

PALO VERDE COMMUNITY COLLEGE DISTRICT

ORGANIZATIONAL/REGULAR MEETING

BOARD OF TRUSTEES

One College Drive in Blythe – CL 101

(and Teleconference held at Needles Center, 725 West Broadway, Needles, CA)

Tuesday, December 11, 2012

5:00 p.m.

Palo Verde Community College District, in compliance with the Americans with Disabilities Act (ADA), requests individuals who may need special accommodation to access, attend, and/or participate in Board meetings to contact Carrie Mullion at 760-921-5440 at least forty-eight hours in advance of the meeting for information on such accommodation.

Persons wishing to address the Governing Board under Hearing of Citizens need to complete a Speaker Request Form (available at the reception table).

In compliance with Government Code Section 54957.5, non-exempt writings that are distributed to a majority or all of the Board in advance of a meeting, may be viewed at Palo Verde Community College District, Office of the Superintendent/President, One College Drive, Blythe, CA 92225; at the College website www.paloverde.edu; or at the scheduled meeting.

Meeting 12-23

AGENDA

I. OPENING OF MEETING

- 1. Call to Order
- 2. Flag Salute
- 3. Oath of Office for newly elected Trustees
- 4. Roll Call
 - Ed Gonzales, President _____
 - Millie Rodriguez, Vice President _____
 - Jerry Lewis, Clerk of the Board _____
 - Ted Arneson, Trustee _____
 - Ned Hyduke, Trustee _____
 - George Thomas, Trustee _____
 - Frannie Gregory, Student Trustee _____
 - Denise Whittaker, Interim Superintendent/President _____
 - Sharon Jones, Interim Vice President of Instructional and Student Services _____
- 5. Approval of the Minutes of the Regular Meeting of November 13, 2012.
- 6. Approval of the Agenda for this meeting.
- 7. Ceremonial Oath of Office
- 8. Organizational Matters

Ceremonial Oath of Office

Ted Arneson, senior member of the Board of Trustee and because Board President, Ed Gonzales is also being sworn in via ITV in Needles, invites Ned Hyduke and Millie Rodriguez to join him in the center of the stage and invites Ed Gonzales in Needles to stand and join in from there for their Oath of Office as a ceremonial gesture of respect for their newly elected positions. Their official swearing-in occurred prior to noon, December 7, 2012 as required by law by Executive Assistants, Carrie Mullion or Denise Hunt. [Mr. Hyduke's position as an elected trustee now creates a vacancy in the provisional appointment he accepted on October 16, 2012.]

I. OPENING OF MEETING (continued)

Election of President of the Board

It was moved by _____, and seconded by _____
that _____ be designated President of the Palo Verde
Community College District Board for 2013.

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

Election of Vice President of the Board

It was moved by _____, and seconded by _____
that _____ be designated Vice President of the Palo Verde
Community College District Board for 2013.

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

Election of Clerk of the Board

It was moved by _____, and seconded by _____
that _____ be designated Clerk of the Board of the Palo Verde
Community College District Board for 2013.

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

Election of School Board Representative

It was moved by _____, and seconded by _____
that _____ be designated Board Representative at the Annual
Election of the County Committee on School District Organization for 2013.

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

Election of Secretary to the Board

It was moved by _____, and seconded by _____
that _____ be designated Secretary of the Palo Verde
Community College District Board for 2013.

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

I. OPENING OF MEETING (continued)

Board Meetings

Consider the following 2013 Calendar as attached in Reference 1.1 and 1.2.

Two options for consideration:

Option A (Reference 1.1) provides for Special Meetings in September and October for the CEO's, the Board's Self-Evaluation, Board Performance Goals for 2014, and Review of the 2012-14 Board's Institutional Goals;

Option B (Reference 1.2) provides for no Special Meetings in September or October but allows for a ½ day Board Retreat in June or July to cover the CEO's, the Board's Self-Evaluation, Board Performance Goals for 2014, and Review of the 2012-14 Board's Institutional Goals.

It was moved by _____, and seconded by _____ that the Board of Trustees establish the 2013 regular meeting schedule as the second Tuesday of each month, and Study Sessions, if needed, as the fourth Tuesday of each month. Alternate dates to accommodate holidays have been determined as shown in the printed schedule of Board Meetings for 2013. (This schedule is subject to amendment at any time during the calendar year as needed.)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

II. HEARING OF CITIZENS (AGENDA ITEMS)

Members of the public have this opportunity to directly address the Board on agenda items, subject to a five (5) minute time limitation per individual. Pursuant to the Brown Act Government Code Section 54954.2(a): "No action or discussion shall be undertaken on any item not appearing on the posted agenda, except that members of a legislative body or its staff may briefly respond to statements made or questions posed by persons exercising their public testimony rights under Section 54954.3."

III. ANNOUNCEMENT OF RECUSAL FROM AGENDA ITEMS

The Interim Superintendent/President respectfully asks if any of the Governing Board members need to recuse themselves from any item where there might be a potential conflict of interest.

IV. RECESS TO CLOSED SESSION – Refer to the End of the Meeting

V. RECONVENE TO OPEN SESSION- Not Applicable

VI. PUBLIC NOTICE/HEARING

VII. PRESENTATION

VIII. DISCUSSION

1. Second Read of Debt Mitigation Plan for the Certificates of Participation (COPs) *(shown in Reference D-54).*
2. Second Read Board Performance Goals 2012-2013 *(shown in Reference D-51).*
3. Second Read Institutional Goals 2012-2014 *(shown in Reference D-52).*

DISCUSSION (continued)

4. Second Read CEO Goals 2012-2013 *(shown as Reference D-53)*.
5. Next Generation Learning Challenges (NGLC) Press Release on \$5.2 Million in Follow-On Funding by ML Bettino, Acting Title III Director *(shown loose in Board folders)*.
6. Update on status of Board elections and Provisional Appointment – Whittaker

TEMPORARILY RECESS TO HOLD ANNUAL MEETING OF THE PALO VERDE COMMUNITY COLLEGE DISTRICT COP FINANCING CORPORATION *(Agenda shown loose in Board folders)*.

It was moved by _____ and seconded by _____ that this meeting be recessed to hold the annual meeting of the Palo Verde Community College District Financing Corporation. *(Refer to PVCCD Financing Corporation Agenda on blue paper shown loose in folders)*.

Gregory _____ (Advisory)

Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent

RECONVENE TO PVCCD ORGANIZATIONAL/REGULAR MEETING

IX. REPORTS

1. Associated Student Government - Frannie Gregory, Student Trustee or designee
2. Academic Senate – Biju Raman, President
3. CSEA, Chapter 180 – Richard Soto, President
4. CCA/CTA – Derek Copple, President or designee
5. Denise Whittaker - Interim Superintendent/President
 - a. Accreditation Site Visit Follow-up
 - b. Holiday Gathering, Wednesday, Dec. 12, 2012 4:00-7:00pm Village Marketplace
6. Sharon Jones - Interim Vice President of Instructional and Student Services covering PVC and Needles
 - a. Item A-30 – New Associate in Science Transfer Degrees
 - b. Financial Aid 2011-12 MIS Report
 - c. Needles Open House
 - d. Printing of Class Schedules & Distribution Plan
 - e. Needles Site Visit
7. Russi Egan – Chief Business Officer
 - a. Southern California Edison/Foundation Grant for the Fine & Performing Arts Center
 - b. PVCCD anticipated van rental agreement with PVUSD
 - c. Accreditation comments: OPEB
 - d. Solar – BP transition and contract revisions update
8. Board of Trustees Comments and Discussion
 - Report on CCLC Annual Convention & Partner Conference

X. INFORMATION ITEMS

1. The 2013-2014 Budget: California's Fiscal Outlook from the Legislative Analyst's Office *(shown loose in Board folders)*.
2. Notice that the IRS Mileage Rate Increased from 55.5¢ to 56.5¢ effective January 1, 2013.
3. Out-of-State travel for Cheryl Bruno-Mofu to Parker, AZ, Apismellis Home Care, December 11, 2012.

INFORMATION ITEMS (continued)

4. Out-of-State travel for Sharron Burgeson to Parker, AZ, Apismellis Home Care, December 11, 2012.
5. November 2012 Report of Purchase Orders and Warrants *(shown loose in Board folders)*.
6. Notice of change in Solar Contract change of ownership from BP to Kenyon Energy, LLC resulting in adjustments/amendments to the Solar Contract that is beneficial to PVCCD.

XI. CONSENT RESOLUTIONS

(All consent resolutions will be voted on in one motion with 15 minutes allocated for questions by Board members. After the question period, any Board member may request that any item(s) be moved to the Action Agenda.)

A. INSTRUCTION

Resolution 12-23 A-29 – CURRICULUM APPROVED AT NOVEMBER MEETING

BE IT RESOLVED, that Palo Verde Community College District Board approves new and revised courses in various curriculum areas, as shown in Reference A-29.

Resolution 12-23 A-30 – APPROVAL OF NEW ASSOCIATE IN SCIENCE TRANSFER DEGREES

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following new credit programs for transfer degrees, as submitted to the Chancellor's Office and pending Chancellor's Office approval, as shown in Reference A-30.

Associate in Science in Administration of Justice
Associate in Science in Business Administration
Associate in Science in Early Childhood Education

B. BUSINESS

Resolution 12-23 B-87 - LAIF ACCOUNT WITH STATE TREASURY

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the resolution, for the Fiscal Services to add and change authorized agents to the LAIF (Local Agency Investment Fund) account with the State Treasury Department *(in connection with transfer of COPs monies)*. The following college employees are to be appointed as authorized agents to sign for deposits, transfers and withdrawals to this account.

Denise Whittaker
Sharon Jones

Russi Egan
Carrie Mullion

Resolution 12-23 B-88 - AUTHORIZED AGENTS FOR PVCCD

BE IT RESOLVED, that the following college employees be appointed as authorized agents to sign financial reports, warrant orders, check orders for salary placement, payroll and notices of employment for the Palo Verde Community College District of Riverside County (all other previous names will be deleted from the accounts), effective December 12, 2012 in compliance with Board Policy 2430 and Certification of Signatures form from Riverside County Office of Education.

CONSENT RESOLUTIONS (continued)

Account

Authorized Agents

(checks issued for these accounts are from Riverside County Office of Education)

Schools of Riverside County (regular college warrant orders, orders for salary payment and notices of employment)	Denise Whittaker Sharon Jones Denise Hunt	Russi Egan Debra Mitchell
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(checks issued for the rest of these accounts are from Provident Bank in Blythe)

Schools of Riverside County (college clearing and revolving checking accounts)	Denise Whittaker Sharon Jones Denise Hunt	Russi Egan Debra Mitchell
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Schools of Riverside County Auxiliary Business Services (Bookstore)	Denise Whittaker Denise Taylor	Debra Mitchell Russi Egan
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Schools of Riverside County Associated Student Government (savings)	Denise Whittaker Sharon Jones Staci Lee	Russi Egan Debra Mitchell
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Schools of Riverside County Associated Student Government (checking)	Denise Whittaker Sharon Jones Staci Lee	Russi Egan Debra Mitchell
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Schools of Riverside County Clubs and Scholarship Account	Denise Whittaker Sharon Jones	Russi Egan Debra Mitchell
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(Checks issued for this account are from Federal Funding)

Federal Funds - Financial Aid Accounts	Denise Whittaker Sharon Jones	Russi Egan Debra Mitchell
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Needles Checking Account	Denise Whittaker Sharon Jones	Russi Egan Pam Blake
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Resolution 12-23 B-89 – AUTHORIZED AGENTS FOR SBEDC ACCOUNT

BE IT RESOLVED, that the following college employees be appointed as authorized agents to sign checks and other necessary documents for the SBEDC (Small Business Economic Development Center) for 2013 (account located at Provident Bank in Blythe): Denise Whittaker, Sharon Jones, Russi Egan and Denise Hunt.

Resolution 12-23 B-90 – AGREEMENT WITH PROMETRIC TESTING CENTER (APTC)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Agreement with Prometric Testing Center (APTC) to provide electronic testing for various technology certifications, as shown in Reference B-90. Testing would take place at Palo Verde College with training and certification provided by Prometric. There is no cost to the District for these services.

Resolution 12-23 B-91 – TRIO/STUDENT SUPPORT SERVICES GRANT AWARD NOTIFICATION PY 2012-2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Grant Award from the U.S. Department of Education for Palo Verde College TRIO/Student Support Services Program, in the amount of \$213,177.00 for academic year 2012-2013, as shown in Reference B-91. This Grant Award will be used to serve students with disabilities, low-income, and who lack basic skills in writing and reading.

CONSENT RESOLUTIONS (continued)

Resolution 12-23 B-92 – KALEIDOSCOPE GRANT PARTNERSHIP

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the partnership with the Cerritos College Kaleidoscope Project involving Palo Verde College faculty who will be teaching on-line courses as part of this grant project (*shown loose in Board folders*).

Resolution 12-23 B-93 – RENEWAL OF CLINICAL NURSING AGREEMENTS 2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the renewal of Clinical Nursing Agreements for 2013 between Palo Verde Community College District and the agencies listed below for an additional one-year period, beginning January 1, 2013, through December 31, 2013.

APISMELLIS Home Care	Kirkwood, Missouri
Baker Emergency Medical Services	Needles, California
Blythe Nursing Care Center	Blythe, California
Blythe Family Health Clinic	Blythe, California
Colorado River Medical Center	Needles, California
Desert Critical Care Transport, Inc.	Blythe, California
Palo Verde College Don Kuykendall	
Child Development Center	Blythe, California
La Paz Regional Hospital	Parker, Arizona
New Hope Hospice	Lake Havasu City, Arizona
Sheltering Wings Corporation	Blythe, California

C. PERSONNEL

(Academic)

Resolution 12-23 C-122 – EXTRA-DUTY ASSIGNMENT (SHIBALOVICH)

BE IT RESOLVED the Palo Verde Community College District Board of Trustees ratifies Paul Shibalovich to provide 10 hours/week providing coordination and leadership for promotional development for on-line and correspondence courses in targeted areas for spring, 2013 at the per diem hourly rate through June 30, 2013.

Resolution 12-23 C-123 – EXTRA-DUTY ASSIGNMENT (PETERSON)

BE IT RESOLVED the Palo Verde Community College District Board of Trustees ratifies Scott Peterson to provide 10 hours/week providing coordination and leadership for ISA's and VATEA for spring, 2013 at the per diem hourly rate through June 30, 2013.

Resolution 12-23 C-124 – EXTENSION FOR INTERIM COORDINATOR, DISTANCE LEARNING (LUJANO)

BE IT RESOLVED, that the interim placement for Lorenzo Lujano be extended up to June 30, 2013, as needed, promoted from Academic Guidance Coordinator to Interim Coordinator, Distance Learning, with no change in salary, full-time certificated, 212 day position, beginning January 1, 2013.

Resolution 12-23 C-125 – ADVANCEMENT IN SALARY AND RETROACTIVE PAY (RAMAN)

BE IT RESOLVED that the salary placement for Biju Raman, Full-Time Instructor, be retroactively advanced for spring 2012 from Row 15, Column IV, to Row 15, Column VI; and for fall, 2012, from Column 15, Row VI to Column VI, Row 16 due to educational requirements met and in compliance with the CTA bargaining agreement. This change is effective Spring 2012 semester and includes the annual step increase.

CONSENT RESOLUTIONS (continued)

Management/Confidential)

Resolution 12-23 C-126 – OUT-OF-CLASS PAY (BRAMBILA)

BE IT RESOLVED the Palo Verde Community College District Board of Trustees ratifies Albert Brambila, Maintenance, Custodial, Grounds Supervisor, to be paid out-of-class pay at five (5) percent, for performing the duties of the Director, effective July 1, 2012 through September 30, 2012.

(Classified)

Resolution 12-23 C-127 – REVISED JOB DESCRIPTION FOR ADMISSION AND RECORDS TECHNICIAN III

As reviewed and supported by CSEA, BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the revised job description, from Admissions and Records Specialist, to Admissions and Records Technician III, as shown in Reference C-127, a classified position with a change in classification from Row 13 to Row 10, a full-time, 12 months, 40 hours per week position.

Resolution 12-23 C-128 – OUT-OF-CLASS PAY (NELSON)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies Rorie Nelson, Financial Aid Technician I, to be paid out-of-class pay at five (5) percent, per CSEA Agreement, for performing the duties of Financial Aid Technician II, effective September 11, 2012 until a department review can be performed.

Resolution 12-23 C-129 - DSSS EDUCATIONAL ASSISTANT (ESTRADA MENDEZ)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of Danya Estrada Mendez as DSSS Educational Assistant, a part-time 19 hour per week classified TRIO/DSSS Grant funded position, at a salary placement on the hourly classified salary schedule of Row 10, Step 2, effective December 12, 2012.

Resolution 12-23 C-130 – PART-TIME CUSTODIAN (GRIJALVA)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of Eric Grijalva as Custodian, a part-time 19 hour per week classified position, at a salary placement on the hourly classified salary schedule of Row 1, Step 1, effective December 12, 2012.

Resolution 12-23 C-131 – PART-TIME CUSTODIAN (KLEBER)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the employment of Lorindia Kleber as Custodian, a part-time 19 hour per week classified position, at a salary placement on the hourly classified salary schedule of Row 1, Step 1, effective December 12, 2012.

(Student Personnel)

Resolution 12-23 C-132 – PART-TIME TEMPORARY STUDENT EMPLOYEES FOR FALL SEMESTER 2012

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the following part-time temporary student employees (student aides, interpreters/student services clerks, tutors, peer counselor/coordinators, and peer counselor/recruiters) for Fall Semester 2012:

<u>Name</u>	<u>Position/Department</u>	<u>Rate of Pay (per hour)</u>
Cervantes, Gisela	Student Aide/Admissions & Records	\$8.00
Maciel, Alicia	Peer Counselor, EOP&S	\$8.75

CONSENT RESOLUTIONS (continued)

Resolution 12-23 C-133 – VOLUNTEER, PUBLIC RELATIONS/PROMOTIONS (SAVELL)

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Van Savell as a volunteer to provide services in public relations, news writing, brochure development, branding, and general college promotions as identified from December 12, 2012 through June 30, 2013.

Resolution 12-23 C-134 – AUTHORIZATION TO HIRE FULL TIME, TEMPORARY, ONE-SEMESTER PSYCHOLOGY FACULTY MEMBER (REPLACEMENT FOR JONES)

If determined necessary, to address the appointment of Sheri Jones as Interim Vice President of Instructional/Student Services through June 30, 2013, and to maintain Fifty Percent Law compliance, BE IT RESOLVED, that Palo Verde Community College District Board of Trustees authorizes the District to advertise and hire a full-time temporary, one-semester psychology instructor as a replacement for Sheri Jones.

(Blanket Motion)

It was moved by _____, and seconded by _____, that Consent Resolutions be: (approved) (tabled until _____) (denied).

Gregory _____ (Advisory)

Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

XII. ACTION ITEMS

B. BUSINESS

Resolution 12-23 B-94 – NOTICE TO SURPLUS PROPERTY AND INTENT TO SELL

In accordance with Education and Government Code provisions as noted in the Resolution shown below, BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Notice to Surplus Property and Intent to Sell 145 Spring Street, Blythe, CA 92225. Timeline is shown in Reference B-94:

RESOLUTION OF THE BOARD OF TRUSTEES OF THE PALO VERDE COMMUNITY COLLEGE DISTRICT DECLARING ITS INTENT TO SELL SURPLUS REAL PROPERTY

WHEREAS, the Palo Verde Community College District (the "District") is the owner of certain real property totaling approximately nine thousand (9,000) square feet, located at 145 North Spring Street, in the City of Blythe, County of Riverside, State of California (the "District Property"), currently being used for community and non-profit office purposes, and non-credit college course offerings as needed; and

ACTION ITEMS (continued)

WHEREAS, the District Property is not needed for a college classroom/services building and is therefore surplus; and

WHEREAS, the District shall comply with Education Code section 81363.5 which provides that notice first be given to various public entities, agencies and non-profit corporations (individually the “Priority Entity” and collectively the “Priority Entities”), that the District Property is for sale at fair market value; and

WHEREAS, the minimum written bid for the purchase of the District Property by non-priority entities (“Bidders”) after the timeline required for Priority Entity offers, shall be no less Five Hundred Twenty Thousand Dollars (\$520,000.00); and

WHEREAS, the District Property is identified in the Riverside County Map Guide as 5491/E6, and is comprised of Assessor’s Parcel Numbers 845-132-013 (Building Parcel comprised of 9,000 internal assignable square feet of building space) and 845-132-007 (Parking Parcel comprised of 7,500 square feet of parking and external space); and

WHEREAS, the District Property’s one-story building was constructed as Class C – Concrete Masonry in 1954 and is zoned as P/Q-P Public/Quasi-Public; and

WHEREAS, the District Property lies in Flood Zone D which is not a Special Flood Hazard Area; and

WHEREAS, the District Property does not lie within a defined Alquist-Priolo Earthquake Fault Zone and does not lie within an earthquake-induced landslide hazard zone but does lie within a very high liquefaction hazard zone; and

WHEREAS, the District paid \$520,000 for the District Property in 2006 and has upgraded and remodeled the property at an additional cost of \$227,000 using COPs (Certificates of Participation) funds.

NOW, THEREFORE, the Board of Trustees hereby resolves:

1. The District Property is no longer needed as a college classroom/services building and is therefore surplus.
2. The Board of Trustees declares its intent to sell the District Property consistent with the provisions of Education Code section 81360 et. seq.
3. The District shall comply with the provisions of Government Code section 65402 which requires the District to submit to the City of Blythe (“City”) Planning Department its proposed

ACTION ITEMS (continued)

disposition of the District Property for determination that the sale of the District Property is in conformity with the City's adopted General Plan or part thereof.

4. The Superintendent/President of this District, or designee, is hereby authorized and directed to: (a) submit the request for determination by the City of Blythe Planning Department that the sale of the District Property is in conformity with the City's adopted General Plan, and (b) give the required notices to the Priority Entities.

5. Provided that no Priority Entity has expressed interest in purchasing the District Property, or if interest has been expressed but the District has been unable to arrive at a mutually-satisfactory price during the priority period a public hearing will be held in the District Board room located at One College Drive, Blythe, California 92225, at 5:00 p.m. on March 12, 2013 for the purpose of receiving, opening, declaring and considering all proposals submitted by Bidders.

6. Bid Proposal forms for Bidders along with the proposed Purchase and Sale Agreement (the "Agreement") for the sale of the District Property may be obtained from the Chief Business Services Office of the District, located at One College Drive, Blythe, California 92225. The telephone number is (760) 921-5524.

7. The District shall pay no commission for the sale of the District Property.

8. Bidders shall be required to utilize the District's Bid Proposal Form in submitting their bids and shall be required to execute the District's form of Purchase and Sale Agreement with the existing terms and conditions contained therein, unless otherwise agreed to by the District.

9. Bidders are advised that the District Property is currently being used by various community and non-profit groups. Unless sooner vacated by these groups, the Agreement shall provide the existing tenants a period of 90 days following the close of escrow to vacate the District Property.

10. All Bids shall be accompanied by a certified or cashier's check made payable to the Palo Verde Community College District in the amount of Fifty Thousand Dollars (\$50,000.00), as bid security for entering into the agreement to purchase the District Property (the "Bid Deposit"). Twenty-Five Thousand Dollars (\$25,000) from the Bid Deposit of the successful Bidder, although applied toward the purchase price of the District Property, shall be unconditionally forfeited to and retained by the District if the Bidder defaults, with the balance of the Bid Deposit to be delivered by the District into escrow within two (2) business days following the "Opening Date" of escrow (as defined in Section 14 below). All other bid deposits from unsuccessful Bidders will be returned.

ACTION ITEMS (continued)

11. Bid Proposals for the purchase of the District Property shall be sealed and submitted to the Chief Business Services Office of the District on or before 4:00p.m. on Tuesday, March 12, 2013 before the public hearing commences.

12. At the time set for the public hearing, the sealed Bid Proposals received from Bidders shall be publicly opened, examined, and declared.

13. The final acceptance of the highest responsible Bid Proposal for the District Property will be made by the Board of Trustees at the March 12, 2013 Board Meeting or at any adjourned session of the same meeting held within ten (10) days next following the meeting. The Board of Trustees may select the highest responsive bid of any of the bids or, if it deems such action to be for the best public interest, it may reject any and all bids. The Board of Trustees retains the right to go into Closed Session per the Brown Act to deliberate over the Bid Proposals submitted for the purchase of the District Property.

14. Unless otherwise agreed to by the District in writing, within ten (10) days following the award by the Board of Trustees, the successful Bidder shall enter into escrow with the District for the District Property. Entering into escrow will require that three (3) originals of the fully-executed Agreement along with no less than twenty percent (20%) of the amount of the successful bid (the "Additional Deposit") be delivered into escrow, less the amount of the Bid Deposit accompanying the successful Bidder's Bid Proposal form (the "Opening Date"). The Bid Deposit and Additional Deposit (collectively, the "Deposit") will be applied toward the purchase price of the District Property.

15. If needed, Foresite Escrow, Inc. located at 41-995 Boardwalk, Suite G-2, Palm Desert, California 92211-5110 will act as the escrow holder and the title company for the District Property. The escrow costs will be borne equally by seller and purchaser. The cost for the policy of title insurance for the District Property will be provided by the District.

16. The successful Bidder for the District Property shall have (1) a sixty (60) day general/title due diligence period from the Opening Date to review and approve the condition of the District Property and the condition of title, and (2) unless sooner terminated, the successful Bidder shall have thirty (30) days following the expiration date of the general/title due diligence period to close escrow.

17. The Superintendent/President of this District, or designee, is hereby authorized and directed to give notice of the Board's intent to sell the District Property by posting copies of this

ACTION ITEMS (continued)

Resolution signed by the Board or a majority of it, in three (3) public places in the District not less than fifteen (15) days before the date of the meeting of the Board of Trustees in which sealed Bid Proposals to purchase the District Property will be received and considered, and by publication of a Notice of Sale not less than once a week for three (3) successive weeks before the date of the meeting in a newspaper of general circulation published in the District or in Riverside County and having a general circulation in the County.

It was moved by _____, and seconded by _____, that Resolution 12-23 B-94 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 B-95 – APPRAISAL SERVICES AGREEMENT, LARRY L. SIMON, MAI
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees ratifies the agreement with Larry L. Simon, MAI, for appraisal report of property located at 145 North Spring Street, Blythe, CA 92225, in the amount of \$5,000. Additional services subsequent to the completion of the appraisal report, if needed, relating to updating the value opinion, consultation, expert testimony, travel time, etc., will be billed at the rate of \$300 per hour, as shown in Reference B-95.

It was moved by _____, and seconded by _____, that Resolution 12-23 B-95 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 B-96 – TEMPORARY LOAN FROM CAPITAL FUNDS
BE IT RESOLVED that Palo Verde Community College District Board of Trustees approves a temporary loan to the Unrestricted General Fund, for an additional \$1,000,000, for immediate cash flow purposes and to meet payroll and contractual obligations through June 30, 2013 and into 2013-14.

WHEREAS, the Governing Board of the Palo Verde Community College District has determined that a temporary loan to the Unrestricted General Fund in the amount up to an additional \$1,000,000 is necessary for cash flow purposes for the remainder of the fiscal year 2012-2013 and potentially the beginning of the new fiscal year, 2013-14; and

WHEREAS, the Governing Board of the Palo Verde Community College District has sufficient funds in the Capital Outlay Fund to provide a temporary loan, understands and agrees to the commitment for total repayment when the District receives its payments from the State.

ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 12-23 B-96 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 B-97 – CERTIFICATE OF PARTICIPATION – 2ND ANNUAL PAYMENT
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the 2nd COP payment of \$1, 522,175.01 to Deutsche Bank, as shown in Reference B-97.

It was moved by _____, and seconded by _____, that Resolution 12-23 B-97 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 B-98 – TRANSFER OF LAIF FUNDS TO MAKE THE 2ND CERTIFICATE OF PARTICIPATION PAYMENT

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the transfer of \$1,522,000.00 to Fund 41 to cover the majority of the cost of the 2nd COP payment to Deutsche Bank for 2012-2013.

It was moved by _____, and seconded by _____, that Resolution 12-23 B-98 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

C. PERSONNEL

Resolution 12-23 C-135 –MEMORANDUM OF UNDERSTANDING BETWEEN PVCCD AND CSEA, CHAPTER 180, & MANAGEMENT APPROVAL FOR WINTER BREAK CLOSURE

WHEREAS, due to the fact that the College is closed Monday, Tuesday, and Wednesday (Dec. 31, 2012, January 1 and 2, 2013) as part of Winter Break, and nearly all classified employees and managers have requested time off for Thursday and Friday, January 3 and 4, 2013, the District and CSEA, and the District and management met to discuss the situation and recommended closure as insufficient staff would be present to provide services.

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the recommendation to amend the 2012-2013 calendar and close Palo Verde College on January 3 and 4, 2013, requiring the use of mandatory vacation, accrued compensatory time, floating holiday (management only), or personal necessity leave per the attached MOU between PVCCD and CSEA., as shown in Reference C-135.

ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 12-23 C-135 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 C-136 – TRUSTEE EXCUSED ABSENCE FROM BOARD MEETING
BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the excused absence, per Board Policy 2725, for purposes of compensation, of Trustee Dr. George Thomas, from the PVCCD Board of Trustees Regular Meeting of November 13, 2012.

It was moved by _____, and seconded by _____, that Resolution 12-23 C-136 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

D. MISCELLANEOUS

Resolution 12-23 D-51 - ACCEPTANCE OF BOARD PERFORMANCE GOALS FOR 2012-2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Board Performance Goals for 2012-2013, as shown on the following page and in Reference D-51.

BOARD OF TRUSTEES 2012-13 PERFORMANCE GOALS

Self-Evaluation Goal: A. Policies, Guidance, and Decision-Making

1. Review annually short and long term institutional Strategic Plan. (A-1)
2. Review Policies (A-2)
3. Identify Superintendent/ President annual goals. (A-3)
4. Receive sufficient preparatory materials to make competent decisions. (A-4, 5, 6)
5. Acquire input from constituencies. (A-7, 8)
6. Act in a timely manner. (A-9)

Self-Evaluation Goal: B. Relationships with the Superintendent

1. Supports the operational decisions and actions of the S/P. (B-1)
2. Annual 360 S/P evaluation. (B-2)
3. Identify Superintendent/ President annual goals. (B-3)

Self-Evaluation Goal: C. Board-Employee Relationships

1. Annual review of changes to the CTA and CSEA contracts. (C-1)
2. Meets with the S/P to establish negotiations' parameters. (C-2)
3. Receives complaints from employees and provides information regarding the complaint resolution process. (C-3)
4. Supports employee professional development and evaluation. (C-4)

ACTION ITEMS (continued)

Self-Evaluation Goal: D. Relationships with the Educational Program/ Students

1. Keeps abreast instructional program offerings. (D-1, 2)
2. Supports Student Learning Outcomes (D-3)
3. Maintains currency on K-12 & PVC joint projects. (D-4)
4. Keeps abreast student support programs & services and student activities. (D-5, 6)

Self-Evaluation Goal: E. Board/Community Relationships

1. Maintains community contact via civic, organizational, and volunteer efforts. (E-1)
2. Hold at least one community town hall /meeting hall in Blythe and Needles. (E-3,4,5)
3. Serves as an ambassador for PVC in promoting enrollment and events. (E-3,4,5)

Self-Evaluation Goal: F. Business and Financial Management

1. Proficient in understanding the District budget, revenues, and challenges. (F-1, 3, 4, 5, 6)
2. Annually reviews College list of unmet needs, Educational Plan update. (F-2, 3, 4, 7)
3. Obtains specificity /clarity on the budget development process. (F-6)
4. Board Finance & Audit Committee meets no less than 4 times/year and makes regular reports to the Board. (F-1, 2, 3, 4, 5, 6, 8)
5. Review and update Finance-related policies and procedures. (F-8)

Self-Evaluation Goal: G. Professional Development of the Board

1. Maintains currency of Board roles and responsibilities. (G-1, 2, 3, 4)
2. Attends CCLC or other Board-related professional development meetings to stay current on Board issues. (G-2,3,4)

It was moved by _____, and seconded by _____, that Resolution 12-23 D-51 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Gregory _____ (Advisory)
 Arneson _____ Hyduke _____ Rodriguez _____
 Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye_____ No_____ Abstain_____ Absent_____

Resolution 12-23 D-52 - ACCEPTANCE OF INSTITUTIONAL GOALS FOR 2012-2014
 BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the Institutional Goals for 2012-2014, as shown below and in Reference D-52.

Palo Verde College Board of Trustees 2012-14 Board Institutional Goals
 as Developed on October 16, 2012

GOAL 1: Through conscientious collegiality and transparency, ensure that the College District’s budget effectively addresses the current fiscal crisis, provides fiscal stability to maintain instructional, student support, and operational integrity, and provides planning for long-term financial stability.

GOAL 2: Ensure full restoration of Accreditation status and continue to use Accreditation Standards to guide integrated strategic planning, program review, SLO assessment, and college operations.

GOAL 3: Ensure the acquisition of sufficient FTES to meet targeted goals.

ACTION ITEMS (continued)

- GOAL 4:** Explore options for the optimization of facilities at the main campus in Blythe, and at the Needles Center, including but not limited to, classroom and college facilities, college properties, land development, and advancements in utilizing the Fine and Performing Arts Center.
- GOAL 5:** Taking into consideration continued fiscal challenges, develop a plan to identify the PVCCD focused educational Mission for the Blythe and Needles' sites which meet the needs of the citizenry served while maintaining enrollment stability.
- GOAL 6:** Optimize resources through continued and conscientious energy and product conservation efforts.
- GOAL 7:** Consider options for the generation of new sources of revenue for and through programs, partnerships, and grants.
- GOAL 8:** Continue development of integrated data systems that provide information for measurable and data-driven decision-making.
- GOAL 9:** To support instructional, student support, and operational effectiveness, ensure a state-of-the-art teaching, learning, and work environment, including but not limited to technological advancements.
- GOAL 10:** Ensure the effective and efficient provision of instructional, student support, and operational programs and services by qualified faculty, staff, and managers, through a deliberate model of human resource management.

It was moved by _____, and seconded by _____, that Resolution 12-23 D-52 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)
 Arneson _____ Hyduke _____ Rodriguez _____
 Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 D-53 - ACCEPTANCE OF CEO GOALS FOR 2012-2013

BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves the CEO Goals for 2012-2013, as shown below and in Reference D-53.

Palo Verde College Board of Trustees 2012-2013 CEO Goals

1. Provide on-going Board of Trustee training in the areas of Board leadership and decision-making, Accreditation compliance, budget development and stabilization, and other areas as identified to ensure their effectiveness in making decisions impacting PVC.
2. Provide fiscal leadership to develop a plan that ensures financial stability, addressing the COP annual debt, and including the identification of new sources of revenue, on-going budget reduction maintenance and oversight, alternatives when planning for other State budget reductions, and cash flow stability to alleviate Accreditation and Chancellor Office concerns, and ensuring instructional, student service, and operational integrity.

ACTION ITEMS (continued)

3. Continue to work in a transparent and collegial process in addressing fiscal measures and the decision-making process consistent with AB1725.
4. Will take the lead in demonstrating Accreditation expertise, addressing the Accreditation sanctions, and in providing leadership in the development of the next Accreditation Self-Study.
5. Provide enrollment management leadership to ensure the acquisition of the targeted FTES required to maintain current levels of funding and target Needles FTES growth to re-acquire the \$138,000 in funding associated with their required FTES.
6. Ensure Accreditation compliance in regards to Program Review and SLO standards and timelines, and the link to integrated strategic planning.
7. Provide leadership in the design and implementation of the College's integrated strategic plan, consistent with Accreditation Standards.
8. Provide organizational leadership to redesign an effective classified and management workforce, including maintaining the 50% Law, taking into consideration unmet needs (i.e. an office of institutional effectiveness, research and accountability, grant development and grant management, staff development, SBEDC, Foundation support, non-credit and community service development, M&O supervision, construction, campus security, etc.) to ensure there is sufficient staff to maintain instructional, student support, and operational integrity.
9. Continue to provide leadership and support to the PVC Foundation, including the development of a viable Alumni and Retiree associations.
10. Provide leadership to mitigate the problems associated with DSA and the architects to ensure the opening of the Fine and Performing Arts Center as soon as possible, and to develop appropriate curriculum consistent with the facility's purpose.
11. Provide leadership for addressing requirements associated with the Student Success Task Force recommendations.
12. Continue to provide leadership regarding energy conservation efforts.
13. Continue to provide leadership relative to information technology advancement, including but not limited to attaining a viable on-line degree.
14. Provide leadership to expand non-credit and community service offerings.
15. Should continue to produce one or more publications—for example, the "President's Letter"—that is a personalized statement from the Superintendent/President about College activities and directed to the College as well as to the communities served by the District.
16. Other goals as identified by the Board of Trustees.

ACTION ITEMS (continued)

It was moved by _____, and seconded by _____, that Resolution 12-23 D-53 be: (approved) (tabled until _____) (denied)

Gregory _____ (Advisory)

Arneson _____ Hyduke _____ Rodriguez _____

Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

Resolution 12-23 D-54 – APPROVAL OF DEBT MITIGATION PLAN (COPs)

As proposed by the Board's Finance and Audit Committee and after 1st Reading on November 13, 2012, and 2nd Reading on December 11, 2012, BE IT RESOLVED, that Palo Verde Community College District Board of Trustees approves Option IV of the Debt Mitigation Plan, as shown below and in Reference D-54, to address long-term obligations created by the Certificates of Participation debt according to the provisions specified:

Palo Verde Community College District 2012-2037 COP Debt Mitigation Plan

The following plan has been reviewed by the College's financial advisor through Magis Financial Advisors and by the College's financial consultant, C.M. Brahmhatt; approved by the Board's Finance and Audit Committee, and submitted for review to the Budget Committee and College Council as follows:

1. The College will continue to provide \$855,000 annually for the COP debt payment beginning in 2011 from the General Fund.
2. The College will provide an additional \$766,000 annually (as originally budgeted to address SERP payments) for the COP debt payment from 2016 through 2037 from the General Fund.
3. The College will reserve from the LAIF account beginning January, 2013, \$350,000 to be identified and reserved for capital projects as the facilities begin to age and deferred maintenance needs arise. Interest income generated from the LAIF account or through unanticipated interest revenue will be re-directed into this capital account to maintain capital and maintenance stability.
4. Unanticipated annual revenue will be re-directed, as Board approved, to an account preserved for "debt service" to reduce or help reduce future annual COP debt shortfalls.
5. Four options currently exist, were based on and took into consideration the state of the economy, interest rates, and the state of the California education and financial situation:
 - a. Option I – ***Do Nothing*** and maintain the current \$60,449,000 debt as obligated resulting in a shortfall of approximately \$735,000 annually from 2027 – 2037.
 - b. Option II – ***Refinance the COP Debt Now*** with the result of having shortfalls beginning in 2026 of over a million dollars annually and realizing total debt of \$67,267,000 (negative arbitrage).
 - c. Option III - ***Refinance the COP Debt in 2016*** with the result of having shortfalls beginning in 2027 of approximately annually and realizing total debt of \$61,135,000.
 - d. Option IV – ***Refinance the COP Debt in 2016 and Apply the Remaining LAIF/Capital (excluding \$350,000 reserved for capital maintenance/ projects) Funds to Buy Down the COP Principle*** resulting in an annual shortfall of approximately \$125,000 and an overall debt of \$47,600,000.

ACTION ITEMS (continued)

6. Maintain on-going monitoring of economic trends, indicators, interest rates, consultation with financial experts, and other components which could positively or negatively impact any of the listed options, or result in the creation of a new option, with the capability of adjusting the plan as needed.
7. The Board of Trustees will review the options no less than annually, update the plan options, and adjust the plan if deemed beneficial to the institution.
8. The Board's Finance and Audit Committee will develop a Debt Policy during spring 2013 to ensure the conditions and criteria under which the Board accepts additional debt in the future.
9. It is recommended to accept Option IV as the preferred plan to-date based on the data and information provided.

It was moved by _____, and seconded by _____, that Resolution 12-23 D-54 be: _____ (approved) _____ (tabled until _____) _____ (denied)

Gregory _____ (Advisory)
Arneson _____ Hyduke _____ Rodriguez _____
Gonzalez _____ Lewis _____ Thomas _____

Motion carried/lost; Aye _____ No _____ Abstain _____ Absent _____

XIII. HEARING OF CITIZENS (NON-AGENDA ITEMS)

Members of the public have this opportunity to directly address the Board on items of interest to the public, subject to a five (5) minute time limitation per individual.

XIV. ADJOURN TO CLOSED SESSION (IF NECESSARY, ACTION TAKEN IN CLOSED SESSION WILL BE REPORTED IN OPEN SESSION)

Members of the public may be present to hear the Closed Session announcements and/or action and will be given an opportunity to speak on any closed session items at this time. Persons wishing to address the Governing Board under this item should fill out a Speaker Request Form available at the reception table.

1. Conference with Real Property Negotiator pursuant to Government Code Section 54956.8: 1) Spring Street, and 2) Chanslorway.
Negotiator: Denise Whittaker
2. Conference with Labor Negotiator, Non-Represented Employees; CTA Negotiations
 - 1) CTA Negotiations
 - 2) Superintendent/President
 - 3) Chief Business OfficerNegotiator: Denise Whittaker

XV. RECONVENE TO OPEN SESSION

XVI. ADJOURNMENT