve Memorandum of Understanding (MOU): Crittenton Services for Children and Families (CSCF)

The Student Health & Psychological Services Department is requesting to have a Memorandum of Understanding (MOU) with Crittenton Services for Children and Families (CSCF).

CSCF will have their therapist provide counseling to District students that have MediCal at no cost to the District.

Counseling will be done on District premises and CSCF will bill MediCal for their fees.

The term begins March 14, 2019 and continues through June 30, 2020.

The Board of Trustees approved the MOU with CSCF as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.

11. Approve 60 Month Lease of Konica C368 Printer/Copier/Scanner – Leaf Capital Funding LLC

The EOP&S/CARE Department will require one (1) Konica C368 Printer/Copier/Scanner. Monthly Lease ($130.00) and Maintenance ($123.00) is payable at $253.00 (plus applicable taxes) per month for 60 months.

Maintenance cost includes the following monthly allowances:

Black & White - 8,000 copies
Colored - 1,000 copies
Overage cost per copy in excess of above monthly allowances are:

Black & White - $0.085 per copy  
Colored - $0.055 per copy  

Total cost will be $15,180.00 (plus applicable taxes) over the term of 60-month lease and will be paid from EOP&S/CARE Categorical Funds.

The Board of Trustees approved the 60-month lease of one (1) Konica C368 printer/copier/scanner copier through Leaf Capital Funding LLC as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

12. **Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services**

This item was pulled for discussion and separate action.

13. **Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation**

This item was pulled for discussion and separate action.


During fiscal year 2017/2018, the District went through the Technology request process to identify, prioritize and augment the following from District unrestricted General Fund.

<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Finance &amp; Business Area Action Plan</td>
<td>Replace Network Infrastructure at SWEC as the equipment is no longer supported by the manufacturer.</td>
<td>$30,000</td>
</tr>
<tr>
<td>Finance &amp; Business Area Action Plan</td>
<td>Disaster Recovery Cloud-Based Network Infrastructure to provide redundancy and expansion of RHC’s on premise network.</td>
<td>$30,000</td>
</tr>
<tr>
<td>Finance &amp; Business Area Action Plan</td>
<td>Rio Café AV Safety and Accessibility. IT to work with Facilities to move the AV system out of the Rio Café sprinkler room to a dry and safe location.</td>
<td>$30,000</td>
</tr>
<tr>
<td>President’s Office</td>
<td>Laptops with additional batteries for the emergency operations center.</td>
<td>$5,000</td>
</tr>
<tr>
<td>Institutional Research</td>
<td>Implement new work order system to replace outdated Access database and improve assigning, tracking requests, capturing data, and send final product to users.</td>
<td>$2,500</td>
</tr>
<tr>
<td>P2LS</td>
<td>Replace old printer with a multi-functional copier/printer/scanner.</td>
<td>$1,500</td>
</tr>
</tbody>
</table>

**Total**                                                                锾                        $99,000

The Board of Trustees approved the additional Budget Augmentation in the amount of $99,000.00 from the District Unrestricted General Fund as outlined above.

During fiscal year 2017/2018, the District went through the Instructional Equipment request process to identify, prioritize and augment the following from District Instructional Equipment Funds.

<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts and Cultural Programs</td>
<td>Install a dust collection system in the scenic lab to alleviate health and fire hazards.</td>
<td>$18,000</td>
</tr>
<tr>
<td>Library</td>
<td>22 additional electrical outlets in student study areas</td>
<td>$5,000</td>
</tr>
<tr>
<td>Library</td>
<td>Increase/enhance lighting in book stacks.</td>
<td>$17,000</td>
</tr>
<tr>
<td>Behavioral and Social Science</td>
<td>Remodel Adjunct Office Space A-200. Remove temporary wall, paint, carpet.</td>
<td>$8,000</td>
</tr>
<tr>
<td>Communications and Languages</td>
<td>Remove old accordion type room divider between A-200 and A-202, install permanent wall.</td>
<td>$5,000</td>
</tr>
<tr>
<td>Arts &amp; Cultural Programs</td>
<td>Replace all lighting cables used in the Wray and Blackbox Theaters</td>
<td>$12,500</td>
</tr>
<tr>
<td>Arts &amp; Cultural Programs</td>
<td>Upgrade the lighting control console in the Wray Theater with industry standard ETC Ion XC controls</td>
<td>$11,000</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$91,500</strong></td>
</tr>
</tbody>
</table>

The Board of Trustees approved the additional Budget Augmentation in the amount of $91,500.00 from the District Unrestricted General Fund as outlined above.


During the fiscal year 2017/2018, the District went through the planning process to identify instructional equipment in need of replacement or repair. The Planning and Fiscal Council reviewed and prioritized the instructional equipment requests. The following items in the amount of $85,490, were recommended for Instructional Equipment Funding:

<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td>Arts &amp; Cultural Programs</td>
<td>Provide continued maintenance to allow electrical kilns to properly function.</td>
<td>$3,000</td>
</tr>
<tr>
<td>Behavioral &amp; Social Science</td>
<td>Upgrade classroom technology in BSS classrooms (computers, A/V equipment, etc.).</td>
<td>$20,000</td>
</tr>
<tr>
<td>Business</td>
<td>Purchase 15 laptops (Netbooks) to support the Volunteer Income Tax Assistance (VITA) program.</td>
<td>$10,000</td>
</tr>
<tr>
<td>Communications &amp; Languages</td>
<td>Upgrade classroom technology and equipment in LR119 and LR123.</td>
<td>$8,500</td>
</tr>
<tr>
<td>Library</td>
<td>Replace computers and overhead projector in LR224.</td>
<td>$5,000</td>
</tr>
<tr>
<td>Mathematics, Sciences, &amp; Engineering</td>
<td>Electronic balances (used to determine mass of various substances in science labs) are failing and need replacing.</td>
<td>$7,610</td>
</tr>
<tr>
<td>Mathematics, Sciences, &amp; Engineering</td>
<td>Replacement of software for drawing chemical structures used in chemistry classes at all levels.</td>
<td>$4,852</td>
</tr>
</tbody>
</table>
17. **Correction of Amount: Purchase of Fence Privacy Curtains: Leo’s Upholstery Supplies**

On February 20, 2019, the Board of Trustees approved Consent Agenda item II.A.21 for the purchase of fence privacy curtains. An error in the purchase amount was discovered.

The agenda was presented to show purchase amount of $12,809.50.

The correct purchase amount is $12,834.86.

The Board of Trustees approved the correction as described above and authorized the Administration to execute appropriate documents on behalf of the District.

18. **Resolution No. 031319 Declaration of Emergency on the Repair of Hot Water Leak Repair at Circle Drive and Student Services Building: Boomer Construction Services, Inc.**

Public Contract Code 20654 permits community college districts to dispense with competitive bidding in emergency situations under defined circumstances. If the emergency criteria are satisfied, the board may award a contract, or use day labor or force account (the District’s own forces), with the approval of the county superintendent of schools. The governing board must approve the emergency action by unanimous vote.

Resolution No. 031319 is submitted for immediate repair of the Hot Water Pipe at Circle Drive (across Parking Lot B) and Student Services Building. It needs to be done to permit continuance of student access to their classes and activities and avoid risk of injury to life and property.

A proposal was received from Boomer Construction Services, Inc. in the amount not to exceed $93,846 and to be paid from Scheduled Maintenance Funds.

The Board of Trustees approved Resolution No. 031319, approved contract with Boomer Construction Services, Inc. in the amount not to exceed $93,846 to be paid from Scheduled Maintenance Funds and authorized the Administration to execute the appropriate documents on behalf of the District.

<table>
<thead>
<tr>
<th>Department</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mathematics, Sciences, &amp; Engineering</td>
<td>Prepared slides of human tissue for Anatomy labs.</td>
<td>$5,000</td>
</tr>
<tr>
<td>Mathematics, Sciences, &amp; Engineering</td>
<td>Current data acquisition hardware is failing in Physics lab. Purchase 850 Universal Interface – UI-5000 by PASCO.</td>
<td>$12,000</td>
</tr>
<tr>
<td>Mathematics, Sciences, &amp; Engineering</td>
<td>Purchase new DigiMelt stations for students to obtain real-time melting temperature data. Current manual melt temp stations are discontinued.</td>
<td>$9,528</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td><strong>$85,490</strong></td>
</tr>
</tbody>
</table>
19. **Contract Modification #7 for Del Terra Group – Program and Construction Management Fees**

This item was pulled for discussion and separate action.

20. **Disposal of Surplus Equipment No Longer Needed**

Below is surplus equipment from Facilities Department that is no longer needed:

1 Lot - Modular configurable stage with steps and carpet surface previously used for Commencement on the soccer field.

It is currently unsafe to use, broken beyond repair and currently stored in a dry container that is needed for relocation to the Fire Academy.

Education Code Section 81452 states that if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the board.

The Board of Trustees determined that the above referenced property is surplus and of insufficient value to defray the cost of arranging a sale, or it may be disposed of in the local public dump on order of any employee of the District empowered for that purpose by the Board.

21. **Approve Memorandum of Understanding (MOU) between West Hills Community College District and Rio Hondo College: Zero Textbook Cost (ZTC) Degree Equity Champion**

Rio Hondo College (RHC) would like to have an MOU with West Hills Community College District (WHCCD); wherein RHC will identify a ZTC Degree Equity Champion to enhance student success and reduce equity gaps through the expansion of degree pathways where textbooks costs have been replaced with open educational resources (OER) and zero cost materials.

The ZTC Degree Equity Champion will be the link between student success committees and the ZTC degree program at RHC.

WHCCD will reimburse RHC $2,000 for the creation and implementation of a Communications and Training Plan to promote the development and expansion of Zero-Textbook-Cost Degrees to enhance student success and reduce equity gaps.

Term is from March 14, 2019 through December 31, 2019.

The Board of Trustees approved the MOU with WHCCD as presented above and authorized the Administration to execute the appropriate documents on behalf of the District.
22. **Student Field Placement Agreement (Internship): Social Work Program – CSU Long Beach**

The EOP&S/CARE Department request to have an Agreement with CSU Long Beach; wherein Rio Hondo College will provide CSU Long Beach students practical experience outside of the traditional classroom setting and serve as a learning site offering facilities, resources and supervision.

The term will begin March 14, 2019 through March 13, 2020 with automatic annual renewals unless terminated with a 30-day notice.

The Board of Trustees approved the Student Field Placement Agreement with CSU Long Beach as summarized above and authorized the Administration to execute the appropriate documents on behalf of the District.

23. **Continuing Education**

a. Valeree P. Lee – To provide a class “The Art of Staying Employed in an Age of Change” – Staying employed means adopting and maintaining efficient and productive habits, with a dash of can do attitude. Learn how you can succeed. Learn which jobs are facing elimination and which are likely to be available. Find out what skills and training are needed to land and keep a job. Dates of service: March 14, 2019 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

b. Notary Public Seminars – To provide a class on how to become a Legal Document Assistant – work for a law firm or become an Alternative Legal Service Provider. Dates of service: March 14, 2019 – June 30, 2019. Payment will be split 60% to Rio Hondo College and 40% to the consultant.

The Board of Trustees approved the Consent Agenda item as presented above.

24. **Consultants**

a. Motor Vehicle Network – To provide a one-year renewal to advertise Rio Hondo College as the exclusive college in the Whittier DMV office. Broadcast two minutes’ exposure per hour Rio Hondo College’s four-year bachelor’s degree program. Dates of service: March 18, 2019 – March 17, 2020. Cost not to exceed $7,140.00 from Baccalaureate Degree Pilot Program.

b. Motor Vehicle Network – To provide a one-year contract to advertise Rio Hondo College as the exclusive college in the West Covina DMV office. Broadcast two minutes’ exposure per hour Rio Hondo’s four-year bachelor’s degree program. Dates of service: March 18, 2019 – March 17, 2020. Cost not to exceed $8,160.00 from Baccalaureate Degree Pilot Program.
c. Michael Chang – To present a Motion Graphics Video Service to create 3 videos to highlight Rio Hondo College Business Division Computer Information Technology Department. Schedule of two payments, Payment #1 $5,000.00 mid-way progress payment #2 $13,900.00 for completion of videos. Dates of service: March 14, 2019 – May 23, 2019. Cost not to exceed $18,900.00 from Perkins Grant (Computer Information Technology).

d. Darci Kimball – To conduct a HASPI Workshop on April 12, 2019 for the middle and high school teachers. The topic will be contextualizing science curriculum to incorporate medical content into courses to provide career awareness, provide pathway specific content and meet California’s curriculum standards. Date of service: April 12, 2019. Cost not to exceed $3,000.00 from DSN Health Sector Grant.


f. OUTFRONT Media – To provide advertising as follows: One (1) Bulletin Board $8,115.00 Dates of service: July 29, 2019 and one (1) Taillight Bus Display $7,000.00 Dates of service: July 5, 2019 – August 25, 2019. Cost not to exceed $20,123.00 from Perkins Business Management Grant.

g. Siteimprove, Inc. – To present Software as a Service – Community College Package that includes: Quality Assurance and Accessibility up to 2,500 webpages; Policy; Search Engine Optimization; Response up to Three Check Points; PDF Checker up to 2,500 PDF’s. Dates of service: March 22, 2019 – March 21, 2020. Cost not to exceed $6,300.00 from General Funds.


i. Angelica O’Campo – to provide social media plan, content calendar and monitor social media accounts for the TRIO Student Support Services Office. Dates of service: March 14, 2019 – June 30, 2019. Cost not to exceed $1500.00 from TRIO Student Support Services.

The Board of Trustees approved the Consent Agenda item as presented.
B. PERSONNEL

1. Academic

   a. Special Assignments, Spring 2019

      Each of the following instructors will receive a stipend, not to exceed $300, paid out of the Title V grant, for their participation in the Avance Faculty Cohort (to teach either a First-Year Seminar (FYS) or enhanced Counseling 101 course). This assignment will include attending a one-day professional development workshop on ensuring effective academic rigor in the classroom in addition to collaborative cohort meetings on increasing student success.

      O'BRIEN, Katie - EOPS

      Each of the following instructors will be paid a stipend, not to exceed $150, paid out of the Title V grant, for their participation in the Avance Faculty Cohort (to teach either a First-Year Seminar (FYS) or enhanced Counseling 101 course). This assignment will include attending a half-day professional development workshop on utilizing technology-infused active learning tools and collaborating on enhancing the student learning experience for the next Avance student cohort.

      O'BRIEN, Katie - EOPS

      The following instructors will be paid a stipend, not to exceed $2000, paid out of the Basic Skills Pilot Partnership Grant, for attending AB705 Taskforce Meetings, further developing MSC Workshops, hold 3-hour initial training sessions for student facilitators, hold mid-semester and post-semester meetings, mentor instructor-specific facilitators and give feedback to student facilitators through workshop visitations.

      HSIAO, Jupei – Math
      IRWIN, Erin – Math
      RYAN, Mutsuno – Math

      The following instructor has been approved to receive a 10% overload stipend for Business/Computer Information Technology Recruitment.

      LIU, Shin – Business

b. Hourly as Needed, 2018 – 2019

   Library

   CLARKE, Maggie          PALACIOS, Cynthia
c. **Retirement**


d. **Order of Employment**

Per Education Code 87413, et. seq., attached is the updated Order of Employment list. Full time faculty members employed during mid-semester of Fall 2018 and Spring 2019 have been added.

2. **Classified**

a. **Employment, 2018**

**Substitutes, 2018 – 2019**

GUILLEN, Javier (ML), Locksmith, Facilities Services, effective February 19, 2019

b. **Resignation**

PONCE, Vanneza, Warehouse Storekeeper, 45%, 12 months, Contract Management and Vending Services. Her last day of employment was February 22, 2019.

c. **Retirement**

HENLEY, Michael, Range Master, 100%, 12 months, Public Safety. His last day of employment will be June 30, 2019, with his first day of retirement being July 1, 2019.

REYES-LUERA, Gloria, Secretary, 100%, 12 months, El Monte Educational Center. Her last day of employment will be April 30, 2019, with her first day of retirement being May 1, 2019.

d. **Unpaid Leave**

LODICO, KJ, Senior Secretary, Library, has requested an unpaid leave of absence from April 22, 2019 – May 22, 2019.

3. **Unrepresented, (AP 7130), 2018-19**

a. **Employment, 2018–2019**

**Arts and Cultural Programs**
Accompanist
LEUNG, Sin Yi

Communications and Languages

Tutor II
ROSAS, Maria

Student Success and Retention

Tutor II
SANCHEZ-BELTRAN, Maria

Students, 2018 – 2019

AGUIRRE, Mindy, Arts and Cultural Programs
ALMANZA GONZALEZ, Christina, Student Life and Leadership
ANAAND, Jashandeep, Math, Sciences and Engineering
BARROSO, Bryan, PASS/Student Services
CABRAL, Reyes, Math, Sciences and Engineering
CHANVONGNARAZ, Alanya, Math, Sciences and Engineering
CLARK, Daniel, Assessment Center
DOMINGUEZ, Emil, Math, Sciences and Engineering
FRANCO, Vincent, Communications and Languages
GARCIA, Keyla, DSPS
GONZALEZ, Luz, Career and Technical Education
GUTIERREZ, Matthew, Business
HUNT, Mikayla, Business
LOMELI, Lindsey, Outreach
LOPEZ, Matthew, Communications and Languages
MARTINEZ, Jorge, PASS/Student Services
RODRIGUEZ, Marissa, Financial Aid
SILVA, Alexys, Child Development Center
THORNHILL, Bryan, Contract Management and Vending
TRAN, Mary, Contract Management and Vending

b. Volunteers, 2018 – 2019

SUAREZ, Maria, Kinesiology, Dance and Athletics
VASQUEZ LOPEZ, Agustin

C. ACADEMIC SERVICES

1. Curriculum Items

The following items have been processed according to college policy for the development of curricula, which includes review and approval, by the District Curriculum Committee:
a. New Credit Course that is Part of an Existing Program

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

**ART 143: Ceramic Handbuilding II**  
(Arts, Performing and Visual)  
Degree Applicable; (3.0 Units)

**Justification:** This class will be submitted for articulation at the four year institutions (CSU, UC, USC) and will be used for a upcoming certificate of achievement in ceramic arts.

**ART 144: Handbuilding III**  
(Arts, Performing and Visual)  
Degree Applicable; (3.0 Units)

**Justification:** This course will give Rio Hondo students the necessary ceramic skills to transfer to UC's and Cal State's. As the capstone handbuilding class, students achieve advanced technical and conceptual abilities in ceramics (i.e. scale, mold making, printing ceramic transfers).

This course is intended to fulfill a requirement for the Art AA and the Art/Studio Arts AA-T at RHC. It is also intended to be a part of a Ceramic Arts certificate that has yet to be developed.

**ASL 211: Beginning Interpreting + Ethics 1**  
(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** This course is part of a degree program being developed in foundations of interpreting. This course is a required course for students to transfer to CSU Long Beach into their interpreting program. This is the first of 2 levels needed.

**ASL 212: Beginning Interpreting + Ethics 2**  
(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** This course is part of a degree program being developed in foundations of interpreting. This course is a required course for students to transfer to CSU Long Beach into their interpreting program. This is the first of 2 levels needed.

**ASL 220: Pathways to Interpreting Careers**  
(Communications and Languages)  
Degree Applicable; (2.0 Units)

**Justification:** This is a capstone course in the Foundations of Interpreting degree being developed. This is a highly desired topic for interpreters both new and experienced. To the best of my knowledge this will be a unique course at Rio Hondo. This course may be taken by working interpreters as well as new practitioners. With this course, students will be able to
immediately put their knowledge to work in the field to improve their income potential.

**ASL 250: ASL Linguistics**  
(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** Since the earliest data available for ASL offered as a college course in 1990, the Modern Language Association has found ASL to be the only language to show continual growth in enrollment every year. ASL has surpassed enrollment numbers for every other 2-year college language programs with the exception of Spanish. The US department of labor predicts an increased need for interpreters over the next 10 years by as much as 46%. With as many as 33 million ASL users in the United States, the need for ASL fluency is a much needed and marketable skill. Many 4 year colleges across the country including several CSU schools offer degrees in Deaf studies or interpreting. This course will allow students to compete those program requirements at Rio Hondo before transferring to the 4-year institution. This course is needed to develop a degree in Deaf studies. The students will have two years to receive as close to 1,000 hours of instruction in American Sign Language to be able to demonstrate a beginning level mastery of the language. This is a highly sought after course in ASL and is not offered at many colleges with qualified instructors. This is a required course for those wishing to pursue a certification in teaching ASL through the American Sign Language Teaching Association.

**ASL 270: ASL Linguistics**  
(Communications and Languages)  
Degree Applicable; (3.0 Units)

**Justification:** This course is needed to develop a degree in Deaf studies. The students will have two years to receive as close to 1,000 hours of instruction in American Sign Language to be able to demonstrate a beginning level mastery of the language. This is a required course for those wishing to pursue a certification in teaching ASL through the American Sign Language Teaching Association.

**ASL 280: ASL Storytelling**  
(Communications and Languages)  
Degree Applicable; (2.0 Units)

**Justification:** This course is designed to be the capstone and final course in the Deaf Studies degree being developed. This course is anticipated to be a popular course for current Rio Hondo students as well as students from other colleges. Only a handful of universities and colleges offer a course similar to this around the world. Students completing this course are likely to be hired as teaching assistants in local school districts.

**ENGL 010S: English Composition Support**  
(Communications and Languages)  
Degree Applicable; (1.0 Units)

**Justification:** This course supports students placed in English 101 who are likely to benefit from additional instructional time.
ENGL 010SP: English Composition Support Plus  
(Communications and Languages)  
Degree Applicable; (2.0 Units)  

Justification: This course supports students placed in English 101 who are very likely to benefit from additional instructional time.

ENGL 020: College Writing Skills  
(Communications and Languages)  
Degree Applicable; (.50 Units)  

Justification: As a result of AB 705, this course intends to ensure students entering Rio Hondo College have the opportunity to be more prepared for writing in their classes. This addresses various equity and education gaps which may have occurred at previous learning institutions and is intended to help guide students effectively and efficiently through writing at the college level and to facilitate the likelihood of greater success in their writing classes. This ensures that students understand what is expected of them, in terms of writing, at Rio Hondo College.

b. Unit/Hour Change

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

ART 101: Introduction to Studio Arts  
Hour Change: From: 27 Lecture/81 Lab/108 Total Hours  
To: 36 Lecture/72 Lab/108 Total Hours

ART 121: Three Dimensional Design  
Hour Change: From: 54 Lecture/54 Lab/108 Total Hours  
To: 36 Lecture/72 Lab/108 Total Hours

MUS 116: Diverse Instruments  
Hour Change: From: 13.50 Lecture/13.50 Lab  
To: 54 Lab Hours

PAC 043: Advanced Officers Course  
Unit Change: From: .074 to 1.48  
To: .148 to 2.962

PAC 4314: Field Training Officer Course  
Unit Change: From: .074 to 1.48  
To: .148 to 2.962

PAC 4342: Weapons, Semi-Automatic Handguns  
Unit Change: From: .074 to 1.48  
To: .148 to 2.962
PAC 4376: PC 832 Arrest
Unit Change: From: .074 to 1.48
To: .148 to 2.962

PAC 4377: PC 832 Firearms
Unit Change: From: .074 to 1.48
To: .148 to 2.962

PAC 4378: PC 832 Communications and Arrest Methods
Unit Change: From: .074 to 1.48
To: .148 to 2.962

PAC 43049: First Aid/CPR
Unit Change: From: .074 to 1.48
To: .148 to 2.962

c. New Program

Certificate of Achievement – Basic Police Academy
(37 Units)

Certificate of Achievement – Police Academy Module I
(21.5 Units)

d. Program Change

The following programs have been recommended for inclusion in our offerings and catalog with the following changes:

Certificate of Achievement – Drug Studies
Unit Change: From: 36 to 37 To: 36 to 38

A.S. Degree – Drug Studies
Unit Change: From: 36 to 37 To: 36 to 38

12. Approve Award of Contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services

This consent item was pulled for discussion and separate action.

Mr. Valladares requested that this item be tabled because there was no supporting documentation on the three RFP’s received by the District. This was requested via the Board President. Ms. Lomeli seconded.

Ms. Santana moved for the purposes of discussion.

Mr. Mendez reported that students have recently inquired about recycling and how that can benefit student clubs.

Mr. Mangoba reported that students would like the opportunity for student clubs to profit on recycling and have been having discussions at the Inter Club Council meetings. They are discussing this issue again on March 19, 2019.
Ms. García reported that Athens was considered by the District to collect, ship and sort recyclables. All refuse companies have to follow state and local mandates for trash collection. In the past, the District has tried to partner with student clubs along with the California Conservation Corps and profits would be shared. This type of program would have to be negotiated with the refuse companies.

Ms. Santana requested clarification on why this request has to be table because of lack of supporting documentation? For many boards this topic is extremely controversial. It’s unusual to go out for an RFP at this point of an election cycle and she would like to have the discussion now and get in front of it.

Mr. Mendez clarified that the Rio Café vendor’s contract was extended for three years. He recently had a meeting with the Superintendent, Mr. Mangoba and two of the ASRHC senators to discuss recycling on campus. This is an attempt to clarify questions before the vote. There are three issues;

- Some Trustees would like to see back up documentation.
- Is the vendor a union shop?
- What can the District do to complement recycling efforts?

Ms. Lomeli reported that she would like to see the back-up documentation and inquired if any of the vendors are union?

President Dreyfuss reported that the District did not specify a union requirement in the RFP.

Ms. García reported that the role of the Board is not to review contracts. The administration recommends and the Board should keep within its parameters regarding proposals.

Ms. Santana stated that different contracts have different incentives, while she does not disagree, it has not been this Board’s practice to get involved in contracts. We as a Board should set up protocols so that the Board and Administration are clear. She directed her question to the Superintendent to ask where we are in the life cycle of this contract?

President Dreyfuss reported that the current vendor Athens is on a month to month contract. The previous vendor Commercial Waste Services signed a five-year agreement. The agreement was not fulfilled because of the vendor’s non-performance. Athen’s is currently filling in.

Ms. Felicia Johnson reported that Commercial Waste Services was the previous vendor. We had issues with the quality of service. She met several times with the vendor since coming on board in September 2018. In December 2018, Commercial Waste Service ceased picking up refuse. It became a health and safety matter and Athen’s responded.

Ms. Santana asked if the terms were stated regarding termination with this vendor?

President Dreyfuss reported that Commercial Waster was not on an extension, nor was it at the end of their contract. Commercial Waste was not performing services.
Ms. García, stated that there is no contract. We have an interim vendor filling in. It is a health and safety matter. She believes that policy states that the Superintendent has the authority to address emergency situations when they arise.

Mr. Valladares asked if the previous Board was notified of the non-performance?

Ms. Santana inquired as to the length of time the District can be on an emergency basis for trash collection?

Mr. Richard Padilla, Legal Counsel responded that as long as the emergency exists, but the District should be working on a plan of action as well. He suggested that the Board reject the proposal that is before them tonight so it can be defeated. The item can be brought back with the proper elements that the Board is requesting.

On December 14, 2018, RFP No. 2070 - Waste Disposal and Recycling Services was sent to seven (7) firms.

On February 8, 2019, three (3) proposals were received as follows:

1. Athens Services, City of Industry, CA ($173,724.00)
2. American Reclamation, Los Angeles, CA ($185,650.32)
3. Republic Services, Long Beach, CA ($226,500.00)

Note: Bidder’s submitted cost per weight for green waste included.

Based on the responses received, staff recommends award of contract to Athens Services with a not to exceed amount of $173,724.00 to be paid from General Funds.

Term is from March 14, 2019 through March 13, 2022 with two (2) annual renewal options.

On the motion of Mr. Valladares, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [Garcia, Lomeli, Mendez, Santana, Valladares] rejecting the award of contract: RFP No. 2070 Waste Disposal and Recycling Service – Athens Services. The Student Trustee advisory vote was aye.

13. Acceptance of Grant: Support for L.A. County District 4 College Scholarship Program – California Community Foundation

This consent item was pulled for discussion and separate action.

The California Community Foundation has awarded Rio Hondo College a grant in the amount of $235,000.00 to support the L.A. County District 4 College Scholarship Program.

The aim of the program is to expand postsecondary access to students from California, Pioneer, and Whittier High Schools with educational support services and scholarships spanning Academic Year 2019-2020 through Academic Year 2021-2022.

Students from those select high schools who complete all the requirements for the Rio Promise Early Decision Program will be invited to apply to a cohort program for a scholarship ranging between $500-$1,000 per year for a total of two years.

Grant Period is from March 1, 2019 through June 30, 2021.
On the motion of Ms. Santana, seconded by Mr. Valladares, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] accepting the grant funding as described above and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye. The Board requested that the Board President send a letter of appreciation and thanks to Supervisor Hahn for her support of the Scholarship Program.

19. Contract Modification #7 for Del Terra Group – Program and Construction Management Fees

This consent item was pulled for discussion and separate action.

On February 20, 2013, Rio Hondo College entered into a contract with Del Terra Group to perform Program and Construction Management Services (PM/CM) in the amount of $995,000.00 for various ongoing projects.

- PE Complex Project
- El Monte Educational Center Project
- Softball Field Renovation Project
- Soccer Field Renovation Project

On February 19, 2014, the Board of Trustees approved contract modification #1 in the amount of $21,792.00 for a contract extension required for PM/CM services, due to the contractor delays related to the completion of the “PE Complex Project”.

On August 13, 2014, the Board of Trustees approved contract modification # 2 in the amount of $41,082.00 for the following projects:

- PE Retaining Wall Project
- Extension of Utilities for new Restroom Building Project
- Installation of new Restroom Building Project

On August 13, 2014, the Board of Trustees approved contract modification # 3 in the amount $291,110.00 for the following projects:

- Rio Plaza Project
- Pico Rivera Educational Center Project
- Bookstore/Print Shop Remodel & Relocation Project
- Softball Field Retaining Wall Guard Rail Project
- PE Complex Mechanical Upgrade Project

On April 15, 2015, the Board of Trustees approved contract modification # 4 in the amount of $1,795,762 for the following projects:

- Rio Plaza Phase 2 Project
- Science Building Renovation Project
- L Tower Seismic Retrofit Project

On January 11, 2017, the Board of Trustees approved the contract modification #5 to adjust the contract values, in the amount of $872,432 for the following projects:

- L Tower Ph.1 Seismic Retro Project
- Pico Rivera Educational Center Project
On May 10, 2017, the Board of Trustees approved the contract modification #6 to adjust the contract values, in the amount of $63,983.78 for the following projects:

- Nursing Facilities Interim Housing Project
- Campus Inn Refresh Project
- Campus Inn Open Space Refresh Repainting Project
- Campus Inn Open Space Refresh Waxing & Window Cleaning

This Contract Modification #7 is for Program and Construction Management services fee for new projects and the time extension of the L Tower Seismic Upgrade Project.

The Contract Fee Modification #7 is for the following projects:

<table>
<thead>
<tr>
<th>Project</th>
<th>Value</th>
<th>PM/CM Fee</th>
</tr>
</thead>
<tbody>
<tr>
<td>KDA Wall Repair</td>
<td>$49,000</td>
<td>$3,597</td>
</tr>
<tr>
<td>AJ Annex Beam Replacement</td>
<td>$792,600</td>
<td>$58,185</td>
</tr>
<tr>
<td>Prop 39 HVAC Modernization</td>
<td>$1,715,675</td>
<td>$125,948</td>
</tr>
<tr>
<td>AJ Annex Flooring, Toilet Partitions &amp; Furniture</td>
<td>$81,541</td>
<td>$5,986</td>
</tr>
<tr>
<td>Painting of AJ Annex Admin. Bldg.</td>
<td>$36,950</td>
<td>$2,713</td>
</tr>
<tr>
<td>Asphalt Paving at the AJ Annex Parking Lots</td>
<td>$162,872</td>
<td>$11,956</td>
</tr>
<tr>
<td>L Tower Seismic Upgrade Phase 1: A</td>
<td>$20,296,681</td>
<td>$1,450,000</td>
</tr>
<tr>
<td>L Tower Phase 2 Est.</td>
<td>$7,500,000</td>
<td>$550,575</td>
</tr>
<tr>
<td>Music &amp; Wray Theatre Building Est.</td>
<td>$24,000,000</td>
<td>$1,761,840</td>
</tr>
<tr>
<td>Total</td>
<td>$3,970,800</td>
<td></td>
</tr>
</tbody>
</table>

* Based on bid balance amount under pay application 20.

Modification #7 is in the amount of $3,970,800 paid from Bond/State Funds.

The revised total for the contract, including Modification #7 will not exceed $8,051,402. The Board of Trustees approve the Contract Modification #7 for Program and Construction Management Fees in the amount of $3,970,800 to Del Terra Group for a new total contract amount not to exceed $8,051,402 paid from Bond/State Funds and authorize the Administration to execute appropriate documents on behalf of the District.
58. On the motion of Ms. Santana, seconded by Ms. García, the Board voted by the five members present [García-No, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the Contract Modification #7 for Program and Construction Management Fees in the amount of $3,970,800 to Del Terra Group for a new total contract amount not to exceed $8,051,402 paid from Bond/State Funds and authorized the Administration to execute appropriate documents on behalf of the District. The Student Trustee advisory vote was aye. Motion adopts.

III. ACTION ITEMS

A. PRESIDENT’S OFFICE

1. Revision of Board Policy 4030 – Academic Freedom (First Reading)

The following Board Policy has been revised and gone through the Standard review process which includes the Administrative Council, President’s Council, and Planning Fiscal Council.

BP 4030 Academic Freedom

59. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees rejected the revision of Board Policy 4030 for first reading. The Board requested that Planning and Fiscal Council review and revise the language in Section I. and cite who is proposing the language. The Student Trustee advisory vote was aye.

2. Approval of Resolution in Support of NALEO’s Opposition to the Citizenship Question on the 2020 Census

WHEREAS on March 26, 2018 Commerce Secretary Wilbur Ross agreed to a Department of Justice request, and added a citizenship question to the 2020 Census questionnaire at the last minute, citing the need for better voting rights enforcement; and

WHEREAS, on March 29, 2018 the Census Bureau submitted the Census 2020 questionnaire to Congress, including a question on the citizenship status of residents; and

WHEREAS, the Commerce Secretary’s decision is unjustified, insofar as data from the American Community Survey, and the census “long” form before that, are sufficiently robust for civil rights and Voting Rights Act enforcement; and

WHEREAS, the decennial census has not included a citizenship question since 1950, prior to the enactment of the Voting Rights Act in 1965; and

WHEREAS, a citizenship question has not been tested by the Census Bureau in modern times, in a form sent to 100% of population, and the Bureau’s 2018 End-to-End test questionnaire does not include the question; and

WHEREAS, Census Bureau representatives have already reported widespread and unprecedented fear among respondents to other surveys, with respondents being reluctant to participate fully and provide accurate information; and
WHEREAS, if residents do not initially respond to the Census questionnaire, the Bureau will follow-up by sending enumerators to their homes, and costs will increase exponentially; and

WHEREAS, the Census Bureau expects that every one percent decrease in the self-response rate that it has budgeted will increase the cost of the census by $55 million – a $10 million increase from its original projected cost of $45 million; and

WHEREAS, the adoption of the citizenship question in Census 2020 would lead to inaccurate data about Latinx residents and all residents of the Rio Hondo Community College District, adversely affecting the prosperity and well-being of the District’s community; and

NOW, THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

That the Board of Trustees express its strong opposition to the addition of a citizenship question to Census 2020; and

That the Board of Trustees direct the Superintendent/President to express this opposition by sending this resolution to U.S. Secretary of Commerce Wilbur Ross, its U.S. Senators, and its U.S. Representative; and

That the Board of Trustees calls on these Members of Congress to contact the leadership of the Senate Committee on Homeland Security and Governmental Affairs and the House Committee on Oversight and Government Reform, and urge them to oppose the addition of the citizenship question and conduct oversight hearings examining Secretary Ross’ decision.

ADOPTED this 13th day of March, 2019.

On the motion of Mr. Valladares, seconded by Ms. Laureano, the Board voted unanimously by the five members present [Garcia, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees adopted the above resolution in Support of NALEO’s Opposition to the Citizenship Question on the 2020 Census. The Board also requested that the resolution be sent to the District’s local, state and federal legislators. The Student Trustee advisory vote was aye.

3. **Approval Resolution in Support of an Accurate 2020 Census Local Outreach, Assistance and Promotion**

WHEREAS, Rio Hondo College recognizes the importance of an accurate 2020 Census count to ensure fair and proportional representation of all residents who reside in the Los Angeles County region; and

WHEREAS, Rio Hondo College understands that an accurate 2020 Census count is even more critical given that undocumented immigrants, homeless individuals, and other disadvantaged communities were undercounted in 2010, which led to an inaccurate count of California residents in 2010; and

WHEREAS, Rio Hondo College has already begun to participate in a Census 2020 Higher Education Subcommittee, which consists of higher education institutions from all portions of Los Angeles County; and
WHEREAS, Rio Hondo College commits to working with government entities including cities, school districts, community based organizations, and other stakeholders who are dedicated to completing an accurate count; and

WHEREAS, Rio Hondo College values the promotion of Census 2020 activities among all campus departments, offices, and divisions that work closely with our students on a daily basis; and

WHEREAS, Rio Hondo College is open to collaborating with local K-12 districts to assist with raising awareness of Census 2020 activities throughout the Rio Hondo College Community District; and

WHEREAS, Rio Hondo College is willing to support a countywide or regional plan that involves community colleges in a collective effort to raise awareness of the Census 2020 process.

NOW THEREFORE, the Board of Trustees of the Rio Hondo Community College District hereby resolves as follows:

That the Board of Trustees advises the Superintendent/President to explore the possibility of working with faculty to include Census 2020 information in classroom discussions and in the curricula; and

That the Board of Trustees will continue to attend professional development activities, briefings, or meetings that are intended to promote, support, and maximize the success of Census 2020 activities; and

That the Board of Trustees direct the Superintendent/President to distribute this resolution to federal legislators and the Regional Census 2020 Committee

ADOPTED this 13th day of March, 2019.

61. On the motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to amend the language in the resolution as referenced below in red and strike out the word curricula from the resolution. The Student Trustee advisory vote was aye.

That the Board of Trustees advises the Superintendent/President to explore the possibility in collegial consultation with faculty to include Census 2020 information in classroom discussions and/or public forums; and

62. On the revised motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to adopt the amended resolution above in Support of an Accurate 2020 Census Local Outreach, Assistance and Promotion. The Board also requested that the resolution be sent to the District’s local, state and federal legislators. The Student Trustee advisory vote was aye.
4. **Revision of Board Policy 2431 – Superintendent/President Selection**  
   *(Second Reading & Final Adoption)*

   It was moved by Ms. Santana, seconded by Ms. Lomeli for the purposes of discussion.

   It was moved by Ms. Santana, seconded by Ms. Lomeli to entertain the motion to table this item.

   The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

   On the revised motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] to table this item for further study. The Student Trustee advisory vote was aye.

   Mr. Valladares and Ms. García requested that a study session be scheduled to in the near future to review process with legal counsel, Presidential Search consultants, past college history and how that impacts accreditation and BP2431 - Superintendent/President Selection.

5. **Revision of Board Policy 2715 – Code of Ethics/Standards of Practice**  
   *(Second Reading & Final Adoption)*

   The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

6. **Revision of Board Policy 6740 – Citizen’s Oversight Committee**  
   *(Second Reading & Final Adoption)*

   The Co-Chair of PFC reported that Planning and Fiscal Council was currently working on the reviewing the policy at this time.

B. **FINANCE AND BUSINESS**


   Representatives from CFW Advisory Services, LLC as Financial Advisor and the law firm of Norton Rose Fulbright US LLP, Los Angeles, as Bond Counsel and Disclosure Counsel will give a presentation to the Board. The attached resolution authorizes the issuance of not-to-exceed $80,000,000 aggregate principal amount of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B (refunding the District’s 2005 Series A Refunding Bonds).
Bonds and 2009 Series B Bonds) and approving certain other matters relating to said Bonds.

The bonds will be issued on a parity with all other general obligation bonds of the District and will be issued in denominations of $5,000. The refunding will generate savings to local taxpayers by reducing the interest rate to repay the bond debt.

On the motion of Ms. Santana, seconded by Ms. Laureano, the Board voted unanimously by the five members present [Garcia, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved and executed the resolution authorizing the issuance of not-to-exceed $80,000,000 of Rio Hondo Community College District General Obligation Refunding Bonds, 2004 Election, 2019 Series B and approved certain other matters relating to said bonds. The Student Trustee advisory vote was aye.

2. **Expert Services Related to Refunding of General Obligation Bonds**

In March 2004, voters in the Rio Hondo Community College District (the “District”) authorized the District to issue and sell up to approximately $245.6 million in general obligation bonds for capital improvement projects. The District subsequently issued $58 million of general obligation bonds in 2004, approximately $64.9 million in 2009, and approximately $60 million in 2010. In addition, in 2005 the District refinanced a portion of the 2004 bonds to generate taxpayer savings. Currently it is economically feasible to refinance (refund) the 2005 Bonds and the 2009 Bonds, providing a reduction of payments for property owners in the District.

A team of professional services is necessary to implement the refunding process. The administration is recommending the following consultants to implement the Bond refunding.

a. **BOND COUNSEL AND DISCLOSURE COUNSEL** - Bond Counsel and Disclosure Counsel legal services to be provided by Norton Rose Fulbright US LLP in the amount of $80,000.

Services include:
- To conduct tax due diligence with regard to Rio Hondo’s Prior Bonds and work closely with the Underwriters in order to ensure that the requirements of the Internal Revenue Code applicable to refunding issues are met.
- To work with District staff, the Financial Advisor, Underwriters and the Paying Agent for Rio Hondo’s earlier issues, who will act as Escrow Agent in this matter.
- To prepare the Offering Documents of the District (Preliminary Official Statement and final Official Statement) used by the Underwriters to market the Refunding Bonds to prospective investors.
- To prepare a Continuing Disclosure Agreement/Undertaking, in accordance with Securities Laws.
- To prepare the Escrow Agreement(s) and pertinent notices to be given to the owners of the Prior Bonds and the Resolution for the District Board to adopt, under which the Refunding Bonds are issued.
To draft and/or comment on the Bond Purchase Agreement prepared by counsel to the Underwriters and to answer questions and assist the District generally in its application for ratings and bond insurance.

To deliver opinions, including the final approving (tax) opinion, a supplemental opinion rendered to the Underwriters and defeasance opinions regarding each series of Prior Bonds.

Following pricing and sale of the Refunding Bonds, to coordinate a closing in Los Angeles, deliver requisite opinions and prepare permanent transcripts of the proceedings.

b. FINANCIAL ADVISOR – Financial advisory services to be provided by CFW Advisory Services, LLC which is one of the top financial advisory firms for K-14 school districts in the state of California. Financial Services will be charged as a flat fee of $60,000.

Services include the following, as required:

- Research and analyze the current market for municipal securities and work with the Finance Team to establish a structure for the issue, review the need for credit enhancement and ratings, and establish a timeline for the sale of the bonds.
- Prepare rating agency presentation or information packet; assist District staff in preparing for the meeting or conference call with rating analysts if required; schedule and participate in the presentation to analysts, if necessary, and provide follow up responses to the rating agency as required.
- Work with the financing team to seek credit enhancement, if required.
- Review of financial aspects of legal documents to confirm that they match proposed financing plan.
- Work with the financing team to prepare a revenue line to support the amount of municipal securities to be sold, review pre-pricing interest rates and terms provided by the Underwriter.
- Participate in the final pricing and sale of securities to the Underwriters, provide a review of the proposed interest rates, and coordinate execution of purchase contract.
- Prepare a wrap up presentation summarizing the bond sale and attend a board meeting to present the same, if requested by the District as needed.

c. UNDERWRITING SERVICES – To be provided by Cabrera Capital Markets, LLC as Sr. Underwriters, Samuel A. Ramirez & Co., Inc., and RBC Capital Markets, LLC, as Co-Underwriters. Combined cost of services by these three Underwriters shall not exceed 0.4% of total Bond refunding.

Services include:

- To work with the District’s financial advisor to develop and maintain an appropriate refunding timetable.
- To assist the District with the rating agencies/bond insurance companies.
- As requested, to attend meetings of the District and other relevant public meetings.
• To develop and present to the District for its approval a preliminary pricing scale for the bonds.
• Upon approval, establish an order period and release the bonds for offering to the market.
• To price and underwrite the District’s Bonds on a firm commitment basis.
• To commit capital on behalf of the District to ensure a successful and orderly distribution and sale of securities or to place into inventory any unsold balance of bonds.
• To coordinate the final distribution and allocation of securities.
• To prepare a final pricing report including an analysis of the interest rate obtained compared to other comparable financings in the market at that time.
• To prepare a sales summary including composition of institutional and retail sales participation.
• To assist with the preparation and review of all closing documentation with Bond Counsel.
• To assist with the Bond closing, including preparation of closing instructions and flow of funds.

67. On the motion of Ms. Lomeli, seconded by Ms. Laureano, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved the agreements with a) Norton Rose Fulbright US LLP as Bond Counsel and Disclosure Counsel, b) CFW Advisory Services, LLC as Financial Advisor, c) Cabrera Capital Markets, LLC as Sr. Underwriters, Samuel A. Ramirez & Co., Inc., and RBC Capital Markets, LLC, as Co-Underwriters in the refunding of the District’s General Obligation Bonds.

IV. INFORMATION ITEMS
   1. Board Calendar of Events 2019
   2. Building Program
      • Building Program Update
      • Bond Expenditure Report - ADDENDUM
      • Facilities Maintenance Update

V. STAFF AND BOARD COMMENTS
   • Board Development Reporting

VI. CLOSED SESSION

After reading the items listed under closed session, Mr. Mendez recessed the meeting to Closed Session at 10:28PM. The meeting was reconvened at 11:05PM and the following action as reported;

Pursuant to Section 54956.9
• Existing Litigation (1 Case)

No action taken on this item.
Pursuant to Section 54957

- PUBLIC EMPLOYEE EMPLOYMENT
  - Full-Time Drafting Instructor, Tenure Track

68. On the motion of Ms. Santana, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees accepted the Superintendent/President’s recommendation to employ Jose Millan as a Full-Time Drafting Instructor, Tenure Track.

- PUBLIC EMPLOYEE DISCIPLINE / DISMISSAL / RELEASE
  - Counselors, Non-Tenure Track (4)

69. On the motion of Mr. Mendez, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee # QU0730831 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

70. On the motion of Ms. García, seconded by Ms. Lomeli, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #AZ6415458 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

71. On the motion of Ms. Santana, seconded by Mr. Mendez, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #GY1339628 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.

72. On the motion of Ms. García, seconded by Ms. Santana, the Board voted unanimously by the five members present [García, Lomeli, Mendez, Santana, Valladares] and the Board of Trustees approved not to reemploy, in the ensuing 2019-2020 academic year, employee #DZ5453065 a categorically funded academic employee, serving as a non-contract faculty, and that the Board gives notice, as required by Education Code Section 87610, that services will not be required for the ensuing year, 2019-2020.
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**

73. On the motion of Mr. Valladares, seconded by Ms. Santana, the Board voted unanimously by the five members present [Garcia, Lomeli, Mendez, Santana, and Valladares] to adjourn the meeting at 11:10PM.

- The next regularly scheduled Board Meeting is Wednesday, April 10, 2019, 6:00PM.
## ADDENDUM

### PROJECTS EXPENDITURE SUMMARY

**As of 9/30/18**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>TTD</th>
<th>QTD</th>
<th>TTD Expense</th>
<th>TTD Expense vs Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>GENERAL EXPENSES</strong></td>
<td></td>
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<tr>
<td>Architect Services - Master Plan</td>
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<tr>
<td>Architect Services - AJ Building Programming</td>
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<tr>
<td>Architect Services - Santa Fe Springs Reg Train C</td>
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<tr>
<td>Architect Services - LRC - Bond Portion</td>
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<tr>
<td>Landscape Architect</td>
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<tr>
<td>Architect Services - Child Care Center</td>
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<tr>
<td>Architect Services - Master Plan Overide</td>
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<td>Architect Services - Pedestrian Bridge</td>
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<td>Architect Services - Disabled Access/Stairs/Ramps</td>
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<td>Architect Services - Student Services/Student Union</td>
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<td>Architect Services - Maintenance Facility</td>
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<td>Architect Services - Applied Tech Remodelling</td>
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<td>Architect Services - Business Bldg</td>
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<tr>
<td>Architect Services - L. Tower</td>
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<tr>
<td>Facilities Planning Consultant</td>
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<tr>
<td>Surveyors</td>
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<tr>
<td>Infrastructure Design/Center Plant (South Access Road)</td>
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<tr>
<td>Marketing Promotion Services (incl. printing, flyers, postage)</td>
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</table>

**FY18-19**

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>TTD</th>
<th>QTD</th>
<th>TTD Expense</th>
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<tr>
<td>Architect Services - Master Plan</td>
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<tr>
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</tr>
<tr>
<td>DESCRIPTION</td>
<td>QTD (July-Sept 2019)</td>
<td>TTD (FY04-05 to FY18-19)</td>
<td>As of 9/30/18</td>
<td></td>
</tr>
<tr>
<td>-------------</td>
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<td>--------------------------</td>
<td>--------------</td>
<td></td>
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<tr>
<td>Labor Admin &amp; Compliance Services</td>
<td>0</td>
<td>8,122</td>
<td>1,363,968</td>
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<tr>
<td>Information Tech Svc Consultant</td>
<td>0</td>
<td>2,515</td>
<td>406,625</td>
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<tr>
<td>LRC - Bond Portion - Demolition &amp; Construction</td>
<td>0</td>
<td>2,515</td>
<td>47,581,804</td>
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<tr>
<td>South Whittier Facility - STARTS Center</td>
<td>0</td>
<td>3,081,854</td>
<td>3,125,000</td>
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<tr>
<td>Student Services/Student Union/Quad</td>
<td>0</td>
<td>3,081,854</td>
<td>19,900,000</td>
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<tr>
<td>Swing Space</td>
<td>0</td>
<td>1,560,727</td>
<td>1,600,000</td>
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<tr>
<td>Legal Services</td>
<td>1,428</td>
<td>878,068</td>
<td>1,000,000</td>
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<td>Professional Fees - Audit</td>
<td>0</td>
<td>104,418</td>
<td>250,000</td>
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<tr>
<td>Advertising Services (Bld Projects)</td>
<td>0</td>
<td>287,556</td>
<td>210,000</td>
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<tr>
<td>Primary Election Fees</td>
<td>0</td>
<td>206,913</td>
<td>99,959</td>
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<tr>
<td>Public Transportation Pass</td>
<td>0</td>
<td>99,959</td>
<td>106,000</td>
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<tr>
<td>RHPMT - Services</td>
<td>0</td>
<td>12,067,071</td>
<td>12,110,000</td>
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<tr>
<td>Del Terra - PM Services</td>
<td>0</td>
<td>2,138,199</td>
<td>2,140,746</td>
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<tr>
<td>Del Terra - DMA Certification</td>
<td>0</td>
<td>270,000</td>
<td>3,724,110</td>
<td></td>
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<tr>
<td>RHPMT - Office Equipment/Supplies</td>
<td>0</td>
<td>37,499</td>
<td>5,334,174</td>
<td></td>
</tr>
<tr>
<td>RHPMT - Imaging Software/Hardware</td>
<td>0</td>
<td>3,830</td>
<td>74%</td>
<td></td>
</tr>
<tr>
<td>URS Corp - CA Environ Qty Services</td>
<td>0</td>
<td>3,830</td>
<td>98%</td>
<td></td>
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<tr>
<td>Applied Technology - Bond Portion</td>
<td>0</td>
<td>3,830</td>
<td>99%</td>
<td></td>
</tr>
<tr>
<td>El Monte Center - Bond Portion</td>
<td>0</td>
<td>3,830</td>
<td>99%</td>
<td></td>
</tr>
<tr>
<td>Maintenance Facility Additions</td>
<td>0</td>
<td>3,830</td>
<td>99%</td>
<td></td>
</tr>
</tbody>
</table>

Rio Hondo Community College District
Board of Trustees Regular Meeting
March 13, 2019
Minutes
## BOND MEASURE "A"
### PROJECTS EXPENDITURE SUMMARY
#### As of 9/30/18

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD (July-Sept 2018)</th>
<th>TTD (FY04-05 to FY18-19)</th>
<th>Budget</th>
<th>TTD Expense vs Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>RHC Parkway - Phase 1</td>
<td>0</td>
<td>328,429</td>
<td>350,000</td>
<td>94%</td>
</tr>
<tr>
<td>AJ - New Building</td>
<td>369</td>
<td>12,171,795</td>
<td>12,200,000</td>
<td>100%</td>
</tr>
<tr>
<td>Central Plant &amp; MEP</td>
<td>0</td>
<td>12,180,554</td>
<td>12,500,000</td>
<td>97%</td>
</tr>
<tr>
<td>Site Infrastructure</td>
<td>0</td>
<td>14,372,502</td>
<td>14,500,000</td>
<td>99%</td>
</tr>
<tr>
<td>Pedestrian Bridge</td>
<td>0</td>
<td>996,337</td>
<td>1,000,000</td>
<td>100%</td>
</tr>
<tr>
<td>PE Complex - Bond Portion</td>
<td>0</td>
<td>14,101,574</td>
<td>14,498,000</td>
<td>97%</td>
</tr>
<tr>
<td>Fine Arts - Bond Portion</td>
<td>0</td>
<td>405,747</td>
<td>500,000</td>
<td>81%</td>
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<tr>
<td>Wray Theater /Campus Inn Remodel - Bond Portion</td>
<td>0</td>
<td>0</td>
<td>500,000</td>
<td>0%</td>
</tr>
<tr>
<td>Lower/Upper Tier Steps</td>
<td>0</td>
<td>1,014,105</td>
<td>1,286,756</td>
<td>79%</td>
</tr>
<tr>
<td>Landscape</td>
<td>0</td>
<td>2,897,026</td>
<td>3,110,000</td>
<td>93%</td>
</tr>
<tr>
<td>Veterans Memorial</td>
<td>0</td>
<td>87,975</td>
<td>90,000</td>
<td>98%</td>
</tr>
<tr>
<td>Rio Plaza</td>
<td>2,208</td>
<td>165,432</td>
<td>3,200,000</td>
<td>5%</td>
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<tr>
<td>Bookstore/Printing</td>
<td>0</td>
<td>1,397,288</td>
<td>1,500,000</td>
<td>93%</td>
</tr>
<tr>
<td>Pico Rivera Education Center</td>
<td>0</td>
<td>1,635,501</td>
<td>2,000,000</td>
<td>82%</td>
</tr>
<tr>
<td>Nursing &amp; Health Programs Facilities</td>
<td>9,513</td>
<td>762,486</td>
<td>800,000</td>
<td>95%</td>
</tr>
<tr>
<td>L-Tower Seismic Retrofit</td>
<td>0</td>
<td>3,369</td>
<td>1,000,000</td>
<td>0%</td>
</tr>
<tr>
<td>P6 Misc-Bond Cost of Issuance</td>
<td>0</td>
<td>40,689</td>
<td>80,000</td>
<td>51%</td>
</tr>
<tr>
<td>P6 Misc-Related Conference/Travel</td>
<td>0</td>
<td>15,174</td>
<td>50,000</td>
<td>30%</td>
</tr>
</tbody>
</table>

### PROJECT Expenses
- **P7** Upgrade Campus Lighting & Alarm Systems
  - 0 | 553,837 | 553,837 |
- **P8** Replace/Repair Bldg. Components
  - 0 | 572,554 | 572,554 |
- **P9** Campus Wide Efficiency Repairs
  - 0 | 762,276 | 762,276 |
- **P10** Campus Bldg. Improvements
  - 0 | 618,599 | 4,000,000 | 63% |
# BOND MEASURE "A"
## PROJECTS EXPENDITURE SUMMARY
### As of 9/30/18

<table>
<thead>
<tr>
<th>DESCRIPTION</th>
<th>QTD (July-Sept 2018)</th>
<th>TTD (FY04-05 to FY18-19)</th>
<th>Budget</th>
<th>TTD Expense vs Budget %</th>
</tr>
</thead>
<tbody>
<tr>
<td>P12 Roadway/Grounds Improve</td>
<td>0</td>
<td>2,668,820</td>
<td>4,000,000</td>
<td>67%</td>
</tr>
<tr>
<td>P13 Campus Equipment &amp; Furnishings</td>
<td>0</td>
<td>490,963</td>
<td>1,000,000</td>
<td>49%</td>
</tr>
<tr>
<td>P15 Facilities Master Plan, Impact Reports, Soil Testing</td>
<td>0</td>
<td>676,581</td>
<td>1,000,000</td>
<td>68%</td>
</tr>
<tr>
<td>P17 Relocation/Acquisition - Temporary Facilities</td>
<td>0</td>
<td>126,286</td>
<td>500,000</td>
<td>25%</td>
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<tr>
<td>Sub-Total</td>
<td>0</td>
<td>6,469,917</td>
<td>10,500,000</td>
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</tr>
<tr>
<td>P11 ITS-Network Implementation</td>
<td>0</td>
<td>2,933,880</td>
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<tr>
<td>P11 ITS-Computer Purchase</td>
<td>0</td>
<td>2,723,585</td>
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<tr>
<td>P11 MIS Software/Hardware &amp; Implementation</td>
<td>0</td>
<td>9,423,282</td>
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<td>P11 Misc - ITS</td>
<td>0</td>
<td>126,672</td>
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<td>P11 Voice Over IP</td>
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<td>579,807</td>
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<tr>
<td>Sub-Total</td>
<td>0</td>
<td>15,787,227</td>
<td>15,900,000</td>
<td>99%</td>
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<tr>
<td><strong>TOTAL:</strong></td>
<td>214,043</td>
<td>176,956,802</td>
<td>192,492,680</td>
<td>92%</td>
</tr>
</tbody>
</table>

The table above shows the expenditure summary for the bond measure "A" as of 9/30/18, detailing the QTD and TTD for various projects, along with their budget and the percentage of expenditure versus budget.