NOTE: Closed Session Begins at 5:30 p.m.
Public session begins at 6:30 p.m.

Napa Valley Community College District

THE REGULAR MEETING OF THE BOARD OF TRUSTEES
August 10, 2006
5:30 p.m. Closed Session
6:30 p.m., Return to Public Session
Room 211, McPherson Administration Building
Napa Valley College, Napa, California

AGENDA

Regular meetings of the Napa Valley Community College District Board of Trustees are held the fourth Thursday of each month. Special meetings may be called by the president of the board, by the board at a regular meeting or by the president of the board at the request of a majority of the board members. The agenda is mailed to trustees, the news media, legal counsel, college administration, and heads of college constituent groups; it is also posted on campus and at the Upper Valley Campus. All regular and special meetings are open to the public, whose interest is encouraged and appreciated. The district adheres to the Americans with Disabilities Act. Should a member of the public require special accommodations or more information about accessibility, please contact the Office of Special Services, 253-3080, no later than 24 hours before the meeting. All efforts will be made for reasonable accommodation.

In addition to time provided for public comments under Roll Call, any member of the audience wishing to address the board regarding an agenda item should go to the podium when the item is under consideration and, after being recognized by the Board President, give his/her name and address and state any comments or questions. To give all interested parties an opportunity to speak, comments should be brief and be limited to the specific subject under discussion. Time shall be limited at the discretion of the President of the Board of Trustees. Items marked with an asterisk (*) require a roll call vote. Any member of the board may request a roll call vote on any item.

1.0 CALL TO ORDER (5:30 p.m.)

2.0 CLOSED SESSION (5:30 p.m.): Following any public comments regarding closed session items, the board will go immediately into closed session to consider and/or take action upon any of the following items:

With respect to every item of business to be discussed in closed session pursuant to Section 54957.6, CONFERENCE WITH LABOR NEGOTIATORS
Name of agency negotiators: Scott Miller, Sue Nelson, Laura Ecklin
Name of organization representing employees: NVCFCA/CTA/NEA
Name of agency negotiators: Scott Miller, Laura Ecklin, Judie Walter-Burke
Name of organization representing employees: NVC-ACP/SEIU
Name of agency representatives: Chris McCarthy
Name or organization representing employees: NVC Administrative Senate

With respect to every item of business to be discussed in closed session pursuant to Section 54957,
PUBLIC EMPLOYMENT, Approval/ratification of Full-time Employment
Title:
1) Medical/Surgical Nursing Instructor (tenure-track faculty)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Approval/Ratification of Full-time Employment
Title:
1) Custodian/Upper Valley Campus (.5 FTE)

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Classified Reclassifications

With respect to every item of business to be discussed in closed session pursuant to Section 54957, PUBLIC EMPLOYMENT, Vesting Requirement for Future Professional Employee Retirees

3.0 RETURN TO PUBLIC SESSION (6:30 p.m.)

3.1 Roll Call

3.2 Pledge of Allegiance

3.3 Introduction of Visitors, Guests, and New Staff

3.4 Announcement of Items from Closed Session
   *As required by Government Code Section 54957.1, a roll call vote is required for any personnel decision coming out of closed session to appoint, employ, or dismiss an employee.

3.5 Adoption of Current Agenda
   Items will be heard following 5.0 (Public Comments). Other items may be moved, at the discretion of the board president.

3.6 Announcement of Future Meetings (5:30 p.m. closed session, 6:30 p.m. public session)
   September 14, 2006 – Regular meeting
   October 12, 2006 – Regular Meeting
   November 9, 2006—Regular Meeting
   December 14, 2006—Regular Meeting

4.0 PUBLIC COMMENTS — GENERAL
   At this time, the board will devote a total of up to fifteen minutes for comments to the Board of Trustees regarding any subject NOT APPEARING AS AN AGENDA ITEM FOR THIS MEETING but over which the board has jurisdiction. The public may ask the board to place an item on a future board agenda. No action or discussion will occur at this time on such items. Individuals will be limited to a three-minute presentation.

5.0 CONSENT CALENDAR
   The following items listed on the consent calendar are considered to be routine matters requiring approval or ratification by the board. They are accepted or approved by a single motion without discussion. Any item(s) may be removed from the consent calendar for discussion or other reasons at the request of a board member.

5.1 Ratification of Financial Documents for July, 2006
5.1.1 Approval of Warrants

- General Fund $1,136,938.68
- Child Care Fund $1,546.55
- Capital Outlay Projects Fund
- NVC Bldg. Fund/Series A (BOND) $1,283,907.87

5.1.2 Approval of Total Gross Payroll $1,939,762.41

5.2 Approval of Personnel Assignments Dated August 3, 2006

5.3 Proposed Change Orders – Gym Transformer Replacement

It is recommended that the Board of Trustees ratify acceptance of Long Electric Co., Inc. proposed change orders numbered 1, 2, 3, 4, and 5 as given in attached Proposed Change Order Log dated July 21, 2006. The net cost of these proposed change orders is $7,493.00

5.4 Approval of Amendment with the Napa County Redevelopment Agency

It is recommended that the Board of Trustees approve an amendment to an agreement with the Napa Community Development Agency to provide small business counseling, training and technical assistance. This amendment extends the term of the agreement to June 30, 2007.

5.5 Agreement with the California Department of Education

It is recommended that the Board of Trustees approve an agreement with the California Department of Education for general child care and development programs. The term of the agreement is from July 1, 2006 to June 30, 2006. The maximum amount is $517,777.

5.6 Agreement with the U.S. Department of Education

It is recommended that the Board of Trustees approve an agreement with the U.S. Department of Education for the Student Support Services Grant. This is for the second period of a four-year performance period. The term is from 9/1/06 to 8/31/07. The total amount available is $287,986.

6.0 CONSTITUENT GROUP REPORTS

- Academic Senate Report
- Faculty Association Report
- Classified Association Report
- Classified Senate Report
- Administrative Senate Report
- Associated Student Body Report

7.0 DISCUSSION ITEMS

7.1 Update on State Budget
Scott Miller will provide a brief update on the State budget.

8.0 ACTION ITEMS

8.1 Campus Signal Cabling Upgrade Project Bid Award
This project upgrades infrastructure for fire alarm, energy management and other facilities related systems. Bids will be opened in public on Tuesday, August 8, 2006 at 2:00 p.m.

**Recommendation:** It is recommended that the Board of Trustees award the campus signal cabling upgrade project to the lowest responsible bidder as presented.

### 8.2 Approval of Agreement with TLCD Architecture for New Ceramics Building and Utility Extension Design Services

It is recommended that the Board of Trustees approve an agreement with TLCD Architecture for architectural design services related to a planned new ceramics building and infrastructure/utility service extensions to south campus buildings. The contract will include design services from schematic design to construction documents. The not-to-exceed fee for these services is $159,555.00, including reimbursable expenses.

**Recommendation:** It is recommended that the Board of Trustees approve the agreement with TLCD Architecture for $159,555.00.

### 8.3 Approval of Request to the County Superintendent of Schools to Become Fiscally Accountable for Vendor Warrants

The County Superintendent of Schools has approved the District’s vendor checks and payroll checks and coordinated the submittal of information to the County Treasurer, where the District’s vendor checks and payroll checks and coordinated the submittal of information to the County Treasurer, where the District’s funds are held. The new Datatel software system has complicated the process for both the County Superintendent and the District. Education Code Section 85266 provides a mechanism for a District to become fiscally accountable. This allows the District to prepare and sign its own checks and provide reports directly to the County Treasurer.

Preliminary meetings with the County Superintendent of Schools representatives indicate support for the proposal. The request needs to be submitted by September 1. An outside auditor then needs to review the District’s management and accounting controls. The County Superintendent of Schools and the County Auditor then review and approve or disapprove the request. If approved, the change would be effective July 1, 2007. The board also needs to designate a District Disbursing Officer. This process will cover vendor warrants only. Payroll checks will still be processed by the County Office of Education.

This application was approved by the Board in August, 2005. However, various delays occurred along the way so staff from Napa Valley College and the County Office of Education agreed to delay the approval and resubmit.

**Recommendation:** It is recommended that the Board of Trustees authorize the Superintendent/President or his designee to apply to the County Superintendent of Schools to become fiscally accountable for the issuance of vendor checks. It is further recommended that the Board of Trustees appoint the Vice President, Business and Finance as the District disbursing officer.

### 8.4 Approval of Resolution for Vesting Requirement for Future Professional Employee
Retirees
This resolution establishes a health benefit vesting requirement for future retirees covering salaried professional employees. Salaried professional employees shall have the same vesting requirement for medical benefits as classified professionals, which is fifteen years. See backup page 1.

Recommendation: It is recommended that the Board of Trustees approve the Resolution for Vesting Requirement for Future Professional Employee Retirees.

9.0 OTHER REPORTS: Note that no action can be taken regarding any report item.

9.1 Reports from Vice Presidents

9.2 Superintendent/President’s Report

9.3 Reports from Board Members

10. ADJOURNMENT