

WEST KERN COMMUNITY COLLEGE DISTRICT
AGENDA FOR REGULAR MEETING

February 13, 2019

Cougar Room
(Access Through the Library Entrance)

5:00 p.m.

29 Cougar Court
Taft, California 93268

A. Accessibility. In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact Sarah Criss at (661) 763-7711. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.

B. Obtaining Public Records. A copy of the Board packet, including documents relating to any open session item are available to members of the public on the District website and also at the District Office. Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 29 Cougar Ct., Taft, California, during normal business hours. These documents will be made available to the public at the same time that they are made available to a majority of the Board.

C. Language Assistance. The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call Sarah Criss at (661) 763-7711 forty-eight (48) hours in advance of the meeting so that arrangements can be made for an interpreter. El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (661) 763-7711 (48) horas antes de la junta, para poder hacer arreglos de interpretacion.

D. Addressing the District Board. The Board encourages public participation and involvement. Community members will therefore have several opportunities to address the Board. However, please respect the Board's time and the need for efficient board meetings. The Board also requests that comments be respectful and professional.

1. **Agenda Items.** If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of five (5) minutes. Time limitations are at the discretion of the Board President.
2. **Non-Agenda Items.** Individuals have an opportunity to address the Board during the period set aside for Public Comment on Items of General Interest on topics within the subject matter jurisdiction of the Board **not** listed on the agenda. Presentations will be limited to a maximum of five (5) minutes, with a total of thirty (30) minutes designated for this portion of the agenda.

E. Questions for the Board. Individuals with questions on District issues may submit them in writing. The Board will refer such requests to the Superintendent, who will endeavor to respond to your questions after the meeting.

F. Placing issues on the Board Agenda. Items from the public pertaining directly to College business may be placed on the Board agenda by submitting the request in writing to the Office of the Superintendent. The proposed agenda item will be reviewed and placed, if appropriate, on the Board's agenda within a reasonable period of time. Please contact the Office of the Superintendent at (661) 763-7711 for further information.

Tour of Testing/Veteran's/Student Resource Center to be held at 4:00 p.m. (29 Cougar Court, Taft, CA 93268)

1. CALL TO ORDER
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. ADJOURN TO CLOSED SESSION
 - A. Public Employee Appointment/Employment, Government Code Section 54957
 - B. Public Employee Performance Evaluations, Government Code Section 54957
 - C. Public Employee Discipline/Dismissal/Release/Complaint/Reassignment, Government Code Section 54957
 - D. Conference with Labor Negotiators (Government Code section 54957.6)
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
 - E. Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 2 Potential Cases
Claim Received from Donald Thornsberry
Claim Received from Melissa Thornsberry
 - F. Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9
 - G. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS
5. PLEDGE OF ALLEGIANCE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. APPROVAL OF MINUTES - Regular Meeting Held January 9, 2019
9. NEW BUSINESS:
 - A. Request for Approval - West Kern Community College District Annual Financial Report, June 30, 2018 (Presentation)
 - B. Request for Approval - Proposition 39 Measure A General Obligation Bonds Audit Report for the Year Ended June 30, 2018 (Presentation)
 - C. Second Reading and Request for Approval - Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Vacation Leave Use

- D. Second Reading and Request for Approval – Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Salary Schedule Step Changes

10. CONSENT AGENDA (Items A – O)

- A. Information Item – CCFS-311Q for the 2nd Quarter Ending December 31, 2018
- B. Request for Approval – Course Revisions
Social Science Division
PSYC 1500 Instruction to Psychology

Applied Technologies Division
IES 1102 Passport Safety Training
- C. Request for Approval – New Course
Learning Support Division
STSU 1530 Transitioning from High School to College
- D. Request for Approval – Notice of Release of Grant of Categorically Funded or Temporary Faculty
- E. Request for Approval – ABTECH Technologies Quotation #ABTQ6420 Red Hat Software License for IT Servers; 3/20/19 – 5/30/20; \$7,620.21
- F. Request for Approval - Request for Purchase of Online Counseling Technology/Computer Equipment; \$6,836.45
- G. Request for Approval – PortalGuard Invoice #012119-S3 Annual Renewal for PortalGuard Software License, Technical Support & Maintenance Contract; 4/27/19 – 4/26/20; \$5,000.00
- H. Request for Approval – Annual Tutor Trac Hosting & Support Agreement with Redrock Software Corp.; 3/1/19 – 2/28/20; \$1,964.10
- I. Request for Approval – Contract for Professional Services with Lachelle Farewell for Assistance with Transcription of Video and Audio Recordings; 2/14/19 – 4/30/19; \$65.00 per Hour (Not to Exceed \$1,300.00)
- J. Request for Approval – Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package; 2/14/18 – Target Completion of App 3/15/19; \$950.00 for iOS 12 Compatibility and Up to \$500.00 for Maintenance and Enhancements if Requested

- K. Request for Approval – Agreement with Author Amy Silverman to Speak to Taft College English 1500 and Disability Studies Students; April 11-12, 2019; \$500.00 plus Maximum Travel Expenses of \$500.00 at Established Rate Paid to District Employees
- L. Request for Ratification – Contract for Professional Services with Chris Ruiz for Sports Information/Webmaster Services for the Taft College Athletics Programs/Website; 2/1/19 – 5/31/19; \$500.00 per Month
- M. Request for Ratification – Agreement between the Chabot-Las Positas Community College District on Behalf of its California Early Childhood Mentor Program and Taft College for 2018-19; 8/1/18 – 6/30/19
- N. Request for Ratification – Training Services Agreement with Westside Energy Services Training and Education Center, Inc. (WESTEC) – Active Shooter Training for Faculty and Staff; 1/10/19; \$350.00
- O. Ratification of the January 2019 Vendor Check & Purchase Order Registers

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

12. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Classified Supervisory Employment (Appendix II)
- C. Classified Employment (Appendix II)
- D. Resignation/Retirements (Appendix II)

13. REPORTS:

- A. Financial Reports (for information):
 - 1. Revenue Accounts (Account Level 1) FY 2018/19
 - 2. Expenditure Accounts (Account Level 1) FY 2018/19
 - 3. Expenditure Detail of \$10,000.00 or Greater, January 2019
 - 4. Student Organization and Special Accounts, January 2019
 - 5. Funds Deposited in County Treasury, January 2019
 - 6. Report of Investments at U.S. Bank Global Corporate Trust Services and the Bank of New York Mellon Trust Company, N.A. as of December 31, 2018
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

14. REPORT OF THE SUPERINTENDENT

15. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, March 6, 2019, at 5:00 p.m.

16. CONTINUATION OF CLOSED SESSION (If Necessary)

17. ADJOURNMENT