

Agenda, Monday, July 15, 2002
4 p.m.

- I. Roll Call, Pledge of Allegiance to the Flag**
- II. Approval of Minutes of the Regular Board Meeting of June 24, 2002**
- III. Presentations- (none)**
- IV. Public Hearing (none)**
- V. Consent Agenda – Recommendation of Superintendent/President, Discussion and Adoption**
 - A. Public Comment
 - B. Academic Affairs
See Academic Affairs Agenda, Pages none
 - C. Student and Community Advancement
See Student & Community Advancement Agenda, Pages 1 - 2
 - D. Administrative Services
See Administrative Services Agenda, Pages 1 – 12
See Human Resources Agenda, Pages 1 –17
 - E. Superintendent/President
See Superintendent/President Agenda,
Page 1
- VI. Other Action Items**
 - A. Public Comment
 - B. Resolution Ordering an Election, and Establishing Specifications of the Election Order
 - C. Resolution Regarding Intention to Issue Tax-Exempt Obligations
- VII. Public Comment on Non-Agenda Items**
- VIII. Oral Reports**
 - A. Board of Trustees Report
 - B. President’s Report
 - C. Academic Senate Report
- IX. Closed Session**
 - A. Existing Litigation, Brown Act Section 54946.9
 - 1. Case BS 047821
 - B. Anticipated Litigation, Brown Act Section 54946.9 – Significant Exposure to Litigation
 - 1. 1 Case

C. Personnel Matters, Brown Act Section 54957

1. Personnel Matters – 3 Cases

Agenda for the El Camino Community College District Board of Trustees
From
Student and Community Advancement
Patricia F. Caldwell, Ph.D., Vice President

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A. Resolution – Child Development Center	1
B. Revised Child Development Center Fee Schedule.....	2

A. RESOLUTION – CHILD DEVELOPMENT CENTER

It is recommended that the Board approve the Resolution that comes from the California State Department of Education. The purpose of the Resolution is to certify the approval of the governing board to enter into an agreement with the California State Department of Education for the purpose of providing state-funded child care and development services during fiscal year 2002-2003. During fiscal year 2002-2003, the District will be required to sign various documents from the California State Department of Education regarding the El Camino College Child Development Center. This Resolution entitles appropriate District personnel to initiate and authorize required transactions.

B. REVISED CHILD DEVELOPMENT CENTER FEE SCHEDULE

It is recommended that the Board approve the Revised Child Development Center Fee Schedule and an hourly rate which is to be used for extended hours only. The extended hours would be available to students only, not to exceed a total of six hours per pay. Student parents who use this service must be enrolled in the State Preschool Program for three hours per day. Student parents will be charged \$3.50 per hour for the extended hours. The Revised Fee Schedule is shown on page 2.

**EL CAMINO COLLEGE
CHILD DEVELOPMENT CENTER**

FEE SCHEDULE

FEE BASED PRESCHOOL

(ages 2-5 years and completely toilet trained)

FULL TIME : \$90/week

\$100/week – Full-time student (college to subsidize \$10)

\$125/week – Full time community

SPECIAL RATE:

Monday through Friday 6:45am – 5:30pm

Daily Fees: 6:45am – 5:30pm

Two Years:

Per Day	Tuesday/Thursday	Monday/Wednesday/Friday	Monday through Friday
Regular/Student	Regular/Student	Regular/Student	Regular/Student
\$27 \$23 \$32 \$25	\$54 \$46 \$64 \$50	\$81 \$69 \$96 \$75	\$90 \$90 \$125 \$100

Three to Five Years:

Per Day	Tuesday/Thursday	Monday/Wednesday/Friday	Monday through Friday
Reg. Student	Regular/Student	Regular/Student	Regular/Student
\$25 \$21 \$30 \$23	\$50 \$42 \$60 \$46	\$75 \$63 \$90 \$69	\$90 \$90 \$125 \$100

Part Time Fees – 6:45 am – 1:00 pm

Two to Five Years:

Per Day	Tuesday/Thursday	Monday/Wednesday/Friday	Monday through Friday
Reg. Student	Regular/Student	Regular/Student	Regular/Student
\$20 \$17 \$30 \$21	\$40 \$34 \$60 \$42	\$60 \$51 \$90 \$63	\$100 \$85 \$150 \$105

Part Time Fees – 1:00 pm – 5:30 pm

Two to Five Years:

Per Day	Tuesday/Thursday	Monday/Wednesday/Friday	Monday through Friday
Reg. Student	Regular/Student	Regular/Student	Regular/Student
\$18 \$15 \$23 \$20	\$36 \$30 \$46 \$40	\$54 \$45 \$69 \$60	\$90 \$75 \$115 \$100

10% Discount for second child.

Registration: \$30 (students)

\$40 (regular)

Agenda for the El Camino Community College District Board of Trustees
from
Administrative Services
Victor Hanson, Vice President

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A. Transfer of Funds to Property and Liability Self Insurance Fund 62.....	1
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C. Transfer of Funds to Capital Outlay Projects Fund 41	1
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E. Transfer of Funds to General Fund-Restricted Parking	1
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G. Contracts Valued at \$50,000 or Higher.....	1
H. Amendments.....	2
I. Proposal for Construction Management-At-Risk Contract.....	2
J. Bookstore Point-Of-Sale Cash Registers – Sole Source	3
K. Bid 2002-06/HVAC Services.....	3
L. Bid 2002-05/Science Complex – Hazardous Waste Removal.....	4
M. Contracts – Change Orders.....	4
N. Revised Board Policy – Second Read and Adoption	4
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A. TRANSFER OF FUNDS TO PROPERTY AND LIABILITY SELF INSURANCE FUND 62

It is recommended that, pursuant to Education Code Section 81602, up to \$500,000 of moneys in the 2002-03 General Fund-Unrestricted budget be transferred to the Property and Liability Self Insurance Fund.

B. TRANSFER OF FUNDS TO DENTAL SELF INSURANCE FUND 63

It is recommended that, pursuant to Education Code Section 81602, up to \$660,000 of moneys in the 2002-03 General Fund-Unrestricted budget and up to \$90,000 from the Payroll Clearance Fund be transferred to the Dental Self Insurance Fund.

C. TRANSFER OF FUNDS TO CAPITAL OUTLAY PROJECTS FUND 41

It is recommended that \$340,000 of moneys in the 2002-03 General Fund-Unrestricted budget be transferred to the Capital Outlay Projects Fund for capital outlay items to support technological upgrades.

D. TRANSFER OF FUNDS TO CHILD DEVELOPMENT FUND 11

It is recommended that \$50,000 of moneys in the 2002-03 General Fund-Unrestricted budget be transferred to the Child Development Fund to offset a shortfall in revenues anticipated from fees and State apportionment.

E. TRANSFER OF FUNDS TO GENERAL FUND-RESTRICTED PARKING

It is recommended that up to \$350,000 of moneys in the 2002-03 General Fund-Unrestricted budget be transferred to the Parking Fund (12).

F. TRANSFER OF FUNDS TO CAPITAL OUTLAY PROJECTS FUND 41

It is recommended that up to \$50,000 of moneys in the 2002-03 General Fund-Restricted Parking budget be transferred to the Capital Outlay Projects Fund.

CONTRACTS VALUED AT \$50,000 OR HIGHER

It is recommended that the Board of Trustees, in accordance with Board Policy 6340, approve the District entering into the following agreements with the following contractors and that the Vice President - Administrative Services or his designee be authorized to execute the necessary documents.

1. **Karol Bravo** – Contractor will create a Policy & Procedures manual for the Financial Aid Office and assist with related matters of training, etc. for the period from August 19, 2002 – June 30, 2003, at a cost not to exceed \$50,000 (account # 11-55133-64600-7620)

2. **8 Ball Data (Dean Peterson)** – Marketing and coordination efforts of the Specialty Beverage Certification Program distance education development for the Center for Applied Competitive Technologies (CACT) for the period from July 1, 2002 - June 30, 2003, at a cost not to exceed \$55,000 (PO# B57131)
3. **Deborah Imonti** - Marketing and coordination efforts to complete the sale of the Employment Training Contract training slots for the Center for Applied Competitive Technologies (CACT) for the period from July 1, 2002 – June 30, 2003, at a cost not to exceed \$60,000 (PO #57132)

H. AMENDMENTS

It is recommended that the Board approve the following amendments to previously approved contracts.

1. **California State of Employment Training Panel** - Amend the dates on this previously approved contract (1/16/01) to 11/27/2000 – 11/26/2002 for the El Camino College Center for Applied Competitive Technologies (CACT) to provide job training techniques for eligible trainees in accordance to the conditions specified in State Contract No. ET01-0187

I. **PROPOSAL FOR CONSTRUCTION MANAGEMENT-AT-RISK CONTRACT**

Re: Science Complex Renovation

It is recommended by the selection committee that the following contractor be awarded the construction management at-risk agreement in accordance with the specifications, terms, and conditions of the proposal issued and the extensive interview, evaluation and investigation process conducted on the proposing companies.

Based upon an estimated \$14 million project cost and projected 24-month construction schedule, this company will be responsible for all pre-construction cost estimates, constructability reviews, bidding costs, construction costs and general conditions costs related to renovation of the Science Complex.

<u>P.O. #</u>	<u>Vendor</u>	<u>Proposal Amount</u>
TBD	C. W. Driver	\$1,346,000

Other proposals received:

Douglas E. Barnhart, Inc	\$1,311,668
Rudolph & Sletten	\$1,507,015
Lusardi Construction Co.	\$2,100,000

Non-respondents: 28

J. BOOKSTORE POINT-OF-SALE CASH REGISTERS - SOLE SOURCE

It is recommended that the following company be awarded sole-source selection for the replacement of cash registers (purchased in 1993), handheld wireless portable registers (used for price checks, inventory, receiving, checking stock and pending orders from the floor), related hardware and minor software. The Bookstore has over a \$75,000 investment in their Sequoia software which operates their current and now obsolete OMRON RS8500 cash register system. This software is still useable but will operate and integrate with only one brand of replacement system---Sequoia Peripherals, which will meet the Bookstore’s needs for the next seven to ten years. No other company can sell these registers with the Sequoia software installed on them and Sequoia does not distribute their integrated software through third party distributors.

<u>P.O. #</u>	<u>Vendor</u>	<u>Amount</u>
B16894	Sequoia Peripherals	\$123,128.97
B16896	Sequoia Peripherals	<u>25,563.23</u>
		\$148,692.20
		Including tax, installation and training; plus travel and freight

K. BID 2002-06/HVAC SERVICES

It is recommended that the following two contractors be awarded agreements for miscellaneous HVAC Services upgrades for the District in accordance with the specifications, terms, and conditions, of the above named bid. The projects will range in value from \$15,000.00 to \$100,000.00 per project. The contractors will quote each job throughout the school year over a three (3) year initial contract period, and an award will be made to the contractor with the lowest quote and the availability to meet the college’s schedule. At the discretion of the District, this bid may be extended with the same contractor(s) for two (2) additional one-year periods, not to exceed a total of five (5) years.

<u>P.O.#</u>	<u>Vendor</u>	<u>Bid Amount</u>
TBD	South Bay HVAC [3] *	Mark-up on direct costs, 9.6875% (Nine & 11/16ths percent)
TBD	Los Angeles Air Conditioning [5]*	Mark-up on direct costs, 18% (eighteen percent)

* Both of the low bidders carry a C-20 contractor license (Warm Air Heating, Ventilating, and Air-Conditioning)
Other Bidders: F.M. Thomas, 76% [4]

“No Bid” Responses: One

Non-Respondents: Air-Ex Air Conditioning Inc., Carrier Corporation, Thermalair Inc., Trane Company, Westland-Heating & Air Conditioning.

L. BID 2002-05/SCIENCE COMPLEX – HAZARDOUS WASTE REMOVAL

In accordance with the specifications, terms, and conditions of the bid, it is recommended that the only bid submitted for Hazardous Waste Removal be rejected. The one bid submitted was received past the time of submittal as posted in the bid specifications. The District will re-bid for the required services.

Affirmative Action Status Codes: [1] Minority owned /Disadvantaged business; [2] Woman-owned business; [3] Small business enterprise; [4] Other; [5] None of the above; [8] Disabled veteran enterprise

M. CONTRACTS - CHANGE ORDERS

Hickman Mechanical Inc.

Cost: -\$225.00

Bid #2000-09/Hydronic Site Piping and West Boiler Replacement

Account: 41-56120-00-710000-9058

06-12-02

Contract Coordinator: Janet Clarke

#1/ Extend length of contract; #2/ Bulletin 1 – Relocate hot water pumps 1 & 2 per Drawing Delta 1 (\$4,100.00); #3/ 3A-Pump existing fuel oil tank (\$1,260.00); #4/ 3B-Provide concrete equipment pad for future boiler (\$5,715.00); #5/ 3C-Extend natural gas line to Pool equipment room (\$5,830.00), #6/3D-Install emergency eyewash and shower in Boiler room (\$7,080.00); #7/3E-Delete boiler room urethane ceiling insulation (\$-3,000.00); # 8/ Bulletin 4, 4A-Install ¾ HP pump in Woman’s’ Shower equipment room (\$9,405.00); #9/ Bulletin 5-Delete valves & manholes per drawing MP-3R ½ (-\$30,615.00).

N. REVISED BOARD POLICY – SECOND READ AND ADOPTION

It is recommended that the Board adopt the following revised Board policy:

Revised Policy (presented for adoption) Replaces # (to be deleted)

2510 Participation in Local Decision Making 3605

This policy is shown below.

Board Policy 2510

Participation in Local Decision Making

The Board is the ultimate decision-maker in those areas assigned to it by state and federal laws and regulations. In executing that responsibility, the Board is committed to its obligation to ensure that appropriate members of the District participate in developing recommended policies for Board action and administrative procedures for Superintendent/President action under which the District is governed and administered.

Each of the following shall participate as required by law in the decision-making processes of the district:

Academic Senate(s) (Title 5, Sections 53200-53206.)

The Board or its designees will consult collegially with the Academic Senate, as duly constituted with respect to academic and professional matters, as defined by law. Procedures to implement this section are developed collegially with the Academic Senate.

The Board will normally accept the recommendations of the Academic Senate on academic and professional matters as defined by Sub-Chapter 2, Section 53200, et. Seq., California Administrative Code, Title V, and listed below:

1. Curriculum, including establishing prerequisites and placing courses within disciplines;
2. Degree and certificate requirements;
3. Grading policies;
4. Educational Program Development;
5. Standards and policies regarding student preparation and success;
6. District and College governance structures as related to faculty roles;
7. Faculty roles and involvement in accreditation process, including self-study and annual reports;
8. Policies for faculty professional development activities;
9. Processes for program review;
10. Processes for institutional planning and budget development, and
11. Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Academic Senate.

The Board of Trustees designates the Vice President-Academic Affairs as the liaison to the Academic Senate for the items listed above.

If the District Governing Board of Trustees disagrees with the recommendation of the Academic Senate, representatives of the two bodies shall have the obligation to meet and reach mutual agreement by written resolution, regulation, or policy of the Governing Board.

Nothing in this policy shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiated agreements between the Federation of Teachers and the District. Written notification shall be given to the El Camino College Federation of Teachers by the District at the beginning of discussions between the Academic Senate and the District on academic and professional matters.

Staff (Title 5, Section 51023.5.)

Classified staff shall be provided with opportunities to participate in the formulation and development of district policies and procedures that have a significant effect on staff. The opinions and recommendations of the Police Officers Association (POA), El Camino Classified Employees (ECCE) and confidential groups will be given every reasonable consideration.

Students (Title 5, Section 51023.7.)

The Associated Students shall be given an opportunity to participate effectively in the formulation and development of district policies and procedures that have a significant effect on students, as defined by law. The recommendations and positions of the Associated Students will be given every reasonable consideration. The selection of student representatives to serve on district committees or task forces shall be made after consultation with the Associated Students.

Except for unforeseeable emergency situations, the Board shall not take any action on matters subject to this policy until the appropriate constituent group or groups have been provided the opportunity to participate.

Nothing in this policy will be construed to interfere with the formation or administration of employee organizations or with the exercise of rights guaranteed under the Educational Employment Relations Act, Government Code Sections 3540, *et seq.*

Reference:

Education Code Section 70902(b)(7); Title 5, Sections 53200 *et seq.*, (Academic Senate), 51023.5 (staff), 51023.7 (students)

El Camino College
Adopted:

Replaces Board Policy #3605

July 15, 2002

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~~COLLEGIAL CONSULTATION BETWEEN THE BOARD OF TRUSTEES
AND THE ACADEMIC SENATE COUNCIL OF EL CAMINO COLLEGE~~ 3605

~~The Board of Trustees will normally accept the recommendations of the Academic Senate Council on academic and professional matters as defined by Sub chapter 2, Section 53200, et. Seq., California Administrative Code, Title V, and listed below:~~

- ~~(1) — Curriculum, including establishing prerequisites and placing courses within disciplines~~
- ~~(2) — Degree and certificate requirements~~
- ~~(3) — Grading policies~~
- ~~(4) — Educational program development~~
- ~~(5) — Standards and policies regarding student preparation and success~~
- ~~(6) — District and College governance structures, as related to faculty roles~~
- ~~(7) — Faculty roles and involvement in accreditation process, including self study and annual reports~~
- ~~(8) — Policies for faculty professional development activities~~
- ~~(9) — Processes for program review~~
- ~~(10) — Processes for institutional planning and budget development, and~~
- ~~(11) — Other academic and professional matters as mutually agreed upon between the Board of Trustees and the Council of the Academic Senate.~~

~~If the District Governing Board of Trustees disagrees with the recommendation of the Council of the Academic Senate, representatives of the two bodies shall have the obligation to meet and reach mutual agreement by written resolution, regulation, or policy of the Governing Board.~~

~~Nothing in the policy shall be construed to impinge upon the due process rights of faculty, nor to detract from any negotiated agreements between the Federation of Teachers and the District. Prior to discussion between the Council of the Academic Senate and the District on academic and professional matters, written notification shall be given to the El Camino College Federation of Teachers by the District.~~

~~El Camino College~~

~~Policy~~

~~Adopted: 4/27/92~~

~~July 15, 2002~~

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O. PURCHASE ORDERS

It is recommended that all purchase orders be ratified as shown.

Date
7/1/02

**El Camino Community College District
BOARD OF TRUSTEES PURCHASE ORDER LISTING**

Meeting Date: 7-15-2002

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

P.O. Number Cost	Vendor Name	Site Name	Description	P.O.
P0043598	School World Software	TANF	New Equipment – Noninstruc.	\$939.61
P0043947	Dell Marketing L. P.	DSPS	New Equipment – Instruc.	\$10,274.69
P0043986	Snap-On Tools Corp	Facilities/Planning	Replacement Equipment	\$5,407.26
P0044147	American Guidance Service, Inc	Division Office Huma	Supplies	\$322.53
P0044200	Foster Manufacturing Company	PFE MAXIMIZING MATH	Supplies	\$1,034.87
P0044627	Grainger	Electric Shop	Repairs Noninstructional	\$323.71
P0044658	Monterey Graphics	VP-SCA	Supplies	\$38.97
P0044659	Monterey Graphics	00-01 P4E INGLEWOOD	Supplies	\$77.94
P0044714	Nxlevel Cccd Cb 128	SBDC Program Income	Supplies	\$5,200.00
P0044719	Builtrite	MCS/Music Classrooms	Replacement Equipment	\$1,925.25
P0044722	Pervo Paint	Parking-Student Perm	Supplies	\$2,078.46
P0044724	Trane	Facilities/Planning	Repairs Noninstructional	\$4,576.02
P0044725	Distance and Distributed Learn	TTIP Tech Human Resc	Other Books	\$120.14
P0044741	Vantage Point Productions, Inc	RITC 10/1/01 - 9/30	Supplies	\$233.01
P0044759	Fancy Floors	Hazmat Tech Arts	Repairs Noninstructional	\$1,707.64
P0044760	Action Upholstery	Facilities/Planning	Repairs Noninstructional	\$300.00
P0044761	Judy Yung	Artes de El Camino	Contract Services	\$163.00
P0044762	Karcher Environmental	Hazmat Tech Arts Mec	Repairs Noninstructional	\$2,400.00
P0044763	Carol Bush	Counseling Office	Supplies	\$60.00
P0044766	Verisign, Inc.	El Camino Language	Dues And Memberships	\$210.00
P0044767	Dr. Jeffrey Dimsdale	Division Ofc Student	Supplies	\$47.58
P0044768	ECC Food Service-Catering	El Camino Language	Supplies	\$219.10
P0044769	Thompson Trophy Mfg. Inc.	Student Affairs	Expenses/Ancillary Service	\$1,757.55
P0044770	Boyd Nielsen	Fine Arts	Supplies	\$100.00
P0044771	David Ralicke	Fine Arts	Supplies	\$150.00

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P0044772	Christopher Gray	Fine Arts	Supplies	\$150.00
P0044773	El Camino College Warehouse	Copy Center	Direct Supp	\$1,674.50
P0044774	Best Buys	Productions Donation	New Equipment – Noninstruc.	\$1,297.90
P0044775	Riverside Publishing	DSPS	Supplies	\$204.29
P0044776	Dawn C. Huntoon	Fine Arts	Supplies	\$4.13
P0044777	Bob May	Fine Arts	Supplies	\$200.00
P0044778	Dawn Huntoon	Fine Arts	Supplies	\$239.64
P0044779	William Georges	Fine Arts	Supplies	\$79.39
P0044780	Joyce Littrell	Fine Arts	Supplies	\$145.79
P0044781	Rose Brand	Fine Arts	Supplies	\$146.14
P0044782	Boyce Forest Products	Fine Arts	Supplies	\$344.75
P0044783	Jerry Root	Fine Arts	Supplies	\$500.00
P0044784	Sunset Ladder	Health, Safety	Supplies	\$855.18
P0044786	Journeys of Discovery	International Educat	Contract Services	\$5,600.00
P0044787	News for You	El Camino Language	Other Books	\$792.00
P0044788	Infinite Concepts	El Camino Language	Contract Services	\$107.40
P0044789	U. S. Higher Education Institute	International Student	Conferences Mgmt	\$2,700.00
P0044790	Phoenix Marketing Services	00-01 P4E INGLEWOOD	Supplies	\$8,397.00
P0044791	ECC Food Service-Catering	DSPS	Conferences Mgmt	\$115.00
P0044792	Xpedx	Fine Arts	Supplies	\$309.61
P0044793	Joyce Littrell	Fine Arts	Supplies	\$500.00
P0044794	Jason Sluyter	Fine Arts	Supplies	\$150.00
P0044796	Arbor Travel Associates, Inc.	00-01 P4E INGLEWOOD	Conferences Mgmt	\$349.38
P0044798	Jose Silkscreens	Student Affairs	Due to Other Funds/Invest	\$160.00
P0044800	Delphin Computer Supply	TANF	New Equipment – Noninstruc.	\$2,738.73
P0044801	E.C.C.C.D. Foundation for Higher	Institutional Service	Contract Services	\$2,818.32
P0044802	Jpm Audio	Fine Arts	Supplies	\$5,921.00
P0044804	Argo World Travel Inc.	Fine Arts	Supplies	\$456.20
P0044805	Xpedx	Fine Arts	Supplies	\$343.57
P0044806	Navigator Press	Discovery Series	Supplies	\$6,603.25
P0044807	Inglewood/Airport Area Chamber of	00-01 P4E INGLEWOOD	Supplies	\$25.00
P0044808	American Express Travel	CA Virtual Comm Coll	Transportation/ Mileage	\$386.85
P0044809	American Express Travel	CA Virtual Comm Coll	Transportation/ Mileage	\$259.00
P0044810	E.C.C.C.D. Foundation for Higher	Institutional Servic	Contract Services	\$2,274.99
P0044811	ECC Food Service-Catering	00-01 P4E EXPANDED	Other Services And Expense	\$100.83
P0044812	Craig Mitchell	Fine Arts	Supplies	\$300.00
P0044813	ECC Food Service-Catering	Health Sciences	Liabilities/Fundraising	\$1,100.16
P0044814	Crenshaw Lumber	Construction Technol	Supplies	\$4,617.38
P0044815	Keenan & Associates	Purchasing and Busin	Excess Property	\$135.00
P0044816	Ideal Glass	Glass Replacement	Repairs Noninstructional	\$1,336.93
P0044817	Construction Hardware Company	MCS/Music Classrooms	Supplies	\$58.43
P0044818	Occidental College	Field Trips and Dona	Field Trip Expense	\$3,000.00
P0044819	The Theatre Company	Fine Arts	Supplies	\$2,500.00
P0044820	El Camino College Warehouse	Contract Education	Supplies	\$13.30

P0044821	The Salvation Army-Crestmont	VATEA Supplementary	Conferences Mgmt	\$626.00
P0044822	El Camino College Warehouse	Copy Center	Direct Supp	\$1,387.00
P0044823	ECC Food Service-Catering	00-01 P4E EXPANDED	Other Services And Expense	\$34.86
P0044824	American Express Travel	DSPS	Conferences Mgmt	\$568.18
P0044825	Barret-Robinson Inc.	Stadium Fence Replace	Site Improvements	\$19,241.00
P0044826	Brian P. Jacks, M.D. F.A.A.C.P	Human Resources	Contract Services	\$950.00
P0044827	Certified Document Destruction	Admissions/Records	Other Services And Expense	\$120.00
P0044828	Micworks	Astronomy	Repairs Parts And Supplies	\$833.22
P0044829	UC Regents	Field Trips and Dona	Field Trip Expense	\$4,000.00
P0044830	ECC Wplrc/Culinary Arts	Information Tech.	Conferences Mgmt	\$31.25
P0044831	ECC Food Service-Catering	Counseling Office	Supplies	\$2,441.36
P0044832	AMI Electrical & Telecom, Inc.	Replace South Gym	Contract Services	\$8,470.00
P0044833	Dell Marketing L. P.	Ctr for Arts Ticket	New Equipment – Noninstruc.	\$2,371.76
P0044834	Robert Bobich	Public Information	Other Services And Expense	\$100.00
P0044835	Communication Arts	Public Information	Publications/ Periodicals	\$53.00
P0044836	Avalon Communications	Public Information	Postage	\$2,733.15
P0044837	Atlas Design	Public Information	Multi Media Advertising	\$150.00
P0044838	ECC Food Service-Catering	FOSTER CARE ED	Other Services And Expense	\$84.03
P0044839	Mid City Mailing Services	Public Information	Other Services And Expense	\$2,585.00
P0044840	Inglewood/Airport Area Chamber	00-01 P4E INGLEWOOD	Supplies	\$100.00
P0044841	Sherry Linnell	Fine Arts	Supplies	\$2,000.00
P0044842	Bob Gann	Architect Fees & Eng	Architects And Engineers	\$509.21
P0044843	Ann Garten	Public Information	Conferences Mgmt	\$50.00
P0044845	Bigg Shotts	Ctr for Arts Promo	Supplies	\$307.43
P0044846	San Pedro City Ballet	Artes de El Camino	Contract Services	\$5,175.55
P0044847	Political Data	Public Information	Other Services And Expense	\$1,113.35
P0044848	Stationery Place	Public Information	Printing	\$21,672.73
P0044849	Phoenix Marketing Services	Public Information	Printing	\$3,725.54
P0044850	Tony's Printing Equipment Serv.	Copy Center	Repairs - Instructional	\$180.00
P0044851	Patty Kawashiri	Job Placement	Supplies	\$21.18
P0044852	Graphics Corps, the	VATEA Supplementary	Multi Media Advertising	\$2,365.99
P0044853	Ancon Marine Inc.	Hazmat	Waste Disposal	\$1,483.00
P0044854	Regal Cinemedia Corporation	Public Information	Multi Media Advertising	\$2,859.00
P0044855	Ecc Food Service-Catering	Financial Aid	Supplies	\$4,045.84
P0044856	Kyle Alexander Film & Photo	Public Information	Multi Media Advertising	\$225.00
P0044857	Pacific Coachways	EOPS	Transportation	\$484.12
P0044858	California Community Colleges	Fiscal Services	Conferences Mgmt	\$75.00
P0044859	Enviromental Recovery Service	Hazmat Disposal	Other Services And Expense	\$2,695.00
P0044860	Package Publicity Service, Inc	Ctr for Arts Promo.	Supplies	\$138.00
P0044861	Mid-City Mailing Services	Discovery Series	Postage	\$1,133.80
P0044862	ECC Wplrc/Culinary Arts	P4E H.S. RECRUIT.COU	Supplies	\$148.25
P0044863	American Express Travel	Public Information	Transportation/ Mileage	\$115.20
P0044864	Redondo Beach Chamber	Public Information	Miscellaneous	\$50.00
P0044865	ECC Food Service-Catering	Counseling Office	Supplies	\$318.00
P0044866	West Group Payment Center	VP-SCA	Publications/ Periodicals	\$325.84

P0044867	American Express Travel	Public Information	Transportation/ Mileage	\$115.20
P0044868	Ann Garten	Public Information	Conferences Mgmt	\$257.60
P0044869	Rodgers & McDonald	Public Information	Printing	\$17,716.26
P0044870	Paradise Awards	Health Sciences and	Supplies	\$90.93
P0044871	American Express Travel	CA Virtual Comm Coll	Transportation/ Mileage	\$527.00
P0044872	American Express Travel	CA Virtual Comm Coll	Transportation/ Mileage	\$346.50
P0044873	Sphinx Graphics	Public Information	Other Services And Expense	\$836.00
P0044874	Los Angles County Office of Educa	Presidents Office	Dues And Memberships	\$100.00
P0044875	Community College League of Calif	Presidents Office	Conferences Mgmt	\$140.00
P0044876	California Journal	Presidents Office	Publications/ Periodicals	\$43.00
P0044877	Ryan Mc Blaine	Presidents Office	Conferences Mgmt	\$75.00
P0044878	Harumi Nakao	Purchasing and Bus.	Liability - Self Insurance	\$249.00
P0044879	Ronald Farran Md	Human Resources	Contract Services	\$1,467.74
P0044880	System Source	DSPS	New Equipment – Instruc.	\$164.15
P0044881	Aspen Publichers, Inc.	Planning/ Research	Supplies	\$477.41
P0044882	Pacific Coachways	El Camino Language	Student Transportation	\$240.00
P0044883	Sportsrobe	TECHNOLOGY & DIVERS	Supplies	\$146.14
P0044884	Industrial Wholesale Electric	VATEA Business Educa	Contract Services	\$777.13
P0044885	Larry's Concrete Sawing and Drill	VATEA Business Educa	Contract Services	\$300.00
P0044886	Enviromental Recovery Service	Hazmat Disposal	Other Services And Expense	\$630.00
P0044887	Enviromental Recovery Service	Hazmat Disposal	Other Services And Expense	\$2,065.00
P0044888	Maria E. Cobian	Purchasing and Bus.	Liability - Self Insurance	\$500.00
P0044889	Lula Washington Dance Theatre	Artes de El Camino	Contract Services	\$9,986.55
P0044890	ECC Food Service-Catering	MESA Program	Conferences Mgmt	\$348.25
P0044891	Kristin Facer	MESA Program	Conferences Mgmt	\$183.93
P0044892	E.C.C.C.D. Bookstore	EOPS	EOP&S Book Service	\$281,273.35
Total :		140		\$516,831.35
B0043030	Enterprise Rent-A-Car	Journalism	Transportation	\$1,200.00
B0043460	CCS Presentation Sys	PFE MAXIMIZING MATH	New Equipment – Instruc.	\$16,800.00
B0043540	ECC Food Service-Cat	VTEA Title II Tech	Supplies	\$1,092.38
B0043886	Audio Graphic System	00-01 P4E EXPANDED	Site Improvements	\$6,825.16
B0043981	Audio Graphic System	VATEA Counseling	New Equipment – Instruc.	\$8,979.98
B0044110	CCS Presentation Sys	VATEA Business Educa	New Equipment – Instruc.	\$18,740.00
B0044220	ECC Food Service-Cat	VATEA Supplementary	Multi Media Advertising	\$5,000.00
B0044427	Gym Equipment Maint.	V.P. Academic Affairs	Repairs - Instructional	\$2,476.55
B0044588	National Roofing Con	Roof Replacement / V	Contract Services	\$15,900.00
B0044660	The Lew Edwards Group	Institutional Service	Contract Services	\$21,000.00
B0044710	West-Star Construc.	Replace South Gym Bl	Contract Services	\$479,000.00
B0044765	Verizon Wireless	00-01 P4E INGLEWOOD	Supplies	\$500.00
B0048131	E.C.C. Public Inform	Student Affairs	Expenses/Ancillary Service	\$500.00
B0048132	Safe Navigation	(STCW) Standards for	Other Books	\$7,000.00
B0048154	Communications Excel	Human Resources	Contract Services	\$6,300.00
B0048165	Maas Companies, Llc	Architect Fees & Eng	Contract Services	\$49,500.00
B0048167	Communication Excell	Restricted Staff Dev	Contract Services	\$37,800.00

B0048210	Graphics Corps, the	Fin Aid Outreach and	Printing	\$20,808.00
B0048222	Zero Time Management	SBDC Federal 1/1/01	Contract Services	\$46,231.74
B0048254	Rose Asera, Ph.D.	CA Virtual Comm Coll	PSA Contract Services	\$4,749.49
B0048257	ECCD Petty Cash	Presidents Office	Other Services And Expense	\$500.00
B0048258	Chalmers-Painter, In	Mailroom	Postage	\$5,000.00
B0048259	West-Star Construc.	Replace South Gym Bl	Contract Services	\$229,500.00
B0048279	University of Arizon	RITC 10/1/01 - 9/30	Contract Services	\$5,000.00
B0048286	P.A.S.S., Inc.	SBDC Program Income	Contract Services	\$3,500.00
B0048287	ECCD Pty Csh	ILP 10/1/01-9/30/02	Other Services And Expense	\$1,555.00
B0048288	Ecc Food Service-Cat	ILP 10/1/01-9/30/02	Other Services And Expense	\$2,550.00
B0048289	Jennifer Mak	FII - Teacher Educat	Conferences Faculty	\$865.00
B0048290	Kathy Fraychineaud	RITC 10/1/01 - 9/30/	PSA Contract Services	\$700.00
B0048291	Campus Ink	VATEA Counseling	New Equipment – Instruc.	\$22,443.40
B0048292	Eduardo Freiwald	Cact CA Employee Tra	PSA Contract Services	\$8,500.00
B0048293	Dean Peterson Db a 8	00-01 P4E Coffe Equi	PSA Contract Services	\$7,000.00
B0048294	Deborah L. Imonti	Cact CA Employee Tra	PSA Contract Services	\$7,000.00
B0048295	Pacific Bell/Worldco	Community Advancement	Telephone	\$1,000.00
B0048296	Pivot Management Con	Cact CA Employee Tra	PSA Contract Services	\$15,000.00
B0048298	Fairbank, Maslin, Ma	Institutional Servic	Contract Services	\$20,000.00
B0048299	Zero Time Management	SBDC Federal 1/1/01	Contract Services	\$45,500.00
B0048300	The Tharpe Company,	Student Affairs	Supplies	\$14,000.00
B0048301	Heather Parnock	Public Information	PSA Contract Services	\$17,350.00
B0048302	Hydra Electric Compa	Contract Training	Contract Services	\$1.00
B0048303	North Central Region	RITC 10/1/01 - 9/30	Contract Services	\$500.00
B0048304	Mona T. Tanji	RITC	PSA Contract Services	\$2,000.00
B0048305	Pamela Robinson	School to Career 10	PSA Contract Services	\$5,085.00

Total : 43

\$1,164,952.70

Total POs and BPOs : 183 TOTAL : \$1,681,784.05

July 15, 2002

Administrative Services 12

**Agenda for the El Camino Community College District Board of Trustees
from
Human Resources - Administrative Services**

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A. EMPLOYMENT AND PERSONNEL CHANGES

It is recommended that the Board ratify/approve the employment and personnel changes for certificated, classified and temporary classified personnel as shown in items 1-28 & 1-6.

1. Retirement – Mr. Richard E. Alvidrez, full-time instructor of Electronics, effective August 8, 2002 and that a plaque be prepared and presented to him in recognition of his service to the District since 1982.
2. Employment – Dr. Philip Borst, Acting Dean Mathematical Sciences, Range 16, Step 3, Administrator Salary Schedule, effective July 8, 2002 for 2 months then Step 4 through February 1, 2003 or until position is filled, and the District requests an exemption for earnings limitation from the State Teachers Retirement System.
3. Change of Assignment – Mr. Arvid Spor, from Director of Workforce & Community Education to Acting Dean, Enrollment Services, Class 16, Step 1, effective July 1, 2002 until position is filled.
4. Change of Assignment – Dr. Regina Smith, from Dean, Counseling & Matriculation to Dean, Counseling & Student Services, effective July 1, 2002.
5. Amend Employment Contract - Dr. Thomas M. Fallo, Superintendent/President, effective July 1, 2002 through June 30, 2006, increase annual salary by 3.38%. All other provisions remain the same.
6. Amend Special Assignment – Mr. Noel Craven, part-time instructor of Business, to serve as the Program Coordinator to oversee and coordinate the development and daily operation of the International Education Program, to be paid \$47.47 an hour, not to exceed 60 hours (instead of 40 hours), or \$2,900 (instead of \$2,000), effective June 1 through July 1, 2002, in accordance with the Agreement, Article X, Section 9(1).
7. Special Assignment – Ms. Kristie DiGregorio, part-time instructor of Academic Strategies, to replace Susan Dever for up to 12 hours/week on the California Virtual Campus grant project, effective July 1, 2002 through May 31, 2003, to be paid \$35.60 an hour, in accordance with the Agreement, Article X, Section 9(1).
8. Special Assignment – Mr. Ronald A. Evangelista, part-time instructor of Nursing, to conduct not-for-credit First Aid program at ECC Workplace Learning Resource Center, effective July 1, 2002 through June 30, 2003, to be paid \$47.47 an hour, not to exceed \$20,000, in accordance with the Agreement, Article X, Section 9(1).
9. Special Assignment - Mr. George Rodriguez, full-time instructor of Welding to conduct not-for-credit courses in Welding at the Workplace Learning Resource

Center and Federal Correctional Institution Terminal Island, to be paid \$47.47 an hour, not to exceed \$15,000, effective July 1, 2002 through June 30, 2003, in accordance with the Agreement, Article X, Section 14(a).

10. Special Assignment – Ms. Lutchmina Bilici, full-time instructor of Computer Information Systems (CIS), to administer credit-by-examination tests, to be paid \$47.47 an hour, not to exceed \$400, effective July 1, 2002 through June 30, 2003, in accordance with the Agreement, Article X, Section 7 (c).
11. Special Assignment – Ms. Kriss Stauber, full-time instructor of Office Administration, to administer credit-by-examination tests, to be paid \$47.47 an hour, not to exceed \$500, effective July 1, 2002, through June 30, 2003, in accordance with the Agreement, Article X, Section 7 (c).
12. Special Assignment – Mr Kevin Huben, full-time instructor of Fire and Emergency Technology, to coordinate the Paramedic Training Program for the 2002 fall semester, effective September 3, 2002 to December 31, 2002, to be paid \$47.47 an hour, not to exceed \$2,799 in accordance with the Agreement, Article X, Section 14(a).
13. Special Assignment – Mr. Craig Newmann, part-time instructor of Fire and Emergency Technology to coordinate firefighter in-service training programs with local agencies and the Industrial Emergency Council (IEC) effective July 1 through December 21, 2002, to be paid \$34.44 an hour, not to exceed \$10,000, in accordance with the Agreement, Article X, Section 9(l).
14. Special Assignment – Mr. Tommy Jester, part-time instructor Administration of Justice, to coordinate the Peace Officer’s Standards Training (POST) program for the 2002 fall semester, to be paid \$35.60 an hour, 9 hours a week for 324 hours, not to exceed \$11,158.67 in accordance with the Agreement, Article X, Section 9(l).
15. Special Assignment – Mr. Tom Nelson, full-time instructor of Physical Education, to assist high school summer program instructors with registration/enrollment, grading procedures, distribution of course outlines, class rosters and overall coordination, to be paid \$47.47 an hour, not to exceed \$10,332, effective September 1, 2002 through June 30, 2003, in accordance with the Agreement, Article X, Section 14(a).
16. Special Assignment – Mr. Fred Petersen, part-time instructor of Physical Education, to assist high school summer program instructors with registration/enrollment, grading procedures, distribution of course outlines, class rosters and overall coordination, to be paid \$47.47 an hour, not to exceed \$18,368, effective September 1, 2002, through June 30, 2003, in accordance with the Agreement, Article X, Section 9(l).

17. Special Assignment – Ms. Beverly Carlson, part-time instructor of Fashion 100, to provide students with individualized instruction related to specific apparel or computer projects for the 2002 fall semester, to be paid \$35.60 an hour, not to exceed \$1,170.96, in accordance with the Agreement, Article X, Section 9(l).
18. Special Assignment – The following faculty to participate in continuing First Year Experience (FYE) learning communities staff development, training workshops and course collaboration for FYE linked courses, effective July 1 through December 13, 2002, to be paid \$23.74 an hour, and upon submission of a final report on December 20, 2002, per Title V – Hispanic Service Institutions Grant – First Year Experience Program funds account and in accordance with the Agreement, Article X, Section 14(a).

Not to exceed \$500

Barbara Jaffe
Cynthia Mosqueda
Cynthia Silverman
Jason Suarez
Erendira Ramirez

Not to exceed \$1,000

Julie Barden
Allison DeVaney
Terry Spearman
Ken Gaines

19. Special Assignment – The following high school instructors to be employed part-time as Summer High School Physical Education Coordinators for up to 3 hours a day for a total not to exceed 72 hours, effective June 24 through August 9, 2002, to be paid \$47.47 an hour, not to exceed \$3,417.84 each, in accordance with the Agreement, Article X, Section 9(l).

Name

High School

Les Congelliere	Redondo High
Gary Duperron	North High
William Flack	Banning High
Don Gereau	Torrance High
Karim Girgis	West High
Dick Harris	South High
Art Houghtaling	Hawthorne High
Ed Kamiyama	Gardena High
Mike Sakarai	Carson High
Steve Shevlin	El Segundo High
Mike Wagner	Serra High

20. Stipend Assignment – Dr. Elizabeth Shadish, full-time instructor of Philosophy, to coordinate for the CVC web community anchors, to be paid \$400 a month, effective July 1 through September 30, 2002, in accordance with the Agreement, Article X, Section 14(a).
21. Stipend Assignment – Dr. Linda Arroyo, full-time Counselor, to assume duties while Director, Financial Aid & Scholarship is on vacation, effective July 1

through July 11, 2002, to be paid \$400, in accordance with the Agreement, Article X, Section 14(a).

22. Stipend Assignment – Dr. Robert Pielke, full-time instructor of Philosophy, to work as contributing Editor of California Virtual Campus, to be paid \$2,000, effective July 1, 2002 through June 30, 2003, in accordance with the Agreement, Article X, Section 14(a).

23. Employment – The following Humanities instructors to substitute as needed during summer session 2002.

Josh Pryor	Bonnie Pereyra
Helen Sabin	Peter Salim
Vicki Blaho	Cynthia Quintero

24. Employment – Mr. Roberto Pandolfi, part-time instructor of Technology under Ed Code Section 87470, to conduct for-credit courses at the Federal Correctional Institution – Terminal Island, to be paid \$66.944 an hour, not to exceed \$15,000, effective July 1, 2002 through June 30, 2003, in accordance with the Agreement, Article X, Section 9(1).

25. Employment – Mr. Pete Moraga, part-time instructor of Computer Aided Design/Drafting under Ed. Code Section 87470 to conduct for-credit classes at the Federal Correctional Institution in Victorville and Terminal Island, to be paid \$52.093 an hour for lecture and \$46.884 an hour for lab, not to exceed \$24,000, effective July 1, 2002 through June 30, 2003.

26. Employment - The following part-time/temporary instructors to be hired as needed for the 2002 Summer session.

Behavioral & Social Sciences

Edgar Pacas, Class II, Step 4

Health Science & Athletics

Raymond Boulden, Class I, Step 4

Benjamin Bravo, Class I, Step 4

Wilson Labasan, Class I, Step 4

Alexander, McBean, Class I, Step 4

Paul Nash, Class I, Step 4

Joel Romero, Class I, Step 4

Anthony Rugnetta, Class I, Step 4

Ronald Tatum, Class I, Step 4

David Washington, Class I, Step 4

Humanities

Peter Salim, Class II, Step 4

Paula Fonseca-Bai, Class II, Step 4

27. Employment – The following part-time/substitute instructors to be hired for the 2002 Fall semester.

Business

Francis Chao
Ronald Chao
Derf Fredericks
Marilyn Harris
Donald Holman
Kurt Hull
Andre Lee

Mariana Lelea
Elaine McDaniel
Randy Quiroz
O'Harrall Sago
Adell L. Shay
Jamy Starr
Ronald Williamson

Health Science & Athletics

Donald Andrews
Bonnie Hughes

Tracy Leet
Paula Marchica

Industry & Technology

Roger Des Rosiers
Robert Engler
Peter Jorgensen
Rudolph Kattan
Kathy Lenk
Teresa McClendon

Michael Nothern
Guy Okamoto
John Pernell
Bradley Sweatt
Charles Woolever

Mathematics

Raymond Liles

28. Employment - The following part-time/temporary instructors to be hired for the 2002 Fall semester.

Behavioral & Social Sciences

Russell Boxley
Wayne Bramstedt
Marie Butler
Derek Cadman
Eduardo Cairo
Michael Critelli
Mylo Egipciano
Jennifer Evans
Julio Farias
Austin Gordon
Mark Gordon
Rebecca Green
Patrick Griffin
Lawrence Guillow
Shahrokh Haghghi

Paul Harley
Guinevere Hodges
Matthew Hotsinpiller
Laurie Houske
Tamara Jackson
Meric Keskinel
Thomas Keville
Margaret Kidwell Udin
Sung H. Kim
Kirk Kirkwood
Peter Kolesnik

Toshiko Konishi
Anthony Lee
Michelle Light
Nancy Jo Melucci
Robroy Meyers
Teena Moody
Marion Moxley
Ricky Murray
Kaoru Oguri
Jill Pfeiffer
Robin Rash-Spence
Kirsten Resnick
Bradley Reynolds
Jeffrey Rigby

Business

Chris Adams
Angela Amin
Shirley Aoto
Nicholas Barbara
William Bartz
Rose Bernyk
Jack Bliss
Glenda Brass
Patricia Campbell
Francis Capotosto
Alan Caramatti
Douglas Carnahan
Noel Craven
Loretta Daniels
Reni Dougherty
Stanton Faris
Hart Fleischhauer
Allan Fork
John Fuchs
Leonard Gilmore
James Healy
Jo Ann Jones
Alan Kennard

Fine Arts

Peter Abilogu
Deborah Aitken
Geoffrey Allen
Margaret Ames
Craig Antrim
Cynthia Bahti
Kenneth Bell
Caroline Blake
Beverly Bledsoe

Samuel Russo
Francis Schulte
Sharyn Seaton
Paul Swendson
Elena Taborda-Reigados
Farshid Tahernia
Nikita Thompson
Sonya Thompson
Mari Womack
Ventriss Woods
Martin Young
Paulette Young
Alfred Zucker

Carl Kirnbauer
Philip Ser-Sun Lau
Paul Lilliott
Leon Manuel
Katherine Maschler
Jon Mercant
Jannette Metcalfe
Joan Ann Mrava
Jerry Muraoka
Abbas Namazi
Denise Nevin
Robert Nickle
Vi Tuong Pham
Michael Rahni
Joanne Ratkovich
John Rodi
Marcia Russell
Rory Schlueter
John Slawson
Jessica Stoudenmire
Anthony Thomas
Dorothy Widoff
Brenda Williams

Thomas Bradac

Patrice Bulber
Linda Busch
Tina Chambers
Moonea Choi
Barry Cogert
Robert Coomber
Camille Cornelius
Jose Costas
Robert Dalton
Rodman de la Cruz
J. Carola de la Rocha
John Dearman
John DeMita
Kimberly DeShazo
Rhonda Dillon
James Dowdalls
Maria Downey
Mary Drobny
Melanie Dunn
Barbara Dyer
Susan Einstein
Susan Elizalde-Holler
Kurt Festinger
Virginia Frazier
Jonathon Grasse
Gloriane Harris
Richard Hastings
Susan Helfter
Robert Herbst
Heidi Hinds
Hiroko Hojo
Grant Hungerford
Gary Y. Iida
Maria Jaque
Karin Jensen
Kim Jensen
Isadora Johnson
Leroy Kim
Jack King
Lawrence Klepper
Rona Klinghofer
Damon Kupper
Janice Ledgerwood-McKenzie
Mark Lewis
Nathan Lilienthal
Kristi Lobitz
Norman Looney
James Mack
Patricia Maki
Annie Malone
Alfred W. Marshall

Margot Martin
Robert Maynard
Susanna Meiers
Roselyn Mesquita
Andrea Micallef
Karen B. Miller
Michael Miller
Ruby Millsap
Joseph Mitchell
Vicki Muto
Mark Nelson
Binh Ngo
Dee Marie Nieto
Michael Oates
Nancy OBrien
Terrell O'Donnell
Marian Bodnar O'Keefe
Thomas Owens
Laurel Paley
David S. Parsons
Ann Patterson
Deborah Patterson
Wayne Perkins
William Pupa
Michael Quinn
Dorothy Ray
Karen Roberts
Lois Roberts
Gary Robertson
James Russell
Victoria Sanchez
Jorge Sanchez Perez
Pamela Santelman
Lloyd Sherman
Diane Simons
Konstantin Sirounian
Rena Small-Wilson
Howlett Smith
Susan Ste Marie
Joseph Stone
Bruce Tellier

Sandra Trepassio
Rickey Tyler
Stella Vognar
Randall von Bloomberg

Noah Webb
Rex Wells
Jeanette Wrate
Eunee Yee

Health Sciences & Athletics

Anthony Armand
Teri Ballard
Sivi Banks-Carson
Gregory Bergeron
Richard Blount
Robin Briggs
Keith Brown
Sacha Bryant
Susan Calderon
Marisa Chang
Pamela Chappell
Delia Cunningham
Lynette Dahlman
Mina Dastgheib
Linda Delzeit
Kimmia Digiuro
Kathleen Ann Du Ross
Salomay Dyer
Ronald Evangelista
Larry H. Franklin
Diana B. Galias
Norene Gift
Brian Gold
Scott A. Hanelt
Hiroko Hojo
William Hood
Michael Houck
Kevin Hughley
Paul Ichino
Mikhail Itkin
Sherry Jenkins
Karin Jensen
Bonnie Kayser
Rachel Keller
Margaret Kidwell-Udin
Monica Lizarraga

Maria Martinez
Marie Mendiondo
Stan Mintz
Josephine Moore
Helen Nakano
Mary Ogi
Ellen Olaivar
Fred Petersen
Christine Plummer
Beverly Purdum
Rolando Reyes
Kathleen Richman
Noel Rollon
Kathleen Rosales
Constance Schwartzman
Kiran Sharma
Stephen Shaw
Sean Sheil
Julia Sprague
Gary Stephens
Susan Stohrer
Darryl Sue
Kyra Tatman
Mark Thomas
Terry Titus
Matthew Trites
Donna J. Tucker
Steven Van Kanegan
John Verdugo
Linda Visintainer
Danielle R. Walsh
Lisa Weyh
Joyce Wise
Karen Wyatt
Mits Yamashita
Lynn Zeman

Humanities

John Accomando
Joan Anderson
Marie Anglin
Jack Arensmeyer

Samy Ayari
Jeannine Barba
Rosalie Barlock
Maria Bauer
Elaine Bender
Vicki Blaho
Ottillie Boboc
Mary Borell
Allison Boyce
Hector Carrio
Zeina Chakhchir
Kathleen Collins
David Cron
Aleta Davis
Nancy De Noi
Joan Engelhaupt
Helen Factor
Paula Fonseca-Bai
Rita M. Fork
Debra Gold
Antonio Gonzalez
Ellen Griffin
Julia Hackner
Bob Halpern
Hiltrud Heller
Elizabeth Hindman
Venice Hong
Patricia Hoovler
Zahid Hossain
Miriam Houssels
Aura Imbarus
Roberto Jimenez
Dalia Juarez
Bruce Kermane
Jennifer Knox
Rebecca Loya
Andrew Marshall
Eric Nash
Kareema Nasouf
Susan Nozaki
Sharon Osburg
Naoko Otani

Peggy Ozaki
Amir Pamugh
Eric Paschek
Bonita Pereyra
Carolina Perez
Claudia Prada
Joshua Pryor
Robert Puglisi
Cynthia Quintero
Erendira Ramirez
Loretta Ramirez
Ellen Reddingius
Robert Reichle
Natalie Ricard
Robert Robertson
Alicia Rodriguez
Marian Ruane
Helen Sabin
Peter Salim
Ruth Sanchez
David Schlick
Dale Shannon
Harmon Sharp, III
Grace Shibata
Jan Shimaura
Gary Smith
Elizabeth Sturgeon
Eric Takamine
Kanzo Takemori
Norma E Tamer
Darrell Thompson
Cindy Tino-Sandoval
Rhonda Walker
Marjorie Walselben
Donna West
John Wietting
Wendy Wright
Xiaowen Wu
Yong Yoon
Nina Yoshida
Hailiang Zhao
Alfred Zucker

Industry & Technology

Mark Arnold
Robert Baradaran
George Allen Barber
Danny Barley

Patricia Bitker
Sergio Borbon
Timothy Breman
Henry Brown
Vera Bruce
Gregorio Cabotaje
Beverly Carlson
Anthony Chisum
Kevin Coffelt
Nicholas Colin
Katherine Conley
Bruce Cook
Victor De la Torre
Robert Diaz
David Chi Do
Jeffrey Donahue
Mark Early
Michael Effler
Dudley Gray
Robert Guenther
Gregory Guerrero
Craig Halker
Charles Hamilton
Antoine Harb
Tommy Jester
Glenna Johnson
June Johnson
William Johnson
Wendy Kahan
George Karnazes
Jerry Kinnan
Charles Knight
Thomas Kurth
James Lemmon
Mark Lepore
Edward Lugo
Lee MacPherson
Christine Mariotti
Susan Martin
Richard Martinez
Richard Paul Martinez

Victoria Martinez
Daniel Martz
James Mock
Pete Moraga
Vivian Nemie
Craig Neumann
Nick Nickolin
Kent O Steen
Robert Olmsted
Roberto Pandolfi
Maximeno Pena
Eugene Rock
Bernardo Rodriguez
David Rodriguez
Rey Rojo
Monique Schaefer
John Schwab
Nancy Schwab
Franz Seifert
Richard Shima
John Skipper
John Slawson
Michael Smith
Lynn Strobel
Gerald Strouse
Derek Teklak
Michael Thomas
Steve Tsumura
Dale Ueda
George Valenzuela
Daniel Valladares
Philip Walls
Anthony Wang
Sue Warren
Sue Ann Wenzlaff
Carl Whitaker
Marc Wilkins
Ronald Williams
Shirley Williams
Mits Yamashita

Instructional Services

Maria Armstrong
Vicki Blaho
Frances Brown
Tisa Casas
Maria Chovan
Paul Culton

Patricia Dagata
Susan Diamond-Bucher
Oscar Lee Douglas
Tracye Duckett
Barbara Gomez
John Green
Paul Harley
Brenda Jackson
Edward Kelly

Sheila Lenham
Mashairi Muir
Robert Murchison
Heidi Neu
Bryan Ouchi
Nancy Soto
Katherine Sutton
Patsy Tebbs
Alfred Wrobel

Mathematical Sciences

John Athey
Raymond Badalian
Robert Bauman
Beyenne Bayssa
Susan Bickford
Scott Bullock
Mark Burgin
Robert Caldwell
Ching-Chin Chen
Wei-Feng Chen
Dimetrios Dammerna
Zekarias Dammerna
Alan DiCenzo
Amy Farell
Manolita L. Formanes
Monte Furuya
Theodore Gibson
Jack Gill
Astatke Gizaw
Haskell Goldman
Hamza Hamza
Raymond Ho
Thu-Hang Hoang
Daniel Horwood
Shiuling Huang
Mark Igolnikov
Jamel Kammoun
Avid Khorram
William Latto Jr.
Billy Lee
Vazken Madenlian
Cornelius Mahoney
Steve Martinez
Perry McDonnell
Tony McQuilkin
Wendy Miao
David Nakatani
Hongjie Ni
Alice O'Leary
Delores Owens

Mohammad Rahnavard
Marion Reeve
Lernik Saakian
Oussama M. Safadi
Munir Samplewala
Nashat Saweris
Nathan Schroeder
Michael Semenoff
Ellis Shamash
Richard Sibner
Satish Singhal
Shane Smith
Gizaw Tadele
James Taylor
Alberto Toledano
Michael Tran
Terry Trevarthen
Ronald Wax
Patrick Webster
Richard Wiseman
Jack Wong
Rich Wong
Christie Yang
David Yee
Myung Yun
Michael Zeitzew

Natural Sciences

Robin Abbott
Syed Amir Ahsan
Alireza Ansari
Elena Bernick
Gary Booher
Michael Brennan
David Clement
Lynn Fielding
Bruce Fitzpatrick
Donald Frye
Diana Garcia
Bijan Haeri
Francisco Izaguirre
Kevin Kane

Jeffrey Keaffaber
Stephen Koletty
Elroy Lang
John Ogren
Sadayoshi Okumoto
Jessica Padilla
Leon Palmer
M. Hassan Rezaie Boroon
Ahmed Salama
Richard Slocum
Margo Steinman
Thomas Stewart
Brian Wade
Carla Weaver
Jan West

Classified Personnel

1. Retirement – Ms. Alice Umetsu, Placement Office Supervisor, Range 17, Step E, Job Placement/Community Advancement Division, Student and Community Advancement Area, effective July 31, 2002, and that a plaque be prepared and presented to her in recognition of her service to the District since 1971.
2. Change of Classification – Ms. Jong-Wha Kim, Special Project Administrator, Coordinator - Middle College, Range 5, Step 1, to Temporary Acting Director of Workforce Education, Range 11, Step 1, Workforce and Community Education Division, Student and Community Advancement Area, effective July 1, 2002 through January 31, 2003.
3. Extend Work Out of Classification - Mr. Satish Warriar, Network Supervisor, Range 35, Step D, to Assistant Director, Information Technology Services, Range 13, Step 3, (Administrator Salary Schedule) July 1 through October 31, 2002.
4. Work Out of Classification – Mr. Robin Dreizler, Student Services Coordinator, Range 38, Step E, to Acting Director of Outreach and School Relations, Range 8, Step 1, (Administrator Salary Schedule) Admissions and Records Division, Student and Community Advancement Area, effective July 1 through October 31, 2002.
5. Work Out of Classification – Ms. Sheryl Kimball, from 100% to 65% Information Systems Technical Specialist, Range 37, Step E, 35% Web Developer, Range 41, Step D, Information Technology Services Division, Administrative Services Area, effective July 1 through October 31, 2002.

6. The following short-term employees for service on an as-needed basis for the 2002- 2003 fiscal year:

Rita Baisley
Victoria Facey
Patrick Fisher

Derek Poepoe
Shirley Snider
Carmen Valley

B. CLASSIFIED PROFESSIONAL GROWTH

It is recommended that the Board ratify/approve the attendance of the following classified employees' conference and/or seminar paid from the Classified Professional Growth Fund as listed in the items below:

CSUDH/Fall Semester: SOC 331 - Minority Racial Ethnic Relations, Carson, CA - June L. Curtis.
Aug. 24-Dec. 13, 2002. \$400.00 maximum.

LBCC/Fall Semester: Fundamentals of A.C. Electricity, Long Beach, CA - Victor R. Flores.
Aug. 19-Dec. 20, 2002. \$400.00 maximum.

Excelling as a First Time Supervisor, Sheraton Pasadena, Pasadena, CA - Lavonne Jackson.
Jul. 19, 2002. \$149.00 plus transportation.

The Outstanding Receptionist Seminar, Sheraton Pasadena, Pasadena, CA - Lavonne Jackson. Jul. 31, 2002. \$79.00 plus transportation.

UCSD/National Lab Safety Institute: Lab Safety Training, San Diego, CA - Anhdao Pham.
July 24-27, 2002. \$400.00 maximum.

C. RESOLUTION – EQUIVALENCE TO MINIMUM QUALIFICATIONS

It is recommended that the Board of Trustees approve a Resolution of the Board of El Camino Community College District authorized by the California Education Code Section 87359 as shown below:

WHEREAS, California Education Code Section 87359 provides that the governing board upon the advice and judgment of the Academic Senate may approve employment of instructors who possess qualifications at least equivalent to the minimum qualifications specified in the regulations of the Board adopted pursuant to Education Code Section 87356; and

WHEREAS, the El Camino College Policy "Equivalence to the Minimum Qualifications" was adopted June 11, 1990; and

WHEREAS, there are instructors on the staff at El Camino Community College who are eminently qualified to teach in their designated subject area.

NOW, THEREFORE, BE IT RESOLVED, that the El Camino Community College District Board of Trustees hereby approves the assignment of the below listed instructor to teach in the designated discipline(s) during employment at El Camino College:

<u>Name</u>	<u>Discipline</u>
Timothy T. Wilson	Fire and Emergency Technology
Kenneth D. Bell	Dance

D. NEW ADMINISTRATOR POSITION AND CLASSIFICATION SPECIFICATIONS

It is recommended that the Board approve the new classification specifications for the following position:

Assistant Director Financial Aid as shown on pages 15-17.

E. VOLUNTEERS

The following persons have volunteered to perform unsalaried services for the El Camino Community College District pursuant to Education Code Section 72401 and 82365. In accordance with Labor Code Section 3364.5, Worker's Compensation coverage is being provided for the following persons:

Mary T. Ferrin	Han Nguyen	Karen Ruff
Evetta Madera	Tami Badiang Ojeil	Sandra K. Saldana

EL CAMINO COMMUNITY COLLEGE DISTRICT

CLASS TITLE: ASSISTANT DIRECTOR-FINANCIAL AID AND SCHOLARSHIPS

BASIC FUNCTION:

Under the direction of the Director-Financial Aid and Scholarships, provide leadership and coordination of the Financial Aid and Scholarship Offices. Coordinate the activities of personnel involved in these areas.

REPRESENTATIVE DUTIES:

The duties of the Assistant Director-Financial Aid and Scholarships may include, but not be limited to, the following:

Assure the provision of a student-centered, customer-service oriented environment for the delivery of all department functions, and promote such an environment across campus.

Oversee a comprehensive financial aid computer system and various other related financial aid systems utilized by the Financial Aid Office.

Supervise the student service counter and front office areas within the Financial Aid & Scholarship Offices.

Maintain the work schedules of the Financial Aid Counselors and assist in training efforts to improve financial aid advising.

Interview, hire and supervise all student workers in the Financial Aid Office.

Supervise the daily workflow within the Financial Aid Office and between the various offices that interact with the Financial Aid Office.

Monitor the various work group functions (students, clerical, non-certificated, advisors and other personnel) within the Financial Aid Office and coordinate these areas to provide the best possible student service.

Assist with the preparation, review and analysis of reporting to federal, state, and private agencies external to the District.

Directly assist in the development of financial aid and office policies and procedures utilized by the Financial Aid Office.

Represent the Financial Aid Director at meetings and events that the Director is unable to attend.

ASSISTANT DIRECTOR-FINANCIAL AID AND SCHOLARSHIPS (continued) Page 2

Monitor the financial aid staff for accuracy of input in the computer system.

Monitor the flow of information and technology for the financial aid staff regarding federal, state and institutional compliance issues.

Assist in the development of a comprehensive audit program for the Financial Aid Office.
Provide clearly written reports and analyses when requested or appropriate.

Develop and implement ongoing training programs for Financial Aid Office and related college staff.

Direct the Scholarship Office.

Manage the Financial Aid Office in the absence of the Director.

Perform related duties as assigned.

KNOWLEDGE AND ABILITIES:

KNOWLEDGE OF:

In-depth federal and state regulations governing student financial aid, including grants, scholarships, and loan programs.

Data processing systems and software applicable to analysis, awarding and disbursement of student financial aid.

Personnel procedures and skills in training and supervising staff.

Accounting procedures and budget management.

Oral and written communication skills.

Applicable laws, codes and regulations, policies and procedures.

Interpersonal skills using tact, patience and courtesy.

Operation of a computer and appropriate software.

ABILITY TO:

Demonstrate sensitivity to and understanding of multi-cultural, diverse environments and college students from diverse academic, socioeconomic, cultural, and ethnic backgrounds.

Develop positive rapport with other financial aid staff and college employees to develop a sense of teamwork.

Understand and apply complicated federal and state regulations and institutional policies and procedures.

Train and monitor financial aid staff and student workers and review work output.

Meet rigorous timelines and schedules as dictated by the Financial Aid Director.

ASSISTANT DIRECTOR-FINANCIAL AID AND SCHOLARSHIPS (continued) Page 3

Work independently on complex financial aid issues and processes.
Participate in the selection process of new employees and evaluate their abilities.
Supervise and evaluate the performance of assigned staff.
Communicate effectively both orally and in writing.
Interpret, apply and explain rules, regulations, policies and procedures.
Establish and maintain cooperative and effective working relationships with others.
Operate a computer and appropriate office equipment.
Analyze situations accurately and adopt an effective course of action.
Meet schedules and timelines.
Work independently with little direction.
Plan and organize work.

EDUCATION AND EXPERIENCE:

Must have a Bachelor's Degree, or have completed four years of college coursework with an emphasis on Public Administration, Business, or a related field and five years of progressive, responsible, direct work experience in a financial aid office with at least two years of supervisory or related work experience in a financial aid office.

DESIRABLE QUALIFICATIONS:

Direct supervision of other staff, experience in training staff, and bilingual skills in English and Spanish are preferred.

LICENSE AND OTHER REQUIREMENTS:

Valid California driver's license.

WORKING CONDITIONS:

May be required to drive to offsite locations periodically.
Move from one work area to another.
Hand, wrist, finger dexterity to operate various office machines.
Multicultural, diverse work environment.
Lift up to 25 pounds.

Administrator Salary Range – Range 11
Board Approved: July 15, 2002

Agenda for the El Camino Community College District Board of Trustees
From
The Office of the President and Board of Trustees
Thomas M. Fallo, Superintendent/President

A. Travel.....Page 1

A. Travel

It is recommended that the Board approve the following travel:

1. California Community Colleges Chief Executive Officers Meetings
President Thomas M. Fallo, Fiscal Year 2002-2003 – State of California with no loss of salary, with transportation and necessary expenses paid.
2. California State Legislative Session
President Thomas M. Fallo, Fiscal Year 2002-2003 – Sacramento, California, with no loss of salary, with transportation and necessary expenses paid.
3. California State Chancellor’s Budget Change Process Meetings
President Thomas M. Fallo, Fiscal Year 2002-2003 – Sacramento, California, with no loss of salary, with transportation and necessary expenses paid.
4. Statewide Association of Community Colleges, Joint Powers Authority
President Thomas M. Fallo, Fiscal Year 2002-2003, to attend meetings throughout the State of California, with no loss of salary, transportation and necessary expenses paid by Statewide Association of Community Colleges, Joint Powers Authority.
5. Association of Community Colleges Trustees Meetings President Thomas M. Fallo, Fiscal Year 2002-2003, with no loss of salary, with transportation and necessary expenses paid.
6. Community College League of California Meetings
President Thomas M. Fallo, Fiscal Year 2002-2003 – State of California, with no loss of salary, with transportation and necessary expenses paid.
7. California Community Colleges – Board of Governor Meetings
President Thomas M. Fallo, Fiscal Year 2002-2003 – State of California, with no loss of salary, with transportation and necessary expenses paid.

EL CAMINO COLLEGE
Agenda for the El Camino Community College District Board of Trustees Meeting

It is recommended that the Board adopt the following resolutions.

1. 2002-1 Resolution Ordering an Election, and Establishing Specifications of the Election Order.
2. 2002-2 Resolution Regarding Intention to Issue Tax Exempt Obligations

RESOLUTION NO. 2002-1

RESOLUTION OF THE BOARD OF TRUSTEES OF THE EL CAMINO
COMMUNITY COLLEGE DISTRICT ORDERING AN ELECTION, AND ESTABLISHING
SPECIFICATIONS OF THE ELECTION ORDER

WHEREAS, the Board of Trustees (the "Board") has determined that certain properties and equipment within the El Camino Community College District (the "District"), within Los Angeles County ("Los Angeles County") need to be repaired, acquired, constructed, improved and equipped to enable the District to enhance the job and educational opportunities of the students in the District as well as their ability to transfer to a four-year college; and

WHEREAS, notwithstanding ongoing efforts to obtain sufficient facility money from the State of California (the "State"), the State has been unable to provide the District with enough money for the District to adequately provide facilities to create an optimal learning environment for all students; and

WHEREAS, El Camino College is an important resource for the community and prepares students for careers and transfer to four-year colleges, offers public safety, health care, technology and general educational opportunities for students and meets community needs for trained workers, nurses and allied professionals; and

WHEREAS, in the judgment of the Board, it is advisable to provide additional facility funding for such needs by means of a general obligation bond; and

WHEREAS, Proposition 46, approved by the voters of the State on June 3, 1986 ("Proposition 46"), amended Section 1(b) of Article XIII A of the California Constitution by adding a provision which exempts from the 1% of full cash value limitation, those *ad valorem* taxes used to pay for debt service of any bonded indebtedness for the acquisition or improvement of real property approved on or after July 1, 1978, by two-thirds of the votes cast by voters voting on the proposition; and

WHEREAS, on November 7, 2000 the voters of California approved the Smaller Classes, Safer Schools and Financial Accountability Act ("Proposition 39") which, as of its effective date, reduced the voter threshold for ad valorem tax levies used to pay for debt service or bonded indebtedness to 55% of the votes cast on a community college district general obligation bond; and

WHEREAS, concurrent with the passage of Proposition 39, Chapter 1.5, Part 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the "Act") became operative and established requirements associated with the implementation of Proposition 39; and

WHEREAS, the Board desires to make certain findings herein to be applicable to this election order and to establish certain performance audits, standards of financial accountability and citizen oversight which are contained in Proposition 39 and the Act; and

WHEREAS, the Board hereby determines that the restrictions in Proposition 39 which prohibit any bond money from being wasted or used for administrative salaries or other operating expenses of the District be strictly enforced by the Citizens Oversight Committee; and

WHEREAS, pursuant to the California Elections Code, it is appropriate for the Board to request consolidation of the election with any and all other elections to be held on Tuesday, November 5, 2002, and to request the Los Angeles County Registrar of Voters to perform certain election services for the District;

NOW THEREFORE, THE BOARD OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. That the Board, pursuant to Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506, hereby requests the Los Angeles County Registrar of Voters to conduct an election under the provisions of Proposition 39 and the Act and submit to the electors of the District the question of whether bonds of the District in the aggregate principal amount not to exceed \$394,516,464 (the "Bonds") shall be issued and sold for the purpose of raising money for the purposes described in Exhibit A hereto.

Section 2. That the date of the election shall be November 5, 2002.

Section 3. That the purpose of the election shall be for the voters in the District to vote on a proposition, a copy of which is attached hereto and marked Exhibit "A" and incorporated by reference herein, containing the question of whether the District shall issue the Bonds to pay for improvements to the extent permitted by such proposition. In compliance with Proposition 39 and the Act, the ballot proposition in Exhibit "A" is subject to the following requirements and determinations:

- (a) the proceeds of the sale of the Bonds shall only be used for the purposes set forth in the ballot measure and not for any other purpose, including teacher and administrator salaries and other school operating expense;
- (b) that the Board, in establishing the projects set forth in Exhibit "B," evaluated the safety, class size and information technology needs of the District;

(c) that the Board will cause to be conducted an annual, independent performance audit to ensure that the Bond moneys get expended for the College projects identified in Exhibit "B" hereto;

(d) that the Board will cause an annual, independent financial audit of the proceeds from the sale of Bonds to be conducted until all of the Bond proceeds have been expended;

(e) that the Board will cause the appointment of a Citizens Oversight Committee in compliance with Education Code Section 15278 no later than 60 days after the Board enters the election results in its minutes pursuant to Elections Code Section 15274; and

(f) that the tax levy authorized to secure the Bonds of this election shall not exceed \$25 per \$100,000 of taxable property in the District when assessed valuation is projected by the District to increase in accordance with Article XIII A of the California Constitution.

Section 4. That the authority for ordering the election is contained in Education Code Sections 15100 *et seq.*, 15264 *et seq.*, and Government Code Section 53506.

Section 5. That the authority for the specifications of this election order is contained in Sections 5322 of the Education Code.

Section 6. That the Los Angeles County Registrar of Voters and the Los Angeles County Board of Supervisors are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on November 5, 2002 within the District.

Section 7. That the Secretary of the Board is hereby directed to send a certified copy of this Resolution to the Los Angeles County Registrar of Voters no later than August 7, 2002.

Section 8. That the maturity of any Bonds issued pursuant to Section 15264 *et seq.* of the Education Code hereto shall have a maturity not exceeding twenty-five (25) years, and Bonds issued pursuant to Section 53506 of the Government Code shall have a maturity of not exceeding forty (40) years. The maximum rate of interest on any Bond shall not exceed the maximum rate allowed by Education Code Sections 15140 to 15143, as modified by Government Code Section 53531.

Section 9. That the Board requests the governing body of any such other political subdivision, or any officer otherwise authorized by law, to partially or completely consolidate such election and to further provide that the canvass be made by any body or official authorized by law to canvass the returns of the election, and that the Board consents to such consolidation.

Section 10. Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Board of Supervisors of Los Angeles County is requested to permit the Registrar of Voters to render all services specified by Section 10418 of the Elections Code relating to the election, for which services the District agrees to reimburse Los Angeles County, such services to include the publication of a Formal Notice of School Bond Election and the mailing of the sample ballot and tax rate statement (described in Section 9401 of the Elections Code) pursuant to the terms of Section 5363 of the Education Code and Section 12112 of the Elections Code.

ADOPTED, SIGNED AND APPROVED this 15th day of July, 2002.

BOARD OF TRUSTEES OF THE EL CAMINO
COMMUNITY COLLEGE DISTRICT

By _____
Delmer L. Fox, President

Attest:

Thomas M. Fallo, Secretary to the Board

EXHIBIT A

“To prepare El Camino College students for jobs and four-year colleges; repair buildings, classrooms, science labs; upgrade earthquake/fire safety; repair sidewalks, leaky roofs, drainage/water pipes; upgrade wiring/equipment for computer technology; enhance nursing/firefighter training; construct, acquire, and equip modern classrooms/buildings; improve campus security, shall El Camino Community College District issue \$394,516,464 of bonds at legal rates, appoint a Citizens Oversight Committee and perform annual audits to ensure no money is used for administrators’ salaries?”

Bonds - Yes

Bonds – No

A-1

EXHIBIT B

FULL TEXT BALLOT PROPOSITION OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT BOND MEASURE ELECTION NOVEMBER 5, 2002

The following is the full proposition presented to the voters by the El Camino Community College District.

“To prepare El Camino College students for jobs and four-year colleges; repair buildings, classrooms, science labs; upgrade earthquake/fire safety; repair sidewalks, leaky roofs, drainage/water pipes; upgrade wiring/equipment for computer technology; enhance nursing/firefighter training; construct, acquire, and equip modern classrooms/buildings; improve campus security, shall El Camino Community College District issue \$394,516,464 of bonds at legal rates, appoint a Citizens Oversight Committee and perform annual audits to ensure no money is used for administrators’ salaries?”

The Board of Trustees of the El Camino Community College District has evaluated safety, class size, and information technology and instructional needs in developing the scope of college facility projects to be funded as outlined in the District’s Facilities Master Plan and Education Master Plan amended from time to time, on file at the District’s Public Information Office.

PROJECTS

Additional Classrooms and Modernization \$204,630,902

- Health Occupations and Wellness Center – Nursing and allied health care training facilities including classrooms, labs, lecture halls, clinical research/rehabilitation facilities for radiation technology, gerontology programs.
- Fire Academy Structure – Classroom space for firefighting training in Inglewood; safety/security improvements for fire truck storage.
- Vocational Training Center – Job training classrooms, labs, support space for refrigeration, air conditioning, welding and other technology careers.
- Business Training Center – High-tech administrative career training center, with individual learning systems for computer instruction, improved safety, accessibility.

- Science Complex Renovation – Replace 45-year-old classrooms and labs with modern instructional facilities; improve wiring for Internet use; improve accessibility.
- Physical Education & Fitness Complex – Replace aging instructional facilities with safe, modern facilities.
- Repair and replace 40- 50-year-old classrooms, laboratories, lecture halls and instructional space; improve lighting, wiring, internet access and energy efficiency.
- Improve safety, accessibility, electrical wiring. Install voice/data/signal site systems for classrooms, support technology.
- Energy efficiency upgrades and replacement for aging heating/ventilating/air conditioning/cooling systems.
- Remove barriers, improve access; add ramps, elevators, automatic doors.
- Improve student and staff support spaces.
- Acquire additional classroom/support space for educational centers.
- Add Technology Center to Learning Resource Library.
- Improve safety, accessibility along entrances to/from Manhattan Beach Boulevard, Crenshaw Boulevard, Redondo Beach Boulevard.
- Improve fire safety, alarm systems.

Health and Safety Upgrades

\$84,007,276

- Improve safety, security system; install improved locks, fire alarms, emergency lighting.
- Replace aged, deteriorated water service to fire lines.
- Replace natural gas lines for heating efficiency, safety.
- Replace sewer lines, plumbing systems, storm drains to control flooding and surface run-off.
- Modernize support service space, including cost-efficient reproduction center for instructional materials.
- Repair/replace restrooms, showers for women & men in physical education classrooms.
- Replace leaky roofs, decaying walls.
- Replace/repair fencing for safety and security.

- Remove hazardous materials such as asbestos and lead paint.
- Replace aging electrical systems, alarms and lighting to meet technology needs, improve safety and energy efficiency.

Energy Efficiency Improvements **\$16,819,098**

- Repair/replace windows, coverings; motors; outside air economizer controls for Heating, Air Conditioning and Ventilation.
- Thermal storage, solar hot water for energy efficiency.

Campus Site Improvements: Accessibility, Safety and Security **\$28,435,148**

- Replace and upgrade outdoor lighting in all lots for safety and energy efficiency.
- Replace driveway and walkway paving for safety and accessibility; resurface asphalt for safety.
- Install pedestrian walks along Manhattan Beach Boulevard
- Improve landscaping and irrigation for conservation.
- Repair/replace outdated warehouse, support space; remodel existing space for classroom use.
- Construct parking structures for improved safety, accessibility.
- Install emergency generators and electrical distribution systems for safety and efficiency; provide emergency power for emergency lighting.

Information Technology & Equipment **\$58,674,739**

- High-tech instructional equipment for classrooms, labs in Nursing, Business, Math, Industry & Technology, general education and vocational programs.
- Upgrade computers, wiring and connections for instructional and support space.

Physical Education Facilities Improvements **\$1,949,301**

- Repair/replace fields, pool, gymnasium, bleachers and instructional space for physical education classes.

The allocation of bond proceeds will be affected by the District's receipt of State matching funds and the final costs of each project. The budget for each project is an estimate and may be affected by factors beyond the District's control.

REIMBURSEMENT RESOLUTION - RESOLUTION NO. 2002-2

RESOLUTION OF THE BOARD OF TRUSTEES OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT REGARDING ITS INTENTION TO ISSUE TAX-EXEMPT OBLIGATIONS

WHEREAS, the Board of Trustees of the El Camino Community College District (the "District") desires to finance the costs of acquiring, constructing, reconstructing and/or equipping of College facilities, as provided in Exhibit B to Resolution 2002-1 of the District approved on this date and incorporated by reference herein (the "Projects");

WHEREAS, the District intends to finance the acquisition, construction, reconstruction and/or equipping of the Projects or portions of the Projects with the proceeds of the sale of general obligation bonds or other forms of debt, the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"); and

WHEREAS, prior to the issuance of the Obligations the District desires to incur certain capital expenditures (the "Expenditures") with respect to the Projects from available moneys of the District;

WHEREAS, the Board of Trustees has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the Obligations; and

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE EL CAMINO COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The District hereby states its intention and reasonably expects to reimburse Project costs incurred prior to the issuance of the Obligations with proceeds of the Obligations.

SECTION 2. The reasonably expected maximum principal amount of the Obligations is \$394,516,464.

SECTION 3. This resolution is being adopted on or prior to the date that the District will expend moneys for the portion of the Project costs to be reimbursed from proceeds of the Obligations.

SECTION 4. The District will make a reimbursement allocation, which is a written allocation that evidences the District's use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the

Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The District recognizes that exceptions are available for certain “preliminary expenditures,” costs of issuance, certain *de minimis* amounts and expenditures for construction projects of at least five years.

SECTION 5. Each Expenditure will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the obligation, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the District so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the District.

SECTION 6. This resolution is consistent with the budgetary and financial circumstances of the District, as of the date hereof. No moneys from sources other than the Obligation issue are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the District (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board is not aware of the previous adoption of official intents by the District that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 7. This resolution is adopted as official action of the District in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of District expenditures incurred prior to the date of issue of the Obligations.

SECTION 8. All the recitals in this Resolution are true and correct and this Board of Trustees so finds, determines and represents.

ADOPTED, SIGNED AND APPROVED this 15th day of July, 2002.

BOARD OF TRUSTEES OF THE EL CAMINO
COMMUNITY COLLEGE DISTRICT

By _____
Delmer, L. Fox, President

Attest:

Thomas M. Fallo, Secretary to the Board

