

**SOLANO COMMUNITY COLLEGE DISTRICT
 GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: CONSENT CALENDAR – HUMAN RESOURCES

REQUESTED ACTION: APPROVAL

EMPLOYMENT 2011-2012


Business Industry Collaborative (BIC) Grant

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Debra Berrett	Instructor, CTE/Business	7/1/11 – 6/30/12	\$ 1,000 stipend
Carl Ogden	Lead Instructor, CTE/Business	7/1/11 – 6/30/12	\$ 4,000 stipend
	Instructor, CTE/Business	7/1/11 – 6/30/12	\$ 5,250 stipend
Thomas Watkins	Instructor, CTE/Business	7/1/11 – 6/30/12	\$ 1,000 stipend
Ann Willer	Instructor, CTE/Business	7/1/11 – 6/30/12	\$ 2,250 stipend

Honors Program

<u>Name</u>	<u>School</u>	<u>Semester(s)</u>	<u>Amount</u>
Margaret			
Abel-Quintero	Liberal Arts	Spring 2012	\$ 400.00
Thomas Bundenthal	Liberal Arts	Spring 2012	\$ 200.00
Marion Cowee	Human Performance	Fall 2011 & Spring 2012	\$ 400.00/\$200.00
Mark Feighner	Science	Fall 2011 & Spring 2012	\$ 99.00/\$ 66.00
Patricia Itaya	Science	Fall 2011 & Spring 2012	\$ 132.00/\$198.00
Patrick Mallory	Science	Fall 2011 & Spring 2012	\$ 132.00/\$330.00
Margaret Molnar	Science	Fall 2011 & Spring 2012	\$ 165.00/\$198.00
John Nogue	Science	Fall 2011 & Spring 2012	\$ 132.00/\$132.00
Abigail Rubenstein	Liberal Arts	Fall 2011	\$ 66.00
Ray Salmon	Liberal Arts	Fall 2011 & Spring 2012	\$ 200.00/\$200.00
Michael Wylie	Liberal Arts	Spring 2012	\$ 264.00
Cristina Young	Science	Fall 2011	\$ 33.00
Ron Zak	Liberal Arts	Fall 2011	\$ 400.00

Charo Albarran
 Interim Director, Human Resources


JOWEL C. LAGUERRE, Ph.D.
 Superintendent/President

July 19, 2012
Date Submitted

July 19, 2012
Date Approved

EMPLOYMENT 2012-2013

Short-term/Temporary/Substitute

<u>Name</u>	<u>Assignment</u>	<u>Dates</u>	<u>Amount</u>
Leslie Almonte	Student Services Generalist	7/1/12 – 7/31/12	\$ 22.86 hour
Timothy Athey	Aeronautics Lab Technician	8/8/12 – 5/22/13	\$ 16.82 hour
Eugene Buban	Web Development	7/1/12 – 9/30/12	\$ 23.93 hour
Adrienne Cary	Contract Education, Workforce & Economic Development	7/19/12 – 6/30/13	\$ 66.01 hour
Almilkar			
Gonzalez-Lara	Substitute Scheduling Specialist	7/1/12 – 8/30/12	\$ 17.57 hour
Jenny Gonzalez	Student Services Generalist	7/1/12 – 7/31/12	\$ 24.00 hour
Lynette Gray	Substitute, Executive Assistant, HR	8/6/12 – 10/6/12	\$ 21.43 hour
Susanna Gunther	Academic Senate President	6/1/12 – 8/7/12	\$ 68.56 hour
Doriss Panduro	Student Services Assistant II, Financial Aid	7/1/12 – 9/1/12	\$ 16.07 hour
LaTasia Perry	Office Assistant, Financial Aid	7/1/12 – 6/30/13	\$ 9.60 hour
Melissa Reeve	SLO Coordinator	7/20/12 – 8/10/12	\$ 62.02 hour
Kim Stutzman	Administrative Assistant III, Human Performance & Development	7/1/12 – 11/30/12	\$ 17.57 hour

GRATUITOUS SERVICE

<u>School/Department</u>	<u>Name</u>	<u>Assignment</u>
Science	Christian Fortier	Prep, organize, inventory

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: CONSENT CALENDAR – FINANCE & ADMINISTRATION
REQUESTED ACTION: APPROVAL

PERSONAL SERVICES AGREEMENTS

Small Business Development Center
Charles Eason, Responsible Manager

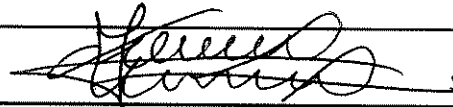
<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Sandy Stelter	NxLevel instruction and business advising for the Solano College Small Business Development Center billed at the hourly rate of \$40/hour.	August 2, 2012- December 31, 2012	Not to exceed \$4,000
Arthur Washington	NxLevel instruction for the Solano College Small Business Development Center billed at the hourly rate of \$40/hour.	August 2, 2012- December 31, 2012	Not to exceed \$1,040

Yulian I. Ligioso

Vice President, Finance and Administration

July 19, 2012

Date Submitted



Jowel C. Laguerre, Ph.D.
Superintendent-President

July 19, 2012

Date Approved

PERSONAL SERVICES AGREEMENTS (continued)

**Small Business Development Center
Charles Eason, Responsible Manager**

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>	<u>Amount</u>
Jill Oyoung	Business advising and	August 2, 2012-	Not to exceed \$2,080
Tom Camerato	training for the Solano	December 31, 2012	Not to exceed \$1,600
Martha Christopher	College Small Business		Not to exceed \$2,080
Carolynne Gamble	Development Center	(The dates are the	Not to exceed \$3,120
Ervin Floyd Hicks	billed at the hourly rate of	same for all.)	Not to exceed \$4,160
Jerry Ann Jinnett	\$40/hour.		Not to exceed \$5,200
Teri Johnson			Not to exceed \$4,160
Robert Lane	(The assignment is the		Not to exceed \$1,040
Ann Minuzzo	same for all.)		Not to exceed \$2,080
Tina Montez			Not to exceed \$3,120
Charles Rieger			Not to exceed \$1,040
Robert L. Schock, Jr.			Not to exceed \$1,200
Randall Shores			Not to exceed \$4,160
Sandy Stelter			Not to exceed \$6,240
Diana G. Thomas			Not to exceed \$2,080
Greg Weinerth			Not to exceed \$2,080
<hr/>			
Birgit Rickert	Business consulting to	August 2, 2012-	Not to exceed \$960
Ronald L. Barrett, Sr.	the Solano College	December 31, 2012	Not to exceed \$1,040
Albert B. Sullivan	Small Business		Not to exceed \$2,080
	Development Center	(The dates are the	
	billed at the hourly	same for all.)	
	rate of \$40/hour.		
	(The assignment is the		
	same for all.)		
<hr/>			
Mark J. Lillis	Entrepreneurial	August 2, 2012-	Not to exceed \$4,000
	training and advising	December 31, 2012	
	to the Solano College		
	Small Business		
	Development Center		
	billed at the hourly		
	rate of \$50/hour.		
<hr/>			
Mitzi Bunch	Entrepreneurial	August 2, 2012-	Not to exceed \$4,000
	training and advising	December 31, 2012	
	for the Solano College		
	Small Business		
	Development Center		
	billed at the hourly		
	rate of \$40/hour.		

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: RESIGNATION TO RETIRE

REQUESTED ACTION: APPROVAL

SUMMARY:

<u>Name</u>	<u>Assignment</u>	<u>Effective</u>
Zandra Gilley	Executive Assistant Human Resources 35 years, 3 months of service at SCC	08/17/12

Government Code: Board Policy: **4240** Estimated Fiscal Impact: **None**

SUPERINTENDENT'S RECOMMENDATION:

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Charo Albarran
Interim Director, Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534-3197

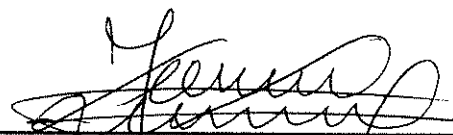
ADDRESS

(707) 864-7000, x-4530

TELEPHONE NUMBER

Administration
ORGANIZATION

July 19, 2012
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**


JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

July 19, 2012
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board

SUBJECT: PROPOSAL BETWEEN SOLANO COMMUNITY COLLEGE AND KPS|3 FOR MEDIA/INTERVIEW TRAINING

REQUESTED ACTION: APPROVAL

SUMMARY:

KPS|3 Marketing is a full-service agency based out of Reno, Nevada. It specializes in Advertising, Marketing, Public Relations, Web and Digital Media.

Ms. Stephanie Kruse, President of KPS|3, will propose offering extensive media training/interviewing skills, crisis communications, and strategic message development services for designated College personnel during the fall semester. This training will prepare more College personnel to interact with the media more productively.

Government Code: N/A Board Policy: N/A Estimated Fiscal Impact: \$3,960.00
CEO 2012-2013 Goals: Goal 3.(a) Seek appropriate professional development opportunities for college managers and leaders.

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Jowel C. Laguerre, Ph.D.
Superintendent-President

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

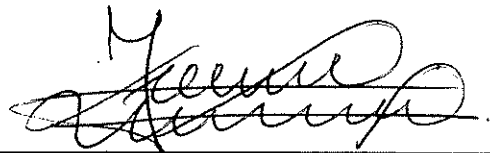
ADDRESS

707-864-7112

TELEPHONE NUMBER

Administration
ORGANIZATION

July 19, 2012
DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

July 19, 2012
DATE APPROVED BY SUPERINTENDENT-PRESIDENT



advertising, public relations
marketing, web & digital media

Proposal to Solano Community College For Media/Interview Training Services

Thank you again for the opportunity to provide our proposal to train designated spokespersons for SCC in order to prepare them for media and other interview situations.

The primary trainer would be KPS3 president Stephanie Kruse. She has extensive media interviewing, crisis communications, strategic message development, and media training experience. She has been in the public relations, communications and marketing field for more than 30 years.

This proposal assumes a class size of 12 persons. If more persons wish to attend, we'd suggest not exceeding 15 persons. The more persons there are in class, the fewer opportunities for participants to get hands-on experience, and be able to participate in the "faux reporter interview" exercise.

What KPS3 Will Provide:

Communications/media/interview preparation training for designated SCC spokespersons, around the talking points and Q&A documents developed by KPS3 in conjunction with leadership of SCC in advance of the training (part of the preparation time assumed). Aspects of the training will include:

- Stylizing messaging for the personality of the speaker while staying on message
- Broken record techniques
- Sound bite creation/bill-boarding
- Redirecting
- "Say this, not that" guide, specific to SCC
- Print vs. broadcast interviews tips, dos and don'ts
- Faux interviews with an aggressive reporter surrounding 3 different scenarios

Fees include approximately 10 hours research/writing of key messaging for SCC media situations and session preparation time, 1 hour set up/take-down, 4 hours training, and four hours travel time (travel time billed at a discounted rate).

Costs also include the gas mileage costs for travel between Reno and Fairfield, as well as the preparation and printing of a customized training manual for each participant provided in hand out and digital format. Assumes 12 participants.

Agency fees:

Total fees for preparation, training, mileage costs, and materials: \$3,960

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: PROPOSED NEW JOB DESCRIPTIONS – OPERATING ENGINEERS/STATIONARY ENGINEERS, LOCAL 39 THEATER TECHNICIAN AND THEATER PRODUCTION TECHNICIAN

REQUESTED ACTION: APPROVAL

SUMMARY:

With the changes made in the Theater, it was determined that these two positions were needed to accommodate the theater operations. The attached two job descriptions have been discussed with the Operating Engineers/Stationary Engineers, Local 39 constituent group.

The Theater Technician position will be placed on Range 10; the Theater Production Technician will be placed on Range 13 of the Operating Engineers/Stationary Engineers, Local 39 Salary Schedule.

Government Code: _____ *Board Policy:* _____ *Estimated Fiscal Impact: \$73,790*

SUPERINTENDENT'S RECOMMENDATION: **APPROVAL** **DISAPPROVAL**
 NOT REQUIRED **TABLE**

Charo L. Albarran, Interim Director
Human Resources

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

(707) 864-7122

TELEPHONE NUMBER

Administration
ORGANIZATION

July 19, 2012
**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

July 19, 2012
**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

**SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATIONS**

CLASS TITLE: Theater Technician

BASIC FUNCTION: Under the supervision of the Dean of Liberal Arts, the employee will perform the duties including but not limited to: supervising and aiding in the construction of sets, educate and supervise student and volunteer workers with shop projects, monitor technical budgets, plan work flow and schedule construction of scenery, installation of sets and other technical components at both theatre facilities, hire overhire and/or contractors for productions, maintain safety program, aide in maintenance of theatre systems,- and costume stock, establish and maintain an accurate inventory of stock scenery and equipment, attend meetings with designers, directors and production staff to help determine technical needs of productions.

DISTINGUISHING CHARACTERISTICS: The incumbent of the Theater Technician class must have a strong grasp of key aspects of theater operations, construction techniques and schedules, general theater maintenance and safety policies and procedures. He/She must be able to work collaboratively with others and provide oversight for the safe use of theater facilities.

REPRESENTATIVE DUTIES: Essential and responsibilities may include the following. Other job related duties may be assigned.

- Assist Theater Production Technician in the scheduling of the upcoming Season calendar, including the setting of dates for deadlines
- Attend production meetings for upcoming shows to collaborate with the other designers and staff to ensure a cohesive and practical design
- Assess the feasibility of proposed scenic designs and offer alternatives to help bring the design into the scope of possibility
- Assess the staffing needs of the production and arrange the schedules of staff as needed
- Oversee carpenters, scenic artists, lighting technicians, etc.
- Review scenic designs as they are presented for any special needs that need to be planned for ahead of construction, e.g. touring, flying of large scenic elements or actors, removal of pit cover, etc.
- Determine construction methods, materials, and mechanics for the scenic design of each production, and for any fund-raising projects
- Generate, using VectorWorks or similar software, comprehensive construction drawings of all scenic elements to be sent to the shop for production
- Purchase of all supplies needed to construct the scenery
- Monitor the condition of equipment including lighting, sound, and rigging equipment; recommend repair or replacement; work with Facilities to order/perform preventative maintenance on equipment as needed.
- Arrange transportation of scenery to other spaces
- Oversee and implement the installation of all scenery

- Attend Technical rehearsals, in order to supervise and assist in the technical aspects of the mounting of the show
- Attend meetings with the Director and Design staff after Technical Rehearsals
- Train and supervise the students who will be running the technical side of the production during the run of the show so that safety expectations are maintained
- Maintain accurate inventory of stock scenery so that it can be used effectively to reduce the necessity to build fresh scenery
- Read rehearsal and performance reports, and address any issues that are brought up
- Oversee the strike of a show to ensure that all scenery is safely broken down and either returned to stock or recycled as much as is possible
- Assist in the scene shop as needed to ensure that the scenery is built on time and under budget
- Attend all post-mortem meetings to discuss any issues that arose during the production, and work towards a solution for the future
- Remain on call during the performances to address any emergencies that arise to ensure that the show goes forward as usual
- Provide additional labor as needed in the transport or organization at storage facility

Secondary Functions:

Perform job-related duties as assigned.

MINIMUM QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE: Satisfactory completion of two years of college with major course work in technical theater production or related field and two years of tutoring, instructional or work experience in theatrical production and equipment operation involving public contact or any combination of training, experience, and/or education that provides the required knowledge, skills, and abilities.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Ability to write routine reports and correspondence using correct English usage, grammar, spelling, punctuation and vocabulary.

Ability to speak effectively before groups of students and staff.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Ability to compute percentages.

Knowledge of basic geometry is critical.

REASONING ABILITY:

Ability to solve practical problems and deal with variables in situations where only limited standardization exists.

Ability to resolve multiple production problems simultaneously.

Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATION: Valid California driver's license.

OTHER SKILLS AND ABILITIES:

- Demonstrate knowledge of:
 - Health and safety regulations.
 - Solano College facility use policies and procedures.
- Demonstrate competence in the operation, maintenance and minor repair of standard theatrical systems and equipment, including stage rigging, lighting and audio systems.
- Diagnose and resolve equipment and technical problems during production effectively.
- Learn instructional methods and techniques.
- Plan and organize work.
- Select, train, schedule, supervise, and recommend dismissal of student workers as directed.
- Work independently with minimal supervision.
- Demonstrate a sensitivity to relate to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.
- Establish and maintain effective and cooperative working relationships with others.
- Meet schedules and time lines.
- Maintain timely and accurate financial and statistical records.
- Utilize computer-aided drafting software to create construction plans & blueprints.
- Perform clerical work, including record-keeping, using modern office practices, procedures and equipment, including a personal computer.
- Assure the security of assigned equipment, materials and supplies.
- Issue and receive equipment and supplies.
- Standard theatrical construction techniques including carpentry, welding and basic sewing.

- Read and interpret technical plans and drawings.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, employees in this classification are regularly required to stand or sit for long periods of time; walk at a normal rate of speed; use hands to finger, handle, or feel objects, a keyboard, tools or controls; reach with hands and arms; climb ladders; push or pull to move sets; stoop, kneel, crouch, or crawl to reach plugs and cable connections; speak clearly and distinctly to answer telephones and to provide information; and hear and understand voices over telephone and in person. Employees assigned to this classification must frequently lift, carry and/or move objects weighing up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work assigned to this classification is performed in an instructional production lab environment. While performing the duties of this classification, the employee is continually exposed to the following potential hazards:

- dust and particulates, paint and other chemical fumes when working in scene and/or costume shop;
- electrical shock, intense light and heat when working on theatrical lighting equipment and/or welding;
- fall danger when working on rigging or man-lift;
- sharp, moving saw blades, drill bits and other industrial power tools;

JL/CLA/zg:7/23/12

Board approved: _____

**SOLANO COMMUNITY COLLEGE DISTRICT
CLASS SPECIFICATIONS**

CLASS TITLE: Theater Production Technician

BASIC FUNCTION: Under the supervision of the Dean of Liberal Arts, The employee will perform the duties including but not limited to: schedule and coordinate all classes, performances, special events and other uses of the Campus and Harbor Theater facilities; create and deliver cost estimates for use of the Campus and Harbor Theaters; assist faculty, staff, students and other users in the preparation and mounting events of all types; coordinate and supervise hourly event staff (box office, house management, and event technicians).

DISTINGUISHING CHARACTERISTICS: The incumbent of the Theater Production Technician class must have a strong grasp of key aspects of theater operations, stage lighting & sound, general theater maintenance, safety policies and procedures, and Solano College facility use policies and procedures. They must be able to work collaboratively with others and provide oversight for the safe use of theater facilities.

REPRESENTATIVE DUTIES:

Essential and responsibilities include the following. Other job related duties may be assigned.

- Assist Theater Technician in the scheduling of the upcoming Season calendar, including the setting of dates for deadlines
- Schedule and facilitate production meetings for upcoming events to assess the feasibility and the resource requirements of the production, to ensure that deadlines are met, and to ensure that events are produced safely, efficiently and within assigned resources.
- Assess the staffing needs of the production and arrange the schedules of staff as needed
- Work with the Theatre Technician to create cost estimates for event producers.
- With the Theatre Technician, oversee carpenters, scenic artists, lighting technicians, and event staff.
- Generate, using VectorWorks or similar software, repertory light plots as needed by event design staff.
- Assist Theatre Production Technician in purchasing of supplies-and equipment.
- Maintain repertory light and audio plots in both theaters.
- Manage the budgets for upcoming shows to ensure that money is spent wisely
- Monitor the condition of equipment including lighting, sound, and rigging equipment; recommend repair or replacement; in conjunction with Facilities perform/order preventative maintenance on equipment as needed.

- Maintain and make available inventories of theatrical equipment (lighting, effects and sound).
- Arrange transportation of scenery to other spaces
- Attend Technical rehearsals, in order to supervise and assist in the technical aspects of the mounting of the show
- Attend meetings with the Director and Design staff after Technical Rehearsals
- Train and supervise the students who will be running the technical side of the production during the run of the show so that safety expectations are maintained
- Read all rehearsal and performance reports, and address any issues that are brought up
- Oversee the strike of a show to ensure that lighting and audio equipment are restored to standard configuration.
- Assist in the scene shop as needed to ensure that the scenery is built on time and under budget
- Attend all post-mortem meetings to discuss any issues that arose during the production, and work towards a solution for the future
- Remain on call during the performances to address any emergencies that arise to ensure that the show goes forward as usual
- Provide additional labor as needed in the transport or organization at storage facility

Secondary Functions:

Perform job-related duties as assigned.

MINIMUM QUALIFICATIONS: To perform this job successfully, an individual must be able to perform each essential duty satisfactorily. The requirements listed below are representative of the knowledge, skill, and/or ability required. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

EDUCATION AND EXPERIENCE: Satisfactory completion of two years of college with major course work theatrical production or related field and two years of tutoring, instructional or work experience in theatrical production and equipment operation involving public contact or any combination of training, experience, and/or education that provides the required knowledge, skills, and abilities.

LANGUAGE SKILLS:

Ability to read and interpret documents such as safety rules, operating and maintenance instructions, and procedure manuals.

Ability to write routine reports and correspondence using correct English usage, grammar, spelling,

punctuation and vocabulary.

Ability to speak effectively before groups of students and staff.

MATHEMATICAL SKILLS:

Ability to add, subtract, multiply, and divide in all units of measure, using whole numbers, common fractions, and decimals.

Ability to compute percentages.

Comprehension of basic geometry.

REASONING ABILITY:

Ability to solve practical problems and deal with variables in situations where only limited standardization exists.

Ability to resolve multiple production problems simultaneously.

Ability to interpret a variety of instructions furnished in written, oral, diagram, or schedule form.

CERTIFICATES, LICENSES, REGISTRATION: Valid California driver's license.

OTHER SKILLS AND ABILITIES:

- Demonstrate knowledge of:
 - Health and safety regulations.
 - Solano College facility use policies and procedures.
- Demonstrate competence in the operation, maintenance and minor repair of—standard theatrical systems and equipment, including stage rigging, lighting and audio systems.
- Diagnose and resolve equipment and technical problems during production effectively.
- Learn instructional methods and techniques.
- Plan and organize work.
- Select, train, schedule, supervise, and recommend dismissal of student workers as directed.
- Work independently with minimal supervision.
- Demonstrate a sensitivity to relate to persons with diverse socio-economic, cultural, and ethnic backgrounds, including the disabled.
- Establish and maintain effective and cooperative working relationships with others.
- Meet schedules and time lines.
- Maintain timely and accurate financial and statistical records.
- Operate digital and analog lighting and audio consoles and control systems.

- Perform clerical work, including record-keeping, using modern office practices, procedures and equipment, including a personal computer.
- Assure the security of assigned equipment, materials and supplies.
- Issue and receive equipment and supplies.

PHYSICAL DEMANDS: The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties outlined in this classification, employees in this classification are regularly required to stand or sit for long periods of time; walk at a normal rate of speed; use hands to finger, handle, or feel objects, a keyboard, tools or controls; reach with hands and arms; climb ladders; push or pull to move sets; stoop, kneel, crouch, or crawl to reach plugs and cable connections; speak clearly and distinctly to answer telephones and to provide information; and hear and understand voices over telephone and in person. Employees assigned to this classification must frequently lift, carry and/or move objects weighing up to 50 pounds.

WORK ENVIRONMENT: The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The work assigned to this classification is performed in an instructional production lab environment. While performing the duties of this classification, the employee is continually exposed to the following potential hazards:

- dust and particulates, paint and other chemical fumes when working in scene and/or costume shop;
- electrical shock, intense light and heat when working on theatrical lighting equipment and/or welding;
- fall danger when working on rigging or man-lift;
- sharp, moving saw blades, drill bits and other industrial power tools.

JL/CLA/zg:7/23/12

Board approved: _____

**SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM**

TO: Members of the Governing Board

SUBJECT: BOND ELECTION

REQUESTED ACTION: APPROVAL

SUMMARY:

It is the recommendation of the Superintendent-President that the Board of Trustees approve Resolution No. 12/13-01 ordering an election and establishing specifications of the election order.

- Bond Election
- Resolution Ordering Election
- Tax Rate Statement

Governing Code: N/A Board Policy: N/A Estimated Fiscal Impact: N/A
BOT 2012-2013 Goals: Goal 2. Advocate for the College through the Educational Foundation, Bond, and State Legislation.

APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

SUPERINTENDENT'S RECOMMENDATION:

Yulian I. Ligioso, Vice President
Finance and Administration

PRESENTER'S NAME

400 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7209

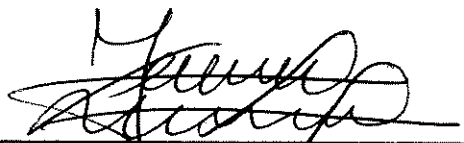
TELEPHONE NUMBER

Finance and Administration

ORGANIZATION

July 19, 2012

**DATE SUBMITTED TO
SUPERINTENDENT-PRESIDENT**



JOWIN C. LAGUERRE, Ph.D.

Superintendent-President

July 19, 2012

**DATE APPROVED BY
SUPERINTENDENT-PRESIDENT**

August 1, 2012
Action Item
Prepared by: Yulian I. Ligioso
Approved by: Jowel C. Laguerre, Ph.D.

SUBJECT: BOND ELECTION

SUPERINTENDENT/PRESIDENT'S RECOMMENDATION:

That the Board of Trustees approve Resolution No. 12/13-01 ordering an election and establishing specifications of the election order.

Funding Source/Fiscal Impact

The District will be charged by the Counties of Solano and Yolo for a proportionate share of the cost incurred to conduct the election. The expected cost for the bond election is approximately \$300,000.

References

This item is associated with the implementation of the Solano College Educational and Facilities Master Plans, and the District 5 Year Construction Plan, and regulations related to a Proposition 39-sanctioned bond election.

Background

The Board received and discussed a feasibility study to determine the likelihood that voters would approve a Proposition 39 bond measure for the District. The Board also held several Board meetings and were provided with updates on the educational and facilities master planning, and information outreach.

In order to proceed with the bond election, the Board of Trustees must approve the attached resolution ordering the Solano County and Yolo County Registrars of Voters to call an election and establishing the specifications of the election. The resolution was prepared by the legal firm of Stradling, Yocca, Carlson and Rauth.

Coordination

College administration assisted in drafting the attached resolutions. Additionally, comprehensive facilities planning materials have been reviewed with Shared Governance, FaBPAC, and the Superintendent-President's Cabinet. And the existing Citizens' Bond Oversight Committee and the Solano College Foundation have also received periodic reports on this subject.

Follow-up/Outcome

Upon Board approval, this item will be placed on the November 6, 2012, ballot.

ITEM REQUIRING ATTENTION---BOARD OF TRUSTEES

To: Board of Trustees **Meeting Date:** August 1, 2012
From: Yulian Ligioso **Agenda Item:** Action
Subject: Resolution No. 12/13-01, Resolution of the Board of Trustees of the Solano Community College District Ordering an Election, and Establishing Specifications of the Election Order

Background Information:

Comment:

The resolution before the Board calls an election within the District for the purpose of approving school bonds, to request each of the Solano County Registrar of Voters and Yolo County Registrar of Voters to conduct the election on behalf of the District, and to authorize the preparation of election materials including ballot arguments and tax rate statement, to be included in the ballot pamphlet.

State law requires the Board of Trustees to order school district elections. The Solano County Registrar of Voters and Yolo County Registrar of Voters will conduct the election on behalf of the District, including publishing all required notices. This resolution meets the statutory requirements for describing the projects to be funded with the proceeds of the bonds, which is included as Exhibit B to the resolution. A 75-word summary of the measure, as it will appear on the ballot, is also included in the resolution as Exhibit A. The resolution also authorizes the preparation and filing of a tax rate statement, which must be included in the ballot pamphlet, describing the anticipated rates of tax throughout the life of the bond issue. The resolution also authorizes, but does not commit, the Board and/or individual members of the Board to prepare and sponsor a ballot argument in support of the bond measure. No more than five (5) persons may sign the ballot argument.

This election will be called under constitutional and statutory provisions that require fifty-five percent (55%) voter approval, and certain accountability requirements, including annual independent financial and performance audits of how funds are spent, and the formation of a Citizens' Bond Oversight Committee. Following adoption, the resolution (including the signed tax rate statement) must be delivered to the Registrar of Voters and the Board of Supervisors. State law requires that 2/3rd of a school board support the resolution calling an election requiring 55% voter approval. At least five (5) Board members must be present and vote "Yes" in order to call the election.

Recommended Action: That the Board approve Resolution No. 12/13-01 authorizing a bond election for November 6, 2012.

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SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD

RESOLUTION OF THE BOARD OF TRUSTEES OF THE SOLANO
COMMUNITY COLLEGE DISTRICT ORDERING AN ELECTION AND
ESTABLISHING SPECIFICATIONS OF THE ELECTION ORDER

RESOLUTION NO. 12/13-01

WHEREAS, Solano Community College District (the "District") provides high quality, affordable local educational programs and essential job training, re-training and workforce preparation for students of all ages;

WHEREAS, Because the U.C. and State college systems are becoming so expensive, more students are relying on community colleges, such as Solano College for the high quality, affordable college options;

WHEREAS, In today's tough economic times and competitive job environment, the District must continue offering local residents accessible, affordable training and education in the automotive, technology, nursing, firefighting, health sciences, biotechnology and clean energy career programs;

WHEREAS, To accommodate students in high-demand, core academic classes which facilitate transfer to a four-year university, will require investment in Solano College facilities;

WHEREAS, The Board of Trustees (the "Board") has determined that updating academic facilities and technology to help students prepare to transfer to four-year universities; providing up-to-date academic facilities and technology to prepare students for 21st century jobs; making all buildings, classrooms and community facilities earthquake safe and accessible to people with disabilities; and improving college buildings to provide students with more affordable course options are among the highest priorities of the District;

WHEREAS, The Board has determined that certain college classrooms, buildings, properties and facilities within the District need to be repaired, maintained, acquired, constructed, improved, furnished and equipped to enable Solano College to provide affordable, local higher education; and

WHEREAS, Notwithstanding concerted and ongoing efforts by the District to obtain sufficient 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 maintain and enhance Solano College facilities;

WHEREAS, The Board has approved each of the Solano College Educational Master Plan and the Solano College Master Facilities Plan (together, the "Master Plans"), each of which sets forth the long-range strategic plans for Solano College, and prioritizes their most immediate and critical project needs;

1 **WHEREAS**, In the judgment of the Board, it is advisable to provide additional
2 funding for such facility, technology and basic infrastructure needs as described in the
3 Master Plans by means of a general obligation bond;

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

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

15 **WHEREAS**, Concurrent with the passage of Proposition 39, Chapter 1.5, Part
16 10, Division 1, Title 1 (commencing with Section 15264) of the Education Code (the
17 "Act") became operative and established requirements associated with the
18 implementation of Proposition 39; and

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

22 **WHEREAS**, The Board desires to authorize the submission of a proposition to
23 the District's voters at an election to authorize the issuance of bonds to pay for essential
24 improvements to the District's educational facilities;

25 **WHEREAS**, The Board determines that, in accordance with Opinion No. 04-
26 110 of the Attorney General of the State of California, the restrictions in Proposition 39,
27 which prohibit any bond money to be used for administrator salaries and other operating
28 expenses of the District shall be strictly enforced by the District's Citizens' Oversight
Committee;

WHEREAS, Pursuant to Education Code Section 15270, based upon a
projection of assessed property valuation, the Board has determined that, if approved by
voters, the tax rate levied to meet the debt service requirements of the bonds proposed to
be issued will not exceed the Proposition 39 limits per year per \$100,000 of assessed
valuation of taxable property;

WHEREAS, Section 9400 et seq. of the Elections Code of the State of
California (the "Elections Code") requires that a tax rate statement be contained in all
official materials relating to the election, including any ballot pamphlet prepared,
sponsored or distributed by the District; and

WHEREAS, The Board desires to authorize the filing of a ballot argument in
favor of the proposition to be submitted to the voters at the election; and

1 WHEREAS, Pursuant to the California Elections Code, it is appropriate for the
2 Board to request consolidation of the election with any and all other elections to be held
3 on November 6, 2012, and to request each of the Solano County Registrar of Voters and
4 the Yolo County Registrar of Voters to perform certain election services for the District;
5 and

6 **NOW THEREFORE, THE BOARD OF TRUSTEES OF THE SOLANO
7 COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE,
8 DETERMINE AND ORDER AS FOLLOWS:**

9 Section 1. That the Board, pursuant to Education Code Sections 15100 *et*
10 *seq.*, 15264 *et seq.* and Government Code Section 53506, hereby requests each of the
11 Solano County Registrar of Voters and the Yolo County Registrar of Voters to conduct
12 an election under the provisions of Proposition 39 and the Act and submit to the electors
13 of the District the question of whether bonds of the District in the aggregate principal
14 amount of \$348 million (the "Bonds") shall be issued and sold to raise money for the
15 projects described in Exhibits "A" and "B" hereto. Both exhibits are directed to be
16 printed in the voter sample ballot pamphlet.

17 Section 2. That the date of the election shall be November 6, 2012.

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

24 (a) that the proceeds of the sale of the Bonds shall only be used for the
25 purposes set forth in the ballot measure and not for any other purpose, including teacher
26 or administrator salaries or other college operating expenses;

27 (b) that the Board, in establishing the projects set forth in Exhibit "B,"
28 evaluated safety, class size reduction, class size and offerings, 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 are expended for the 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 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 Education Code Section
15274; and

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(f) that the tax levy authorized to secure the bonds of this election shall not exceed the Proposition 39 limits 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.* and 15264 *et seq.* and Government Code Section 53506.

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

Section 6. That the Solano County Registrar of Voters, the Solano County Board of Supervisors, the Yolo County Registrar of Voters and the Yolo County Board of Supervisors are hereby requested to consolidate the election ordered hereby with any and all other elections to be held on November 6, 2012 within the District.

Section 7. That this Resolution shall stand as the "order of election" to the Solano County Registrar of Voters and the Yolo County Registrar of Voters to call an election within the boundaries of the District on November 6, 2012.

Section 8. That the Secretary of the Board is hereby directed to deliver an original or a certified copy of this Resolution to each of the Solano County Registrar of Voters and the Yolo County Registrar of Voters no later than August 10, 2012.

Section 9. That any Bonds issued pursuant to Section 15264 *et seq.* of the Education Code shall have a maturity not exceeding twenty-five (25) years, and Bonds issued pursuant to Section 53506 of the Government Code shall have maturity not exceeding forty (40) years. The maximum interest rate 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 10. 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 11. Pursuant to Section 5303 of the Education Code and Section 10002 of the Elections Code, the Board of Supervisors of each of Solano and Yolo County are requested to permit the Registrars of Voters of each of Solano and Yolo County to render all services specified by Section 10418 of the Elections Code relating to the election, for which services the District agrees to reimburse each of Solano and Yolo 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.

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RESOLVED AND ADOPTED THIS 1ST DAY OF AUGUST, 2012, BY THE GOVERNING BOARD OF THE SOLANO COMMUNITY COLLEGE DISTRICT.

BOARD OF TRUSTEES OF THE SOLANO COMMUNITY COLLEGE DISTRICT

By _____
Board President
Rosemary Thurston

Attest:

Secretary
Jowel C. Laguerre, Ph.D.

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STATE OF CALIFORNIA)

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SOLANO COUNTY)

I, Jowel C. Laguerre, do hereby certify that the foregoing is a true and correct copy of Resolution No. _____, which was duly adopted by the Board of Trustees of the Solano Community College District at the meeting thereof held on the 1st day of August, 2012, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By _____
Secretary to the Board of Trustees of
Solano Community College District

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EXHIBIT A

“SOLANO COMMUNITY COLLEGE CLASSROOM REPAIR, SAFETY, JOB TRAINING MEASURE. To prepare Solano County students for universities and jobs, by:

- Modernizing nursing, firefighter and bio-technology job training centers,
- Replacing aging classrooms, science laboratories, and libraries,
- Upgrading instructional technology,
- Meeting earthquake/fire safety codes,
- Improving energy efficiency, replacing aging electrical/plumbing systems,
- Acquiring, constructing and repairing facilities, sites and equipment,

shall Solano Community College District issue \$348,000,000 in bonds, at legal rates, with citizens' oversight, annual audits and no money for administrators' salaries?”

Bonds - Yes

Bonds – No

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EXHIBIT B
FULL TEXT BALLOT PROPOSITION
OF THE SOLANO COMMUNITY COLLEGE DISTRICT
BOND MEASURE ELECTION NOVEMBER 6, 2012

“SOLANO COMMUNITY COLLEGE CLASSROOM REPAIR, SAFETY, JOB TRAINING MEASURE. To prepare Solano County students for universities and jobs, by:

- Modernizing nursing, firefighter and bio-technology job training centers,
- Replacing aging classrooms, science laboratories, and libraries,
- Upgrading instructional technology,
- Meeting earthquake/fire safety codes,
- Improving energy efficiency, replacing aging electrical/plumbing systems,
- Acquiring, constructing and repairing facilities, sites and equipment,

shall Solano Community College District issue \$348,000,000 in bonds, at legal rates, with citizens' oversight, annual audits and no money for administrators' salaries?"

Bonds - Yes

Bonds – No

PROJECTS

The Board of Trustees (the “Board”) of the Solano Community College District, to be responsive to the needs of students and the community, evaluated the District’s urgent and critical educational needs, including completing essential repairs to aging classrooms and college buildings to today’s health and earthquake safety requirements, and providing sufficient classrooms and science labs to offer more job training and workforce development courses and programs to students, facility maintenance, safety and security issues, class size and offerings in key disciplines such as nursing, health sciences, biotechnology, solar and clean technology fields, automotive technology, and information and computer technology, in developing the scope of projects to be funded, as outlined in the Solano College Educational Master Plan and the Facilities Master Plan, both of which are incorporated herein by reference in their entirety (collectively, the “Master Plans”). In developing the scope of the Master Plans, the faculty, staff and students have prioritized the key health and safety needs so that the most critical needs and the most urgent and basic needs and infrastructure repairs are addressed consistent with community and District priorities. The Board conducted comprehensive evaluations and considered community and District priorities and perspectives in developing the scope of college projects to be funded, as listed in the Master Plans. The Board, faculty and community leaders concluded that if these needs were not addressed now, the problems will only become more pressing and expensive. **In approving the Projects, the Board of Trustees determines that the SOLANO COLLEGE must:**

- **PROVIDE ESSENTIAL JOB TRAINING AND WORKFORCE PREPARATION** for students of all ages by providing facilities for training

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and education in automotive technology, nursing, firefighting, health sciences, biotechnology and clean energy fields, among others.

- **EXPAND HIGH QUALITY AFFORDABLE COLLEGE OPTIONS FOR STUDENTS TRANSFERRING TO FOUR-YEAR COLLEGE** such as Sonoma State, Cal Maritime, Sacramento State, UC Davis, UC Berkeley and others.
- **OFFER MIDDLE COLLEGE OPTIONS TO HIGH SCHOOL STUDENTS** to allow high school students to start their college work when in high school and earn an Associate's degree, saving time and money on their way to a four-year degree.
- **Increase collaborations and partnerships with private and public employers** to fulfill local job training and placement needs.

The Master Plans are on file and available for review at the Solano College President's Office and include the types of projects listed below.

Basic Maintenance, Repair and Construction
Projects That Provide Essential Job Training for Students

Goal and Purpose: Since it is hard to get a job in the current economy, Solano College provides essential job training and workforce preparation for students of all ages. Additional funding can support training and education in automotive technology, nursing, firefighting, cosmetology, welding, health sciences, biotechnology and clean energy fields, among others. Our job training facilities at Solano College need basic repair, renovation, or replacement. Addressing these essential maintenance, repair and new construction projects at Solano College will allow it to continue to provide high quality, affordable education to local students:

- Upgrade facilities to meet earthquake and fire safety codes.
- Update campus facilities to provide access for disabled students.
- Replace aging plumbing and sewer systems to prevent flooding, water damage and reduce future maintenance costs.
- Repair, renovate or replace aging classrooms and facilities that lack adequate heating, ventilation, air conditioning, electrical and lighting systems.
- Repair leaky roofs.
- Upgrade utility infrastructure such as electric, communications, environmental, sewer and gas systems to improve function, control and energy efficiency and to reduce energy costs.
- Modernize nursing and firefighting job training centers.

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Academic Facility and Technology Upgrade
Projects To Help Students Transfer To Four-Year Universities

Goal and Purpose: Since the costs of attending a public university in California have risen to as much as six times that of Solano College, we need to provide a high quality, affordable, option to students transferring to a four-year university. Improvements to academic facilities and technology implementations will allow it to continue preparing students for transfer to four-year colleges or universities:

- Replace outdated science, laboratories and classrooms to equip students with the advanced skills they need to compete in the fields of science, technology, engineering, mathematics and medicine.
- Increase the capacity to offer distance learning opportunities and on-line courses.
- Expand facilities for Middle College options to high school students to allow them to earn an associate’s degree so that when they graduate they are better prepared for college.

**21st Century Job Training and Projects
To Increase Collaboration and Partnerships with
Private and Public Employers to Fulfill Local Job Training Needs**

Goal and Purpose: Solano College provides essential job training and workforce preparation for students of all ages. In today’s economic times, these projects will allow the District to continue offering local residents training and education in the nursing, health sciences, biotechnology, and clean energy technology fields, as well as other job training and workforce programs:

- Upgrade facilities and classrooms to meet earthquake and fire safety codes.
- Provide and maintain up-to-date technology, data and communication equipment for job-training programs and facilities.
- Renovate, repair or replace outdated laboratories, classrooms, training centers and support facilities.
- Upgrade and expand telecommunications, Internet and network connections.
- Upgrade and replace computers, hardware and software systems.
- Upgrade and replace classroom instructional equipment.
- Replace or upgrade outdated electrical systems.
- Upgrade job training classrooms for engineering skills.
- Modernize bio-technology job training facilities.
- Provide facilities for vocational engineering, cosmetology, welding and automotive technology.

* * *

1 The listed projects in the Master Plans will be completed as needed. Each
2 project is assumed to include its share of furniture, equipment, architectural, engineering,
3 and similar planning costs, program/project management, staff training expenses and a
4 customary contingency. In addition to the listed projects stated above, the Project List at
5 Solano College and its several centers, also includes the acquisition of a variety of
6 instructional, maintenance and operational equipment, including the reduction or
7 retirement of outstanding lease obligations and interim funding incurred to advance fund
8 projects from the Project List, payment of the costs of preparation of all facility
9 planning, facility studies, assessment reviews, facility master plan preparation and
10 updates, environmental studies (including environmental investigation, remediation and
11 monitoring), design and construction documentation, and temporary housing of
12 dislocated college activities caused by construction projects. In addition to the projects
13 listed above, repair, renovation and construction projects may include, but not be limited
14 to, some or all of the following: renovation of student and staff restrooms; landscaping;
15 repair and replacement of heating and ventilation systems; upgrade of facilities for
16 energy efficiencies, including solar projects; construction of a new library, science
17 building, vocational career center; repair and replacement of worn-out and leaky roofs,
18 windows, walls doors and drinking fountains; removal of outdated buildings and
19 construction of new classrooms and support buildings; renovation of the cosmetology
20 building, renovation of locker rooms; installation wiring and electrical systems to safely
21 accommodate computers, technology and other electrical devices and needs; library
22 upgrades and materials; repair and replacement of fire alarms, emergency
23 communications and security systems; upgrading, resurfacing, replacing or relocating of
24 hard courts, fields, turf and irrigation systems; construct or renovate campus theatre and
25 performing arts and physical education, math and science facilities, retrofit pool;
26 upgrade classrooms; construct new or upgrade existing parking lots or facilities;
27 construct police training complex, maintenance building; repair, upgrade and install
28 interior and exterior lighting systems; replace water and sewer lines and other plumbing
system; construct student services buildings in Vacaville and Vallejo; build biotech
center, fire training facility and child care facility in Vacaville; replace outdated security
systems. The upgrading of technology infrastructure includes, but is not limited to,
computers, LCD projectors, portable interface devices, servers, switches, routers,
modules, sound projection systems, laser printers, digital white boards, document
projectors, upgrade voice-over-IP, call manager and network security/firewall, and other
miscellaneous equipment and software.

21 The allocation of bond proceeds will be affected by the District's receipt of State
22 matching funds and the final costs of each project. In the absence of State matching
23 funds, which the District will aggressively pursue to reduce the District's share of the
24 costs of the projects, the District will not be able to complete some of the projects listed
25 above. Some projects may be undertaken as joint use projects in cooperation with other
26 local public or non-profit agencies. The budget for each project is an estimate and may
27 be affected by factors beyond the District's control. The final cost of each project will be
28 determined as plans and construction documents are finalized, construction bids are
received, construction contracts are awarded and projects are completed. Based on the
final costs of each project, certain of the projects described above may be delayed or
may not be completed. Demolition of existing facilities and reconstruction of facilities
scheduled for repair and upgrade may occur, if the Board determines that such an
approach would be more cost-effective in creating more enhanced and operationally
efficient campuses. Necessary site preparation/restoration may occur in connection with

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new construction, renovation or remodeling, or installation or removal of relocatable classrooms, including ingress and egress, removing, replacing, or installing irrigation, utility lines, trees and landscaping, relocating fire access roads, and acquiring any necessary easements, licenses, or rights of way to the property. Proceeds of the bonds may be used to pay or reimburse the District for the cost of District staff when performing work on or necessary and incidental to bond projects. Bond proceeds shall only be expended for the specific purposes identified herein. The District shall create an account into which proceeds of the bonds shall be deposited and comply with the reporting requirements of Government Code § 53410.

NO ADMINISTRATOR SALARIES. PROCEEDS FROM THE SALE OF THE BONDS AUTHORIZED BY THIS PROPOSITION SHALL BE USED ONLY FOR THE ACQUISITION, CONSTRUCTION, RECONSTRUCTION, REHABILITATION, OR REPLACEMENT OF SCHOOL FACILITIES, INCLUDING THE FURNISHING AND EQUIPPING OF SCHOOL FACILITIES, AND NOT FOR ANY OTHER PURPOSE, INCLUDING TEACHER AND COLLEGE ADMINISTRATOR SALARIES, PENSIONS AND OTHER OPERATING EXPENSES.

FISCAL ACCOUNTABILITY. THE EXPENDITURE OF BOND MONEY ON THESE PROJECTS IS SUBJECT TO STRINGENT FINANCIAL ACCOUNTABILITY REQUIREMENTS. BY LAW, PERFORMANCE AND FINANCIAL AUDITS WILL BE PERFORMED ANNUALLY, AND ALL BOND EXPENDITURES WILL BE MONITORED BY AN INDEPENDENT CITIZENS' OVERSIGHT COMMITTEE TO ENSURE THAT FUNDS ARE SPENT AS PROMISED AND SPECIFIED. THE CITIZENS' OVERSIGHT COMMITTEE MUST INCLUDE, AMONG OTHERS, REPRESENTATION OF A BONA FIDE TAXPAYERS ASSOCIATION, A BUSINESS ORGANIZATION AND A SENIOR CITIZENS ORGANIZATION. NO DISTRICT EMPLOYEES OR VENDORS ARE ALLOWED TO SERVE ON THE CITIZENS' OVERSIGHT COMMITTEE.

August 1, 2012
Action Item
Prepared by: Yulian I. Ligioso
Approved by: Jowel C. Laguerre, Ph.D.

Tax Rate Statement
Solano Community College District
Bond Measure ____

To: The voters voting in the November 6, 2012 election on the question of the issuance of \$348,000,000 General Obligation Bonds of the Solano Community College District.

You are hereby notified in accordance with Section 9401 of the Elections Code of the State of California of the following:

1. The best estimate from official sources of the tax rate which would be required to be levied to fund principal and interest payments during the first fiscal year after the first sale of bonds (Fiscal Year 2013-2014), based on assessed valuations available at the time of the election and taking into account estimated future growth, is the following:
\$.01899 per \$100 of assessed valuation, which equates to \$18.99 per \$100,000.
2. The best estimate from official sources of the tax rate which would be required to be levied to fund principal and interest payments during the first fiscal year after the last sale of bonds and an estimate of the year in which that rate will apply, based on assessed valuations available at the time of the election and taking into account estimated future growth, is as follows:
\$.01899 per \$100 of assessed valuation, which equates to \$18.99 per \$100,000.
First fiscal year after last sale of bonds: 2028-2029
3. The best estimate from official sources of the highest tax rate which would be required to be levied to fund principal and interest payments on the bonds and an estimate of the year in which that rate will apply, based on assessed valuations available at the time of the election and taking into account estimated future growth, is as follows:
\$.01899 per \$100 of assessed valuation, which equates to \$18.99 per \$100,000.
Year of highest tax rate: Tax is projected to be the same every year.

The attention of all voters is directed to the fact that the foregoing information is based upon projections and estimates only. The actual tax rates and the years in which they will apply may vary from those presently estimated, due to variations from these estimates in the timing of bond sales, the amount of bonds sold and market interest rates at the time of each sale, and actual assessed valuations over the term of repayment of the bonds. The date of sale and the amount of bonds sold at any given time will be determined by the District based on its need for construction funds and other factors. The actual interest rates at which the bonds will be sold will depend on the bond market at the time of sale. Actual future assessed valuations will depend upon the amount and value of taxable property within the District as determined by the County Assessor in the annual assessment and the equalization process. Accordingly, the actual tax rates and the years in which such rates are applicable may vary from those presently estimated as above stated.

Submittal of the foregoing statement has been approved by the Solano Community College District.

Jowel C. Laguerre, Ph.D.
Superintendent-President
Solano Community College District

SOLANO COMMUNITY COLLEGE DISTRICT
GOVERNING BOARD AGENDA ITEM

TO: Members of the Governing Board
SUBJECT: AGREEMENT BETWEEN SOLANO COMMUNITY COLLEGE DISTRICT AND THE PERMANENTE MEDICAL GROUP
REQUESTED ACTION: INFORMATION

SUMMARY:

A collaborative agreement dated June 18, 2012 through December 31, 2012 between Solano Community College and The Permanente Medical Group, Inc. for use of facilities in support of the Healthy Hearts Cardiac Project and Kaiser Foundation Hospitals is being presented to the Governing Board for approval. Solano Community College will provide on-campus facilities to conduct a one-day cardiac screening for student athletes in the community in an effort to identify cardiac abnormalities that could place student athletes at risk of cardiac events. The screening will be conducted between the hours of 8 a.m. and 4 p.m., on August 4, 2012.

A copy of the Agreement will be available in the Office of the Superintendent-President, the Office of the Executive Vice President of Academic and Student Affairs, and in the Office of the School of Human Performance and Development.

Government Code: *Education Code Section 38131* Board Policy: *3520* Estimated Fiscal Impact: *N/A*

SUPERINTENDENT'S RECOMMENDATION: APPROVAL DISAPPROVAL
 NOT REQUIRED TABLE

Lily Espinoza, Ed.D., Dean
School of Human Performance and Development

PRESENTER'S NAME

4000 Suisun Valley Road
Fairfield, CA 94534

ADDRESS

707-864-7126

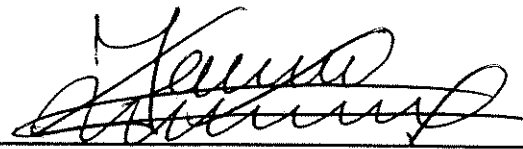
TELEPHONE NUMBER

Academic and Student Affairs

ORGANIZATION

July 19, 2012

DATE SUBMITTED TO SUPERINTENDENT-PRESIDENT



JOWEL C. LAGUERRE, Ph.D.
Superintendent-President

July 19, 2012

DATE APPROVED BY SUPERINTENDENT-PRESIDENT