



**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES**

MEETING: Regular Meeting in August 2018

DATE: Tuesday, August 14, 2018, at 5:30 p.m.

PLACE: Anaheim Campus Board Room
1830 W. Romneya Drive, Anaheim, CA 92801

Welcome to this meeting of the North Orange County Community College District Board of Trustees. If you wish to address the Board, please complete a yellow card entitled, "Request to Address Board of Trustees" and submit it to the Board's Recording Secretary. These cards are available at the podium outside the Board Room.

Members of the public may address the Board regarding items on the agenda as these items are taken up by the Board, according to the rules of the Board. Members of the public wishing to address matters not on the agenda will be invited to do so under "Comments: Members of the Audience" at the beginning of the meeting. The Board reserves the right to change the order of the agenda items as the need arises.

AGENDA:

1. a. **Pledge of Allegiance to the Flag**
- b. **Board of Trustees Roll Call**
- c. **Comments: Members of the Audience:** Members of the public may address the Board regarding items on the Agenda as such items are taken up, subject to regulations of the Board. All Board meetings, excluding closed sessions, shall be electronically recorded.
- d. **Consider Non-Personnel block-vote items indicated by [] in Section 3**
- e. **Consider Personnel block-vote items indicated by [] in Section 5**
Agenda items designated as block-vote items with [] are considered by the Board of Trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the Board votes on them. Block vote items will be enacted by one motion.

An exception to this procedure may occur if a Board member requests a specific item be removed from block-vote consideration for separate discussion and a separate vote. Members of the public completing a card entitled, "Request to Address Board of Trustees" on an item removed from block-vote consideration will be heard prior to the Board's vote on that item.

Public records related to the public session agenda, that are distributed to the Board of Trustees less than 72 hours before a regular meeting, may be inspected by the public at the Chancellor's Office, 1830 W. Romneya Drive, Anaheim, CA 92801, during regular business hours (8:00 a.m. to 5:00 p.m.).
- f. **Reports:**
 Chancellor
 * **EMSI Economic Impact Report Presentation**
- g. **Comments:**
 Resource Table Personnel
 Members of the Board of Trustees
2. a. **Approval of Minutes of the Regular Meeting of July 24, 2018.**

- b. **CLOSED SESSION: Per the following sections of the Government Code:**

Per Section 54957.6: CONFERENCE WITH LABOR NEGOTIATOR IRMA RAMOS, VICE CHANCELLOR, HUMAN RESOURCES: Employee Organizations: United Faculty/CCA/CTA/NEA, Adjunct Faculty United Local 6106, CSEA Chapter #167, and Unrepresented Employees.

Per Section 54957: PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE.

Per Section 54956.9(a): CONFERENCE WITH LEGAL COUNSEL: ANTICIPATED LITIGATION: One (1) Potential Case.

Per Section 54957.5: PUBLIC EMPLOYEE PERFORMANCE EVALUATION: Chancellor

3. **FINANCE & FACILITIES**

- [a] It is recommended that the Board ratify purchase orders and checks. **(The Purchase Orders and Checks are available for review in the District's Business Office.)**
- [b] It is recommended that the Board adopt a resolution establishing the named persons be authorized to sign Payroll Notices of employment/change of status, time sheets, vendor orders for payment, and warrant registers as indicated, and that all previous authorization of signatures be rescinded, as authorized by §85232 of the Education Code.
- [c] It is recommended that the Board approve opting to participate in the Mandate Block Grant for the fiscal year 2018-19.
- d. It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended June 30, 2018, as required by §58310 of Title 5.
- e. It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended June 30, 2018.
- [f] It is recommended that the Board authorize the request to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items.

4. **INSTRUCTIONAL RESOURCES**

- a. It is recommended that the Board approve the NOCCCD and Anaheim Union High School District (AUHSD) College and Career Access Pathways (CCAP) Dual Enrollment Partnership Agreement 2018-19.
- b. It is recommended that the Board approve the Cypress College CCAP Dual Enrollment Partnership Agreement 2018-21 with the Los Alamitos Unified School District.

- c. It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-21 with the Brea Olinda Unified School District.
- d. It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-21 with the Fullerton Joint Union High School District.
- e. It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-21 with the Placentia-Yorba Linda Unified School District.
- f. It is recommended that the Board approve the Fullerton School District and NOCCCD/Fullerton College Educational Consulting Agreement.

5. HUMAN RESOURCES

- [a] Request approval of the following items concerning academic personnel:

- Resignation
- Temporary Management Contract
- Temporary Reassignment
- Change in Salary Classification
- Management Professional Growth and Development
- Payment for Independent Learning Contracts
- Payment for Work Experience Contracts
- Temporary Academic Hourly

- [b] Request approval of the following items concerning classified personnel:

- Retirement
- Resignations
- New Personnel
- Promotions
- Voluntary Changes in Assignment
- Professional Growth & Development
- Leaves of Absence
- Stipend for Additional Duties
- New Classified Management Job Description

- [c] Request approval of Professional Experts.
- [d] Request approval of short-term, tutors, interpreters and readers, professional medical employees, work-study/work experience, full-time students, and substitute (hourly) personnel.
- [e] Request approval of Volunteers.

- [f] Request approval of the Successor Agreement between CSEA Chapter 167 and the District for a salary and fringe benefit adjustment for the 2018-2019 and 2019-2020 fiscal years, and modifications to Articles 5, 9, 10, 11, 12, 14, 15, 16, 26 and 28.
- g. Request approval of a salary increase for the Chancellor.

6. **GENERAL**

- a. It is recommended that the Board discuss the possibility of having Board goals and next steps.
- b. It is recommended that the Board discuss any potential future agenda items.

It is the intention of the North Orange County Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance, the North Orange County Community College District will attempt to accommodate you in every reasonable manner. Please contact the Chancellor's Office, at (714) 808-4797, at least 48 hours prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
DATE:	August 14, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Ratification of Purchase Orders and Checks	Enclosure(s)	<u>X</u>

BACKGROUND: Pursuant to the Purchasing Policy for the North Orange County Community College District, a summary of purchase orders and checks shall be submitted to the Board of Trustees for ratification at the first meeting of the Board following the issuance or prior to issuance where required.

The purchase order numbers P0124078 – P0126675, check numbers C0047986 – C0048035; F0225945 – F0227067; Q0006118 – Q0006208; 88479821 – 88480643; V0031554 – V0031564; 70089408 – 70089472; disbursements E8750891 – E8751496; and amended purchase orders have been processed since the previous Board meeting. Checks beginning with "C" are from the Cypress College Bursar's office; checks beginning with "F" are Fullerton College Bursar; checks beginning with "Q" are SCE Bursar; checks beginning with "88" are District checks through the County Department of Education; checks beginning with "V" are District revolving checks; checks beginning with "7" are Cypress College Bursar's Office Student Refund Checks; and disbursements beginning with "E" are financial aid payments made electronically via the Higher One disbursement process. These purchase orders and checks can be reviewed in the District's Business Office. All purchase orders and checks have been processed in accordance with the Plan of Implementation as approved by the Board pursuant to the concept of fiscal accountability.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6330, Purchasing/Warehouse.

FUNDING SOURCE AND FINANCIAL IMPACT: Actual costs will be charged to applicable funds as goods and/or services are received.

RECOMMENDATION: It is recommended that the Board ratify purchase order numbers P0124078 – P0126675 through August 1, 2018, totaling \$3,831,436.37, and check numbers C0047986 - C0048035, totaling \$109,904.77; check numbers F0225945 – F0227067, totaling \$6,181,721.64; check numbers Q0006118 – Q0006208, totaling \$158,880.11; check numbers 88479821 – 88480643, totaling \$5,451,357.08; check numbers V0031554 – V0031564, totaling \$9,695.31; check numbers 70089408 – 70089472, totaling \$10,108.17; and disbursements E8750891 – E8751496, totaling \$575,630.94, through July 31, 2018.

Fred Williams

3.a

Recommended by

Approved for Submittal

Item No.

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0124078	A1 Party Rental	\$ 20,000.00		FC	Rental and Commencement Field Set Fee
P0124191	Toshiba Business Solutions	\$ 323.57		CC	Maintenance Agreement for Copier
P0124194	Marx Bros Fire Extinguisher Co Inc	\$ 1,200.00		CC	Maintenance Agreement for Kitchen System @ AC
P0124195	Orange County Air Conditioning	\$ 2,475.00		CC	Maintenance Agreement for 9 Exhaust Fans Culinary
P0124196	Jimni System Inc	\$ 1,530.00		CC	Maintenance Agreement for Grease Interceptor @ AC
P0124197	Action Duct Cleaning Co Inc	\$ 2,600.00		CC	Cleaning AC/Heating and Ductwork at AC
P0124199	Action Duct Cleaning Co Inc	\$ 2,100.00		CC	Cleaning Culinary Grease Exhaust at AC
P0124229	Konica Minolta Business Solutions USA Inc	\$ 9,288.53		FC	Maintenance Agreement for Copiers
P0124294	GI Energy	\$ 22,203.09	Capital Outlay	AC	Crankshaft Service @ CC Cogen Plant
P0124527	Duff & Phelps LLC	\$ 29,500.00		AC	Fixed Assets Inventory Update Services
P0124651	Ganahl Lumber Co	\$ 2,000.00		FC	Blanket Order for Lumber Supplies
P0124652	General Air Compressors Inc	\$ 3,000.00		FC	Blanket Order for Air Compressor Supplies
P0124653	George Yardley Co Inc	\$ 3,000.00		FC	Blanket Order for Lab Equipment Repairs
P0124658	Howard Roofing Company Inc	\$ 5,000.00		FC	Blanket Order for Roof Repairs
P0124659	Graybar Electric Co Inc	\$ 1,000.00		FC	Blanket Order for Supplies
P0124705	Case & Sons Construction Inc	\$ 10,000.00		FC	Blanket Order for General Contracting Services
P0124706	Controlled Key Systems	\$ 7,500.00		FC	Blanket Order for Lock Supplies
P0124707	Controlled Key Systems	\$ 10,000.00		FC	Blanket order for Building Access Repairs
P0124758	Eberhard Equipment	\$ 10,400.00		FC	Blanket Order for Heavy Equipment Parts
P0124759	Enviser	\$ 15,000.00		FC	Blanket Order for HVAC Repairs
P0124760	Ewing Irrigation Products Inc	\$ 10,000.00		FC	Blanket Order for Irrigation Supplies
P0124762	Executive Environmental Services Corporation	\$ 10,000.00		FC	Blanket Order for Hazardous Waste Disposal
P0124765	NSWC Mechanical Service LLC	\$ 3,000.00		CC	Blanket Order for Chiller Repairs
P0124767	Fuller Engineering Inc	\$ 30,000.00		FC	Blanket Order for Pool Chemicals
P0124768	Fullerton Ace Hardware	\$ 6,000.00		FC	Blanket Order for Hardware Supplies
P0124769	Gale Supply Co	\$ 40,000.00		FC	Blanket Order for Facilities Supplies
P0124770	Gorm Inc	\$ 45,000.00		FC	Blanket Order for Facilities Supplies
P0124771	Grainger Inc	\$ 30,000.00		FC	Blanket Order for Custodial Supplies
P0124772	Great Scott Tree Service Inc	\$ 20,000.00		FC	Blanket Order for Landscaping Services
P0124773	Home Depot	\$ 25,000.00		FC	Blanket Order for Facilities Supplies
P0124774	Intermountain Lock & Security Supply	\$ 15,000.00		FC	Blanket Order for Lock Supplies
P0124775	Interstate Batteries	\$ 4,000.00		FC	Blanket Order for Batteries Supplies
P0124776	JB Bostick Company Inc	\$ 20,000.00		FC	Blanket Order for Road Repairs & Maintenance
P0124790	Jacobsen Southern California	\$ 3,000.00		FC	Blanket Order for Electrical Parts
P0124791	Karcher Insulation Inc	\$ 5,000.00		FC	Blanket Order for Insulation Services
P0124816	Carmona's Collision Repair Inc	\$ 10,000.00		FC	Blanket Order for Automotive Supplies and Services
P0124817	Clark Security Products	\$ 2,500.00		FC	Blanket Order for Lock Hardware Supplies
P0124937	Maintex Inc	\$ 45,000.00		FC	Blanket Order for Custodial Supplies
P0124968	Konica Minolta Business Solutions USA Inc	\$ 779.00		AC	Maintenance Agreement for Copier
P0125092	Orkin Pest Control	\$ 3,000.00		AC	Blanket Order for Pest Control Services
P0125288	BCT Entertainment	\$ 4,000.00		CC	Blanket Order for Theater Equipment Repairs
P0125289	California Retrofit Inc	\$ 1,500.00		CC	Blanket Order for Lighting Supplies
P0125290	Cameron Welding Supply	\$ 1,000.00		CC	Blanket Order for Automotive Services and Supplies
P0125291	Collision Equipment Solutions Inc	\$ 1,000.00		CC	Blanket Order for Automotive Repairs
P0125292	Digitron Electronics Inc	\$ 2,000.00		CC	Blanket Order for Sound Equipment Repairs
P0125294	Philips Electronics North America Corporation	\$ 5,000.00		CC	Blanket Order for Radiology Equipment Repairs
P0125295	Geil Industries	\$ 1,000.00		CC	Blanket Order for Kiln Repairs
P0125296	Gow-Mac Instrument Company	\$ 500.00		CC	Blanket Order for Repairs of Laboratory Equipment
P0125303	Office Depot	\$ 500.00		FC	Blanket Order for Office Supplies
P0125373	Bibliotheca LLC	\$ 8,650.93		CC	Maintenance for Library Detection System

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0125375	McMurray Stern Inc	\$ 1,368.00		AC	Maintenance Agreement for Spacesaver Systems
P0125490	TRL Systems Inc	\$ 10,000.00		FC	Blanket Order for Fire Alarm System Repairs
P0125491	VFS Fire & Security Services	\$ 5,000.00		FC	Blanket Order for Fire Alarm System Repairs
P0125603	GST	\$ 933.69		FC	Computer
P0125638	Yale Chase Equipment and Service Inc	\$ 500.00		CC	Blanket Order for Vehicle Parts and Supplies
P0125639	Office Depot	\$ 5,000.00		AC	Blanket Order for Office Supplies
P0125660	Mark Groh	\$ 3,000.00		FC	Independent Contractor for Administrative Hearings
P0125776	Ingardia Bros Produce Inc	\$ 8,500.00		CC	Blanket Order for Culinary Supplies
P0125780	Cengage Learning Inc	\$ 18,613.82		NOCE	Textbooks
P0125781	Gravograph New Hermes	\$ 1,000.00		AC	Blanket Order for Supplies
P0125782	Pitney Bowes Inc	\$ 1,500.00		AC	Blanket Order for Postal Meter Rental
P0125783	Pitney Bowes Inc	\$ 1,000.00		AC	Blanket Order for Supplies
P0125784	Print Finishing Solutions	\$ 5,000.00		AC	Blanket Order for Repair Service and Parts
P0125790	ServiceFirst	\$ 3,015.36		CC	Maintenance Agreement for Refrigeration System
P0125792	GI Energy	\$ 10,000.00	Capital Outlay	AC	Troubleshoot and Repair CC Cogen Plant
P0125793	Humanware USA	\$ 641.12		FC	Maintenance Agreement on Instructional Equipment
P0125794	Johnson Controls Fire Protection LP	\$ 3,769.04		CC	Monitoring Fire Alarm System
P0125797	VenTek International	\$ 5,775.00		FC	Maintenance Agreement on Parking Meter Payment System
P0125801	Schindler Elevator Corporation	\$ 19,114.56		CC	Maintenance Agreement for Elevators
P0125802	Liberty Air	\$ 5,000.00	Capital Outlay	AC	Blanket Order for Absorption Chiller Equipment @ CC
P0125829	Orange Coast Petroleum Equipment, Inc	\$ 1,000.00		CC	Blanket Order for Facilities Supplies
P0125847	Sapsis Regging Inc	\$ 1,500.00		CC	Blanket Order for Rigging System Inspections
P0125848	Scantron Corporation	\$ 2,000.00		CC	Blanket Order for Scantron Machine Repairs
P0125849	Sew Vac Ltd	\$ 1,000.00		CC	Blanket Order for Sewing Machine Repairs
P0125850	Sherwin-Williams Co	\$ 500.00		CC	Blanket Order for Paint Repairs
P0125851	Silvino's Pro Flash Rx Inc	\$ 500.00		CC	Blanket Order for Lighting Equipment Repairs
P0125852	Snap-on Business Solutions	\$ 500.00		CC	Blanket Order for Tool Repairs
P0125853	Southern California Fitness Service	\$ 2,500.00		CC	Blanket Order for Fitness Equipment Repairs
P0125855	Spray Enclosure Technologies Inc	\$ 1,500.00		CC	Blanket Order for Paint Machine Repairs
P0125859	Tom Black Service Center	\$ 2,000.00		CC	Blanket Order for Spectrophometer Repairs
P0125862	Western State Design Inc	\$ 500.00		CC	Blanket Order for Laundry Equipment Repairs
P0125869	Newport Meat Company	\$ 700.00		CC	Blanket Order for Culinary Arts Supplies
P0125870	Republic Master Chefs Textile Rental Services	\$ 1,050.00		CC	Blanket Order for Linen Rental Services
P0125871	Chefs Warehouse, West Coast, LLC	\$ 2,250.00		CC	Blanket Order for Culinary Arts Supplies
P0125872	ProGuard Service and Solutions	\$ 2,000.00		CC	Blanket Order for Cleaning Supplies
P0125873	Uline Inc	\$ 400.00		CC	Blanket Order for Culinary Supplies
P0125874	Dans Machine Tool	\$ 1,000.00		CC	Blanket Order for Microscope Repairs
P0125902	School Services of California	\$ 4,200.00		AC	Human Resources Consultant Services
P0125903	League For Innovation	\$ 1,800.00		AC	Institutional Membership
P0125904	Association of Community College Trustees	\$ 8,346.00		AC	Institutional Membership
P0125905	American Council on Education	\$ 1,667.00		AC	Institutional Membership
P0125906	Orange County School Boards Association	\$ 125.00		AC	Institutional Membership
P0125907	Penn State University Press	\$ 400.00		FC	Institutional Membership
P0125908	NASPA	\$ 1,055.00		FC	Institutional Membership
P0125909	Home Depot	\$ 500.00		NOCE	Blanket Order for Facilities Supplies
P0125910	Burnett Engraving	\$ 3,500.00		AC	Blanket Order for Print Finishing Services
P0125911	Sign A Rama	\$ 2,500.00		AC	Blanket Order for Signage

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0125912	Fullerton School District	\$ 1,000.00		AC	Blanket Order for Print Services
P0125916	RingCentral Inc	\$ 11,394.72		NOCE	Office Communication Services
P0125938	Office Depot	\$ 600.00		NOCE	Blanket Order for Office Supplies
P0125939	Office Depot	\$ 400.00		NOCE	Blanket Order for Office Supplies
P0125940	Office Depot	\$ 500.00		NOCE	Blanket Order for Office Supplies
P0125941	Office Depot	\$ 800.00		NOCE	Blanket Order for Office Supplies
P0125942	Office Depot	\$ 700.00		NOCE	Blanket Order for Office Supplies
P0125943	Office Depot	\$ 2,000.00		NOCE	Blanket Order for Office Supplies
P0125944	Stater Bros Markets - A CA Corp	\$ 900.00		NOCE	Blanket Order for Culinary Supplies
P0125945	Stater Bros Markets - A CA Corp	\$ 500.00		NOCE	Blanket Order for Culinary Supplies
P0125946	Stater Bros Markets - A CA Corp	\$ 900.00		NOCE	Blanket Order for Culinary Supplies
P0125947	Aardvark Clay & Supplies Inc	\$ 1,800.00		NOCE	Blanket Order for Clay Supplies
P0125948	Office Depot	\$ 2,500.00		NOCE	Blanket Order for Office Supplies
P0125949	Office Depot	\$ 1,000.00		NOCE	Blanket Order for Office Supplies
P0125964	Office Depot	\$ 2,000.00		NOCE	Blanket Order for Office Supplies
P0125965	Regroup	\$ 10,874.00		AC	Maintenance Subscription Renewal
P0125966	Apple Computer Inc	\$ 5,295.90		FC	Computer
P0125967	Apple Computer Inc	\$ 1,955.98		FC	Computer
P0125968	Emergency Lighting Equipment Services Co. Inc	\$ 5,000.00		FC	Blanket Order for Electrical Repairs
P0125969	Bio Rad Laboratories	\$ 1,600.00		FC	Blanket Order for Instructional Supplies
P0125970	Stater Bros Markets - A CA Corp	\$ 300.00		FC	Blanket Order for Culinary Supplies
P0125971	Office Depot	\$ 5,000.00		FC	Blanket Order for Office Supplies
P0125972	The Wolf Printing Company	\$ 3,500.00		FC	Blanket Order for Printing Services
P0125973	Smart & Final	\$ 13,200.00		FC	Blanket Order for Culinary Supplies
P0125974	Interface Security Systems LLC	\$ 400.00		FC	Blanket Order for Alarm Monitoring Services
P0125976	Electric Car Sales and Service Inc	\$ 2,000.00		FC	Blanket Order for Utility Cart Parts
P0125977	Integrity Electric	\$ 5,000.00		FC	Blanket Order for Electrical Repairs
P0125978	Integrity Electric	\$ 24,865.00		FC	Electrical Cabling Project
P0125979	Office Depot	\$ 3,500.00		FC	Blanket Order for Office Supplies
P0125980	Office Depot	\$ 750.00		CC	Blanket Order for Office Supplies
P0125981	DLT Solutions	\$ 14,692.85		FC	Software Maintenance Renewal
P0125982	Signature Flooring Inc	\$ 702.00		FC	Floor Repair Services
P0125983	GST	\$ 2,226.38		FC	Computer Components
P0125984	Cambridge Computer Services Inc	\$ 7,124.00		FC	Software Maintenance Renewal
P0125985	Dimension Data	\$ 9,086.28		FC	Maintenance Renewal
P0125986	Runner Technologies Inc	\$ 16,322.61		AC	Software Support Renewal
P0125987	School Services of California	\$ 14,361.08		AC	Fact Finding Consulting Services
P0125988	Transportation Charter Services Inc	\$ 2,510.00		FC	Transportation Fees for Student Field Trip
P0125989	Buddy's All Stars, Inc.	\$ 1,046.54		FC	Athletic Uniforms
P0125990	Dannis Woliver Kelley	\$ 20,000.00		AC	Blanket Order for Professional Services
P0125991	The Wall Street Journal	\$ 502.97		FC	Publication Subscription
P0126007	Oracle Corporation	\$ 103,685.37		AC	Oracle Software License Renewal - BA: 05/23/2018
P0126008	Xap Corporation	\$ 4,845.32		NOCE	Software License Renewal
P0126009	Weidemann Water Conditioners	\$ 2,200.00		CC	Blanket Order for Tank Rental
P0126010	Sterilization Assurance Service	\$ 1,142.15		CC	Water Testing Kits
P0126011	Sterilization Assurance Service	\$ 487.03		CC	Water Testing Kits
P0126012	Laura Melella	\$ 346.50		AC	50% Sabbatical Bond Reimbursement

BOARD RECAP
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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0126013	Mareike Claassen	\$ 468.00		AC	50% Sabbatical Bond Reimbursement
P0126014	Internet Software Sciences	\$ 1,600.00		CC	Blanket Order for Technical Support
P0126015	Office Depot	\$ 3,500.00		FC	Blanket Order for Office Supplies
P0126016	Office Depot	\$ 1,500.00		NOCE	Blanket Order for Office Supplies
P0126017	Educational Credit Management Corporation	\$ 25,000.00		FC	Blanket Order for Loan Tracking Services
P0126018	Unifirst Corporation	\$ 10,000.00		AC	Blanket Order for Laundry Services
P0126019	Kurzweil and Intellitools	\$ 3,000.00		FC	Software Subscription
P0126020	Stater Bros Markets - A CA Corp	\$ 900.00		NOCE	Blanket Order for Instructional Supplies
P0126021	West Coast Promo Resource	\$ 500.00		AC	Blanket Order for Promotional Supplies
P0126022	Reinbold Gallery Photography Inc	\$ 3,000.00		AC	Blanket Order for Photography Services
P0126023	Fullerton Photographics	\$ 500.00		AC	Blanket Order for Photography Supplies
P0126024	Championship Books and Video Productions	\$ 108.79		FC	Textbooks
P0126025	BSN Sports LLC	\$ 1,528.55		FC	Athletic Equipment
P0126026	Amazon Business	\$ 1,186.63		FC	Instructional Supplies
P0126027	Office Depot	\$ 500.00		NOCE	Blanket Order for Office Supplies
P0126028	Office Depot	\$ 1,000.00		NOCE	Blanket Order for Office Supplies
P0126029	Mels Sewing Service	\$ 400.00		NOCE	Blanket Order for Sewing Machine Repairs
P0126030	West Coast Bar Supplies	\$ 1,000.00		NOCE	Blanket Order for Bartending Supplies
P0126031	King Van & Storage Inc	\$ 1,320.00		NOCE	Blanket Order for Storage Container Rental
P0126032	Monarch Beverage Inc.	\$ 1,500.00		NOCE	Blanket Order for Bartending Supplies
P0126033	Stater Bros Markets - A CA Corp	\$ 2,000.00		NOCE	Blanket Order for Culinary Supplies
P0126034	Stater Bros Markets - A CA Corp	\$ 1,000.00		NOCE	Blanket Order for Culinary Supplies
P0126035	JHM Supply Inc	\$ 2,500.00		CC	Blanket Order for Irrigation Supplies
P0126036	Elite Athlete Services LLC	\$ 10,850.00		FC	Soccer Training Event and Lodging
P0126037	Online Stores LLC	\$ 115.65		NOCE	Marketing Materials
P0126041	Strata Information Group	\$ 11,700.00		AC	BANNER Functional and Technical Support
P0126043	Orange County Air Conditioning	\$ 5,179.58		AC	Ventilation Duct Project
P0126049	D & J Sports Inc	\$ 2,259.05		FC	Athletic Supplies
P0126059	Keenan & Associates	\$ 205,605.00		AC	Supplemental Employee Retirement Plan Commission Fees, BA: 2/13/18
P0126069	Apple Computer Inc	\$ 1,831.20		AC	Computer
P0126070	Strata Information Group	\$ 58,320.00		CC	BANNER Functional and Technical Support
P0126071	GST	\$ 1,629.12		FC	Computer
P0126072	Comevo Inc	\$ 30,695.00		NOCE	Subscription Maintenance Renewal
P0126073	Amazon Business	\$ 142.73		FC	Office Supplies
P0126074	Shred-It USA LLC	\$ 5,000.00		AC	Blanket Order for Shredding Services
P0126075	Howard Technology Solutions	\$ 452.55		FC	Projector Mounts
P0126076	Dimension Data	\$ 16,065.53		FC	Network Switch
P0126077	Sasco Electric	\$ 16,916.00		CC	Electrical Installation
P0126078	GST	\$ 1,146.86		FC	Computer
P0126079	California College & University Police Chiefs Association	\$ 299.00		FC	Institutional Membership
P0126080	Swimoutlet.com	\$ 4,811.23		FC	Athletic Supplies
P0126081	Howard Technology Solutions	\$ 1,361.96		CC	Projector Screen
P0126082	Sasco Electric	\$ 1,245.00		CC	Electrical Wiring Installation
P0126083	Chronicle Guidance Publications, Inc	\$ 172.00		FC	Software Database Renewal
P0126084	McMurray Stern Inc	\$ 38,784.62	Bond	AC	7th Floor Shelving Furnish and Install
P0126085	Office Depot	\$ 2,000.00		AC	Blanket Order for Office Supplies

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PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0126086	AT & T Inc	\$ 21,240.00		NOCE	Blanket Order for Internet Services
P0126087	Federal Express	\$ 1,000.00		NOCE	Blanket Order for Mailing Expenses
P0126088	Universal Hospital Services	\$ 4,500.00		CC	Blanket Order for Medical Equipment Rentals
P0126089	Thomson West	\$ 5,995.00		FC	Blanket Order for Library Textbooks
P0126090	Rowman & Littlefield Publishing Group	\$ 600.00		FC	Blanket Order for Library Textbooks
P0126091	Midwest Library Service	\$ 8,000.00		FC	Blanket Order for Library Textbooks
P0126092	Midwest Library Service	\$ 1,200.00		FC	Blanket Order for Library Textbooks
P0126093	Fullerton Bicycle Co Inc	\$ 250.00		FC	Blanket Order for Offsite Bicycle Maintenance
P0126094	Hi Standard Automotive LLC	\$ 4,000.00		FC	Blanket Order for Emergency Vehicle Supplies
P0126095	Letter Perfect Sign, Inc.	\$ 5,000.00		FC	Blanket Order for Campus Signage
P0126096	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0126097	McCoy Mills Ford	\$ 5,000.00		FC	Blanket Order for Campus Vehicle Repairs and Parts
P0126098	GPI CA-TII Inc	\$ 3,000.00		FC	Blanket Order for Vehicle Maintenance Services
P0126099	Pacific Parking Systems Inc	\$ 2,500.00		FC	Blanket Order for Parking Meter Supplies
P0126101	Phoenix Group Information Systems	\$ 2,500.00		FC	Blanket Order for Citation Supplies
P0126102	Sprint Nextel	\$ 2,000.00		FC	Blanket Order for Cell Phone Service
P0126103	Vision Communications Company	\$ 1,500.00		FC	Blanket Order for Radio Supplies
P0126104	White Bear Cleaners & Laundry	\$ 2,000.00		FC	Blanket Order for Dry Cleaning Services
P0126105	Orvac Electronics	\$ 3,000.00		FC	Blanket Order for Electronic Supplies
P0126108	Buena Park School District	\$ 1,440.00		CC	Blanket Order for Child Care Services
P0126109	Trane	\$ 5,000.00		AC	Blanket Order for Heating Repairs
P0126111	Shred-It USA LLC	\$ 900.00		FC	Blanket Order for Shredding Services
P0126112	DS Waters of America Inc	\$ 200.00		FC	Blanket Order for Bottled Water
P0126113	Smart & Final	\$ 500.00		FC	Blanket Order for Laundry Supplies
P0126114	Sprint Nextel	\$ 1,400.00		AC	Blanket Order for Wireless Phone Service
P0126116	Frys Electronics	\$ 1,000.00		NOCE	Blanket Order for Electronics Parts
P0126117	Weidemann Water Conditioners	\$ 1,000.00		AC	Blanket Order for Water Conditioner Services
P0126118	Office Depot	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0126119	Office Depot	\$ 4,000.00		CC	Blanket Order for Office Supplies
P0126120	Office Depot	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0126121	Office Depot	\$ 500.00		CC	Blanket Order for Office Supplies
P0126122	Office Depot	\$ 1,500.00		AC	Blanket Order for Office Supplies
P0126123	Office Depot	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0126124	Kevin Scully	\$ 175.00		FC	Guest Speaker for the Campus Math Colloquium
P0126125	Vavrinek, Trine, Day & Co., LLP	\$ 6,000.00		AC	Annual NOCCCD Bond Performance Audit, B/A: 6/12/2016
P0126126	Vavrinek, Trine, Day & Co., LLP	\$ 97,600.00		AC	Annual NOCCCD Financial Audit B/A: 6/12/2016
P0126127	Vavrinek, Trine, Day & Co., LLP	\$ 2,800.00		AC	Annual NOCCCD Foundation Audit B/A: 6/12/16
P0126128	Vavrinek, Trine, Day & Co., LLP	\$ 6,000.00		AC	Measure X Bond Performance Audit, B/A: 6/12/2016
P0126129	SC Fuels	\$ 2,000.00		AC	Blanket Order for Red Diesel Fuel
P0126130	CandidCareer.com	\$ 3,750.00		CC	Software Maintenance Renewal
P0126131	Sasco Electric	\$ 7,553.00		CC	Computer Data Line Installation
P0126132	Ellucian Company LP	\$ 15,487.00		AC	Software Maintenance Renewal
P0126133	JM & J Contractors	\$ 900.00		FC	Floor and Wall Repairs
P0126134	Orange County Air Conditioning	\$ 4,385.00		FC	Ventilation System Ducting Services
P0126135	Avid Technology Inc	\$ 15,600.00		CC	Certification Training
P0126136	RDI Jet LLC	\$ 10,500.00		CC	Blanket Order for Culinary Supplies

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P0126137	Office Depot	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0126138	South Bay Document Destruction	\$ 2,700.00		FC	Blanket Order for Shredding Services
P0126139	CDW Government Inc	\$ 1,910.05		AC	Projectors
P0126140	edmentum Holdings Inc	\$ 19,575.00		CC	Software License Renewal
P0126141	Urban Intellectuals Inc	\$ 140.08		AC	Diversity Supplies
P0126142	National Association of Diversity	\$ 500.00		AC	Institutional Membership
P0126143	Dick Blick Co	\$ 193.26		NOCE	Instructional Supplies
P0126144	Varidesk LLC	\$ 480.03		FC	Office Supplies
P0126145	Diamedical USA Equipment LLC	\$ 255.15		CC	Instructional Supplies
P0126146	Riddell	\$ 9,459.70		FC	Athletic Supplies
P0126147	TruWest Inc	\$ 2,103.80		FC	Athletic Uniforms
P0126148	Amazon Business	\$ 29.81		FC	Office Supplies
P0126149	Amazon Business	\$ 22.60		CC	Textbooks
P0126150	Coast Arbor	\$ 12,950.00		AC	Tree Trimming Services
P0126151	Sidepath Inc	\$ 228.90		CC	Computer Monitor
P0126152	Total Computing Solutions LLC	\$ 4,200.00		FC	Computer Data Conversion Services
P0126153	Phoenix Group Information Systems	\$ 4,263.13		FC	Parking Citation Services Renewal
P0126154	Scrip-safe Security Products Inc	\$ 300.00		FC	Annual Maintenance and Support
P0126155	Chef Marla McGee Inc.	\$ 529.88		CC	Catering for Immigration Orientation
P0126172	Toshiba Business Solutions	\$ 294.16		NOCE	Maintenance Agreement for Copier
P0126173	Toshiba Business Solutions	\$ 1,054.76		FC	Maintenance Agreement for Copier
P0126174	Toshiba Business Solutions	\$ 525.28		FC	Maintenance Agreement for Copier
P0126175	US Bank	\$ 880.00		AC	Administration Fees for Credit Cards Acct
P0126176	Toshiba Business Solutions	\$ 1,317.40		NOCE	Maintenance Agreement for Copier
P0126177	Toshiba Business Solutions	\$ 321.47		AC	Maintenance Agreement for Copier
P0126178	Pacwest Security Services	\$ 14,085.30		NOCE	Contracted Private Patrol Services
P0126179	Home Depot	\$ 700.00		CC	Blanket Order for Facilities Supplies
P0126180	Office Depot	\$ 300.00		NOCE	Blanket Order for Office Supplies
P0126181	Office Depot	\$ 400.00		NOCE	Blanket Order for Office Supplies
P0126182	Office Depot	\$ 400.00		NOCE	Blanket Order for Office Supplies
P0126183	Workrite	\$ 6,585.35	Bond	AC	Furniture for AC 5th Floor
P0126184	Toshiba Business Solutions	\$ 425.69		FC	Maintenance Agreement for Copier
P0126185	Orange County Air Conditioning	\$ 25,920.00		FC	Maintenance Agreement on Air Conditioning Services
P0126186	Orange County Air Conditioning	\$ 14,880.00		FC	Heating Maintenance Training Services
P0126188	Lacy Construction	\$ 23,657.00	Capital Outlay	AC	Equipment Anchorage project Bldgs. 900,1000,1200,1700 @ FC
P0126189	Puretec Industrial Water	\$ 882.72		FC	Water Purifier System
P0126190	Coast Arbor	\$ 52,000.00		AC	Campus wide Landscaping Services
P0126191	Southern California Fitness Service	\$ 1,194.00		FC	Maintenance Agreement for Classroom Equipment
P0126192	Ran Graphics Inc	\$ 42,304.81		NOCE	2018 Fall Class Schedule Printing
P0126193	1st California Notary Services	\$ 808.13		NOCE	Notary Services
P0126194	Mix a Bartending Experience	\$ 3,491.10		NOCE	Instructional Materials
P0126195	Jonathan Monat	\$ 2,975.00		AC	Arbitration Fees for Public Employment Relations Board Hearing
P0126196	Midwest Medical Supply Co LLC	\$ 813.59		CC	Instructional Supplies
P0126198	Johnson Controls Fire Protection LP	\$ 4,865.00		FC	Fire Alarm Monitoring Services
P0126199	Colter & Peterson Inc	\$ 2,500.00		AC	Blanket Order for Equipment Repairs
P0126200	Cameron Welding Supply	\$ 600.00		CC	Blanket Order for Instructional Supplies

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P0126201	Flinn Scientific Inc	\$ 400.00		CC	Blanket Order for Chemicals and Lab Materials
P0126203	Angelus Pacific Co	\$ 4,000.00		NOCE	Blanket Order for Parking Permits
P0126204	Midwest Medical Supply Co LLC	\$ 4,569.66		CC	Instructional Supplies
P0126205	GST	\$ 35,233.33		CC	(12) Laptops
P0126206	O'Connor Construction Management Inc	\$ 152,000.00	Bond	AC	Cost Estimating Services for Instructional Bldg. @ FC B/A: 6/26/18
P0126208	Foundation for California Community Colleges	\$ 31,828.26	Capital Outlay	AC	Annual License Fee
P0126209	S&S Worldwide	\$ 193.85		NOCE	Instructional Supplies
P0126210	Real Synergism Inc	\$ 62,000.00	Bond	AC	Managing of District Public Works Projects B/A: 5/12/15 & 9/26/17
P0126210	Real Synergism Inc	\$ 138,000.00	Capital Outlay	AC	Managing of District Public Works Projects B/A: 5/12/15 & 9/26/17
P0126213	Aardvark Clay & Supplies Inc	\$ 14,000.00		FC	Blanket Order for Lab Supplies
P0126214	Aardvark Clay & Supplies Inc	\$ 3,000.00		FC	Blanket Order for Classroom Supplies
P0126215	Office Depot	\$ 1,500.00		NOCE	Blanket Order for Office Supplies
P0126216	JB Bostick Company Inc	\$ 15,000.00		FC	Blanket Order for Parking Lot Repairs
P0126217	Keystone Uniform Centers	\$ 6,000.00		FC	Blanket Order for Campus Security Uniform
P0126218	Phoenix Group Information Systems	\$ 10,500.00		FC	Blanket Order for Parking Citation Rental
P0126219	Coast Arbor	\$ 5,000.00		AC	Blanket Order for Landscape & Irrigation Repairs
P0126220	DMG Corporation	\$ 5,000.00		FC	Blanket Order for Air Handler Parts
P0126221	Stater Bros Markets - A CA Corp	\$ 7,000.00		FC	Blanket Order for Lab Supplies
P0126222	American 3B Scientific	\$ 214.93		CC	Lab Supplies
P0126223	Nasco Modesto	\$ 527.33		NOCE	Instructional Supplies
P0126224	Controlled Key Systems	\$ 1,249.53		NOCE	Key Card Reader Repairs
P0126225	City of Fullerton	\$ 192.00		FC	Fire Permit for Above Ground Tank
P0126226	Computerland of Silicon Valley	\$ 2,978.40		CC	Calculators and Software Licenses
P0126227	Amazon Business	\$ 699.28		CC	Biology Lab Supplies
P0126228	Toshiba Business Solutions	\$ 11,509.43		FC	Copier
P0126229	Scantron Corporation	\$ 713.00		NOCE	Maintenance Agreement for Scantron Machine
P0126230	Scantron Corporation	\$ 1,426.00		NOCE	Maintenance Agreement for Scantron Machines
P0126233	Konica Minolta Business Solutions USA Inc	\$ 700.15		CC	Maintenance Agreement for Copier
P0126234	3-D Fasteners Plus	\$ 300.00		CC	Blanket Order for Facilities Supplies
P0126235	Aardvark Clay & Supplies Inc	\$ 500.00		CC	Blanket Order for Facilities Supplies
P0126236	Airgas-West Inc	\$ 5,000.00		CC	Blanket Order for Oxygen Tank Refills
P0126237	CTK Instruments LLC	\$ 1,500.00		CC	Blanket Order for Dental Equipment Repairs
P0126238	Countryman Associates Inc	\$ 500.00		CC	Blanket Order for Theater Equipment Repairs
P0126239	Dentsply Professional	\$ 4,000.00		CC	Blanket Order for Dental Equipment Repairs
P0126240	Getinge USA Inc	\$ 2,500.00		CC	Blanket Order for Lab Supplies
P0126241	ProSound and Stage Lighting	\$ 500.00		CC	Blanket Order for Class Supplies
P0126242	Orvac Electronics	\$ 600.00		FC	Blanket Order for Lab Supplies
P0126243	Weidemann Water Conditioners	\$ 435.00		FC	Blanket Order for Office Supplies
P0126244	Safety Kleen Corp	\$ 1,500.00		FC	Blanket Order for Facilities Supplies
P0126245	Royal Plywood Co LLC	\$ 3,000.00		FC	Blanket Order for Lumber
P0126246	Los Alamitos Auto Parts	\$ 2,000.00		CC	Blanket Order for Auto Parts
P0126247	Office Depot	\$ 10,000.00		CC	Blanket Order for Office Supplies
P0126248	Office Depot	\$ 700.00		FC	Blanket Order for Office Supplies
P0126249	Office Depot	\$ 500.00		FC	Blanket Order for Office Supplies
P0126250	Office Depot	\$ 400.00		FC	Blanket Order for Office Supplies
P0126251	Office Depot	\$ 500.00		FC	Blanket Order for Office Supplies

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P0126252	JK Electronics Inc	\$ 500.00		CC	Blanket Order for Shop Supplies
P0126253	Home Depot	\$ 700.00		CC	Blanket Order for Supplies
P0126254	Tops Auto Supply	\$ 500.00		CC	Blanket Order for Auto Supplies
P0126255	O'Reilly Automotive Inc	\$ 500.00		CC	Blanket Order for Auto Supplies
P0126256	Cameron Welding Supply	\$ 400.00		CC	Blanket Order for Auto Supplies
P0126257	Home Depot	\$ 350.00		CC	Blanket Order for Facilities Supplies
P0126258	Toshiba Business Solutions	\$ 2,629.96		FC	Office Supplies
P0126259	SGS Testcom Inc	\$ 150.00		CC	Blanket Order for Smog Certification Program
P0126260	PRR Systems Division	\$ 160.00		CC	Blanket Order for Waste Receptacle Rentals
P0126261	PRR Systems Division	\$ 700.00		CC	Blanket Order for Waste Removal
P0126262	Praxair Distribution Inc	\$ 500.00		FC	Blanket Order for Lab Supplies
P0126264	Delta Biologicals	\$ 2,778.25		FC	Lab Supplies
P0126265	Vernier Software & Technology	\$ 6,117.10		FC	Lab Supplies
P0126266	Association of Chief Human Resource Officers/EEO	\$ 350.00		AC	Institutional Membership
P0126267	American Board of Funeral Service Education	\$ 7,500.00		CC	Institutional Membership
P0126268	ACCCA	\$ 432.00		AC	Institutional Membership
P0126269	California Community College Athletic Association	\$ 21,250.00		AC	Institutional Membership
P0126271	Enovity Inc	\$ 110,578.00	Bond	AC	Commissioning Services for FC New Instructional Bldg CxA @ FC BA:6/26/18
P0126273	Toshiba Business Solutions	\$ 577.81		FC	Maintenance Agreement for Copier
P0126274	Hoskins Equipment LLC	\$ 1,050.00		FC	Lift Certification Training
P0126275	Morrow Meadows Corp	\$ 783.24		FC	Computer Cabling Repair Services
P0126276	FaNOCElla Finishes Inc	\$ 1,881.00		FC	Wall Repair Services
P0126277	Sasco Electric	\$ 19,975.00		CC	Electrical Power Installation
P0126279	Tredent Data Systems Inc	\$ 3,779.88		CC	Computer Network Switch
P0126280	Graybar Electric Co Inc	\$ 2,678.42		CC	Security Cameras
P0126286	Amazon Business	\$ 1,245.64		AC	Textbooks
P0126293	Dimension Data	\$ 21,722.40		FC	Computer Network Switches
P0126294	CXtec	\$ 1,590.86		NOCE	Office Supplies
P0126295	NMK Corporation	\$ 5,541.60		FC	Computer Cable Components
P0126296	Cal Pro Specialties	\$ 1,443.38		NOCE	Marketing Materials
P0126297	Dick Blick Co	\$ 186.09		NOCE	Instructional Supplies
P0126298	GASB	\$ 285.54		AC	Subscription
P0126299	Ludlow Kingsley	\$ 3,600.00		AC	Website Hosting Services
P0126300	Ludlow Kingsley	\$ 6,000.00		AC	Website Maintenance Services
P0126301	Puretec Industrial Water	\$ 274.00		FC	Blanket Order for Industrial Water
P0126302	Home Depot	\$ 400.00		CC	Blanket Order for Facilities Supplies
P0126304	Sasco Electric	\$ 8,220.00		CC	Computer Cabling Project
P0126305	Infotex Inc	\$ 2,525.00	Bond	AC	Asbestos Survey Service for the 10th Floor @ AC
P0126306	Alonti Cafe & Catering	\$ 553.44		AC	Catering for Future Instructor Program
P0126307	Allsteel Inc	\$ 3,568.06		CC	Office Furniture Humanities Bldg.
P0126308	Corporate Business Interiors Inc	\$ 1,674.79		CC	Onsite Managing for Installation of Furniture
P0126309	Toshiba Business Solutions	\$ 349.84		FC	Maintenance Agreement for Copier
P0126310	City of Cypress	\$ 700.00		CC	Facilities Rental Science Tech Engineering Math Program Orientation
P0126312	Bio Corporation	\$ 4,327.27		CC	Lab Supplies
P0126313	Edmund Optics Inc	\$ 357.66		CC	Lab Supplies
P0126314	Smart & Final	\$ 3,000.00		NOCE	Blanket Order for Culinary Supplies

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P0126315	Verizon Wireless LA	\$ 4,630.02		NOCE	Blanket Order for Cellular Wireless Service
P0126316	Stater Bros Markets - A CA Corp	\$ 500.00		NOCE	Blanket Order for Culinary Supplies
P0126317	Nasco Modesto	\$ 897.17		CC	Lab Supplies
P0126318	Bio Rad Laboratories	\$ 216.02		CC	Lab Supplies
P0126319	Sigma-Aldrich Inc	\$ 85.37		CC	Lab Supplies
P0126320	Digi-Key Corporation	\$ 48.66		CC	Key Lock Supplies
P0126340	Stater Bros Markets - A CA Corp	\$ 250.00		NOCE	Blanket Order for Culinary Supplies
P0126341	Office Depot	\$ 2,000.00		NOCE	Blanket Order for Office Supplies
P0126342	Office Depot	\$ 5,000.00		NOCE	Blanket Order for Office Supplies
P0126344	Toshiba Business Solutions	\$ 10,942.97		AC	Copier
P0126346	Siteimprove Inc	\$ 11,050.00		CC	Software License Renewal
P0126347	GST	\$ 526.42		FC	Computer Monitor
P0126348	ACCO Engineered Systems	\$ 16,800.00		FC	Chiller Maintenance Services
P0126351	Buddy's All Stars, Inc.	\$ 34,820.65		FC	Athletic Uniforms
P0126352	Toshiba Business Solutions	\$ 27.32		FC	Maintenance Agreement for Copier
P0126353	Toshiba Business Solutions	\$ 52.52		FC	Maintenance Agreement for Copier
P0126354	Toshiba Business Solutions	\$ 317.27		FC	Maintenance Agreement for Copier
P0126355	Toshiba Business Solutions	\$ 1,025.35		FC	Maintenance Agreement for Copier
P0126356	Toshiba Business Solutions	\$ 3,082.91		CC	Copier Lease Payments
P0126357	Ruevac Property Services Inc	\$ 6,228.00		NOCE	Street Sweeping Services
P0126358	Amazon Business	\$ 273.25		CC	Lab Supplies
P0126359	Amazon Business	\$ 317.24		CC	Media Supplies
P0126360	Amazon Business	\$ 178.42		CC	Lab Supplies
P0126361	1-World Globe & Maps	\$ 343.13		CC	Instructional Supplies
P0126362	ActivityConnection.com	\$ 159.95		NOCE	Annual Subscription
P0126363	Buddy's All Stars, Inc.	\$ 9,947.07		FC	Athletic Supplies
P0126364	Office Depot	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0126365	South Coast Air Quality Management District	\$ 131.79		CC	Annual Air Quality Emissions Fee
P0126366	National Career Development Association	\$ 85.00		CC	Annual Membership Renewal
P0126367	South Coast Air Quality Management District	\$ 6,981.82		CC	Annual Air Quality Emissions Fee
P0126368	NAFSA: Association of International Educators	\$ 459.00		CC	Instructional Membership
P0126369	Konica Minolta Business Solutions USA Inc	\$ 1,409.28		FC	Maintenance Agreement for Microfiche Reader
P0126370	JT Print It	\$ 1,771.85		FC	Marketing Materials
P0126371	Sodexo Inc and Affiliates	\$ 200.89		FC	Catering for Academic Orientation
P0126372	The Oak Co	\$ 3,870.00		FC	Fullerton College Catalogs
P0126373	Toshiba Business Solutions	\$ 26.40		FC	Maintenance Agreement for Copier
P0126374	Toshiba Business Solutions	\$ 26.40		FC	Maintenance Agreement for Copier
P0126375	Kenny the Printer	\$ 1,936.80		CC	Athletic Supplies
P0126376	Penn State University Press	\$ 400.00		CC	Institutional Membership
P0126377	Green Gridiron Inc	\$ 350.00		FC	Painting Services
P0126378	Cameron Salas	\$ 16.00		FC	Reimbursement for Foster Youth Success Initiative Student Fees
P0126379	Nancy Prim	\$ 40.25		FC	Reimbursement for Foster Youth Success Initiative Student Fees
P0126380	Sodexo Inc and Affiliates	\$ 276.64		FC	Catering for Grads To Be Program Meeting
P0126381	Care Ambulance Service, Inc	\$ 880.00		FC	Standby Ambulance Service
P0126382	ITC Systems USA Inc	\$ 706.00		NOCE	Annual Software Support
P0126383	BSN Sports LLC	\$ 1,790.58		FC	Athletic Supplies

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P0126385	Office Solutions	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0126387	Kevin Scully	\$ 175.00		FC	Guest Speaker for Open Math Seminar
P0126389	Amazon Business	\$ 228.65		AC	Professional Development Instructional Media
P0126390	Biopac Systems Inc	\$ 1,057.48		CC	Lab Supplies
P0126391	National Council for Marketing and Public Relations	\$ 30.00		AC	Award Entry Fee
P0126392	National Council for Marketing and Public Relations	\$ 800.00		AC	Institutional Membership
P0126393	Community College League of California	\$ 34,573.21		CC	Software License Renewal
P0126394	Instant Signs Cypress LLC	\$ 3,000.00		CC	Blanket Order for Signs and Banners
P0126395	Instant Signs Cypress LLC	\$ 500.00		CC	Blanket Order for Sign Installation
P0126396	Lynde-Ordway Co Inc	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0126397	Aardvark Clay & Supplies Inc	\$ 4,500.00		FC	Blanket Order for Lab Supplies
P0126398	Home Depot	\$ 200.00		FC	Blanket Order for Classroom Supplies
P0126399	Sign A Rama	\$ 765.00		FC	Blanket Order for Classroom Supplies
P0126400	VWR Funding Inc	\$ 1,000.00		FC	Blanket Order for Classroom Supplies
P0126401	Vernier Software & Technology	\$ 1,000.00		FC	Blanket Order for Lab Supplies
P0126402	Tri-Star Gases LLC	\$ 5,000.00		FC	Blanket Order for Lab Supplies
P0126403	Benner Metals Corp	\$ 5,000.00		FC	Blanket Order for Instructional Supplies
P0126404	Hoist Service Inc	\$ 1,500.00		FC	Blanket Order for Hoist Repairs
P0126405	MSC Industrial Supply Co Inc	\$ 5,000.00		FC	Blanket Order for Welding Supplies
P0126407	Lowe's Companies Inc	\$ 3,000.00		FC	Blanket Order for Hardware Supplies
P0126408	Home Depot	\$ 2,500.00		FC	Blanket Order for Hardware Supplies
P0126409	Tom's Truck Center, Inc	\$ 2,000.00		FC	Blanket Order for Automotive Supplies
P0126410	Westwood One	\$ 900.00		FC	Blanket Order for Music Service
P0126411	EBSCO	\$ 21,500.00		FC	Blanket Order for Periodicals
P0126412	University Trophies	\$ 400.00		CC	Blanket Order for Award Plaques
P0126414	DS Waters of America Inc	\$ 800.00		CC	Blanket Order for Lab Supplies
P0126415	Henry Schein Inc	\$ 5,000.00		CC	Blanket Order for Dental Hygiene Supplies
P0126416	Guitar Center Inc	\$ 3,000.00		FC	Blanket Order for Instrument Repairs
P0126419	Pacwest Security Services	\$ 3,000.00		NOCE	Blanket Order for Emergency Security Services
P0126421	Controlled Key Systems	\$ 1,000.00		NOCE	Blanket Order for Locksmith Supplies
P0126427	Office Depot	\$ 2,300.00		FC	Blanket Order for Office Supplies
P0126428	Office Depot	\$ 1,500.00		FC	Blanket Order for Office Supplies
P0126429	Office Depot	\$ 1,000.00		NOCE	Blanket Order for Office Supplies
P0126430	Office Depot	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0126431	Office Depot	\$ 1,500.00		CC	Blanket Order for Office Supplies
P0126432	Office Depot	\$ 700.00		CC	Blanket Order for Office Supplies
P0126433	Office Depot	\$ 2,000.00		CC	Blanket Order for Office Supplies
P0126434	Office Depot	\$ 1,500.00		CC	Blanket Order for Office Supplies
P0126435	Office Depot	\$ 2,500.00		FC	Blanket Order for Office Supplies
P0126436	Office Depot	\$ 4,500.00		CC	Blanket Order for Office Supplies
P0126437	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0126438	Office Depot	\$ 1,500.00		CC	Blanket Order for Office Supplies
P0126439	Office Depot	\$ 1,500.00		CC	Blanket Order for Office Supplies
P0126440	Toshiba Business Solutions	\$ 250.03		FC	Maintenance Agreement for Copier
P0126441	Office Depot	\$ 2,000.00		FC	Blanket Order for Office Supplies
P0126442	Office Depot	\$ 2,500.00		FC	Blanket Order for Office Supplies

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0126443	Office Depot	\$ 4,000.00		FC	Blanket Order for Office Supplies
P0126444	Office Depot	\$ 2,500.00		FC	Blanket Order for Office Supplies
P0126445	Office Depot	\$ 600.00		FC	Blanket Order for Office Supplies
P0126446	Office Depot	\$ 600.00		FC	Blanket Order for Office Supplies
P0126447	Office Depot	\$ 2,500.00		CC	Blanket Order for Office Supplies
P0126448	Integrated Interiors Inc	\$ 7,715.00		CC	Carpet Repairs
P0126449	American 3B Scientific	\$ 383.17		FC	Lab Supplies
P0126451	Sodexo Inc and Affiliates	\$ 249.18		AC	Catering for Future Instructors Orientation
P0126452	Pacwest Security Services	\$ 2,400.00		NOCE	Private Patrol Services
P0126453	CA Organization of Associate Degree Nursing Program South	\$ 100.00		CC	Institutional Membership
P0126455	MediVista Media LLC	\$ 1,188.00		FC	Maintenance Renewal
P0126458	Erickson Law Firm A P C	\$ 10,000.00		AC	Legal Services
P0126460	Firefly Athletics	\$ 750.00		FC	Turf Testing Services
P0126463	iT1 Source LLC	\$ 481.65		NOCE	Computer Accessories
P0126465	IMS Refrigeration Inc	\$ 500.00		NOCE	Blanket Order for Ice Machine Repairs
P0126468	William Omenwu	\$ 32.00		CC	Reimbursement for Parking Fees for Summer Research Program
P0126469	Ellucian Company LP	\$ 46,750.00		AC	Software and Cloud Subscription
P0126470	Sidepath Inc	\$ 1,067.29		CC	Computer
P0126471	GST	\$ 9,640.48		FC	(16) Computers
P0126472	Hardy Diagnostics	\$ 2,116.19		CC	Lab Supplies
P0126473	Elivate	\$ 90.89		NOCE	Instructional Supplies
P0126474	Oriental Trading Company Inc	\$ 88.23		NOCE	Instructional Supplies
P0126475	Vernier Software & Technology	\$ 838.47		CC	Lab Supplies
P0126479	Sidepath Inc	\$ 38,129.64		CC	(30) Computers and (1) Charging Cart
P0126480	Porter Consulting LLC	\$ 98,000.00	Capital Outlay	CC	Construction Management Services - B/A: 1/23/18
P0126481	J W Pepper of Los Angeles	\$ 55.32		NOCE	Instructional Materials
P0126482	Orange County Air Conditioning	\$ 5,775.00		FC	Water Pump Replacement Services
P0126486	Jaywill Software Development Inc	\$ 272.18		NOCE	Computer Supplies
P0126487	Anaheim Union High School District	\$ 846.00		CC	Transportation Fees
P0126518	Toshiba Business Solutions	\$ 350.47		FC	Maintenance Agreement for Copier
P0126520	Scantron Corporation	\$ 1,270.00		NOCE	Maintenance Agreement for Scantron Machine
P0126521	Scantron Corporation	\$ 1,270.00		NOCE	Maintenance Agreement for Scantron Machine
P0126522	Scantron Corporation	\$ 1,270.00		NOCE	Maintenance Agreement for Scantron Machine
P0126523	Community College League of California	\$ 73,744.84		FC	Database License Fees
P0126524	Cell Business Equipment	\$ 317.86		CC	Maintenance Agreement for Copier
P0126526	Toshiba Business Solutions	\$ 966.52		NOCE	Maintenance Agreement for Copier
P0126527	ADT Security Services Inc	\$ 979.92		FC	Security Monitoring Services for Art Department
P0126528	Pacific Parking Systems Inc	\$ 12,300.00		FC	Maintenance Agreement for Meter Parking Payment
P0126529	Cell Business Equipment	\$ 23,328.00		CC	Maintenance Agreement for Copier
P0126530	Cell Business Equipment	\$ 5,313.60		CC	Maintenance Agreement for Copier
P0126531	Cell Business Equipment	\$ 2,980.33		CC	Maintenance Agreement for Copier
P0126532	Toshiba Business Solutions	\$ 210.12		AC	Maintenance Agreement for Copier
P0126533	Toshiba Business Solutions	\$ 2,101.13		AC	Maintenance Agreement for Copier
P0126538	Orange County Air Conditioning	\$ 5,190.00		FC	Steam Valve Replacement
P0126539	Office Depot	\$ 3,000.00		FC	Blanket Order for Office Supplies
P0126540	Office Depot	\$ 1,800.00		CC	Blanket Order for Office Supplies

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0126541	Office Depot	\$ 1,000.00		FC	Blanket Order for Office Supplies
P0126542	Office Depot	\$ 5,000.00		AC	Blanket Order for Office Supplies
P0126543	Office Depot	\$ 1,000.00		AC	Blanket Order for Office Supplies
P0126544	Office Depot	\$ 1,000.00		CC	Blanket Order for Office Supplies
P0126545	Office Depot	\$ 5,000.00		CC	Blanket Order for Office Supplies
P0126546	Fullerton College	\$ 4.25		FC	Fullerton College A.S. Benefits for FYSI Students
P0126547	Fullerton College	\$ 40.00		FC	FYSI Parking Permit Invoice Summer 2018
P0126548	Fullerton College	\$ 592.00		FC	Health Fee for Future Youth Success Initiative
P0126549	GST	\$ 578.20		FC	Computer Monitor
P0126551	Renegade Brands USA, Inc.	\$ 2,536.54		CC	Laundry Supplies
P0126552	Pacific Parking Systems Inc	\$ 12,635.69		FC	Parking Permit Machine
P0126553	Sodexo Inc and Affiliates	\$ 226.28		FC	Catering for Summer Bridge Event
P0126555	Jonah Cervantes	\$ 200.00		FC	Guest Musician for Humanities Tea Event
P0126556	Integrated Interiors Inc	\$ 5,530.00		CC	Painting Services
P0126557	AT&T Mobility	\$ 30,000.00		NOCE	Blanket order for Internet Services
P0126558	Simplot Partners - Fullerton Branch	\$ 2,920.03		CC	Athletic Supplies
P0126559	The Fullerton Collaborative	\$ 1,000.00		FC	Institutional Membership
P0126560	Temp Power Systems	\$ 3,000.00		FC	Monthly Rental of Temporary Power Poles
P0126561	DynTek Services Inc	\$ 8,000.00		FC	Consultant for Microsoft Services
P0126562	GST	\$ 30.68		CC	Computer Cables
P0126563	The Oak Co	\$ 7,000.00		CC	Typesetting for 2018-2019 Catalog
P0126564	Elizabeth Dobbin	\$ 250.00		FC	Guest Musician for Humanities Tea Event
P0126566	National Council for Marketing and Public Relations	\$ 650.00		FC	Institutional Membership
P0126567	RightAngle Products	\$ 2,225.18		CC	Workstation Accessories
P0126569	Diversified Business Services	\$ 1,233.62		CC	Marketing Materials
P0126570	JT Print It	\$ 399.28		FC	Marketing Materials
P0126573	Montgomery Hardware	\$ 434.52		CC	Lock and Keys
P0126574	Pilar Ellis	\$ 100.00		FC	Reimbursement for International Student Center Tickets
P0126575	MVP Promotions	\$ 7,219.25		CC	Marketing Materials
P0126577	DreamSeats LLC	\$ 742.23		FC	Chair
P0126578	Siteimprove Inc	\$ 5,600.00		FC	Software Subscription
P0126579	Buddy's All Stars, Inc.	\$ 1,072.40		FC	Athletic Uniforms
P0126580	Teman Training and Consulting	\$ 150.00		CC	Workshop Fees
P0126583	Sarah Klotz	\$ 1,000.00		FC	Guest Speaker for Flex Day
P0126584	Jim Davidson Sewing Machine Service & Repair	\$ 300.00		NOCE	Blanket Order for Machine Repairs
P0126585	The Original Taco Girls	\$ 10,000.00		AC	Blanket Order for Catering Services
P0126586	Diablo Valley College	\$ 300.00		CC	Workshop Fees
P0126587	National Association of Colleges and Employers	\$ 630.00		FC	Annual Membership Fees
P0126588	Rosetta Stone Ltd.	\$ 104,991.00		NOCE	Software Site License B/A: 7/24/18
P0126589	Toshiba Business Solutions	\$ 1,664.93		FC	Maintenance Agreement for Copier
P0126590	South Bay Document Destruction	\$ 1,500.00		AC	Blanket Order for Shredding Services
P0126591	California Community Colleges Chief Instructional Officers	\$ 300.00		FC	Institutional Membership
P0126592	Sidepath Inc	\$ 228.90		CC	Computer Monitor
P0126593	Automotive Engine Builders Association	\$ 279.00		FC	Institutional Membership
P0126594	The Original Taco Girls	\$ 845.00		AC	Catering Services for Student Team Retreat
P0126595	CliftonLarsonAllen LLP	\$ 49,000.00		CC	Budget Management Consulting Services for the President's Office

BOARD RECAP
FOR THE PERIOD JULY 5, 2018, THROUGH AUGUST 1, 2018
BOARD MEETING 8/14/18

PO	VENDOR NAME	AMOUNT	FUND	SITE	DESCRIPTION
P0126596	Study California	\$ 890.00		FC	Institutional Membership
P0126598	Integrated Interiors Inc	\$ 1,660.00		CC	Carpet Repair Services
P0126599	Cranium Cafe LLC	\$ 38,281.75		CC	Software Subscription Renewal
P0126622	Academic Cap & Gown	\$ 465.48		FC	Graduation Supplies
P0126623	Orange County Air Conditioning	\$ 3,378.20		FC	Air Conditioning Controller Replacement
P0126631	Creative Resources Consulting	\$ 6,376.35		FC	Independent Contractor for Software Installation
P0126632	Auto Zone Stores Inc	\$ 10,000.00		FC	Blanket Order for Automotive Parts
P0126633	CDW Government Inc	\$ 360.38		AC	Computer Supplies
P0126639	Vital Inspection Services Inc	\$ 6,782.00	Capital Outlay	AC	Seismic Anchoring Buildings 700, 900, 1600 @ FC
P0126640	Vital Inspection Services Inc	\$ 13,632.00	Capital Outlay	AC	Inspector of Record and Special Inspection Horticulure Greenhouse Repairs @ FC
P0126645	Performance Elevator Contractors Inc	\$ 4,000.00	Bond	AC	Elevator Service for Materials Move
P0126653	Geotechnical Solutions Inc	\$ 7,500.00		AC	Geotechnical Report and Review for Central Plant Expansion
P0126674	Office Depot	\$ 5,000.00		AC	Blanket Order for Office Supplies
P0126675	Scrip-safe Security Products Inc	\$ 1,744.00		CC	Diplomas
		<u>\$3,831,436.37</u>			

Approved by: _____
Fred Williams, Vice Chancellor

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	X
DATE:	August 14, 2018	Information	
		Enclosure(s)	X
SUBJECT:	2018-19 Designation of Authorized Signatures for Orange County Department of Education Activity		

BACKGROUND: The District processes payroll and vendor payment activity through the Orange County Department of Education (OCDE), which requires a completed Authorization of Signatures resolution form for our most recent approved signers for each type of activity processed. For vendor payments, this list corresponds to the authorized signers on the bank account maintained at OCDE, last approved by the Board on June 12, 2018. For payroll activity, the personnel correspond to those noted in Administrative Procedure 6150, Designation of Authorized Signatures, Section 1.3, authorized signers for tax forms and county transactions excluding checks.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6150, Designation of Authorized Signatures.

FUNDING SOURCE AND FINANCIAL IMPACT: N/A.

RECOMMENDATION: It is recommended that the Board adopt a resolution establishing the named persons be authorized to sign Payroll Notices of employment/change of status, time sheets, vendor orders for payment, and warrant registers as indicated, and that all previous authorization of signatures be rescinded, as authorized by §85232 of the Education Code.

Fred Williams

3.b.1

Recommended by

Approved for Submittal

Item No.

2018-19 AUTHORIZATION OF SIGNATURES

North Orange County Community College District

DATE: August 14, 2018

I, Ryan Bent, Secretary of the governing Board of the above named School District of Orange County, California, hereby certify that the said Board at a regular meeting, held on the 14th day of August, 2018, adopted by said Board, a board resolution that the following named persons be authorized to sign Payroll Notices of employment/changes of status, time sheets, and Vendor Orders for Payment (i.e., checks and wire transfers) as indicated, and that all previous authorization of signatures are rescinded. This resolution further states that the authorization is subject to the following provisions:

NAME TYPED	SPECIMEN SIGNATURE	AUTHORIZED TO SIGN		
		One Signature Only	Two Signatures Required	
		PAYROLL DOCUMENTS All types (Including Payroll Notices of Employment/Change of Status, Time Sheets)	VENDOR PAYMENT ORDERS AND REGISTERS All types (Including Wire Transfers)	VENDOR PAYMENT ORDERS Wire Transfers Only
Beatrice Bates		X		
Ivy Hwee		X		
Kashmira Vyas		X	X	
Cheryl A. Marshall		X	X	
Fredrick G. Williams Jr.		X	X	
Irma Ramos				X
Julie Kossick				X
Jenney Ho				X

Pursuant to provisions of Education Code sections 42630-34/85230-34.

IN WITNESS WHEREOF, I have hereunto set my hand this 14th day of August, 2018.

Secretary of the Board of Trustees

3.b.2
Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: August 14, 2018

SUBJECT: Opting to Participate in the 2018/19
Mandate Block Grant

Action	<u> X </u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u> </u>

BACKGROUND: Assembly Bill 1464 in the 2012-13 Budget created a Mandate Block Grant (MBG) that gave community colleges the option of choosing between two methods of mandate cost reimbursement: the traditional reimbursement claim process or the MBG, which would reimburse Districts on a \$29.21 per funded full time equivalent student (FTES) basis.

In order to take advantage of “guaranteed” funding, the North Orange County Community College District (NOCCCD) chose to participate in the MBG since the inception of the program. The estimated revenue for fiscal year 2018/19 is \$1,009,265. The option to participate will be made on a year-by-year basis.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This agenda item is submitted in accordance with Board Policy 6300, Fiscal Management.

FUNDING SOURCE AND FINANCIAL IMPACT: The NOCCCD would receive approximately \$1,009,265.

RECOMMENDATION: It is recommended that the Board consider opting to participate in the Mandate Block Grant for the fiscal year 2018/19. Authorization is further requested for the Vice Chancellor, Finance & Facilities, or District Director, Fiscal Affairs, to execute the participation request to the Chancellor’s Office on behalf of the District.

Fred Williams

Recommended by

Approved for Submittal

3.c

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: August 14, 2018
SUBJECT: Quarterly Financial Status Report Ended
June 30, 2018

Action	_____
Resolution	_____
Information	X
Enclosure(s)	X

BACKGROUND: Pursuant to §58310 of Title 5 of the California Code of Regulations, the Chief Executive Officer of each community college district shall submit a report showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board on a quarterly basis.

The Chief Executive Officer of each community college district shall also prepare a quarterly report based on measurements and standards as established by the Board of Governors of the California Community Colleges and certified on forms provided by the State Chancellor. It is further required that this report be reviewed by the district governing board and entered into the minutes of a regularly scheduled meeting.

Accordingly, attached is the California Community Colleges Quarterly Financial Status Report form CCFS-311Q for the quarter ended June 30, 2018.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6300, Fiscal Management.

FUNDING SOURCE AND FINANCIAL IMPACT: The State Chancellor's Office requires that the District file a quarterly financial status report known as the CCFS-311Q. This agenda item does not result in any financial impact to the District.

RECOMMENDATION: It is recommended that the Board review the District's Quarterly Financial Status Report for the quarter ended June 30, 2018, as required by §58310 of Title 5.

Fred Williams

3.d

Recommended by

Approved for Submittal

Item No.

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

Quarterly Financial Status Report, CCFS-31 IQ

[VIEW QUARTERLY DATA](#)

CHANGE THE PERIOD ▼

Fiscal Year: 2017-2018

District: (860) NORTH ORANGE

Quarter Ended: (Q4) Jun 30, 2018

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2014-15	Actual 2015-16	Actual 2016-17	Projected 2017-2018
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	180,429,355	222,624,900	221,215,270	232,290,481
A.2	Other Financing Sources (Object 8900)	41,568	36,363	61,734,006	1,081,156
A.3	Total Unrestricted Revenue (A.1 + A.2)	180,470,923	222,661,263	282,949,276	233,371,637
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	170,774,281	194,864,258	266,941,933	208,361,365
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	11,337,715	23,726,429	2,971,484	3,169,502
B.3	Total Unrestricted Expenditures (B.1 + B.2)	182,111,996	218,590,687	269,913,417	211,530,867
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	-1,641,073	4,070,576	13,035,859	21,840,770
D.	Fund Balance, Beginning	43,698,857	42,057,784	46,128,360	59,164,219
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	43,698,857	42,057,784	46,128,360	59,164,219
E.	Fund Balance, Ending (C. + D.2)	42,057,784	46,128,360	59,164,219	81,004,989
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	23.1%	21.1%	21.9%	38.3%

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	36,036	35,686	36,941	32,484
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III. Total General Fund Cash Balance (Unrestricted and Restricted)

		As of the specified quarter ended for each fiscal year			
		2014-15	2015-16	2016-17	2017-2018
H.1	Cash, excluding borrowed funds		64,186,411	81,948,412	102,622,068
H.2	Cash, borrowed funds only		0	0	0
H.3	Total Cash (H.1+ H.2)	62,609,078	64,186,411	81,948,412	102,622,068

IV. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Percentage (Col. 3/Col. 2)
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	215,363,297	215,363,297	232,290,481	107.9%
I.2	Other Financing Sources (Object 8900)	1,095,850	1,095,850	1,081,156	98.7%
I.3	Total Unrestricted Revenue (I.1 + I.2)	216,459,147	216,459,147	233,371,637	107.8%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	208,909,978	209,136,577	208,361,365	99.6%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,086,827	4,091,627	3,169,502	77.5%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	212,996,805	213,228,204	211,530,867	99.2%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	3,462,342	3,230,943	21,840,770	
L	Adjusted Fund Balance, Beginning	59,164,219	59,164,219	59,164,219	
L.1	Fund Balance, Ending (C. + L.2)	62,626,561	62,395,162	81,004,989	
M	Percentage of GF Fund Balance to GF Expenditures (L.1 / J.3)	29.4%	29.3%		

V. Has the district settled any employee contracts during this quarter? **YES**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic				Classified	
			Permanent		Temporary			
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:								
Year 1: 2018-19	169,654	1%					10,272	1%
Year 2: 2019-20	138,514	1%					10,375	1%
Year 3:								
b. BENEFITS:								
Year 1: 2018-19	356,652						54,811	
Year 2: 2019-20								
Year 3:								

* As specified in Collective Bargaining Agreement or other Employment Contract

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

Management and confidential groups settled for 1% on schedule increase for 2018-19 and a 1% off schedule increase for 2019-20. Additionally, fringe benefits were increased between \$3,242.29 - \$3,915.06 per person annually to provide \$8,028.00 in fringe benefits per person. These settled amounts will all be funded from the general fund.

VI. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)? **NO**

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

VII. Does the district have significant fiscal problems that must be addressed? **NO**
 This year? **NO**
 Next year? **NO**

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE:	August 14, 2018	Resolution	_____
SUBJECT:	Quarterly Investment Report and Irrevocable Retiree Benefits Trust Report as of June 30, 2018	Information	_____ X
		Enclosure(s)	_____ X

BACKGROUND: Information is being presented to the Board on the status of the District's investments as well as the status of the assets in the Irrevocable Retiree Benefits Trust.

Quarterly Investment Report

The Quarterly Investment Report for the quarter ended June 30, 2018, is submitted for the District's funds in accordance with Section 53646 (b) of the Government Code. During the quarter, there has been no change to Board Policy 6320, Investments.

1. **The Orange County Treasurer's Money Market Educational Investment Pool.** As of June 30, 2018, the District had **\$295,735,122.91** on deposit. The total of the Orange County Treasurer's Combined Educational Investment Pool, at net book value, was **\$4,953,551,827** and the market value was **\$4,932,226,510**. This represents an unrealized loss for accounting purposes of approximately 0.43%, which equates to **\$1,273,156** for the District. This paper loss is the result of an increase in interest rates, which caused the values to decrease. The average net interest rate for the quarter ended June 30, 2018, was **1.51%**. Net interest earned for the quarter totaled **\$1,070,983.35**.
2. **Cypress College and Fullerton College Investments.** As of June 30, 2018, the colleges' investments total **\$2,004,914.69**. Of this amount, **\$1,899,278.17** was invested in certificates of deposit and **\$105,636.52** was invested in savings or money market accounts. The interest rates vary from **0.40%** to **2.25%**.

Investments in the Orange County Treasurer's Money Market Educational Investment Pool and the Cypress and Fullerton Colleges' investments meet the standards of Board Policy 6320, Investments.

Irrevocable Retiree Benefits Trust Report

Starting in fiscal year 2017, after approval of action by the Board, the District began moving funds to its Irrevocable Retiree Benefits Trust ("Trust"). Investments of the Trust are made within the investment policy approved by the Retirement Board established for the Trust.

For the quarter ended June 30, 2018, the portfolio value changed from **\$95,072,004.40** to **\$96,104,279.47**, a change in value of **\$1,032,275.07**. No contributions or withdrawals were made during this quarter. The time weighted return net of fees was **1.09%** quarter-to-date.

This agenda item was submitted by Kashmira Vyas, District Director, Fiscal Affairs.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6320, Investments.

FUNDING SOURCE AND FINANCIAL IMPACT: Interest earnings can be used for purposes specified within the funds where they are earned.

RECOMMENDATION: It is recommended that the Board receive the Quarterly Investment Report and the Irrevocable Retiree Benefits Trust Report for the quarter ended June 30, 2018.

Fred Williams

Recommended by

Approved for Submittal

3.e.2

Item No.

Cash in County Treasury

As of June 30, 2018

General Fund	102,622,067.96
Child Development Fund	22,732.57
FC Bursar Fund	3,166,056.35
CC Bursar Fund	1,050,511.90
Capital Outlay Fund	56,817,825.98
Self Insurance Fund	29,480,219.01
Retiree Benefit Fund	4,668.93
Student Financial Aid Fund	7,492,689.70
Bond Fund	95,078,350.51
Total	<u><u>295,735,122.91</u></u>

ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH, QUARTER, AND FISCAL YEAR ENDED: JUNE 30, 2018

INVESTMENT STATISTICS - By Investment Pool ⁽¹⁾							
DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 6/30/18	MONTHLY Gross Yield	QUARTERLY Average Yield	ANNUAL Average Yield	Current NAV
COMBINED POOL BALANCES (Includes the Extended Fund)							
Orange County Investment Pool (OCIP)	MARKET Value \$	4,018,864,086	350	1.68%	1.60%	1.52%	1.28%
	COST (Capital) \$	4,040,470,575					
	MONTHLY AVG Balance \$	4,344,890,956					
	QUARTERLY AVG Balance \$	4,838,631,544					
	ANNUAL AVG Balance \$	4,480,291,250					
	BOOK Value \$	4,039,514,424					
Orange County Educational Investment Pool (OCEIP)	MARKET Value \$	4,932,226,510	302	1.71%	1.65%	1.57%	1.30%
	COST (Capital) \$	4,954,083,761					
	MONTHLY AVG Balance \$	4,876,022,430					
	QUARTERLY AVG Balance \$	4,906,179,026					
	ANNUAL AVG Balance \$	4,634,872,915					
	BOOK Value \$	4,953,551,827					

INVESTMENT STATISTICS - Non Pooled Investments ⁽²⁾			
DESCRIPTION	CURRENT BALANCE	INVESTMENT BALANCES AT COST	
Specific Investment Funds:	MARKET Value \$	97,508,543	John Wayne Airport Investment Fund ⁽⁴⁾
283, 505, FVSD, CCCD	COST (Capital) \$	98,489,058	Fountain Valley School District Fund 40
	MONTHLY AVG Balance \$	103,285,361	Repurchase Agreement
	QUARTERLY AVG Balance \$	105,531,811	CCCD Series 2017E Bonds
	ANNUAL AVG Balance \$	100,514,620	
	BOOK Value \$	98,410,273	
			\$ 107,025,062

MONTH END TOTALS			
INVESTMENTS & CASH		INVESTMENTS & CASH	
COUNTY MONEY MARKET FUND (OCMMF)			
County Money Market Fund	\$ 762,020,129	OCIP	\$ 4,050,736,262
County Cash	\$ 10,265,687	OCEIP	5,212,091,494
EXTENDED FUND	\$ 6,647,464,234	Specific Investment Funds ⁽⁴⁾	107,025,062
EDUCATIONAL MONEY MARKET FUND (OCEMMF)	3.e.4	ooled Cash	17,760,186
Educational Money Market Fund ⁽⁴⁾	Item No.		
Educational Cash			
NON-POOLED INVESTMENTS & CASH			
Non-Pooled Investments	\$ 107,025,062		
Non-Pooled Cash	\$ 17,760,186		
	\$ 9,387,613,004		\$ 9,387,613,004

KEY POOL STATISTICS			
INTEREST RATE YIELD		WEIGHTED AVERAGE MATURITY (WAM)	
OCMMF - MONTHLY GROSS YIELD	1.60%	OCMMF	53
OCEMMF - MONTHLY GROSS YIELD	1.81%	OCEMMF	53
JOHN WAYNE AIRPORT - MONTHLY GROSS YIELD	1.90%	JOHN WAYNE AIRPORT WAM	70
OCIP - YTD NET YIELD ⁽³⁾	1.22%	LGIP WAM (Standard & Poors)	36
OCEIP - YTD NET YIELD ⁽³⁾	1.24%		
90-DAY T-BILL YIELD - MONTHLY AVERAGE	1.92%		

**ORANGE COUNTY TREASURER-TAX COLLECTOR
INVESTMENT POOL STATISTICS
FOR THE MONTH, QUARTER, AND FISCAL YEAR ENDED: JUNE 30, 2018**

INVESTMENT STATISTICS - By Investment Fund⁽⁵⁾

DESCRIPTION	CURRENT BALANCES	Average Days to Maturity	Daily Yield as of 6/30/18	MONTHLY Gross Yield	QUARTERLY Average Yield	Annual Average Yield	Current NAV
<u>County Money Market Fund (OCMMF)</u>	MARKET Value \$	763,523,217	53	1.83%	1.60%	1.54%	1.22%
	COST (Capital) \$	762,020,129					
	MONTHLY AVG Balance \$	1,062,491,614					
	QUARTERLY AVG Balance \$	1,560,143,022					
	ANNUAL AVG Balance \$	1,372,302,397					
	BOOK Value \$	763,337,147					
<u>Educational Money Market Fund (OCEMMF)</u>	MARKET Value \$	1,586,960,674	53	1.89%	1.81%	1.72%	1.30%
	COST (Capital) \$	1,585,069,973					
	MONTHLY AVG Balance \$	1,443,028,157					
	QUARTERLY AVG Balance \$	1,470,928,703					
	ANNUAL AVG Balance \$	1,440,616,335					
	BOOK Value \$	1,586,873,999					
<u>Extended Fund</u>	MARKET Value \$	6,600,606,705	419	1.64%	1.60%	1.51%	1.30%
	COST (Capital) \$	6,647,464,234					
	MONTHLY AVG Balance \$	6,715,393,616					
	QUARTERLY AVG Balance \$	6,713,738,845					
	ANNUAL AVG Balance \$	6,302,245,433					
	BOOK Value \$	6,642,855,105					
ALLOCATION OF EXTENDED FUND							
<u>Extended Fund OCIP Share</u>	MARKET Value \$	3,255,340,869	419	1.64%	1.60%	1.51%	1.30%
	COST (Capital) \$	3,278,450,446					
	MONTHLY AVG Balance \$	3,282,399,342					
	QUARTERLY AVG Balance \$	3,278,488,522					
	ANNUAL AVG Balance \$	3,107,988,853					
	BOOK Value \$	3,276,177,277					
<u>OCEIP Share</u>	MARKET Value \$	3,345,265,836	419	1.64%	1.60%	1.51%	1.30%
	COST (Capital) \$	3,369,013,788					
	MONTHLY AVG Balance \$	3,432,994,273					
	QUARTERLY AVG Balance \$	3,435,250,323					
	ANNUAL AVG Balance \$	3,194,256,580					
	BOOK Value \$	3,386,677,828					
<u>Modified Duration</u>		1.13					

- (1) The Combined Pool Balances include the County and Educational Money Market Funds and the pools' respective portions of the Extended Fund.
- (2) Specific non-pooled investments are reported in compliance with Government Code Section 53646 (b)(1). Detailed descriptions are included in the inventory listing in Section VII of this report.
- (3) The Net Yield differs from the Monthly Gross Yield as it includes the Treasury Investment administrative fees.
- (4) Balances include investments matured on 6/30/18 (Saturday), but cash was not received until 7/2/18 (Monday).
- (5) Book Value is computed as Cost reduced by amortization of premium and increased by the accretion of discount of the Investment Portfolio. Net Asset Value (NAV) is equal to Market Value divided by Book Value. The Extended Fund Market Value is lower than Book Value causing the NAV to be lower than 1.00 due to the five Federal Reserve short-term rate increases of 1.25% since 2017. When the Extended Fund is combined with the OCMMF and OCEMMF, both OCIP and OCEIP have a NAV of 1.00.

**Fullerton College
Investment Report
For Period Ended 6/30/18**

Fund	Investment Type	Issuer	Interest Rate	Maturity Date	Estimated Value
Assoc. Students	Savings	Capital One Spark Business	0.400	N/A	1,940.27
Bursar	Savings	Capital One Spark Business	0.400	N/A	103,696.25
Assoc. Students	CD	Schools First Federal Credit Union	1.980	8/13/2019	212,377.15
Assoc. Students	CD	Schools First Federal Credit Union	2.230	8/2/2022	102,055.27
					<u>\$ 420,068.94</u>

Note: \$3,000,000 invested with County Department of Education (with interest accrued)

CYPRESS COLLEGE INVESTMENTS
MONTH ENDING June 30, 2018

<i>FUND</i>	<i>TYPE</i>	<i>ISSUER</i>	<i>MATURITY DATE</i>	<i>DOLLAR VALUE</i>	<i>INTEREST RATE</i>
<i>Bursar's Office</i> (6 mos - 1	CD # OBP-774145	Union Banc	7/31/2018	\$ 800,000.00	0.50%-2.25%
(3 years)	CD # 911593-41	Schools 1st FCU	1/22/2020	\$ 106,430.62	1.650%
(3 years)	CD # 0092620172-1000	East West Bank	9/25/2019	\$ 253,411.23	1.750%
(3 years)	CD # 920880751-293841	NuVision FCU	1/22/2020	\$ 265,508.68	1.492%
<i>Total Bursar Investments</i>				<u>\$ 1,425,350.53</u>	
<i>Associated Students</i>	CD # 911593-40 (3 Years CD)	Schools 1st FCU	10/8/2019	\$ 159,495.22	1.49%
<i>Total Associated Students</i>				<u>\$ 159,495.22</u>	
<i>Total Investments</i>				<u>\$ 1,584,845.75</u>	

Note: \$1,000,000 invested in OC Investment Pool through District

Irrevocable Retiree Benefits Trust
Performance Report
Quarter Ended 6/30/18

	Quarter ended <u>6/30/18</u>
Portfolio Value Start of Period	\$ 95,072,004.40
Contributions	-
Withdrawals	-
Change in Market Value	737,137.81
Income Received	383,015.36
Portfolio Fees	<u>(87,878.10)</u>
Portfolio Value on 6/30/18	<u>\$ 96,104,279.47</u>

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: August 14, 2018

SUBJECT: Surplus and Obsolete Supplies and Equipment

Action	<u> X </u>
Resolution	<u> </u>
Information	<u> </u>
Enclosure(s)	<u> X </u>

BACKGROUND: Education Code Section 81450 permits the Board of Trustees to declare District property as surplus, if the property is not required for school purposes, is deemed to be unsatisfactory or not suitable for school use, or if it is being disposed of for the purposes of replacement. The attached list of surplus items have exceeded their useful life and are no longer suitable for the District. Other campuses were made aware of the surplus items and were given the opportunity to view and request various surplus equipment prior to Board approval. In the past, local high schools were made aware of the surplus items but these attempts received no response. In this instance, local high schools were not notified because the District deemed that these items would not be of use to them.

The Liquidation Company will conduct an auction for the sale of the attached list of surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

This agenda item was submitted by Jenney Ho, District Director, Purchasing.

How does this relate to the five District Strategic Directions? This item responds to Direction #4: The District will implement best practices related to planning including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and District levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 6550, Disposal of District Personal Property.

FUNDING SOURCE AND FINANCIAL IMPACT: Proceeds from the sale of surplus items will be deposited into the General Fund.

RECOMMENDATION: Authorization is requested to declare the attached list of items as surplus and for the Liquidation Company to conduct an auction for the sale of the surplus items. Proceeds collected by the auction company will be split between the District (55%) and the auction company (45%).

Fred Williams

3.f.1

Recommended by

Approved for Submittal

Item No.

SURPLUS ITEMS

Qty.	Description	Location
1	Calculator	AC
9	File Cabinet	AC
1	Desk	AC
2	Table	AC
1	Refrigerator	AC
1	Shredder	AC
4	Shelves	AC
1	Water Cooler	AC
57	Computer	FC
3	Laptop	FC
1	Amplifier	FC
23	Printer	FC
2	CD Player	FC
2	Audio Mixing Board	FC
1	Digital Radio Tuner	FC
1	Recorder	FC
1	Tablet	FC
1	Laminator	FC
1	Sound System	FC
1	DVD Player	FC
1	Server Rack	FC
3	Server	FC
1	Pilot Generator	FC
1	AC Power Supply	FC
1	Signal Processor	FC
1	Shelf	FC
19	Cabinet	FC
19	China Ware	FC
4	Copier	FC
1	Dishwasher	FC
1	Blower	FC
1	Tripod	FC
26	Table	FC
50	Lab Chairs	FC
8	Desk	FC
11	Cart	FC
1	Console Case	FC
4	Bookshelf	FC
67	Chairs	FC
1	Credenza	FC
2	Dryer Machine	FC
1	Emissions Inspection Analyzer	FC
1	Auto Restraint Display System	FC
1	Portable Air Conditioner	FC

SURPLUS ITEMS

Qty.	Description	Location
3	Auto Scan Tool	FC
2	Auto Scope	FC
1	Fan	FC
1	Monitor	FC
1	Truck Bed	FC
1	Mirror	FC
2	Sofa	FC
1	Whiteboard	FC
2	Table Cams	FC
2	Smart Board	NOCE
1	Printer	NOCE
3	Laptop	NOCE
4	Computer	NOCE
2	TV	NOCE
2	DVD Player	NOCE
1	VCR	NOCE
1	Apollo Overhead	NOCE
1	Keyboard Tray	NOCE
20	Monitor Stands	NOCE
3	Computer Monitor	NOCE
1	Typewriter	NOCE
3	Carts	NOCE
1	Air Filter	NOCE
58	Classroom Chairs	NOCE
8	Stools	NOCE
1	Counter Chair	NOCE
80	Wheeled Chairs	NOCE
3	Bicycle	NOCE

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	August 14, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	NOCCCD AUHSD CCAP Dual Enrollment Partnership Agreement 2018-2019	Enclosure(s)	<u> X </u>

BACKGROUND: At its July 24, 2018 meeting, the NOCCCD Board of Trustees reviewed and discussed the NOCCCD and AUHSD CCAP Dual Enrollment Partnership Agreement for 2018-2019. Since both colleges conduct dual enrollment classes with Anaheim Union, it was requested by the School District to have a District to District agreement, inclusive of dual enrollment offerings by both Colleges for the 2018-2019 academic year. The NOCCCD Board of Trustees offered some recommendations to be incorporated into the agreement, which have been reflected in this current update.

The 2018-2019 NOCCCD and AUHSD CCAP Dual Enrollment Partnership Agreement outlines in a comprehensive fashion the terms of partnership, from the institutions to the students to the faculty to the courses to facility. All the legally required components of a CCAP partnership are included and addressed in this agreement.

This agreement was submitted to the Board for first reading and discussion on July 24, 2018.

This item was prepared by Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided attendance requirements for high schools are met; therefore, this has the potential to not only increase student access and success but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the NOCCCD AUHSD CCAP Dual Enrollment Partnership Agreement 2018-2019.

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2019**

This is a College and Career Access Pathways Partnership Agreement (CCAP) hereinafter known as “Agreement” between **Cypress College and Fullerton College** (“COLLEGE”) colleges of the North Orange County Community College District, (NOCCCD), 1830 W. Romney Drive, Anaheim, CA 92801, and **Anaheim Union High School District** (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the North Orange County Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in North Orange County and within the regional service area of NOCCCD, unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, NOCCCD and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, NOCCCD and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for one year beginning on July 1, 2018 and ending on June 30, 2019. All amendments to this Agreement will be submitted for approval by the COLLEGE and the SCHOOL DISTRICT Boards.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.4 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.5 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of NOCCCD and applicable law. Sec. 2 (a)
- 2.2 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.
- 2.3 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and NOCCCD standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and NOCCCD policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award

Note: All referenced Sections from AB 288 (Education Code 76004)

students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The NOCCCD governing board shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

6. CCAP AGREEMENT COURSES

- 6.1 COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to this CCAP Agreement. Sec. 2 (o)(1)

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 The scope, nature, time, location, and listing of courses offered by the COLLEGE shall be determined by COLLEGE with the approval of the NOCCCD Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5 Courses must meet the number of hours sufficient to meet the stated performance objectives as outlined in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with NOCCCD academic standards.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department and approved by the COLLEGE curriculum committee, the NOCCCD Board of Trustees and the state Chancellor's Office.

- 6.8 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by NOCCCD Administrative Procedure 4610.
- 6.9 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to NOCCCD and COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between NOCCCD and/or COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the NOCCCD regulations, policies, procedures, prerequisites, and standards, shall prevail.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.10 Site visits and instructor evaluations by one or more representatives of the COLLEGE and/or NOCCCD shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with NOCCCD academic standards.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with NOCCCD and COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with NOCCCD guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the NOCCCD and become NOCCCD employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT must also sign an Instructional Service Agreement- Instructor and get approved by the NOCCCD Board before the start of the course.
- 7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are SCHOOL DISTRICT employees.
- 7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.
- 7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE

Note: All referenced Sections from AB 288 (Education Code 76004)

employees, that extends beyond the college schedule, is the SCHOOL DISTRICT's responsibility.

- 7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.7 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended, and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.8 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.9 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to, course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.10 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of NOCCCD.
- 7.11 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.12 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of NOCCCD specifically with regard to their duties as instructors.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 7.13 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.
- 8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a “W” on their transcript.
- 8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with NOCCCD policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)

Note: All referenced Sections from AB 288 (Education Code 76004)

- The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)
- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 NOCCCD shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 NOCCCD shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s) Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and Title.5.

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 NOCCCD certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 11.3 The SCHOOL DISTRICT agrees and acknowledges that NOCCCD will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.
- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed or has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

Note: All referenced Sections from AB 288 (Education Code 76004)

13. RECORDS

- 13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.
- 13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.
- 13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. CCAP AGREEMENT DATA MATCH AND REPORTING

- 14.1. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- 14.2. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges. Note: All referenced Sections from AB 288 (Education Code § 76004) 13 | Page 005142.00043 13951870.1 15.

15. PRIVACY OF STUDENT RECORDS

- 15.1. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- 15.2. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- 15.3. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code

Note: All referenced Sections from AB 288 (Education Code 76004)

of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from redisclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

16. REIMBURSEMENT

16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

17. FACILITIES

17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to NOCCCD or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.

17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.

17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

18. INDEMNIFICATION

18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and NOCCCD and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.

18.2 The NOCCCD agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators,

Note: All referenced Sections from AB 288 (Education Code 76004)

independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of NOCCCD and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

19. INSURANCE

19.1 The SCHOOL DISTRICT, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to the COLLEGE and to NOCCCD.

19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

20. NON-DISCRIMINATION

20.1 Neither the SCHOOL DISTRICT nor the COLLEGE and NOCCCD shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental

Note: All referenced Sections from AB 288 (Education Code 76004)

disability, sexual orientation, religion, or any other protected class under California State or federal law.

21. TERMINATION

21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 22.

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All Note: All referenced Sections from AB 288 (Education Code § 76004) 16 | Page 005142.00043 13951870.1 agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. NOTICES

22.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Cypress College
9200 Valley View Street
Cypress, CA 90630
Attn: Dr. JoAnna Schilling, President

COLLEGE
Fullerton College
321 E. Chapman Avenue
Fullerton, CA 92832
Attn: Dr. José Ramón Núñez, Vice President, Instruction

NOCCCD
North Orange County Community College District
1830 W. Romneya Dr., Anaheim, CA 92801
Attn: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services
and Technology

SCHOOL DISTRICT
Anaheim Union High School District
501 N. Crescent Way
Anaheim, CA 92801
Attn: Dr. Jaron Fried, Assistant Superintendent, Educational Services

Note: All referenced Sections from AB 288 (Education Code 76004)

23. INTEGRATION

23.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

24. MODIFICATION AND AMENDMENT

24.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

25. GOVERNING LAWS

25.1 This agreement shall be interpreted according to the laws of the State of California.

26. COMMUNITY COLLEGE DISTRICT BOUNDARIES

26.1 For locations outside the geographical boundaries of NOCCCD, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

27. SEVERABILITY

27.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

28. COUNTERPARTS

28.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2018

By: _____
Anaheim Union High School District
Jaron Fried, Ed.D.
Assistant Superintendent, Education Services

By: _____
Cypress College
JoAnna Schilling, Ph.D.
President

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

By: _____
North Orange County Community College District
Cherry Li-Bugg, Ph.D.
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meetings

(a) Information Board Meeting Date: *July 24, 2018*

(b) Public Comment Board Meeting Date: *August 14, 2018*

School District Board Meetings

(a) Information Board Meeting Date: *July 12, 2018*

(b) Public Comment Board Meeting Date: *August 16, 2018*

Note: All referenced Sections from AB 288 (Education Code 76004)

APPENDIX

COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. NOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
NOCCCD	Dr. Cherry Li-Bugg	714-808-4787	clibugg@nocccd.edu
Cypress College	Dr. JoAnna Schilling	714-484-7308	jschilling@cypresscollege.edu
Fullerton College	Dr. José Ramón Núñez	714-992-7030	jnunez@fullcoll.edu
School District	Dr. Jaron Fried	714-999-3557	fried_ja@auhsd.us

2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2018-2019

COLLEGE: Cypress College

EDUCATIONAL PROGRAMS: Administration of Justice, Art, Automotive Technology, Chinese, Computer Information Systems (Cyber Security), Counseling, Ethnic Studies, Dance, Hotel, Restaurant, Culinary Arts (HRC), Human Services, Management, Music, Sociology, Theater Arts

SCHOOL DISTRICT **Anaheim Union High School District**

HIGH SCHOOLS: **Magnolia, Oxford Academy, Kennedy, Cypress, Western, Savanna**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 1,000				TOTAL PROJECTED FTES: 150			
COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER	LOCATION
Introduction to Criminal Justice	AJ 110C	Fall 2018 & Spring 2019	11:50AM-1:15PM	Tues/Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Introduction to Criminal Justice	AJ 110C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Concepts of Criminal Law	AJ 120C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Criminal Investigation	AJ 140C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Thomas Mellana	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Community and the Justice System	AJ 160C	Spring 2019, Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Fundamentals of Art	ART 100C	Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Automotive Electrical 1	AT 105C	Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS

Note: All referenced Sections from AB 288 (Education Code 76004)

Introduction to Automotive Technology	AT 110C	Fall 2018 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Introduction to Automotive Technology	AT 110C	Fall 2018 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Elementary Chinese - Mandarin 1	CHIN 101C	Fall 2018	7:55AM - 9:20AM	Tues/Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Elementary Chinese - Mandarin 1	CHIN 101C	Fall 2018	6:00PM - 8:30PM	Mon/Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Elementary Chinese - Mandarin 2	CHIN 102C	Spring 2019	7:55AM - 9:20AM	Tues/Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Elementary Chinese - Mandarin 2	CHIN 102C	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Computer Information Systems	CIS 111C	Spring 2019	9:25AM-10:50AM	Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Computer Information Systems	CIS 111C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Spreadsheet - Excel for Windows	CIS 132C	Fall 2018	7:55AM - 9:20AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Spreadsheet - Excel for Windows	CIS 132C	Fall 2018	9:25AM-10:50AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Database - Access for Windows	CIS 142C	Spring 2019	7:55AM - 9:20AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Database - Access for Windows	CIS 142C	Spring 2019	9:25AM-10:50AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Cybersecurity Competition Fundamentals	CIS 190C	Fall 2018 & Spring 2019	9:00AM-12:30PM	Sat	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Cybersecurity Competition Fundamentals	CIS 190C	Spring 2019	11:50AM-1:15PM	Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Cybersecurity Competition Fundamentals	CIS 190C	Fall 2018	3:15AM-5:15PM	Mon/Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Magnolia

Note: All referenced Sections from AB 288 (Education Code 76004)

Network Security	CIS 195C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Anti-Hacking Network Security	CIS 196C	Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Introduction to Programming (Section 1)	CIS 211C	Fall 2018	7:55AM- 9:20AM	Tues	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Introduction to Programming (Section 2)	CIS 211C	Fall 2018	9:25AM- 10:50AM	Tues	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
CISCO Networking 1	CIS 230C	Fall 2018 & Summer 2019	9:00AM- 12:30PM	Sat	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
CISCO Networking 1	CIS 230C	Spring 2019	3:15AM- 5:15PM	Mon/Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Magnolia
CISCO Networking 2	CIS 231C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
CISCO Networking 3	CIS 232C	Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
CISCO Networking 4	CIS 233C	Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Python Programming	CIS 247C	Fall 2018	11:50AM- 1:15PM	Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Python Programming	CIS 247C	Spring 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Mobile Application Development (Section 1)	CIS 254C	Spring 2019	7:55AM- 9:20AM	Tues	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Mobile Application Development (Section 2)	CIS 254C	Spring 2019	9:25AM- 10:50AM	Tues	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Stress & Anxiety Management	COUN 105C	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD

Note: All referenced Sections from AB 288 (Education Code 76004)

Career Exploration	COUN 139C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Career Exploration (Section 1)	COUN 139C	Fall 2018	7:55AM- 9:20AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Career Exploration (Section 2)	COUN 139C	Fall 2018	11:50AM- 1:15PM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Career Exploration (Section 3)	COUN 139C	Fall 2018	1:20PM- 2:45PM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Career Exploration (Section 1)	COUN 139C	Spring 2019	7:55AM- 9:20AM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Career Exploration (Section 2)	COUN 139C	Spring 2019	11:50AM- 1:15PM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Career Exploration (Section 3)	COUN 139C	Spring 2019	1:20PM- 2:45PM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Educational Planning	COUN 140C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Basic Vocabulary Development	CTRP 67C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Advanced Vocabulary Development	CTRP 68C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Spelling for Modern Business	CTRP 073AC	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Punctuation – Court Reporting	CTRP 073BC	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Formatting, Style and Usage	CTRP 073CC	Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Proofreading	CTRP 073DC	Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS

Note: All referenced Sections from AB 288 (Education Code 76004)

Multicultural Dance in the US	DANC 101C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Performance Class I	DANC 141C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
American Ethnic Studies	ETHS 101C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Cypress
American Ethnic Studies	ETHS 101C	Spring 2019	11:50AM- 1:15PM	Tues/Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Introduction to Chicano Studies	ETHS 150C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Asian Pacific American History	ETHS 171C	Fall 2018, Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Introduction to World Geography	GEOG 100C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Nutrition	HRC 100	Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Introduction to Hospitality Careers	HRC 101	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Sanitation and Safety	HRC 120	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Cultural Awareness and the Health Care System	HS 277C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
First Aid, CPR, & Emergencies	KIN 235	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Kinesiology: Lifeguarding	KIN 255C	Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Introduction to Research	LIB 100C	Spring 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS

Note: All referenced Sections from AB 288 (Education Code 76004)

Business English	MGT 055C	Fall 2018	7:00PM-10:10PM	Wed	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
History of Rock Music	MUS 119C	Fall 2018	11:50AM-1:15PM	Tues/Thurs	Amy Rowe	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
History of Rock Music	MUS 119C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Introduction to Sociology	SOC 101C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Introduction to Sociology	SOC 101C	Fall 2018 & Spring 2019	11:50AM-1:15PM	Tues/Thurs	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Oxford
Introduction to the Theater	THEA 100C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
Acting 1	THEA 120C	Fall 2018, Spring 2019 & Summer 2019	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Musical Theater Performance I	THEA 132C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS
Rehearsal Performance I	THEA 133C	Fall 2018	TBD	TBD	Staff	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound AUHSD students. The courses are offered to help students participating in the coursework to start successfully in college. Administration of Justice, Art, Automotive Technology, Chinese, Computer Information Systems (Cyber Security), Counseling, Ethnic Studies, Dance, Hotel, Restaurant, Culinary Arts (HRC), Human Services, Management, Music, Sociology, and Theater Arts are courses that help engage students in General Education or CTE Pathways and pursue higher education.

Note: All referenced Sections from AB 288 (Education Code 76004)

PROGRAM YEAR: 2018-2019

COLLEGE: Fullerton College

EDUCATIONAL PROGRAM: Counseling, Ethnic Studies, Sociology, Communication Studies, Music Appreciation, Fashion, Automotive, and Business

SCHOOL DISTRICT: **Anaheim Union High School District** HIGH SCHOOL: **Savanna HS, Anaheim HS, Katella HS, and Loara HS**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 1290	TOTAL PROJECTED FTES: 101
---------------------------------------------	---------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
1. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
2. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
3. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
4. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
5. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
6. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
7. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS

Note: All referenced Sections from AB 288 (Education Code 76004)

8. College Orientation	COUN 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
9. Introduction to Chicano/Chicana Studies	ETHS 150 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
10. Introduction to Chicano/Chicana Studies	ETHS 150 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
11. Introduction to Chicano/Chicana Studies	ETHS 150 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
12. Introduction to Sociology	SOC 101 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
13. Introduction to Sociology	SOC 101 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
14. Introduction to Sociology	SOC 101 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
15. Introduction to Sociology	SOC 101 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
16. Public Speaking	COMM 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
17. Public Speaking	COMM 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim
18. Public Speaking	COMM 100 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS
19. Music Appreciation	MUS 116 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Katella HS

Note: All referenced Sections from AB 288 (Education Code 76004)

20. Careers in Fashion	FASH 50 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
21. Introduction to the Fashion Industry	FASH 150 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Anaheim HS
22. Basic Electricity and Basic Electronics	TECH 131 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Savanna HS
23. Solidworks	DRAF 944 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS
24. Business Internship	BUS 295 F	Summer 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS AUHSD
25. Introduction to Law Enforcement	AJ 100 F	Fall 2018	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Loara HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

The courses have been offered previously to college bound AUHSD students to support a successful transition into college level coursework and improve matriculation. Fashion, Technology, Drafting and Business courses are also available to students to introduce CTE Pathways and pursue higher education.

Note: All referenced Sections from AB 288 (Education Code 76004)

4. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

CYPRESS COLLEGE:

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL ITEMS	COST
Introduction to Criminal Justice	Introduction to Law Enforcement and Criminal Justice 12th edition	\$208.00	n/a	n/a
Concepts of Criminal Law	Criminal Law Today	\$168.50	n/a	n/a
Criminal Investigation	“Criminal Investigation” (9781284082852)	\$154.94	n/a	n/a
Fundamentals of Art	Living with Art (9th Ed.; 2010)	\$175.25	n/a	n/a
Introduction to Automotive Technology	Intro to Automotive Service (CC Custom)	\$109.75	n/a	n/a
Elementary Chinese - Mandarin 1	New Practical Chinese Reader (w/CD) (V1); New Practical Chinese Reader (Wkbk)(w/CD) (V1)	\$11.25; \$4.88	n/a	n/a
Elementary Chinese - Mandarin 2	TBD	TBD	n/a	n/a
Computer Information Systems	Discovering Computers 2017 Enhanced Edition; Learning Microsoft Office (Campus printed LAB manual)	\$171.50; \$30.00	n/a	n/a
Spreadsheet - Excel for Windows	Cengage Unlimited 4-Month Excel	\$119.99	n/a	n/a
Database - Access for Windows	Cengage Unlimited 4-Month Access	\$119.99	n/a	n/a
Introduction to Programming	CIS 211 Lab Manual (CUSTOM)	\$44.95	n/a	n/a

Note: All referenced Sections from AB 288 (Education Code 76004)

Career Exploration	N/A	n/a	Assessment Fees	\$15.00
American Ethnic Studies	A Different Mirror // Author: Takaki ISBN: 9780316022361	TBD	n/a	n/a
Formatting, Style and Usage	Eskew, Michael. Court Reporter's Style Manual. Norco: Professional Educational Distributors, 2008; Eskew, Michael. Court Reporter's Style Manual Student Workbook. Norco: Professional Educational Distributors, 2008.	\$80.00; \$30.75	n/a	n/a
Proofreading	Proofreading for Professionals by Bea Turnage, publisher: Prof. Ed. Dist., 2012 edition	\$30.75	n/a	n/a
Introduction to Chicano Studies	The Chicano Studies Reader ISBN: 9780895511232	\$21.95	n/a	n/a
Introduction to World Geography	Geography (w/out Access) Author: Deblij	\$186.75	n/a	n/a
Nutrition	Nutrition: Concepts and Controversies 14th Edition ISBN: 1305639383	TBD	n/a	n/a
Intro to Hospitality Careers	Exploring the Hospitality Industry // Author: Walker ISBN: 9780133762778	TBD	n/a	n/a
Sanitation and Safety	National Restaurant Association Educational Foundation (2012). ServSafe Coursebook (Sixth ed) Chicago: Prentice Hall.	TBD	n/a	n/a
Cultural Awareness and the Health Care System	Multicultural Health	\$99.95	n/a	n/a
First Aid, CPR and Emergencies	Pocket Mask ARC; Responding to Emergencies ISBN: 9781584805540	\$20.00; \$66.75	CPR Certification	\$35.00
History of Rock Music	What's That Sound? An Introduction to Rock and Its History // ISBN: 9780393937251	\$102.25	n/a	n/a
Introduction to Sociology	Sociology: A Down-to-Earth Approach, 13th Ed.	\$244.75	n/a	n/a
Introduction to the Theater	The Shape of Things by Niel Labute	\$10.95	n/a	n/a

Note: All referenced Sections from AB 288 (Education Code 76004)

FULLERTON COLLEGE:

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. College Orientation	N/A			
2. Introduction to Chicano/Chicana Studies	<i>Chicanos, Latinos and Cultural Diversity: An Anthology</i> Editors Dionne Espinoza, et. al. Kendall/Hunt Publishing Co. (2004) ISBN: 978-0-7575-1128-8	\$103.00	N/A	
3. Introduction to Sociology	<i>Sociology: A Brief Introduction.</i> Richard Schaefer. McGraw-Hill Higher Education (2014). 11ed. ISBN 978-0-07-802710-9	\$128.70	N/A	
4. Public Speaking	<i>Lucas, The Art of Public Speaking.</i> McGraw-Hill, 12 th ed. ISBN: 9780073523910	\$30.00	N/A	
5. Solidworks	<i>Parametric Modeling with SOLIDWORKS 2016.</i> Paul Schilling and Randy Shih. ISBN: 1585039985	\$75.00	N/A	
6. Careers in Fashion	Fashion Careers Course Pack			
26. Introduction to the Fashion Industry	<i>The Dynamics of Fashion</i> Elaine Stone. Bloomsbury Academic ISBN 9781609015008	\$55.58	Fashion Course Pack	
27. Basic Electricity and Basic Electronics	TBD			
28. Music Appreciation	<i>Music: An Appreciation.</i> Roger Kamien. McGraw-Hill Professional Publishing. 12 th ed. ISBN: 978-1259892707	\$85.65		

Note: All referenced Sections from AB 288 (Education Code 76004)

5. FACILITIES USE

5.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

5.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following COLLEGE facilities:

BUILDING	CLASSROOM	DAYS	HOURS

Note: All referenced Sections from AB 288 (Education Code 76004)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	August 14, 2018	Resolution	<u> </u>
SUBJECT:	Cypress College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Los Alamitos Unified School District	Information	<u> </u>
		Enclosure(s)	<u> X </u>

BACKGROUND: On November 5, 2015, the Governor signed into legislation AB 288 that established the College and Career Access Pathways (CCAP) Act to authorize California Community College districts to enter into formal partnership agreements with local high school districts to expand access to dual enrollment opportunities for high school students.

The goals of offering or expanding opportunities are to:

- Increase exposure to college coursework and environments for students who may not already be college bound or who are underrepresented in higher education.
- Develop seamless pathways from high school to community college for career technical education or preparation for transfer.
- Improve high school graduation rates.
- Assist high school students in achieving college and career readiness.

The community college is prohibited from providing physical education course opportunities to high school students participating in the AB 288 CCAP Partnership Agreement or any other courses that do not assist in the attainment of at least one of these goals.

In addition to college exposure and becoming more college and career ready, high school students enrolled in CCAP Partnership Agreement courses will not incur a fee, potentially reducing a significant cost of their college degree.

This agreement was submitted to the Board for first reading and discussion on July 24, 2018.

This item was prepared by Henry Hua, Dean of Business and CIS.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided attendance requirements for high schools are met; therefore, this has the potential to not only increase student access and success but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the Cypress College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Los Alamitos Unified School District.

Cherry Li-Bugg
Recommended by

Approved for Submittal

4.b.2
Item No.

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2021**

This is a College and Career Access Pathways (CCAP) Partnership Agreement hereinafter known as “Agreement” between **Cypress College** (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD), 10293 Bloomfield St, Los Alamitos, CA 90720, and **Los Alamitos Unified School District** (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the North Orange County Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in North Orange County and within the regional service area of NOCCCD, unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, NOCCCD and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, NOCCCD and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for three years beginning on July 1, 2018 and ending on June 30, 2021. Amendments to this Agreement will be submitted for approval by both the COLLEGE and SCHOOL DISTRICT Boards.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.4 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.5 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of NOCCCD and applicable law. Sec. 2 (a)
- 2.2 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.
- 2.3 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and NOCCCD standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and NOCCCD policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award

Note: All referenced Sections from AB 288 (Education Code 76004)

students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The NOCCCD governing board shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

6. CCAP AGREEMENT COURSES

- 6.1 COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to this CCAP Agreement. Sec. 2 (o)(1)

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 The scope, nature, time, location, and listing of courses offered by the COLLEGE shall be determined by COLLEGE with the approval of the NOCCCD Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5 Courses must meet the number of hours sufficient to meet the stated performance objectives as outlined in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with NOCCCD academic standards.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department and approved by the COLLEGE curriculum committee, the NOCCCD Board of Trustees and the state Chancellor's Office.

- 6.8 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by NOCCCD Administrative Procedure 4610.
- 6.9 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to NOCCCD and COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between NOCCCD and/or COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the NOCCCD regulations, policies, procedures, prerequisites, and standards, shall prevail.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.10 Site visits and instructor evaluations by one or more representatives of the COLLEGE and/or NOCCCD shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with NOCCCD academic standards.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with NOCCCD and COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with NOCCCD guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the NOCCCD and become NOCCCD employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT must also sign an Instructional Service Agreement- Instructor and get approved by the NOCCCD Board before the start of the course.
- 7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are SCHOOL DISTRICT employees.
- 7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.
- 7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE employees, that extends beyond the college schedule, is the SCHOOL DISTRICT's responsibility.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.7 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended, and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.8 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.9 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to, course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.10 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of NOCCCD.
- 7.11 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.12 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of NOCCCD specifically with regard to their duties as instructors.
- 7.13 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

Note: All referenced Sections from AB 288 (Education Code 76004)

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.
- 8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a “W” on their transcript.
- 8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with NOCCCD policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
 - The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)

Note: All referenced Sections from AB 288 (Education Code 76004)

- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 NOCCCD shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 NOCCCD shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s) Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and Title.5.

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 NOCCCD certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that NOCCCD will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

- 13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.
- 13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. CCAP AGREEMENT DATA MATCH AND REPORTING

- 14.1. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- 14.2. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges. Note: All referenced Sections from AB 288 (Education Code § 76004) 13 | Page 005142.00043 13951870.1 15.

15. PRIVACY OF STUDENT RECORDS

- 15.1. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- 15.2. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- 15.3. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from redisclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

Note: All referenced Sections from AB 288 (Education Code 76004)

16. REIMBURSEMENT

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

17. FACILITIES

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to NOCCCD or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

18. INDEMNIFICATION

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and NOCCCD and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The NOCCCD agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of NOCCCD and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

Note: All referenced Sections from AB 288 (Education Code 76004)

19. INSURANCE

- 19.1 The SCHOOL DISTRICT, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to the COLLEGE and to NOCCCD.
- 19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

20. NON-DISCRIMINATION

- 20.1 Neither the SCHOOL DISTRICT nor the COLLEGE and NOCCCD shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

21. TERMINATION

- 21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 22.

Note: All referenced Sections from AB 288 (Education Code 76004)

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All Note: All referenced Sections from AB 288 (Education Code § 76004) 16 | Page 005142.00043 13951870.1 agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. NOTICES

22.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Cypress College
9200 Valley View Street
Cypress, CA 90630
Attn: Dr. JoAnna Schilling, President

NOCCCD
North Orange County Community College District
1830 W. Romneya Dr., Anaheim, CA 92801
Attn: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and
Technology

SCHOOL DISTRICT
Los Alamitos Unified School District
10293 Bloomfield St,
Los Alamitos, CA 92720
Attn: Dr. Sherry Kropp, Superintendent

23. INTEGRATION

23.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

24. MODIFICATION AND AMENDMENT

24.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

25. GOVERNING LAWS

25.1 This agreement shall be interpreted according to the laws of the State of California.

Note: All referenced Sections from AB 288 (Education Code 76004)

26. COMMUNITY COLLEGE DISTRICT BOUNDARIES

26.1 For locations outside the geographical boundaries of NOCCCD, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

27. SEVERABILITY

27.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

28. COUNTERPARTS

28.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2018

By: _____
Los Alamitos Unified School District
Sherry Kropp, Ed.D.
Superintendent, Educational

By: _____
Cypress College
JoAnna Schilling, Ph.D.
President

By: _____
North Orange County Community College District
Cherry Li-Bugg, Ph.D.
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meetings

- (a) Information Board Meeting Date: *July 24, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

School District Board Meetings:

- (a) Information Board Meeting Date: *July 10, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

Note: All referenced Sections from AB 288 (Education Code 76004)

APPENDIX

**COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT**

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. NOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
NOCCCD	Dr. Cherry Li-Bugg	(714) 808-4787	clibugg@nocccd.edu
College	Dr. JoAnna Schilling	(714) 484-7308	jschilling@cypresscollege.edu
School District	Dr. Sherry Kropp	(562) 799-4700	skropp@losal.org

2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: **2018-2019**

COLLEGE: **Cypress College**

EDUCATIONAL PROGRAM: Cybersecurity, General Ed., Management

SCHOOL DISTRICT **Los Alamitos Unified School District**

HIGH SCHOOL: **Los Alamitos High School**

TOTAL NUMBER OF STUDENTS TO BE SERVED: 250	TOTAL PROJECTED FTES: 37
--------------------------------------------	--------------------------

COURSE	COURSE NUMBER	TERM	TIME	DAYS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
Cybersecurity Competition Fundamentals	CIS 190C	Fall 2018, Spring 2019 & Summer 2019	9:00 AM - 12:30 PM	Sat	Ben Izadi	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Computer Information Systems	CIS 111C	Spring 2019 & Summer 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
CISCO Networking 1	CIS 230C	Spring 2019	TBD	TBD	Ben Izadi	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input checked="" type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Cypress Counseling Experience: Career Explorations	COUN 139C	Fall 2018 & Spring 2019	3:00PM - 5:50 PM	M & W	Juliet Murphy	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Cypress Counseling Experience: Educational Planning	COUN 140C	Fall 2018 & Spring 2019	3:00PM - 5:50 PM	M & W	Juliet Murphy	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS

Multivariable Calculus	MATH 250AC	Fall 2018	7:50AM - 8:40 AM	M through F	Sondra Bright	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Linear Algebra / Differential Equations	MATH 250BC	Spring 2019	7:50AM - 8:50 AM	M through F	Sondra Bright	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Introduction to Business	MGT 161C	Fall 2018	3:00PM - 5:35 PM	Wed	Jeannie Jo	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Legal Environment of Business	MGT 240C	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
History of Rock Music	MUS 119C	Fall 2018 & Spring 2019	3:00PM - 4:25 PM	T & TH	Ronal Segovia	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS
Introduction to Sociology	SOC 101C	Fall 2018 & Spring 2019	3:15PM - 4:55 PM	T & TH	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Los Alamitos HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

4. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
Computer Information Systems	Discovering Computers 2017 Enhanced Edition Learning Microsoft Office Lab Manual	\$132.00 \$29.95	n/a	n/a
Charger Experience: Career Explorations	n/a	n/a	Assessment Fees	\$15.00
Multivariable Calculus	Author: Larson ISBN: 9781285060293 Copyright Year: 2014 Publisher: Cengage Learning	\$286.75	n/a	n/a
Linear Algebra / Differential Equations	Author: Goode ISBN: 9780321964670 Copyright Year: 2016 Publisher: Pearson Education	\$180.75	n/a	n/a

Note: All referenced Sections from AB 288 (Education Code 76004)

4.b.21
Item No.

Introduction to Business	ISBN: 9781337116695 Copyright Year: 2018 Publisher: Cengage Learning	\$75.00	n/a	n/a
Legal Environment of Business	Author: Cross ISBN: 9781305967304 Copyright Year: 2018 Publisher: Cengage Learning	\$233.00	n/a	n/a
History of Rock Music	What's That Sound? An Introduction to Rock and Its History // ISBN: 9780393937251	\$102.25	n/a	n/a
Introduction to Sociology	Sociology: A Down-to-Earth Approach, 13th Ed.	\$244.75	n/a	n/a

Note: All referenced Sections from AB 288 (Education Code 76004)

5. FACILITIES USE

5.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

5.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following COLLEGE facilities:

BUILDING	CLASSROOM	DAYS	HOURS

Note: All referenced Sections from AB 288 (Education Code 76004)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	August 14, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Brea Olinda Unified School District	Enclosure(s)	<u> X </u>

BACKGROUND: On November 5, 2015, the Governor signed into legislation AB 288 that established the College and Career Access Pathways (CCAP) Act to authorize California Community College districts to enter into formal partnership agreements with local high school districts to expand access to dual enrollment opportunities for high school students.

The goals of offering or expanding opportunities are to:

- Increase exposure to college coursework and environments for students who may not already be college bound or who are underrepresented in higher education.
- Develop seamless pathways from high school to community college for career technical education or preparation for transfer.
- Improve high school graduation rates.
- Assist high school students in achieving college and career readiness.

The community college is prohibited from providing physical education course opportunities to high school students participating in the AB 288 CCAP Partnership Agreement or any other courses that do not assist in the attainment of at least one of these goals.

In addition to college exposure and becoming more college and career ready, high school students enrolled in CCAP Partnership Agreement courses will not incur a fee; potentially reducing a significant cost of their college degree.

This agreement was submitted to the Board for first reading and discussion on July 24, 2018.

This item was prepared by Dr. José Ramón Núñez, Vice President, Instruction, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided attendance requirements for high schools are met; therefore, this has the potential to not only increase student access and success but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Brea Olinda Unified School District.

Cherry Li-Bugg
Recommended by

Approved for Submittal

4.c.2
Item No.

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2021**

This is a College and Career Access Pathways (CCAP) Partnership Agreement hereinafter known as “Agreement” between **Fullerton College** (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD), 1830 W. Romneya Drive, Anaheim, CA 92801, and **Brea Olinda Unified School District** (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the North Orange County Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in North Orange County and within the regional service area of NOCCCD, unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, NOCCCD and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, NOCCCD and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for three years beginning on July 1, 2018 and ending on June 30, 2021. Amendments to this Agreement will be submitted for approval by both the COLLEGE and SCHOOL DISTRICT Boards.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.4 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.5 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of NOCCCD and applicable law. Sec. 2 (a)
- 2.2 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.
- 2.3 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and NOCCCD standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and NOCCCD policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award

Note: All referenced Sections from AB 288 (Education Code 76004)

students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The NOCCCD governing board shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

6. CCAP AGREEMENT COURSES

- 6.1 COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to this CCAP Agreement. Sec. 2 (o)(1)

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 The scope, nature, time, location, and listing of courses offered by the COLLEGE shall be determined by COLLEGE with the approval of the NOCCCD Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5 Courses must meet the number of hours sufficient to meet the stated performance objectives as outlined in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with NOCCCD academic standards.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department and approved by the COLLEGE curriculum committee, the NOCCCD Board of Trustees and the state Chancellor's Office.

- 6.8 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by NOCCCD Administrative Procedure 4610.
- 6.9 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to NOCCCD and COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between NOCCCD and/or COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the NOCCCD regulations, policies, procedures, prerequisites, and standards, shall prevail.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.10 Site visits and instructor evaluations by one or more representatives of the COLLEGE and/or NOCCCD shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with NOCCCD academic standards.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with NOCCCD and COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with NOCCCD guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the NOCCCD and become NOCCCD employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT must also sign an Instructional Service Agreement- Instructor and get approved by the NOCCCD Board before the start of the course.
- 7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are SCHOOL DISTRICT employees.
- 7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.
- 7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE employees that extends beyond the college schedule is the SCHOOL DISTRICT's responsibility.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.7 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended, and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.8 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.9 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to, course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.10 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of NOCCCD.
- 7.11 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.12 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of NOCCCD specifically with regard to their duties as instructors.
- 7.13 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

Note: All referenced Sections from AB 288 (Education Code 76004)

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.
- 8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a “W” on their transcript.
- 8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with NOCCCD policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
 - The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)

Note: All referenced Sections from AB 288 (Education Code 76004)

- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 NOCCCD shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 NOCCCD shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s) Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and Title.5.

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 NOCCCD certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that NOCCCD will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

- 13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.
- 13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. CCAP AGREEMENT DATA MATCH AND REPORTING

- 14.1. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- 14.2. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges. Note: All referenced Sections from AB 288 (Education Code § 76004) 13 | Page 005142.00043 13951870.1 15.

15. PRIVACY OF STUDENT RECORDS

- 15.1. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- 15.2. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- 15.3. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from redisclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

Note: All referenced Sections from AB 288 (Education Code 76004)

16. REIMBURSEMENT

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

17. FACILITIES

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to NOCCCD or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

18. INDEMNIFICATION

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and NOCCCD and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The NOCCCD agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of NOCCCD and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

Note: All referenced Sections from AB 288 (Education Code 76004)

19. INSURANCE

- 19.1 The SCHOOL DISTRICT, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to the COLLEGE and to NOCCCD.
- 19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

20. NON-DISCRIMINATION

- 20.1 Neither the SCHOOL DISTRICT nor the COLLEGE and NOCCCD shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

21. TERMINATION

- 21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 22.

Note: All referenced Sections from AB 288 (Education Code 76004)

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All Note: All referenced Sections from AB 288 (Education Code § 76004) 16 | Page 005142.00043 13951870.1 agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. NOTICES

22.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Fullerton College
321 E. Chapman Avenue
Fullerton, CA 92832
Attn: Dr. José Ramón Núñez, Vice President, Instruction

NOCCCD
North Orange County Community College District
1830 W. Romneya Dr., Anaheim, CA 92801
Attn: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

SCHOOL DISTRICT
Brea Olinda Unified School District
1 Civic Center Circle, Level 2
Brea, CA 92821
Attn: Dr. Brad Mason, Superintendent of Schools

23. INTEGRATION

23.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

24. MODIFICATION AND AMENDMENT

24.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

25. GOVERNING LAWS

25.1 This agreement shall be interpreted according to the laws of the State of California.

Note: All referenced Sections from AB 288 (Education Code 76004)

26. COMMUNITY COLLEGE DISTRICT BOUNDARIES

26.1 For locations outside the geographical boundaries of NOCCCD, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

27. SEVERABILITY

27.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

28. COUNTERPARTS

28.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2018

By: _____
Brea Olinda Unified School District
Brad Mason, Ed.D.
Superintendent of Schools

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

By: _____
North Orange County Community College District
Cherry Li-Bugg, Ph.D.
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meetings

- (a) Information Board Meeting Date: *July 24, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

School District Board Meetings

- (a) Information Board Meeting Date: *July 9, 2018*
- (b) Public Comment Board Meeting Date: *July 23, 2018*

Note: All referenced Sections from AB 288 (Education Code 76004)

APPENDIX

COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. NOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
NOCCCD	Dr. Cherry Li-Bugg	(714) 808-4787	clibugg@nocccd.edu
College	Dr. José Ramón Núñez	(714) 992-7031	jnunez@fullcoll.edu
School District	Dr. Brad Mason	(714) 990-7800	bmason@bousd.us

2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2018-2019

COLLEGE: Fullerton College

EDUCATIONAL PROGRAM: Sociology, Counseling, Music and Communication Studies

SCHOOL DISTRICT: Brea Olinda Unified School District

HIGH SCHOOL: Brea Olinda HS

TOTAL NUMBER OF STUDENTS TO BE SERVED: 270	TOTAL PROJECTED FTES: 16
--------------------------------------------	--------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
1. Introduction to Sociology	SOC 101 F	Fall 2018	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
2. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
3. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
4. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
5. Music Appreciation	MUS 116 F	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS
6. Public Speaking	COMM 100	Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Brea Olinda HS

Note: All referenced Sections from AB 288 (Education Code 76004

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

These course has been offered previously to college bound high school students. It helped those students to start college successfully.

4. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Introduction to Sociology	<i>Sociology: A Brief Introduction.</i> Richard Schaefer. McGraw-Hill Higher Education (2014). 11ed. ISBN 978-0-07-802710-9	\$128.70	N/A	
2. College Orientation	N/A			
3. Music Appreciation	<i>Music: An Appreciation.</i> Roger Kamien. McGraw-Hill Professional Publishing. 12 th ed. 2015. ISBN: 978-125989270-7	\$88.28	N/A	
4. Public Speaking	<i>Lucas, The Art of Public Speaking.</i> McGraw-Hill, 12 th ed. ISBN: 9780073523910	\$30.00	N/A	

Note: All referenced Sections from AB 288 (Education Code 76004)

5. FACILITIES USE

5.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

5.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following COLLEGE facilities:

BUILDING	CLASSROOM	DAYS	HOURS

Note: All referenced Sections from AB 288 (Education Code 76004)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	August 14, 2018	Resolution	<u> </u>
SUBJECT:	Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Fullerton Joint Union High School District	Information	<u> </u>
		Enclosure(s)	<u> X </u>

BACKGROUND: On November 5, 2015, the Governor signed into legislation AB 288 that established the College and Career Access Pathways (CCAP) Act to authorize California Community College districts to enter into formal partnership agreements with local high school districts to expand access to dual enrollment opportunities for high school students. The goals of offering or expanding opportunities are to:

- Increase exposure to college coursework and environments for students who may not already be college bound or who are underrepresented in higher education.
- Develop seamless pathways from high school to community college for career technical education or preparation for transfer.
- Improve high school graduation rates.
- Assist high school students in achieving college and career readiness.

The community college is prohibited from providing physical education course opportunities to high school students participating in the AB 288 CCAP Partnership Agreement or any other courses that do not assist in the attainment of at least one of these goals.

In addition to college exposure and becoming more college and career ready, high school students enrolled in CCAP Partnership Agreement courses will not incur a fee; potentially reducing a significant cost of their college degree.

This agreement was submitted to the Board for first reading and discussion on July 24, 2018.

This item was prepared by Dr. José Ramón Núñez, Vice President, Instruction, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided attendance requirements for high schools are met; therefore, this has the potential to not only increase student access and success but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Fullerton Joint Union High School District.

Cherry Li-Bugg
Recommended by

Approved for Submittal

4.d.2
Item No.

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2021**

This is a College and Career Access Pathways (CCAP) Partnership Agreement hereinafter known as “Agreement” between **Fullerton College** (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD), 1830 W. Romneya Drive, Anaheim, CA 92801, and **Fullerton Joint Union High School District** (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the North Orange County Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in North Orange County and within the regional service area of NOCCCD, unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, NOCCCD and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, NOCCCD and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for three years beginning on July 1, 2018 and ending on June 30, 2021. Amendments to this Agreement will be submitted for approval by both the COLLEGE and the SCHOOL DISTRICT Boards.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.4 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.5 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of NOCCCD and applicable law. Sec. 2 (a)
- 2.2 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.
- 2.3 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and NOCCCD standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and NOCCCD policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award

Note: All referenced Sections from AB 288 (Education Code 76004)

students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The NOCCCD governing board shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

6. CCAP AGREEMENT COURSES

- 6.1 COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to this CCAP Agreement. Sec. 2 (o)(1)

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 The scope, nature, time, location, and listing of courses offered by the COLLEGE shall be determined by COLLEGE with the approval of the NOCCCD Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5 Courses must meet the number of hours sufficient to meet the stated performance objectives as outlined in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with NOCCCD academic standards.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department and approved by the COLLEGE curriculum committee, the NOCCCD Board of Trustees and the state Chancellor's Office.

- 6.8 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by NOCCCD Administrative Procedure 4610.
- 6.9 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to NOCCCD and COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between NOCCCD and/or COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the NOCCCD regulations, policies, procedures, prerequisites, and standards, shall prevail.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.10 Site visits and instructor evaluations by one or more representatives of the COLLEGE and/or NOCCCD shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with NOCCCD academic standards.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with NOCCCD and COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with NOCCCD guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the NOCCCD and become NOCCCD employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT must also sign an Instructional Service Agreement- Instructor and get approved by the NOCCCD Board before the start of the course.
- 7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are SCHOOL DISTRICT employees.
- 7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.
- 7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE Employees, that extends beyond the college schedule, is the SCHOOL DISTRICT's responsibility.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.7 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended, and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.8 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.9 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to, course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.10 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of NOCCCD.
- 7.11 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.12 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of NOCCCD specifically with regard to their duties as instructors.
- 7.13 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

Note: All referenced Sections from AB 288 (Education Code 76004)

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.
- 8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a “W” on their transcript.
- 8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with NOCCCD policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
 - The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)

Note: All referenced Sections from AB 288 (Education Code 76004)

- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 NOCCCD shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 NOCCCD shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s) Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and Title.5.

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 NOCCCD certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that NOCCCD will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

- 13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.
- 13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. CCAP AGREEMENT DATA MATCH AND REPORTING

- 14.1. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- 14.2. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges. Note: All referenced Sections from AB 288 (Education Code § 76004) 13 | Page 005142.00043 13951870.1 15.

15. PRIVACY OF STUDENT RECORDS

- 15.1. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- 15.2. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- 15.3. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from redisclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

Note: All referenced Sections from AB 288 (Education Code 76004)

16. REIMBURSEMENT

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

17. FACILITIES

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to NOCCCD or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

18. INDEMNIFICATION

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and NOCCCD and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The NOCCCD agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of NOCCCD and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and COLLEGE its officers, employees, independent contractors, subcontractors, agents and other representatives.

Note: All referenced Sections from AB 288 (Education Code 76004)

19. INSURANCE

- 19.1 The SCHOOL DISTRICT, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to the COLLEGE and to NOCCCD.
- 19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

20. NON-DISCRIMINATION

- 20.1 Neither the SCHOOL DISTRICT nor the COLLEGE and NOCCCD shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

21. TERMINATION

- 21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 22.

Note: All referenced Sections from AB 288 (Education Code 76004)

21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All Note: All referenced Sections from AB 288 (Education Code § 76004) 16 | Page 005142.00043 13951870.1 agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. NOTICES

22.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Fullerton College
321 E. Chapman Avenue
Fullerton, CA 92832
Attn: Dr. José Ramón Núñez, Vice President, Instruction

NOCCCD
North Orange County Community College District
1830 W. Romneya Dr., Anaheim, CA 92801
Attn: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

SCHOOL DISTRICT
Fullerton Joint Union High School District
1051 W. Bastanchury Road
Fullerton, CA 92833
Attn: Dr. Sylvia Kaufman, Assistant Superintendent of Schools

23. INTEGRATION

23.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

24. MODIFICATION AND AMENDMENT

24.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

25. GOVERNING LAWS

25.1 This agreement shall be interpreted according to the laws of the State of California.

26. COMMUNITY COLLEGE DISTRICT BOUNDARIES

26.1 For locations outside the geographical boundaries of NOCCCD, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

27. SEVERABILITY

27.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

28. COUNTERPARTS

28.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2018

By: _____
Fullerton Joint Union HS District
Sylvia Kaufman, Ed.D.
Assistant Superintendent, Educational
Services

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

By: _____
North Orange County Community College District
Cherry Li-Bugg, Ph.D.
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meetings:

- (a) Information Board Meeting Date: *July 24, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

School District Board Meetings:

- (a) Information Board Meeting Date: *July 10, 2018*
- (b) Public Comment Board Meeting Date: *August 7, 2018*

Note: All referenced Sections from AB 288 (Education Code 76004)

APPENDIX

COLLEGE AND CAREER ACCESS PATHWAYS (CCAP) A DUAL ENROLLMENT PARTNERSHIP AGREEMENT

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. NOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
NOCCCD	Dr. Cherry Li-Bugg	(714) 808-4787	clibugg@nocccd.edu
College	Dr. José Ramón Núñez	(714) 992-7031	jnunez@fullcoll.edu
School District	Dr. Sylvia Kaufman	(714) 870-2840	skaufman@fjuhsd.org

2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2018-2019

COLLEGE: Fullerton College

EDUCATIONAL PROGRAM: Sociology, Counseling, Early Child Development & Educational Studies, Library Technology, and Communication Studies

SCHOOL DISTRICT: Fullerton Joint Union High School District

HIGH SCHOOL: Fullerton HS, La Vista HS, La Habra HS, Buena Park HS, Sunny Hills HS, Sonora HS, Troy HS

TOTAL NUMBER OF STUDENTS TO BE SERVED: 810	TOTAL PROJECTED FTES:36
--------------------------------------------	-------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
1. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
2. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
3. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
4. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
5. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
6. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Habra HS
7. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
8. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS

9. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sunny Hills HS
10. College Orientation	COUN 100	Fall 2018 & Spring 2019	3:15-6:35pm	Tuesday	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Sonora HS
11. College Orientation	COUN 100	Fall 2018 & Spring 2019	3:15-6:35pm	Thursday	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Troy HS
12. Introduction to Sociology	SOC 101 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Fullerton HS
13. Introduction to Early Childhood Education Curriculum	CDES 115 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Vista HS
14. Public Speaking	COMM 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS
15. Introduction to Research	LIB 100 F	Summer 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Buena Park HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

Some of these courses have been offered previously to college bound high school students. They have helped student start a successful college career.

4. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. College Orientation	N/A			
2. Introduction to Sociology	<i>Sociology: A Brief Introduction.</i> Richard Schaefer. McGraw-Hill Higher Education (2014). 11ed. ISBN 978-0-07-802710-9	\$128.70	N/A	

Note: All referenced Sections from AB 288 (Education Code 76004)

4. Public Speaking	<i>Lucas, The Art of Public Speaking.</i> McGraw-Hill, 12 th ed. ISBN: 9780073523910	\$30.00	N/A	
5. Introduction to Early Childhood Education Curriculum	<i>Reflecting Children's Lives: A Handbook for Planning Child-Centered Curriculum</i> Deb Curtis and Margie Carter ISBN: 978-188483427-1	\$19.25	N/A	
6. Introduction to Research	N/A			

Note: All referenced Sections from AB 288 (Education Code 76004)

5. FACILITIES USE

5.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

5.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following COLLEGE facilities:

BUILDING	CLASSROOM	DAYS	HOURS

Note: All referenced Sections from AB 288 (Education Code 76004)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u> X </u>
DATE:	August 14, 2018	Resolution	<u> </u>
		Information	<u> </u>
SUBJECT:	Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Placentia-Yorba Linda Unified School District	Enclosure(s)	<u> X </u>

BACKGROUND: On November 5, 2015, the Governor signed into legislation AB 288 that established the College and Career Access Pathways (CCAP) Act to authorize California Community College districts to enter into formal partnership agreements with local high school districts to expand access to dual enrollment opportunities for high school students. The goals of offering or expanding opportunities are to:

- Increase exposure to college coursework and environments for students who may not already be college bound or who are underrepresented in higher education.
- Develop seamless pathways from high school to community college for career technical education or preparation for transfer.
- Improve high school graduation rates.
- Assist high school students in achieving college and career readiness.

The community college is prohibited from providing physical education course opportunities to high school students participating in the AB 288 CCAP Partnership Agreement or any other courses that do not assist in the attainment of at least one of these goals.

In addition to college exposure and becoming more college and career ready, high school students enrolled in CCAP Partnership Agreement courses will not incur a fee; potentially reducing a significant cost of their college degree.

This agreement was submitted to the Board for first reading and discussion on July 24, 2018.

This item was prepared by Dr. José Ramón Núñez, Vice President, Instruction, Fullerton College.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions from student completion to reducing the achievement gap to student success in pathways to planning best practices to community partnerships.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: AB 288 makes it possible for community college districts to collect apportionment for CCAP Partnership Agreement classes offered at high schools provided attendance requirements for high schools are met; therefore, this has the potential to not only increase student access and success but also generate more funding for NOCCCD.

RECOMMENDATION: It is recommended that the Board approve the Fullerton College CCAP Dual Enrollment Partnership Agreement 2018-2021 with Placentia-Yorba Linda Unified School District.

**COLLEGE AND CAREER ACCESS PATHWAYS
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT
2018-2021**

This is a College and Career Access Pathways (CCAP) Partnership Agreement hereinafter known as “Agreement” between **Fullerton College** (“COLLEGE”) a college of the North Orange County Community College District, (NOCCCD), 1830 W. Romneya Drive, Anaheim, CA 92801, and **Placentia-Yorba Linda Unified School District** (“SCHOOL DISTRICT”).

WHEREAS, the mission of the COLLEGE includes providing educational programs and services that are responsive to the needs of the students and communities within the North Orange County Community College District; and

WHEREAS, students who complete college credit while enrolled in high school are more likely to earn high school diplomas, to enroll in community colleges and four-year colleges, to attend post-secondary education on a full-time basis, and to complete degrees in those institutions than students without these experiences; and

WHEREAS, SCHOOL DISTRICT is a public school district serving grades 9-12 located in North Orange County and within the regional service area of NOCCCD, unless otherwise specified and agreed to as specified in Sec. 2 (e); and

WHEREAS, NOCCCD and SCHOOL DISTRICT desire to enter into this CCAP Agreement for the purpose of offering or expanding dual enrollment opportunities, consistent with the provisions of AB 288, for high school students “who may not already be college bound or who are underrepresented in higher education with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)

WHEREAS, instruction will comply with the student selection standards, curriculum guidelines, recommendations and procedures promulgated by applicable law, the California Community College Chancellor’s Office, NOCCCD and COLLEGE;

WHEREAS, participation in the CCAP Agreement is consistent with the core mission of the community colleges pursuant to Section 66010.4, and that pupils participating in a CCAP Agreement will not lead to enrollment displacement of otherwise eligible adults in the community college; Sec. 2 (k)(3)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. TERM OF AGREEMENT

- 1.1 The term of this CCAP Agreement shall be for three years beginning on July 1, 2018 and ending on June 30, 2021. Amendments to this Agreement will be submitted for approval by both the COLLEGE and SCHOOL DISTRICT Boards.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 1.2 This CCAP Agreement outlines the terms of the Agreement. The CCAP Agreement Appendix shall specify additional detail regarding, but not be limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses. The CCAP Agreement Appendix shall identify a point of contact for the participating community college district and school district partner. Sec. 2 (c)(2)
- 1.3 A copy of the COLLEGE AND SCHOOL DISTRICT CCAP Agreement shall be filed with the office of the Chancellor of the California Community Colleges and with the department [California Department of Education] before the start of the CCAP partnership. Sec. 2 (c)(3)
- 1.4 The governing board of each district, at a subsequent open public meeting of that board, shall take comments from the public and approve or disapprove the proposed agreement.
- 1.5 COLLEGE and SCHOOL DISTRICT shall ensure that two public (informational and adoption) meetings are held in the review and approval of this CCAP Agreement. Sec. 2 (b)

2. COMMUNITY COLLEGE DISTRICTS AUTHORIZING THE CCAP PARTNERSHIPS WITH SCHOOL DISTRICTS DEFINITIONS

- 2.1 CCAP Agreement Courses - Courses offered as part of this CCAP Agreement shall be community college courses acceptable towards a career technical education credential or certificate, or preparation for transfer, or appropriate to improve high school graduation rates or help high school pupils achieve college and career readiness. All community college courses offered at the SCHOOL DISTRICT have been approved in accordance with the policies and guidelines of NOCCCD and applicable law. Sec. 2 (a)
- 2.2 High school pupils enrolled in a course offered through a CCAP partnership shall not be assessed any fee that is prohibited by Section 49011.
- 2.3 Pupil or Student - A resident or nonresident student attending high school in California. Pursuant to SB 150 Concurrent enrollment in secondary school and community college: nonresident tuition exemption: Effective January 1, 2014, concurrently enrolled students (high school students enrolled in college classes) who are classified as nonresident students for tuition purposes may be eligible for the SB 150 waiver of nonresident tuition while still in high school. Students must be special admit part-time students who are attending high school in California.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. STUDENT ELIGIBILITY, SELECTION AND ENROLLMENT, ADMISSION, REGISTRATION, MINIMUM SCHOOL DAY

- 3.1 Student Eligibility - Students who “may not already be college bound or who are underrepresented in higher education, with the goal of developing seamless pathways from high school to community college for career technical education or preparation for transfer, improving high school graduation rates, and assisting high school pupils to achieve college and career readiness” Sec. 2 (a) and “underachieving students, those from groups underrepresented in postsecondary education, those who are seeking advanced studies while in high school, and those seeking a career technical education credential or certificate.” Sec. 1 (d)
- 3.2 Student Selection and Enrollment - Enrollment shall be open to all eligible students as part of the CCAP Agreement who have been admitted to the COLLEGE and who meet all applicable prerequisites. Student selection criteria may be further specified in the CCAP Agreement Appendix. Applicable prerequisite courses, training, or experience and standards required as preparation for courses offered through the CCAP Agreement will be determined by COLLEGE and shall be in compliance with applicable law and NOCCCD standards and policies.
- 3.3 College Admission and Registration - Procedures for students participating in the CCAP Agreement shall be governed by the COLLEGE and shall be in compliance with the admissions and registration guidelines set forth in applicable law and NOCCCD policy.
- 3.4 Student Records – It is the responsibility of the student to follow the COLLEGE process when requesting an official COLLEGE transcript for grade submission to the SCHOOL DISTRICT unless otherwise specified in the Appendix.
- 3.5 Priority Enrollment - A COLLEGE participating in this CCAP Agreement may assign priority course registration to a pupil seeking to enroll in a community college course that is required for the pupil’s CCAP partnership program that is equivalent to the priority assigned to a pupil attending middle college high school as described in Section 11300 and consistent with middle college high school provisions in Section 76001. Sec. 2 (3)(g)
- 3.6 As part of a CCAP Agreement, a participating community college district shall not provide physical education course opportunities to high school students or any other course opportunities that do not assist in the attainment of the goals associated with career technical education or preparation for transfer, improving high school graduation rates, or helping high school students achieve career and college readiness. Sec. 2 (d)
- 3.7 Students participating in a CCAP Agreement may enroll in up to a maximum of 15 units per term per conditions specified in AB 288, Sec. 2 (p)(1)(2)(3). Specifically, the units must constitute no more than four community college courses per term and be part of an academic program that is part of the Agreement designed to award

Note: All referenced Sections from AB 288 (Education Code 76004)

students with both a high school diploma and an associate degree or certificate or a credential.

- 3.8 Students will only be able to enroll into one Dual Enrollment class under this agreement. If they wish to enroll into an additional Dual Enrollment course, they must obtain approval by the high school by filling out the authorization form.
- 3.9 Minimum School Day - The SCHOOL DISTRICT shall certify that it shall teach SCHOOL DISTRICT students participating as part of a CCAP Agreement no less than the number of instructional minutes required to complete a minimum school day pursuant to Education Code §§ 46141 and 46142.

4. COLLEGE APPLICATION PROCEDURE

- 4.1 The COLLEGE will be responsible for processing student applications.
- 4.2 The COLLEGE will provide the necessary admission and registration forms and procedures and both COLLEGE and SCHOOL DISTRICT will jointly ensure that each applicant accepted has met all the enrollment requirements, including liability and medical care coverage requirements, if any.
- 4.3 The SCHOOL DISTRICT agrees to assist COLLEGE in the admission and registration of SCHOOL DISTRICT students as may be necessary and requested by COLLEGE.

5. PARTICIPATING STUDENTS

- 5.1 A high school student enrolled in a course offered through a CCAP Agreement shall not be assessed any fee that is prohibited by Education Code Section 49011. See also Sec. 2 (f)(q). The NOCCCD governing board shall exempt special part-time students described in subdivision (p) from the fee requirements in Sections 76060.5, 76140, 76223, 76300, 76350, and 79121.
- 5.2 The total cost of books and instructional materials for SCHOOL DISTRICT students who enroll in a COLLEGE course offered as part of this CCAP Agreement will be specified in the Appendix to this Agreement. Costs will be borne by SCHOOL DISTRICT.
- 5.3 Both COLLEGE and SCHOOL DISTRICT will insure that ancillary and support services are provided for students (e.g. Counseling and Guidance, Placement Assistance, Assessment, and Tutoring).

6. CCAP AGREEMENT COURSES

- 6.1 COLLEGE may limit enrollment in a community college course solely to eligible high school students if the course is offered at a high school campus during the regular school day and the community college course is offered pursuant to this CCAP Agreement. Sec. 2 (o)(1)

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.2 The COLLEGE is responsible for all courses and educational programs offered as part of this CCAP Agreement regardless of whether the course and educational program is offered on site at the SCHOOL DISTRICT or at the COLLEGE.
- 6.3 Degree and certificate programs that are included in the CCAP agreement must have been approved by the California Community College Chancellor's Office and courses offered at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated academic department within the COLLEGE, approved by the COLLEGE Curriculum Committee and COLLEGE Board and submitted to the Chancellor's office, unless course is a standalone class. Course outlines will be provided to the SCHOOL DISTRICT.
- 6.4 The scope, nature, time, location, and listing of courses offered by the COLLEGE shall be determined by COLLEGE with the approval of the NOCCCD Governing Board and will be recorded in the Appendix to this Agreement. Sec. 2 (c)(1)
- 6.5 Courses must meet the number of hours sufficient to meet the stated performance objectives as outlined in the course outlines provided to the SCHOOL DISTRICT on a semester bases.
- 6.6 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be of the same quality and rigor as those offered on COLLEGE campus and shall be in compliance with NOCCCD academic standards.
- 6.7 Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be listed in the COLLEGE catalog with the same department designations, course descriptions, numbers, titles, and credits.

Courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall adhere to the official course outline of record and the student learning outcomes established by the associated COLLEGE academic department and approved by the COLLEGE curriculum committee, the NOCCCD Board of Trustees and the state Chancellor's Office.

- 6.8 Courses offered as part of this CCAP Agreement and taught by SCHOOL DISTRICT instructor are part of an approved Instructional Service Agreement as required by NOCCCD Administrative Procedure 4610.
- 6.9 Courses offered as part of this CCAP Agreement will comply with all applicable regulations, policies, procedures, prerequisites and standards applicable to NOCCCD and COLLEGE as well as any corresponding policies, practices, and requirements of the SCHOOL DISTRICT. In the event of a conflict between NOCCCD and/or COLLEGE course related regulations, policies, procedures, prerequisites and standards and SCHOOL DISTRICT policies, practices and requirements, the NOCCCD regulations, policies, procedures, prerequisites, and standards, shall prevail.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 6.10 Site visits and instructor evaluations by one or more representatives of the COLLEGE and/or NOCCCD shall be permitted by the SCHOOL DISTRICT to ensure that courses offered as part of this CCAP Agreement in the SCHOOL DISTRICT are the same as the courses offered on the COLLEGE campus and in compliance with NOCCCD academic standards.
- 6.11 A student's withdrawal prior to completion of a course offered as part of this CCAP Agreement shall be in accordance with NOCCCD and COLLEGE guidelines, policies, pertinent statutes and regulations.
- 6.12 Supervision and evaluation of students enrolled in courses offered as part of this CCAP Agreement shall be in accordance with NOCCCD guidelines, policies, pertinent statutes, and regulations.
- 6.13 COLLEGE has the sole right to control and direct the instructional activities of all instructors, including those who are SCHOOL DISTRICT employees.
- 6.14 This CCAP Agreement certifies that any remedial course taught by community college faculty at a partnering high school campus shall be offered only to high school students who do not meet their grade level standard in math, English, or both on an interim assessment in grade 10 or 11, as determined by the partnering SCHOOL DISTRICT, and shall involve collaborative effort between the SCHOOL DISTRICT and the COLLEGE faculty to deliver an innovative remediation course as an intervention in the student's junior or senior year to ensure the student is prepared for college-level work upon graduation. Sec. 2 (n)

7. INSTRUCTOR(S)

- 7.1 All instructors teaching COLLEGE courses offered as part of this CCAP Agreement must meet the minimum qualifications for instruction in a California community college as set forth in Title 5 California Code of Regulations, Sections 53410 and 58060 or as amended and be hired by the NOCCCD and become NOCCCD employees or be provided by the District and be District employees. Faculty provided by the SCHOOL DISTRICT must also sign an Instructional Service Agreement- Instructor and get approved by the NOCCCD Board before the start of the course.
- 7.2 The SCHOOL DISTRICT shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are SCHOOL DISTRICT employees.
- 7.3 The COLLEGE shall be solely responsible for all salaries, wages, and benefits due to dual enrollment faculty who are COLLEGE employees.
- 7.4 The COLLEGE shall be responsible for faculty salaries associated with the instructional class time of the classes conducted under this Agreement for faculty that are not SCHOOL DISTRICT employees. Any supplemental instruction related to the material presented in classes conducted under this Agreement by COLLEGE employees, that extends beyond the college schedule, is the SCHOOL DISTRICT's responsibility.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 7.5 The CCAP Agreement Appendix shall specify which participating SCHOOL DISTRICT or COLLEGE will be the employer of record for purposes of assignment monitoring and reporting to the county office of education. Sec. 2 (m)(1)
- 7.6 This CCAP Agreement specifies the SCHOOL DISTRICT will assume reporting responsibilities pursuant to applicable federal teacher quality mandates. Sec. 2 (m)(2)
- 7.7 Instructors who teach COLLEGE courses shall comply with the fingerprinting requirements set forth in Ed Code § 45125 or as amended, and the tuberculosis testing and risk assessment requirements of California Health and Safety Code § 121525 or as amended. In addition to any other prohibition or provision, no person who has been convicted of a violent or serious felony shall be eligible to teach any courses offered as part of this CCAP Agreement or otherwise provide services on a SCHOOL DISTRICT site.
- 7.8 Prior to teaching, faculty provided by the SCHOOL DISTRICT shall receive discipline-specific training and orientation from COLLEGE regarding, but not limited to, course curriculum, assessment criteria, pedagogy, course philosophy, testing and grading procedures record keeping, and other instructional responsibilities. Said training shall be approved by and provided by the COLLEGE.
- 7.9 Faculty provided by the SCHOOL DISTRICT will participate in professional development activities sponsored by the COLLEGE as required by the terms and condition of the contract and shall be encouraged to participate in ongoing collegial interaction to include, but not limited to, course content, course delivery, assessment, evaluation, and/or research and development in the field.
- 7.10 Faculty performance shall be evaluated by the COLLEGE using the adopted evaluation process and standards for faculty of the COLLEGE, subject to the approval of NOCCCD.
- 7.11 Faculty provided by the SCHOOL DISTRICT who don't comply with the policies, regulations, standards, and expectations of the COLLEGE shall be ineligible to teach dual enrollment courses.
- 7.12 The COLLEGE may select instructors from SCHOOL DISTRICT personnel. SCHOOL DISTRICT personnel selected to be instructors remain employees of the SCHOOL DISTRICT, subject to the authority of the SCHOOL DISTRICT, but will also be subject to the authority of NOCCCD specifically with regard to their duties as instructors.
- 7.13 The COLLEGE will be the employer of record for all community college-paid faculty teaching at the SCHOOL DISTRICT.

Note: All referenced Sections from AB 288 (Education Code 76004)

8. ASSESSMENT OF LEARNING AND CONDUCT

- 8.1 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same standards of achievement as students in courses taught on the COLLEGE campus.
- 8.2 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same grading standards as those expected of students in courses taught on the COLLEGE campus.
- 8.3 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be assessed using the same methods (e.g., papers, portfolios, quizzes, labs, etc.) as students in courses taught on the COLLEGE campus.
- 8.4 Students enrolled in COLLEGE courses offered as part of this CCAP Agreement at the SCHOOL DISTRICT shall be held to the same behavioral standards as those expected of students in courses taught on the COLLEGE campus.
- 8.5 Students who withdraw from a dual enrollment course will not receive any COLLEGE credit for work completed and must submit appropriate information/paperwork by all published deadlines to avoid a “W” on their transcript.
- 8.6 A dropped class will follow the COLLEGE drop date deadlines and may appear on the high school transcript as a college course depending on when the class was dropped. A student may complete the course to receive high school credit.

9. LIAISON AND COORDINATION OF RESPONSIBILITIES

- 9.1 The COLLEGE shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between COLLEGE and SCHOOL DISTRICT in conformity with NOCCCD policies and standards. Sec. 2 (c)(2)
- 9.2 The SCHOOL DISTRICT shall appoint an educational administrator, to be specified in the Appendix to this CCAP Agreement, who will serve as point of contact to facilitate coordination and cooperation between SCHOOL DISTRICT and COLLEGE in conformity with SCHOOL DISTRICT policies and standards. Sec. 2 (c)(2)
- 9.3 This CCAP Agreement requires an annual report as specified in the Appendix, to the office of the Chancellor of the California Community Colleges by each participating COLLEGE and SCHOOL DISTRICT on all the following information: Sec. 2 (t)(1)(A-D)
 - The total number of high school students by school site enrolled in each partnership, aggregated by gender and ethnicity, and reported in compliance with all applicable state and federal privacy laws. Sec. 2 (t)(1)(A)

Note: All referenced Sections from AB 288 (Education Code 76004)

- The total number of community college courses by course category and type and by school site enrolled in by CCAP partnership participants. Sec. 2 (t)(1)(B)
- The total number and percentage of successful course completions, by course category and type and by school site, of CCAP partnership participants. Sec. 2 (t)(C)
- The total number of full-time equivalent students generated by CCAP partnership community college district participants. Sec. 2 (t)(1)(D)

10. APPORTIONMENT

- 10.1 NOCCCD shall include the students enrolled in a CCAP Agreement course in its report of full-time equivalent students (FTES) for purposes of receiving state apportionments when the course(s) complies with current requirements for dual enrollment under applicable California law.
- 10.2 For purposes of allowances and apportionments from Section B of the State School Fund, a community college district conducting a closed course on a high school campus shall be credited with those units of full-time equivalent students attributable to the attendance of eligible high school pupils. Sec. 2 (o)(2)
- 10.3 NOCCCD shall not receive a state allowance or apportionment for an instructional activity for which the partnering district has been, or shall be, paid an allowance or apportionment. Sec. 2 (r)
- 10.4 The attendance of a high school pupil at a community college as a special part-time or full-time student pursuant to this section is authorized attendance for which the community college shall be credited or reimbursed pursuant to Section 48802 or 76002, provided that no school district has received reimbursement for the same instructional activity. Sec. 2 (s) Standard FTES computation rules, support documentation, Course selection tabulations, and record retention requirement continue to apply, including as prescribed by Cal. Code Regs. and Title.5.

11. CERTIFICATIONS

- 11.1 The SCHOOL DISTRICT certifies that the direct education costs of the courses offered as part of this CCAP Agreement are not being fully funded through other sources.
- 11.2 NOCCCD certifies that it has not received full compensation for the direct education costs for the conduct of the courses offered as part of this CCAP Agreement from other sources.
- 11.3 The SCHOOL DISTRICT agrees and acknowledges that NOCCCD will claim apportionment for the SCHOOL DISTRICT students enrolled in community college course(s) under this CCAP Agreement.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 11.4 This CCAP Agreement certifies that any COLLEGE instructor teaching a course on a SCHOOL DISTRICT campus has not been convicted of any sex offense as defined in Ed Code § 87010 or as amended, or any controlled substance offense as defined in Ed Code § 87011 or as amended. Sec. 2 (h)
- 11.5 This CCAP Agreement certifies that any community college instructor teaching a course at the partnering high school campus has not displaced or resulted in the termination of an existing high school teacher teaching the same course on that high school campus. Sec. 2 (i)
- 11.6 This CCAP Agreement certifies that a qualified high school teacher teaching a course offered for college credit at a high school campus has not displaced or resulted in the termination of an existing community college faculty member teaching the same course at the partnering community college campus. Sec. 2 (j)
- 11.7 The COLLEGE certifies that:
- A community college course offered for college credit at the participating SCHOOL DISTRICT does not reduce access to the same course offered at the partnering COLLEGE. Sec. 2 (k)(1)
 - A community college course that is oversubscribed of has a waiting list shall not be offered or included in this Agreement. Sec. 2 (k)(2)
 - The Agreement is consistent with the core mission of the COLLEGE pursuant to Section 66010.4, and that students participating in this Agreement will not lead displacement of otherwise eligible adults at the COLLEGE. Sec. 2 (k)(3)
- 11.8 This Agreement certifies that the SCHOOL DISTRICT and COLLEGE comply with local collective bargaining agreements and all state and federal reporting requirements regarding the qualifications of the teacher or faculty member teaching a CCAP Agreement course offered for high school credit. Sec. 2 (l)

12. PROGRAM IMPROVEMENT

- 12.1 The COLLEGE and the SCHOOL DISTRICT may annually conduct surveys of participating SCHOOL DISTRICT pupils, instructors, principals, and guidance counselors for the purpose of informing practice, making adjustments, and improving the quality of courses offered as part of this CCAP Agreement.

13. RECORDS

- 13.1 Permanent records of student attendance, grades and achievement will be maintained by SCHOOL DISTRICT for SCHOOL DISTRICT students who enroll in a course(s) offered as part of this CCAP Agreement. Permanent records of student enrollment, grades and achievement for COLLEGE students shall be maintained by COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

- 13.2 College shall provide the SCHOOL DISTRICT with a roster of participants and their final grades.
- 13.3 Each party shall maintain records pertaining to this CCAP Agreement as may be required by federal and state law. Each party may review and obtain a copy of the other party's pertinent records subject to federal and state privacy statutes.

14. CCAP AGREEMENT DATA MATCH AND REPORTING

- 14.1. COLLEGE and SCHOOL DISTRICT shall ensure operational protocols consistent with the collection of participating student data and the timely submission of the data.
- 14.2. COLLEGE shall report all program and participating student data to the office of the Chancellor of the California Community Colleges. Note: All referenced Sections from AB 288 (Education Code § 76004) 13 | Page 005142.00043 13951870.1 15.

15. PRIVACY OF STUDENT RECORDS

- 15.1. COLLEGE and SCHOOL DISTRICT understand and agree that education records of students enrolled in the CCAP course and personally identifiable information contained in those educational records are subject to the Family Educational Rights and Privacy Act (FERPA) 20 U.S.C. § 1232g; 34 C.F.R. Part 99, including the disclosure provisions of § 99.30 and state law as set forth in Education Code §§ 49064 and 49076). COLLEGE and SCHOOL DISTRICT agree to hold all student education records generated pursuant to this CCAP Agreement in strict confidence, and further agrees not to re-disclose such records except as authorized by applicable law or regulation or by the parent or guardian's prior written consent. (34 C.F.R. § 99.33 (a), (b); 34 C.F.R. § 99.34(b) and Education Code §§ 49064 and 49076.)
- 15.2. Limitation on Use. COLLEGE and SCHOOL DISTRICT shall use each student education record that he or she may receive pursuant to this CCAP Agreement solely for a purpose(s) consistent with his or her authority to access that information pursuant to Federal and State law, as may be as applicable. (34 C.F.R. § 99.31, 34 C.F.R. § 99.34, and Education Code § 49076.)
- 15.3. Recordkeeping Requirements. COLLEGE and SCHOOL DISTRICT shall comply with the requirements governing maintenance of records of each request for access to and each disclosure of, student education records set forth under Title 34, Code of Federal Regulations § 99.32 and under Education Code § 49064 as applicable.
 - d. Acknowledgement of Receipt of Notice of FERPA Regulations. By signature of its authorized representative or agent on this Agreement, COLLEGE and SCHOOL DISTRICT hereby acknowledges that it has been provided with the notice required under 34 C.F.R. § 99.33(d) that it is strictly prohibited from redisclosing student education records to any other person or entity except as authorized by applicable law or regulation or by the parent or guardian's prior written consent.

Note: All referenced Sections from AB 288 (Education Code 76004)

16. REIMBURSEMENT

- 16.1 The financial arrangements implied herein may be adjusted annually by a duly adopted written Appendix to this CCAP Agreement.

17. FACILITIES

- 17.1 The SCHOOL DISTRICT will provide adequate classroom space at its facilities, or other mutually agreed upon location, to conduct the instruction and do so without charge to NOCCCD or students. SCHOOL DISTRICT agrees to clean, maintain, and safeguard SCHOOL DISTRICT's premises. SCHOOL DISTRICT warrants that its facilities are safe and compliant with all applicable building, fire, and safety codes.
- 17.2 The SCHOOL DISTRICT will furnish, at its own expense, all course materials, specialized equipment, books and other necessary equipment for all SCHOOL DISTRICT students. The parties understand that such equipment and materials are SCHOOL DISTRICT's sole property. The instructor shall determine the type, make, and model of all equipment, books and materials to be used during each course offered as part of this CCAP Agreement. SCHOOL DISTRICT understands that no equipment or materials fee may be charged to students except as may be provided for by Education Code 49011.
- 17.3 The COLLEGE facilities may be used subject to mutually agreement by the parties as expressed in the Appendix to this Agreement.

18. INDEMNIFICATION

- 18.1 The SCHOOL DISTRICT agrees to and shall indemnify, save and hold harmless the COLLEGE and NOCCCD and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of SCHOOL DISTRICT's performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the SCHOOL DISTRICT, its officers, employees, independent contractors, subcontractors, agents and other representatives.
- 18.2 The NOCCCD agrees to and shall indemnify, save and hold harmless the SCHOOL DISTRICT and its governing board, officers, employees, administrators, independent contractors, subcontractors, agents and other representatives from any and all claims, demands, liabilities, costs, expenses, damages, causes of action, losses, and judgments, arising out of NOCCCD and COLLEGE'S performance of this Agreement. The obligation to indemnify shall extend to all claims and losses that arise from the negligence of the NOCCCD and COLLEGE its officers,

Note: All referenced Sections from AB 288 (Education Code 76004)

employees, independent contractors, subcontractors, agents and other representatives.

19. INSURANCE

19.1 The SCHOOL DISTRICT, in order to protect the NOCCCD, its agents, employees and officers against claims and liability for death, injury, loss and damage arising out of or in any manner connected with the performance and operation of the terms of this agreement, shall secure and maintain in force during the entire term of this agreement, insurance coverage or an approved program of self-insurance in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) per incident/THREE MILLION DOLLARS (\$3,000,000) aggregate, and property damage insurance of not less than ONE HUNDRED THOUSAND DOLLARS (\$100,000) per accident with an admitted California insurer duly licensed to engage in the business of insurance in the State of California, or public entity risk management Joint Powers Authority, authorized to provide public liability and property damage insurance in the state of California. Said policy of insurance, insurance coverage through a public entity risk management JPA or program of self-insurance shall expressly name the COLLEGE and NOCCCD, its agents, employees and officers as an additional insured for the purposes of this Agreement. A certificate of insurance including a separate endorsement shall be furnished to the COLLEGE and to NOCCCD.

19.2 For the purpose of Workers' Compensation, SCHOOL DISTRICT shall be the "primary employer" for all its personnel who perform services as instructors and support staff. SCHOOL DISTRICT shall be solely responsible for processing, investigating, defending, and paying all workers' compensation claims by their respective SCHOOL DISTRICT personnel made in connection with performing services and receiving instruction under this Agreement. SCHOOL DISTRICT agrees to hold harmless, indemnify, and defend COLLEGE and NOCCCD, its directors, officers, agents, and employees from any liability resulting from its failure to process, investigate, defend, or pay any workers' compensation claims by SCHOOL DISTRICT personnel connected with providing services under this Agreement. SCHOOL DISTRICT is not responsible for non-School District personnel who may serve as instructors or students who are not affiliated with the SCHOOL DISTRICT.

20. NON-DISCRIMINATION

20.1 Neither the SCHOOL DISTRICT nor the COLLEGE and NOCCCD shall discriminate on the basis of race or ethnicity, gender, nationality, physical or mental disability, sexual orientation, religion, or any other protected class under California State or federal law.

21. TERMINATION

21.1 Either party may terminate this Agreement by giving written notice specifying the effective date and scope of such termination. The termination notice must be

Note: All referenced Sections from AB 288 (Education Code 76004)

presented by January 15 for the following fall semester and by September 1 for the following spring semester. Written notice of termination of this Agreement shall be addressed to the responsible person listed in Section 22.

- 21.2 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All Note: All referenced Sections from AB 288 (Education Code § 76004) 16 | Page 005142.00043 13951870.1 agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

22. NOTICES

- 22.1 Any and all notices required to be given hereunder shall be deemed given when personally delivered or deposited in the U.S. Mail, postage to be prepaid, to the following addresses:

COLLEGE
Fullerton College
321 E. Chapman Avenue
Fullerton, CA 92832
Attn: Dr. José Ramón Núñez, Vice President, Instruction

NOCCCD
North Orange County Community College District
1830 W. Romneya Dr., Anaheim, CA 92801
Attn: Dr. Cherry Li-Bugg, Vice Chancellor, Educational Services and Technology

SCHOOL DISTRICT
Placentia-Yorba Linda Unified School District
1301 East Orangethorpe Ave.
Placentia, CA 92870
Attn: Cary Johnson, Director, Secondary Education/Alternative Programs

23. INTEGRATION

- 23.1 This CCAP Agreement sets forth the entire agreement between the Parties relating to the subject matter of this CCAP Agreement. All agreements or representations, express or implied, oral or written, of the Parties with regard to the subject matter hereof are incorporated into this Agreement.

24. MODIFICATION AND AMENDMENT

- 24.1 No modifications or amendments of any of the terms or provisions of this CCAP Agreement shall be binding unless made in writing and signed by the Parties.

25. GOVERNING LAWS

- 25.1 This agreement shall be interpreted according to the laws of the State of California.

Note: All referenced Sections from AB 288 (Education Code 76004)

26. COMMUNITY COLLEGE DISTRICT BOUNDARIES

26.1 For locations outside the geographical boundaries of NOCCCD, COLLEGE will comply with the requirements of Title 5 of the California Code of Regulations, Sections 53000 et seq. or as amended, concerning approval by adjoining high school or community college districts and use of non-district facilities.

27. SEVERABILITY

27.1 This CCAP Agreement shall be considered severable, such that if any provision or part of the CCAP Agreement is ever held invalid under any law or ruling, that provision or part of the CCAP Agreement shall remain in force and effect to the extent allowed by law, and all other provisions or parts shall remain in full force and effect.

28. COUNTERPARTS

28.1 This CCAP Agreement may be executed by the parties in separate counterparts, each of which when so executed and delivered shall be an original, but all such counterparts shall together constitute one and the same instrument.

Executed on _____, 2018

By: _____
Placentia-Yorba Linda USD
David Giordano
Assistant Superintendent, Business
Services

By: _____
Fullerton College
José Ramón Núñez, Ph.D.
Vice President, Instruction

By: _____
North Orange County Community College District
Cherry Li-Bugg, Ph.D.
Vice Chancellor, Educational Services and Technology

North Orange County Community College District Board Meetings:

- (a) Information Board Meeting Date: *July 24, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

School District Board Meetings:

- (a) Information Board Meeting Date: *July 10, 2018*
- (b) Public Comment Board Meeting Date: *August 14, 2018*

Note: All referenced Sections from AB 288 (Education Code 76004)

APPENDIX

**COLLEGE AND CAREER ACCESS PATHWAYS (CCAP)
A DUAL ENROLLMENT PARTNERSHIP AGREEMENT**

WHEREAS, the COLLEGE and the SCHOOL DISTRICT agree to record COLLEGE and SCHOOL DISTRICT specific components of the CCAP Agreement using the Appendix for purposes of addressing mandated reporting requirements to include, but not limited to, the total number of high school students to be served and the total number of full-time equivalent students projected to be claimed by the community college district for those students; the scope, nature, time, location, and listing of community college courses to be offered; and criteria to assess the ability of pupils to benefit from those courses; and Sec. 2 (c)(1)

WHEREAS, the CCAP Agreement Appendix shall also be used to record protocols for information sharing in compliance with all applicable state and federal privacy laws, joint facilities use, and parental consent for high school pupils to enroll in community college courses; and Sec. 2 (c)(1)

NOW THEREFORE, NOCCCD, the COLLEGE and SCHOOL DISTRICT agree as follows:

1. NOCCCD, COLLEGE and SCHOOL DISTRICT Point of Contact:

LOCATION	NAME	TELEPHONE	EMAIL
NOCCCD	Dr. Cherry Li-Bugg	(714) 808-4787	clibugg@nocccd.edu
College	Dr. José Ramón Núñez	(714) 992-7031	jnunez@fullcoll.edu
School District	Cary Johnson	(714) 985-8669	cjohnson@pylud.org

2. CCAP AGREEMENT EDUCATIONAL PROGRAM(S) AND COURSE(S)

- a. COLLEGE is responsible for all educational program(s) and course(s) and offered as part of this CCAP Agreement whether the educational program(s) and course(s) are offered at the SCHOOL DISTRICT or the COLLEGE.

Note: All referenced Sections from AB 288 (Education Code 76004)

3. CCAP AGREEMENT PROGRAM YEAR - college has identified the following: program year, educational program(s) and course(s) to be offered at the said date, time and location; the total number of students to be served and projected FTES; and the instructor and employer of record.

PROGRAM YEAR: 2018-2019

COLLEGE: Fullerton College

EDUCATIONAL PROGRAM: Counseling, Music, Business, Ethnic Studies, and Art History

SCHOOL DISTRICT: Placentia-Yorba Linda Unified School District

HIGH SCHOOL: Yorba Linda HS, Valencia HS, El Dorado HS, Esperanza HS, La Entrada HS

TOTAL NUMBER OF STUDENTS TO BE SERVED: 540	TOTAL PROJECTED FTES: 38
--------------------------------------------	--------------------------

COURSE NAME	COURSE NUMBER	TERM	TIME	DAYS/HOURS	INSTRUCTOR	EMPLOYER OF RECORD	LOCATION
1. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Yorba Linda HS
2. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Valencia HS
3. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS El Dorado HS
4. College Orientation	COUN 100	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Esperanza HS
5. Introduction to Chicano/a Studies	ETHS 150 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS Valencia HS
6. Art History: American Art	ART 117 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Entrada HS

Note: All referenced Sections from AB 288 (Education Code 76004)

7. Art History: The Art of Mexico	ART 116 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Entrada HS
8. Introduction to Business	BUS 100 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Entrada HS
9. Music Appreciation	MUS 116 F	Fall 2018 & Spring 2019	TBD	TBD	TBD	<input checked="" type="checkbox"/> CC <input type="checkbox"/> HS	<input type="checkbox"/> CC <input checked="" type="checkbox"/> HS La Entrada HS

Required: Describe the criteria used to assess the ability of pupils to benefit from the course(s) offered (*Sec. 2 (c)(1)*):

These course has been offered previously to college bound high school students. Courses helped those students to access college and be successful as they begin their college career.

Note: All referenced Sections from AB 288 (Education Code 76004)

4. BOOKS AND INSTRUCTIONAL MATERIALS - The total cost of books and instructional materials for school district students participating as part of this CCAP agreement will be borne by school district.

COURSE NAME	TEXT	COST	OTHER INSTRUCTIONAL MATERIALS	COST
1. Music Appreciation	<i>Music: An Appreciation.</i> Roger Kamien. McGraw-Hill Professional Publishing. 12 th ed. 2015. ISBN: 978-125989270-7	\$88.28	N/A	
2. Introduction to Chicano/a Studies	<i>Chicanos, Latinos and Cultural Diversity: An Anthology</i> Editors Dionne Espinoza, et. al. Kendall/Hunt Publishing Co. (2004) ISBN: 978-0-7575-1128-8	\$103.00	N/A	
3. Introduction to Business	<i>M: Business.</i> O. C. Ferrel, G. Hirt, L. Ferrel. McGraw Hill Education. 5 th Ed. 2017 ISBN 978-1-259-57814-4	\$71.00	Connect Codes	\$50.00
4. Art History: The Art of Mexico	TBD			
5. Art History: American Art	TBD			
6. College Orientation	N/A			

Note: All referenced Sections from AB 288 (Education Code 76004)

5. FACILITIES USE

5.1 COLLEGE and SCHOOL DISTRICT shall adhere to the terms outlined in Section 17, Facilities, of this CCAP Agreement.

5.2 COLLEGE, as part of Section 15.3 of this CCAP Agreement, shall extend access and use of the following COLLEGE facilities:

BUILDING	CLASSROOM	DAYS	HOURS
N/A			

Note: All referenced Sections from AB 288 (Education Code 76004)

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
		Resolution	
DATE:	August 14, 2018	Information	
		Enclosure(s)	X
SUBJECT:	Fullerton School District and NOCCCD/Fullerton College Contract Education Agreement		

BACKGROUND: Fullerton College has been working with the Fullerton School District (K-8) to provide courses for middle school students in order to explore career pathways. All of the classes have been offered using a contract education model and Fullerton School District reimburses the College for the cost of instruction. Specifically, in Spring 2017 and Spring 2018, Introduction to Programming was offered at Parks Junior High School and the effectiveness led to a request for additional courses during the 2018/19 school year:

- Parks Junior High School – Introduction to Computer Game Design (CISG 100) and Introduction to Programming for Computer Games (CISG 110)
- Nicholas Junior High School – Introduction to Digital Art (DART 100) and Introduction to Maya 3D (DART 104)
- Ladera Vista Junior High School of the Arts – Digital Video (DART 180)

This item was prepared by Dr. José Ramón Núñez, Vice President, Instruction, Fullerton College and presented as an informational item at the July 24, 2018 NOCCCD Board of Trustees meeting.

How does this relate to the five District Strategic Directions? This item responds to all five District Strategic Directions.

How does this relate to Board Policy: This item is submitted in accordance with Board Policy 3250: Institutional Planning

FUNDING SOURCE AND FINANCIAL IMPACT: There will be no cost to the District since the Fullerton School District is covering all related expenses as outlined in this agreement.

RECOMMENDATION: It is recommended that the Board approve the Fullerton School District and NOCCCD/Fullerton College Educational Consulting Agreement.

FULLERTON SCHOOL DISTRICT and NOCCCD
1401 W. Valencia Dr.
Fullerton, CA 92833

EDUCATIONAL CONSULTING AGREEMENT
College Orientation Program

This educational consulting agreement (the "Agreement") is made and entered into between **Fullerton School District**, hereinafter referred to as (the "FSD") and **North Orange County Community College District** serving in the role of professional services provider, hereinafter referred to as (the "NOCCCD") as of the date that this Agreement is executed by all parties (the "Effective Date").

RECITALS

The NOCCCD's Fullerton College provides advisory education through its Introduction to Computer Game Design (CISG 100), Introduction to Programming for Computer Games (CISG 110), Introduction to Digital Art (DART 100), Introduction to Maya 3D (DART 104), and Digital Video (DART 180) (the "Courses"); and

FSD is in need of such Courses for its junior high school students who are also able to earn 3 units per course during the session in which they enrolled; and

The Courses are offered on a limited basis during the 2018 fall and 2019 spring semesters *by* the NOCCCD's Fullerton College at Parks Junior High School, Nicolas Junior High School, and Ladera Vista Junior High School of the Arts; and

The NOCCCD is specially trained, experienced, and competent to provide the Courses; and

The parties now find it to be mutually beneficial for the Courses to be made available to FSD students.

The purpose of this Agreement is to set forth the terms and conditions pursuant to which the parties will institute the Courses at the NOCCCD.

THE PARTIES AGREE AS FOLLOWS:

I. GENERAL INFORMATION ABOUT THE PROGRAM

- A. The commencement date for the provision of services under this agreement shall be August 17, 2018 but no sooner than the Effective Date, with all services performed and completed no later than May 31, 2019;
- B. Students participating in classes will enroll through the NOCCCD's Fullerton College in accordance with established college registration procedures for Concurrent Special Admit Students;
- C. The length of courses is a total of 54 hours for CISG 100 and CISG 110, and 90 hours for DART 100 and DART 104 and DART 180;

- D. Both the NOCCCD and FSD agree that a total number of 30 students in each course section are expected to participate;
- E. Classes offered pursuant to this Agreement will be conducted on such days and times and at such locations as mutually agreed upon by the NOCCCD and FSD, provided that no instruction shall occur on any day established as holidays for either the NOCCCD or FSD.

II. RESPONSIBILITIES OF THE NOCCCD

- A. **Academic Responsibility.** The NOCCCD shall provide credit instruction for a total of:
Fall 2018

- Two (2) college courses of Introduction to Computer Game Design (CISG 100) – Parks Junior High School
- One (1) college course of Introduction to Digital Art (DART 100) - Nicolas Junior High School
- One (1) college course of Digital Video (DART 180) – Ladera Vista Junior High School of the Arts

Spring 2019

- One (1) college course of Introduction to Programming for Computer Games (CISG 110) – Parks Junior High School
- One (1) college course of Introduction to Maya 3D (DART 104) – Nicolas Junior High School
- One (1) college course of Digital Video (DART 180) – Ladera Vista Junior High School of the Arts

Classes offered shall be accessible to junior high school students from the sites at which the classes are offered as well as to students from other sites as determined by NOCCCD.

- i. NOCCCD will provide instruction for the specified classes in compliance with the NOCCCD's designated curriculum and class schedule and in compliance with instructional policies and procedures.
 - ii. NOCCCD shall document all student enrollment and attendance.
 - iii. NOCCCD shall create an effective teaching-learning environment and maintain effective communication with FSD and junior high school campus staff.
- B. **NOCCCD Classification.** NOCCCD's employees shall in no way be deemed employees of FSD. NOCCCD shall be under the control of FSD as to the result to be accomplished and not as to the means or manner by which such result is to be accomplished.
- C. **NOCCCD Supervision.** All instruction provided by the NOCCCD shall be under the supervision and control of appropriately credentialed employees.
- D. **Compliance.** NOCCCD shall comply with applicable federal, state and local laws, rules, regulations, and ordinances including workers' compensation requirements.

- E. **Registration Fee.** NOCCCD shall not collect a registration fee from any student enrolled pursuant to this agreement nor claim state apportionment FTES for any student enrolled.

III. RESPONSIBILITIES OF FSD

- A. **Student Outreach.** FSD shall be responsible for providing services with respect to student outreach and recruitment of students for the program.
- B. **Technical Support.** FSD shall provide and maintain facilities, equipment, textbooks and instructional supplies and materials that are necessary for the provision of instruction by the NOCCCD pursuant to this Agreement, without charge to the NOCCCD, or without charge to any student receiving instruction pursuant hereto.
- C. **NOCCCD Fee and Timing of Such Payment.** FSD shall pay NOCCCD an amount not to exceed Four thousand six hundred dollars (\$4,600) per CISG 100 or CISG 110 course, and Seven thousand dollars (\$7,000) per DART 100 or DART 104 or DART 180 course. The maximum payment shall include all related administrative and instruction costs. Payment to NOCCCD shall be made no later than thirty (30) days after submission of invoice to FSD.

IV. INSURANCE

- A. **Insurance.** Both the NOCCCD and FSD each agree to secure and maintain at all times throughout the term of this Agreement, each at its sole cost and expense, comprehensive general liability insurance in amounts reasonably necessary to protect itself against liability arising from any and all negligent acts, or omissions of its employees, officers or volunteers in the performance of this Agreement. Coverage under such professional and commercial general liability insurance shall not be less than one million dollars (\$1,000,000) per occurrence, and three million dollars (\$3,000,000) in aggregate.
- B. It is expected that both the NOCCCD and FSD will provide the necessary worker's compensation for its own employees and students, if appropriate.

V. INDEMNIFICATION

The NOCCCD agrees to defend all claims of loss, indemnify and hold harmless FSD and its officers, agents and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions, willful misconduct of the NOCCCD or its employees, officers, or volunteers in the performance of this Agreement.

The FSD agrees to defend all claims of loss, indemnify and hold harmless NOCCCD and its officers, agents and employees from any and all liability for personal injury, damages, wrongful death or other losses and costs, including but not limited to reasonable attorney fees and defense costs, arising out of the negligent acts or omissions, willful misconduct of the FSD or its employees, officers, or volunteers in the performance of this Agreement.

VI. ASSIGNMENT

This Agreement is not assignable without written consent of the parties hereto.

VII. TERM AND TERMINATION

Term. This Agreement shall remain in full force and effect beginning on the Effective Date of this Agreement through May 31, 2019.

Termination. This Agreement may be terminated at any time by written Agreement or upon 30 days' advance written notice by one party or the other, PROVIDED, HOWEVER, that in no event shall termination take effect with respect to currently enrolled FSD students who shall be permitted to complete their course for any semester in which termination would otherwise occur.

VIII. GENERAL PROVISIONS

- A. **Assignment.** Neither party shall voluntarily or by operation of law, assign or otherwise transfer this Agreement without the other party's prior written consent. Any purported validity of this Agreement or any of its provisions.
- B. **Captions.** Captions and headings in this Agreement are solely for the convenience of the parties, are not a part of this Agreement and shall not be used to interpret or determine the validity of this Agreement or any of its provisions.
- C. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.
- D. **Entire Agreement.** This Agreement is the entire Agreement between the parties. No other Agreements, oral or written, have been entered into with respect to the subject matter of this Agreement.
- E. **Governing Law.** The validity, interpretation and performance of this Agreement shall be governed by and construed in accordance with the laws of the State of California.
- F. **Notices.** Notices required under this Agreement shall be sent to the parties by certified or registered mail, return receipt requested at the addresses set forth below:

TO NOCCCD:

North Orange County Community College
District
1830 W. Romneya Drive
Anaheim, CA 92801-1819
Attn: Vice Chancellor, Finance and Facilities

TO FSD

Fullerton School District
1401 W. Valencia Dr.
Fullerton, CA 92833
Attn: Trang Lai, Director Educational
Services

IX. EXECUTION

By signing below, each of the following represent that they have the authority to execute this Agreement and to bind the party on whose behalf their signature is made.

**NORTH ORANGE COUNTY
COMMUNITY COLLEGE DISTRICT:**

FULLERTON SCHOOL DISTRICT:

By: _____
Fred Williams
Vice Chancellor, Finance & Facilities

By: _____
Robert R. Coghlan
Assistant Superintendent
Business Services

Date

Date

By: _____
José Ramón Núñez
Vice President, Instruction

Date

Federal Tax ID # 952394131

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: August 14, 2018 Resolution _____
Information _____
SUBJECT: Academic Personnel Enclosure(s) X

BACKGROUND: Academic personnel matters within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.a.1

Item No.

Academic Personnel
August 14, 2018

MANAGEMENT PROFESSIONAL GROWTH AND DEVELOPMENT

Gamboa, Jorge	FC	Dean, Social Sciences Doctoral Stipend (\$3500) Eff. 07/01/2018
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PAYMENT FOR INDEPENDENT LEARNING CONTRACTS SUMMER 2018

Assef, Celia	FC	\$ 40.00
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PAYMENT FOR WORK EXPERIENCE CONTRACTS SUMMER 2018

De La Cruz, Damon	CC	\$250.00
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TEMPORARY ACADEMIC HOURLY-INSTRUCTIONAL-2018 FALL SEMESTER,
TRIMESTER

Abatzoglou, Alexander	CC	Column 3, Step 1
Ajluni, Amber	FC	Column 1, Step 1
Alimahomed, Kasim	CC	Column 2, Step 2
Ayala, Eduardo	FC	Column 1, Step 1
Bettencourt, Michelle	FC	Column 2, Step 1
Coombs, Kimberly	CC	Column 1, Step 1
Culliver, Katherine	FC	Column 3, Step 1
Finau, Eileen	FC	Column 1, Step 1
Garcia, Minerva	FC	Column 1, Step 1
Ghaffari, Ardeshir	CC	Column 2, Step 1
Glancy, Jennifer	CC	Column 2, Step 1
Gomez, Bruce	FC	Column 1, Step 1
Guzman, Agustin	FC	Column 1, Step 1
Hatori, Donald	CC	Column 1, Step 1
Hitch, Ryan	FC	Column 1, Step 1
Jackson, Deryl	CC	Column 1, Step 1
Jacob, Brian	CC	Column 1, Step 1
Lansangan, Edgar Charmaine	FC	Column 1, Step 1
Law, Dennis	FC	Column 3, Step 1
Mira, Oscar	FC	Column 1, Step 1
Miranda, Robert	FC	Column 1, Step 1
Montoya, Lantania	FC	Column 1, Step 1
Prempeh, Nyametease	CC	Column 1, Step 1
Romo, Vincent	CC	Column 1, Step 1
Salcido, Carla	FC	Column 1, Step 1
Sandoval, Evelyn	CC	Column 1, Step 1
Sharp, Cara	CC	Column 1, Step 1
Snow, Margaret	FC	Column 1, Step 1
Trevino, Joseph	CC	Column 1, Step 1

Academic Personnel
August 14, 2018

Vang, Burlee	CC	Column 1, Step 1
Villa, Beatriz	FC	Column 1, Step 1
Wilson, Andrew	FC	Column 1, Step 1

TEMPORARY ACADEMIC HOURLY-NONINSTRUCTIONAL

Alfaro, David	CC	Column 1, Step 1
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TEMPORARY ACADEMIC HOURLY-SPECIAL SERVICES

Kim, Shinah	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class C Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
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Larez, Jennie	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class C Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
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Marquardt, Marcus	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class D Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
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Mitts, Teri Lynn	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class D Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
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Pederson, Samantha	FC	Basic Skills Acceleration/Enhanced Instruction Training Stipend not to exceed \$480.00 Eff. 08/06/2018-08/09/2018
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Academic Personnel
August 14, 2018

Putman, Elizabeth	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
Ramos, Jaime	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
Smith, Susan	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class B Not to exceed 12 hours Eff. 07/09/2018-07/19/2018
Velasco, Kendra	CC	Hiring Committee Service Lab Rate, Regular and Contract Faculty Overload Teaching Schedule Class E Not to exceed 12 hours Eff. 07/09/2018-07/19/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: August 14, 2018 Resolution _____
Information _____
SUBJECT: Classified Personnel Enclosure(s) X

BACKGROUND: Classified personnel matters within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.b.1

Item No.

Classified Personnel
August 14, 2018

RETIREMENT

Verdugo, Manuel	CC	PE Athletic Equipment Coordinator 12-month position (100%) Eff. 08/01/2018 PN CCC818
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RESIGNATIONS

Perkins, Ryann	FC	Instructional Assistant/Learning Resource Center 10-month position (100%) Eff. 08/03/2018 PN FCC931
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Pham, Chinh	CC	Director, Financial Aid 12-month position (100%) Eff. 08/11/2018 PN CCM980
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NEW PERSONNEL

Aranda, Maureen	AC	Facilities Custodian I 12-month position (100%) Range 27, Step E Classified Salary Schedule Eff. 08/15/2018 PN DEC954
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Howard, Nicole	FC	Clerical Assistant I/EOPS 12-month position (100%) Range 29, Step A Classified Salary Schedule Eff. 08/20/2018 PN FCC733
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Fleming, Philip	CC	Director, Physical Plant and Facilities 12-month position (100%) Range 25, Column E Management Salary Schedule Eff. 08/15/2018 PN CCM981
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Classified Personnel
August 14, 2018

Shield, Jennifer FC Administrative Assistant II/Counseling
12-month position (100%)
Range 36, Step A
Classified Salary Schedule
Eff. 08/20/2018
PN FCC766

Williams, Kristina FC Account Clerk II
12-month position (100%)
Range 33, Step E
Classified Salary Schedule
Eff. 08/15/2018
PN FCC979

PROMOTIONS

Osborne, Catherine FC Instructional Aide, Math Lab
11-month position (75%)
PN FCC894

To: FC Instructional Assistant, Math Lab
12-month position (100%)
Range 36, Step C
Classified Salary Schedule
Eff. 08/15/2018
PN FCC876

Perry White, Teresa FC Bookstore Assistant
12-month position (100%)
PN FCC947

To: FC Bookstore Operations Specialist
12-month position (100%)
Range 36, Step D + 5% Longevity
Classified Salary Schedule
Eff. 08/15/2018
PN FCC911

VOLUNTARY CHANGES IN ASSIGNMENT

Critchlow, Adam	FC	Theater Technician (100%) Correction to Temporary Change in Assignment To: FC Theatre Production Coordinator 12-month position (100%) Range 45, Step C Classified Salary Schedule Eff. 06/01/2018 – 06/30/2018 Eff. 07/01/2018 – 10/31/2018
Isaac, George	CC	IT Specialist, Systems Applications 12-month position (100%) PN CCC768 Permanent Change in Assignment To: AC IT Specialist, Systems Applications 12-month position (100%) Range 44, Step E + 5% Longevity + PGD Classified Salary Schedule Eff. 08/15/2018 PN ISC976
Matanguihan, Leilani	CC	Student Services Specialist/EOPS (100%) Temporary Decrease in Percent Employed From: 100% To: 50% Eff. 07/19/2018 – 08/01/2018 Temporary Decrease in Percent Employed From: 100% To: 62.5% Eff. 10/25/2018 – 04/25/2019
Sestito, Teresa	CC	PE-Athletic Equipment Attendant (100%) Temporary Change in Assignment To: CC Athletic Equipment Coordinator 10-month position (100%) Range 37, Step A + 10% Longevity Classified Salary Schedule Eff. 08/10/2018 – 06/30/2019

Classified Personnel
August 14, 2018

West, Christopher	CC	Financial Aid Technician (100%) Temporary Change in Assignment To: CC Interim Financial Aid Coordinator 12-month position (100%) Range 40, Step D Classified Salary Schedule Eff. 07/25/2018 –06/30/2019
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PROFESSIONAL GROWTH & DEVELOPMENT

Arredondo, Amabel	NOCE	Administrative Assistant I (100%) 3 rd Increment (\$350) Eff. 07/01/2019
Corona, Shontel	NOCE	Student Records Coordinator (100%) 3 rd Increment (\$350) Eff. 07/01/2019
Flores, Jasmine	FC	Student Services Specialist/Counseling (100%) 1 st Increment (\$350) Eff. 07/01/2019
Park, Lily	NOCE	Admissions and Records Specialist (100%) 3 rd Increment (\$350) Eff. 07/01/2020

LEAVES OF ABSENCE

Abelon, John	FC	Student Services Technician (100%) Military Leave With Pay (USERRA) Eff. 07/30/2018 – 08/23/2018 (Consecutive Leave) Military Leave Without Pay (USERRA) Eff. 08/24/2018 – 09/06/2018 (Consecutive Leave)
Angevine, Julie	CC	Administrative Assistant I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 06/01/2018 – 06/28/2018 (Consecutive Leave)
Avila, Brandi	FC	Student Services Specialist/Cadena Transfer (100%) Unpaid Personal Leave Eff. 07/23/2018 – 07/26/2018 (Consecutive Leave)

Classified Personnel
August 14, 2018

Dorado, Armando	CC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 06/21/2018 – 07/01/2018 (Consecutive Leave)
Fuentes, Rafael	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/01/2018 – 12/11/2018 (Intermittent Leave)
Haddad, Eileen	CC	Senior Research and Planning Analyst (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 07/25/2018 – 10/16/2018 (Consecutive Leave)
Knife Chief, Gail	FC	Instructional Assistant/Math (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 05/07/2018 – 05/18/2018 (Consecutive Leave)
Lee, Albin	FC	Evaluator (100%) Unpaid Personal Leave Eff. 08/17/2018 (4 hours) Eff. 08/20/2018 – 08/22/2018 (Consecutive Leave)
Magana Jaimes, Evelia	FC	Facilities Custodian I (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 07/12/2018 – 07/29/2018 (Consecutive Leave)
Matanguihan, Leilani	CC	Student Services Specialist (100%) Family Medical Leave (FMLA/CFRA) and Parental Leave (AB 2393) Paid Leave Using Sick Leave and Bonding Leave Until Exhausted; Unpaid Thereafter Eff. 07/05/2018 – 07/18/2018; 08/30/2018 – 10/24/2018 (Consecutive Leave)

Classified Personnel
August 14, 2018

Truong, Chelsea	CC	Financial Aid Technician (100%) Family Medical Leave (FMLA/CFRA/PDL) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 08/25/2018 – 11/03/2018 (Consecutive Leave)
Vasquez, Norma	FC	Student Services Specialist (100%) Military Leave With Pay (USERRA) Eff. 07/16/2018 – 07/26/2018 (Consecutive Leave)
Volcy, Tyesha	CC	Executive Assistant III (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 06/26/2018 – 07/20/2018 (Consecutive Leave)
Zerue, Adam	FC	Facilities Custodian II (100%) Family Medical Leave (FMLA/CFRA) Paid Leave Using Regular and Supplemental Sick Leave Until Exhausted; Unpaid Thereafter Eff. 06/04/2018 – 06/08/2018 (Consecutive Leave)

STIPEND FOR ADDITIONAL ADMINSTRATIVE DUTIES

Aikin, Carmen	AC	Executive Assistant II (100%) 6% Stipend Eff. 07/16/2018 – 12/31/2018
Deemer, Victoria	AC	Human Resources Specialist (100%) 6% Stipend Eff. 07/16/2018 – 12/31/2018
Denn, Michael	FC	IT Technician II (100%) 6% Stipend Eff. 08/01/2018 – 06/30/2019
De Santiago, Luisa	AC	Human Resources Technician (100%) 6% Stipend Eff. 07/16/2018 – 12/31/2018
Tran, Jeanne	AC	Human Resources Specialist (100%) 6% Stipend Eff. 07/16/2018 – 12/31/2018

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

Job Title:	Manager, District Facilities Planning, Maintenance and Construction Contracts	Range: 18 (CL)	Management Schedule
Date Revised:	July 25, 2018	Date Approved:	August 14, 2018
THIS IS A DESIGNATED CLASSIFIED MANAGEMENT POSITION SUBJECT TO A ONE-YEAR PROBATIONARY PERIOD			

PRIMARY PURPOSE

Under the direct supervision of the District Director, Facilities Planning and Construction, this position is responsible for planning, organizing and directing the overall maintenance and operations functions for the Anaheim Campus, assisting with the planning and administration of District public works construction and contracting activities including recommending construction projects, coordinating all requirements of the Division of the State Architect's Office (DSA), and developing and coordinating submittals for State programs and other funding.

ESSENTIAL FUNCTIONS

Examples of essential functions are interpreted as being descriptive and not restrictive in nature.

1.	Plans, organizes and directs the overall maintenance and operations functions for the Anaheim Campus; establishes maintenance and operations work standards, procedures and schedules; establishes a preventive maintenance program for the campus; inspects campus for maintenance needs and safety hazards and determines maintenance priorities. Develops and prepares the annual preliminary budget for maintenance and operations activities, utilities, capital outlay and other assigned programs; monitors and controls budget expenditures; directs the preparation and maintenance of detailed and comprehensive reports, records and files regarding programs, operations, and activities.
2.	Directs and coordinates campus facilities development, preventative maintenance and special repair projects, including all major infrastructure such as HVAC systems, fire alarm systems, parking lots, and storm drains; coordinates the preparation of project proposals; directs and coordinates campus construction and contracting activities, including planning and procurement of services, evaluation of proposals, and development of contracts to secure professional services and products; directs and coordinates campus facilities use and processes contractual agreements related to the use of facilities.
3.	Assists in the management of District public works construction and contracting activities, including planning and procurement of services, financing, evaluation of proposals, and development of contracts to secure professional services and products; negotiates contract terms and conditions; reviews contracts related to facilities planning and construction activities to ensure compliance with legal and contractual mandates and other requirements.
4.	Coordinates Projects and Programs Including but not limited to Five Year Construction Plan, Campus Annual Space Inventory, State Scheduled maintenance Program, Seismic Retrofit Program, Capital Outlay and required submittals; maintains inventory control of campus equipment; directs and coordinates the use and maintenance of campus vehicles.
5.	Coordinates the work of contractors and subcontractors; reviews plans and drawings to assure conformance with District standards; provides for proper inspection of work in progress and completed; assists site maintenance and operations personnel in reviewing work in progress and facilities needs.

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

6.	Reviews and recommends approval of claims and invoices submitted against contract for facilities planning and construction activities; ensures timely payments to contractors and vendors; assists in monitoring and updating construction project budgets; ensures that labor compliance programs are appropriately implemented and administered relative to qualifying projects.
7.	Works with governmental agencies as assigned to coordinate funding sources for District facilities projects; supervises the timely processing of state reimbursement claims related to facilities planning and construction activities; monitors rebates and other related local and private sources of funding; attends various city, county and state hearings and meetings related to District facilities.
8.	Supervises the development of requests for proposals (RFPs) for District public works construction; prepares related narrative and statistical reports; conducts pre-bid conferences and public bid opening; performs bid and cost analyses; participates in bid protest resolution
9.	Initiates, reviews and approves specifications, work orders, service requests, change orders, claims, stop notices, time sheets, requisitions and other documents related to assigned programs, operations and activities; develops, prepares and maintains a variety of detailed and comprehensive reports, records and files related to assigned programs, operations and activities.
10.	Maintains communication with District and college personnel, vendors, governmental agencies, and various outside organizations to exchange information, resolve conflicts and issues and coordinate the activities of assigned programs and operations.
11.	Organizes, attends, or chairs a variety of administrative, staff, contractor and vendor meetings as required; serves on committees and special projects as assigned; coordinates programs and services as appropriate with other District and college personnel.
12.	Trains, supervises, evaluates and directs the work of personnel as assigned; participates in selection and hiring processes. Prioritize and coordinate duties and assignments to assure effective workflow to facilitate operations: recommends personnel actions as appropriate.
13.	Plans, organizes and arranges appropriate training and staff development activities; provides orientation for new employees.
14.	Prepare and maintain various records, files, logs, and reports related to personnel, inventory, supplies, work requests, work performed, and safety issues.
15.	Determine needed equipment, materials and supplies for maintenance operations; requisition a variety of supplies, tools and equipment, review purchase requisitions submitted by staff and make recommendations for approval; assure proper receipt of ordered materials.
16.	Learns and applies emerging technologies and advances (e.g., computer software applications) as necessary to perform duties in an efficient, organized, and timely manner.
17.	Performs related duties as assigned.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT JOB DESCRIPTION

OTHER FUNCTIONS

In addition to the essential functions, the Manager, District Facilities Planning, Maintenance and Construction Contracts shall have the responsibility of ensuring that all capital projects districtwide are closed out and certified with the Division of the State Architect.

WORKING RELATIONSHIPS

The Manager, District Facilities Planning, Maintenance and Construction Contracts maintains frequent contact with District and college personnel, vendors, governmental agencies, and various outside organizations.

EDUCATION AND EXPERIENCE

Possession of a bachelor's degree and six years of general experience in operations, maintenance or facilities functions, preferably with at least two years of increasingly responsible management or supervisory experience.

KNOWLEDGE, SKILLS, AND ABILITIES

Knowledge of California Community College Construction Act, Capital Outlay Budget Handbook, Scheduled Maintenance and Special Repair Program, and Hazardous Substance Program
Knowledge of competitive bidding process, contract administration practices, and general facilities planning techniques
Knowledge of federal and state laws and regulations related to facilities planning and construction, and labor compliance procedures
Knowledge of District organization, operations, policies and objectives related to facilities planning, construction, and contractual agreements for services
Knowledge of general budgeting and accounting principles and procedures related to facilities planning and construction
Knowledge of research project policies, procedures and practices, including data collection and analysis
Knowledge of correct English usage, grammar, spelling, punctuation, and vocabulary
Knowledge of record keeping procedures
Knowledge of appropriate software and databases
Ability to read blueprints
Ability to analyze and evaluate facilities planning and construction proposals, budgets, contracts, and contractor performance/compliance
Ability to lead and supervise complex public works construction contract activities
Ability to prepare complex bid documents and conduct pre-bid conferences and public bid openings before large groups
Ability to exercise good judgment and initiative in resolving problems in making recommendations
Ability to conduct effective contract negotiations
Ability to interpret, apply and explain rules, regulations, policies and procedures
Ability to assess, analyze, implement and evaluate research project activities
Ability to analyze situations accurately and adopt an effective course of action
Ability to plan, organize and prioritize work
Ability to meet schedules and time lines
Ability to work independently with little direction
Ability to understand and follow oral and written directions
Ability to communicate efficiently both orally and in writing
Ability to supervise, train and provide work direction to others
Ability to establish and maintain effective working relationships with others

**NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
JOB DESCRIPTION**

SPECIAL REQUIREMENTS

Valid California driver's license.

WORKING CONDITIONS

Office environment subject to constant interruptions and frequent interaction with others; field environment requiring site inspections and travel to and from various job sites.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: August 14, 2018 Resolution _____
Information _____
SUBJECT: Professional Experts Enclosure(s) X

BACKGROUND: Professional Experts within budget.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget. The supervising manager is authorized by the Board to assign budget numbers in the employment of Professional Experts.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.c.1

Item No.

Professional Experts
August 14, 2018

PROFESSIONAL EXPERTS

Name	Site	Job Classification	Project Title	Max Permitted Hours per Week	Begin	End
Aburto, Catherine	CC	Project Expert	STEM Professional Expert	26	08/13/2018	12/07/2018
Alexander, John	CC	Technical Expert II	Perkins Grant-Automotive Technology	5	08/20/2018	06/15/2019
Benavidez, Zachary	NOCE	Project Expert	ARISE Lab Project Expert	26	07/09/2018	07/27/2018
Benavidez, Zachary	NOCE	Project Expert	ARISE Lab Project Expert	26	09/10/2018	11/21/2018
Bladh, Eric	CC	Technical Expert I	Boys & Girls Club Summer Program at Cypress College	2.5	06/18/2018	06/21/2018
Calderon, Colleen	FC	Project Expert	FC Athletic Life Coach	26	08/08/2018	12/07/2018
Chatman, Rosanna	FC	Project Expert	FC Athletic Life Coach	26	07/25/2018	12/07/2018
Chaudhry, Atif	CC	Project Manager	Project Manager – Distance Education Office	26	07/16/2018	12/08/2018
Cruz, Angela	FC	Project Expert	Director's Fest 2018 Adjudicator	6	07/13/2018	07/20/2018
Decker, Dana	CC	Project Coordinator	Strong Workforce Initiative Music Teacher Technology	26	07/19/2018	08/16/2018
Dimitratos, Spiridon	FC	Technical Expert II	Strong Workforce Grant-"Improving Biotechnology Pathway Enrollment & Quality with Lab and Teaching Internships	20	07/01/2018	06/30/2019
Dunsmore, Pamela	CC	Technical Expert I	Summer Boost for Fall 2018 – 2 nd Session	20	06/18/2018	06/29/2018
Esparza-Newcomb, Evergisla	NOCE	Project Expert	Assessment Proctor	26	09/04/2018	12/04/2018
Esparza-Newcomb, Evergisla	NOCE	Project Expert	Assessment Proctor	26	01/07/2019	06/28/2019
Feo, Andrew	FC	Project Coordinator	Incite Coordinator	26	08/13/2018	12/07/2018
Ferrier, Allison	NOCE	Project Coordinator	DSS Curriculum Specialist	26	08/06/2018	09/07/2018
Ford, Edward	FC	Technical Expert II	Advance Technical for KBPK	26	07/02/2018	12/23/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	07/09/2018	07/20/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	07/30/2018	08/03/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	08/13/2018	08/24/2018

Professional Experts
August 14, 2018

Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	09/03/2018	09/26/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	10/01/2018	10/19/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	10/22/2018	11/16/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	11/26/2018	12/21/2018
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	01/07/2019	02/27/2019
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	03/04/2019	03/15/2019
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	03/25/2019	04/19/2019
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	04/29/2019	05/24/2019
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	06/03/2019	06/14/2019
Ghatikar, Rachel	CC	Project Expert	Foundation Donor Support	26	06/24/2019	06/28/2019
Griffo-Kennelly, Ann	CC	Technical Expert II	Strong Workforce CTE Branding	16	07/25/2018	08/12/2018
Gutierrez Estrada, Alyeska	FC	Project Expert	Umoja Program Coordinator	20	08/01/2018	12/14/2018
Halverson, Heather	FC	Project Coordinator	ESP-Entering Scholars Program (BSI Project #4)	20	08/13/2018	05/24/2019
Halverson, Heather	FC	Technical Expert I	TAP Program Coordinating and Implementation	10	08/20/2018	05/24/2019
Heimes, Peter	NOCE	Technical Expert I	I-BEST Basic Skills/CTE Medical Assistant Curriculum	26	08/20/2018	09/07/2018
Hurdle, Terra	CC	Project Coordinator	Strong Workforce Initiative Music Teacher Technology	40	08/13/2018	09/01/2018
Hutting, Anthony	CC	Technical Expert I	Boys & Girls club Program at Cypress College	2.5	06/18/2018	06/18/2018
Jang, Charles	FC	Technical Expert II	Orange County Biotechnology Industry Sector Project In Common	20	08/08/2018	12/30/2018
Jepson, Jane	CC	Technical Expert II	Perkins Pathways	40	07/23/2018	06/15/2019
King, Tyler	CC	Project Expert	Certified Athletic Trainer	26	08/20/2018	05/10/2019
Lacuesta, George	NOCE	Project Manager	College Prep Basic Math	25	08/20/2018	09/07/2018
Lacuesta, George	NOCE	Project Manager	College Prep Basic Math	15	12/10/2018	12/21/2018
Langgle, Linda	NOCE	Project Manager	ACCT Transitions Coordinator (Career and College)	26	09/03/2018	12/12/2018
Lee, Tania	NOCE	Project Expert	AEBG Data and Assessment Collection	26	09/10/2018	12/14/2018
Lee, Tania	NOCE	Project Expert	AEBG Data and Assessment Collection	26	01/07/2019	03/22/2019

Professional Experts
August 14, 2018

Lee, Tania	NOCE	Project Expert	AEBG Data and Assessment Collection	26	04/22/2019	06/28/2019
Lui, Anson	FC	Technical Expert II	Orange County Biotechnology Industry Sector Project in Common	20	08/08/2018	12/30/2018
Macias, Kimberly	NOCE	Project Expert	Life Coach-Incite	26	08/13/2018	12/07/2018
Mackenzie, Emalee	FC	Technical Expert II	Orange County Biotechnology Industry Sector Project In Common	20	07/25/2018	12/30/2018
Martinez Cuadra, Jenny	NOCE	Project Expert	Assessment Proctor	26	09/04/2018	12/04/2018
Martinez Cuadra, Jenny	NOCE	Project Expert	Assessment Proctor	26	01/07/2019	06/28/2019
McClurkin, Tina	NOCE	Technical Expert I	CTE Department Planning and Faculty PD	12	08/01/2018	09/05/2018
McMillan, Marcus	CC	Project Coordinator	Strong Workforce Initiative Music Teacher Technology	40	07/30/2018	09/01/2018
McMillan, Marcus	CC	Project Manager	Strong Workforce Music Teachers Technology Project	5	08/06/2018	12/21/2018
Meardy, Jennifer	FC	Project Expert	Director's Fest 2018 Adjudication	6	07/13/2018	07/20/2018
Meza, Miguel	CC	Project Expert	Experimental Development and Modification	26	08/06/2018	12/21/2018
Minahan, Kristin	FC	Technical Expert I	CCPT Technical Expert I – California Careers Pathways Trust	26	08/15/2018	11/30/2018
Minahan, Kristin	FC	Technical Expert I	CCPT Technical Expert I – California Careers Pathways Trust	26	01/07/2019	06/14/2019
Mohr, Margaret	CC	Technical Expert I	Boys & Girls Club Summer Program at Cypress College	2.5	06/20/2018	06/20/2018
Molina, Jose	CC	Project Coordinator	Strong Workforce Initiative Music Teacher Technology	26	07/16/2018	08/16/2018
Nguyen, Duc	NOCE	Project Expert	AEBG Data and Assessment Collection	26	08/13/2018	08/31/2018
Nguyen, Duc	NOCE	Project Expert	AEBG Data and Assessment Collection	26	09/10/2018	11/23/2018
Nguyen, Duc	NOCE	Project Expert	AEBG Data and Assessment Collection	26	01/07/2019	04/12/2019
Nguyen, Duc	NOCE	Project Expert	AEBG Data and Assessment Collection	26	04/22/2019	06/28/2019
Nguyen, Theresa	CC	Project Coordinator	Website Coordinator Perkins Pathways	26	08/20/2018	12/21/2018
Nguyen, Theresa	CC	Project Coordinator	Website Coordinator Perkins Pathways	26	01/22/2019	06/12/2019
Norzagaray Spillers, Cesar	NOCE	Project Expert	Assessment Center Professional Expert	26	08/06/2018	11/16/2018
Oo, Jennifer	NOCE	Technical Expert I	CCMA Test Prep & Planning & Development for IBEST, MA Program, and CTE Department/PD Meeting	40	08/01/2018	09/05/2018
Parker, Dana	CC	Project Coordinator	Strong Workforce Initiative Music Teacher Technology	26	07/19/2018	08/16/2018

Professional Experts
August 14, 2018

Payne, Teresa	FC	Project Expert	Umoja Program Coordinator	20	08/01/2018	12/14/2018
Pinkham, Bill	CC	Technical Expert I	Boys & Girls Club Summer Program at Cypress College	2.5	06/21/2018	06/21/2018
Ponce, Yolanda	NOCE	Project Coordinator	Retention Specialist/CASAS Coordinator	26	09/04/2018	12/04/2018
Ponce, Yolanda	NOCE	Project Coordinator	Retention Specialist/CASAS Coordinator	26	01/04/2019	06/28/2019
Powell, Linh	NOCE	Project Manager	EL Civics Data Project Manager	26	08/06/2018	12/07/2018
Powell, Linh	NOCE	Project Manager	EL Civics Data Project Manager	26	02/04/2019	06/28/2019
Raleigh, Samuel	FC	Project Coordinator	TAP Program Coordinating and Implementation	15	08/13/2018	08/15/2018
Ramont, Mark	FC	Project Expert	Director's Fest 2018 Adjudication	6	07/13/2018	07/20/2018
Rosales, Kimberly	FC	Technical Expert II	Strong Workforce Grant-"Improving Biotechnology Pathway Enrollment & Quality with Lab and Teaching Internships	20	07/01/2018	06/30/2019
Rudies, Alexander	NOCE	Project Expert	Classroom Lab Configuration and Deployment	26	07/16/2018	08/08/2018
Rudies, Alexander	NOCE	Project Expert	Classroom Lab Configuration and Deployment	26	11/05/2018	02/11/2019
Sanabria, Rolando	FC	Project Manager	Educational Partnerships Contract Education/Student Equity	35	07/01/2018	06/30/2019
Satterwhite, Micaiah	FC	Project Coordinator	Umoja Outreach Coordinator	26	08/01/2018	12/14/2018
Sauers, Dennis	NOCE	Project Coordinator	Curriculum Grader/ESL Adjunct Faculty Evaluator	26	09/07/2018	12/14/2018
Sauers, Dennis	NOCE	Project Coordinator	Curriculum Grader/ESL Adjunct Faculty Evaluator	26	01/07/2019	06/28/2019
Soto, Jacqueline	NOCE	Project Expert	Assessment Proctor	26	09/04/2018	12/04/2018
Soto, Jacqueline	NOCE	Project Expert	Assessment Proctor	26	01/07/2019	06/28/2019
Sotomayor, Carla	FC	Project Expert	Re-entry Connect	26	08/27/2018	11/15/2018
Sotomayor, Carla	FC	Project Expert	Re-entry Connect	26	11/26/2018	12/13/2018
Sotomayor, Carla	FC	Project Expert	Re-entry Connect	26	01/14/2019	04/11/2019
Sotomayor, Carla	FC	Project Expert	Re-entry Connect	26	04/22/2019	05/10/2019
Sotomayor, Carla	FC	Project Expert	Re-entry Connect	26	05/20/2019	06/14/2019
Surowski, Peter	FC	Technical Expert II	IEPI Presidents' Advisory Council (PAC) Reporting	26	07/02/2018	12/20/2018
Surowski, Peter	FC	Technical Expert II	IEPI Presidents' Advisory Council (PAC) Reporting	26	01/02/2019	02/01/2019
Surowski, Peter	FC	Technical Expert II	IEPI Presidents' Advisory Council (PAC) Reporting	26	05/06/2019	06/28/2019

Professional Experts
August 14, 2018

Towne, Maria	CC	Project Expert	Foundation Donor Support	26	07/01/2018	07/28/2018
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	08/05/2018	08/25/2018
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	09/02/2018	09/22/2018
Towne, Maria	CC	Project Expert	Foundation Donor Support	26	09/30/2018	12/22/2018
Trujillo, Ruben	NOCE	Not-for-Credit Instr I	Assessment Proctor	26	09/04/2018	12/04/2018
Trujillo, Ruben	NOCE	Not-for-Credit Instr I	Assessment Proctor	26	01/07/2019	06/28/2019
Tse, Courteney	NOCE	Project Expert	Mobility Trainer	26	08/13/2018	11/16/2018
Vaccher, Nicole	FC	Project Manager	Strong Workforce-Internship Project-Employer Database Devel.	20	08/15/2018	12/31/2018
Valdez, Edilberto	CC	Technical Expert II	SW Regional Rnd. 1	26	07/31/2018	12/30/2018
Valdez, Ernest	NOCE	Technical Expert I	Event and Classroom Photography	26	07/02/2018	11/16/2018
Valdez, Ernest	NOCE	Technical Expert I	Event and Classroom Photography	26	02/20/2019	06/29/2019
Wu, Jo	FC	Technical Expert II	Orange County Biotechnology Education Collaborative (NSF-ATE grant project)	16	07/01/2018	12/31/2018

NOCE TUITION PROGRAMS

Name	Salary	Trimester	Max Permitted Hours per Week
Casullo Burnes, Lisa	Tuition	Fall, Winter, Spring	26
Chan, Margie	Tuition	Fall, Winter, Spring	26
Chavez, Sandra	Tuition	Fall, Winter, Spring	26
Eggan, Meredith	Tuition	Fall, Winter, Spring	26
Emperado, Patrick	Tuition	Fall, Winter, Spring	26
Gandhi, Manish	Tuition	Fall, Winter, Spring	26
Innes, Jane	Tuition	Fall, Winter, Spring	26
Knighton, Sandra	Tuition	Fall, Winter, Spring	26
Kuruppu, Maduka	Tuition	Fall, Winter, Spring	26

Professional Experts
August 14, 2018

Landry, Erin	Tuition	Fall, Winter, Spring	26
Larsen, Kirsten	Tuition	Fall, Winter, Spring	26
Mattoon, Susan	Tuition	Fall, Winter, Spring	26
Ortega, Marilu	Tuition	Fall, Winter, Spring	26
Paradiso, Joseph	Tuition	Fall, Winter, Spring	26
Parent, Wendy	Tuition	Fall, Winter, Spring	26
Payne, Jessica	Tuition	Fall, Winter, Spring	26
Salisbury, Danielle	Tuition	Fall, Winter, Spring	26
Salisbury, Hugh	Tuition	Fall, Winter, Spring	26
Webb, Raymond	Tuition	Fall, Winter, Spring	26
Weidman, Candace	Tuition	Fall, Winter, Spring	26

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: August 14, 2018 Resolution _____
SUBJECT: Hourly Personnel Information _____
Enclosure(s) X

BACKGROUND: Short-term, substitute and student work-study/work experience personnel may be employed on a temporary basis from time to time to assist in the workload of various departments.

In accordance with the District’s administrative procedures, the employment of short-term and substitute employees is restricted to not more than twenty-six (26) hours per week. The employment of student employees is restricted to not more than twenty (20) hours per week.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: These items are in compliance with Chapter 7, Human Resources, Board Policies and Administrative Procedures relating to personnel administration.

FUNDING SOURCE AND FINANCIAL IMPACT: All personnel matters are within budget.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.d.1

Item No.

Hourly Personnel
August 14, 2018

Short-Term Hourly

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Arora, Surbhi	CC	Tech/Paraprof - Assist with STEM program	08/20/18	08/31/18	TE A 1
Banacky, Michael	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Baniago, Romel	CC	Tech/Paraprof - Assist with STEM program	09/10/18	12/07/18	TE A 2
Barrios, Carlos	CC	Tech/Paraprof - Athletic Program Assistant - Men's Soccer	08/20/18	12/06/18	TE H 1
Breckenridge, Brett	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Burpo, Micah	CC	Tech/Paraprof - Athletic Program Assistant - Women's Volleyball	08/20/18	05/31/19	TE H 4
Chenoweth, Katherine	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Dominguez, Bianca	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	08/15/18	06/30/19	TE B 4
Dotterman, Desiree	FC	Clerical/Secretarial - Honors Program Ambassador	08/15/18	06/30/19	TE A 1
Dotterman, Sasha	FC	Clerical/Secretarial - Honors Program Ambassador	08/15/18	06/30/19	TE A 1
Eckhart, Sherry	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Eckhart, Sherry	CC	Non-Direct Instr Support - Model for Life Drawing art classes	08/20/18	12/07/18	TE F 4
Eckhart, Sherry	CC	Non-Direct Instr Support - Model for Life Drawing art classes	01/28/19	05/25/19	TE F 4
Finch, Christopher	FC	Clerical/Secretarial - Assist in the campus Bookstore	08/08/18	12/21/18	TE A 1
Fipps, Cole	CC	Tech/Paraprof - Athletic Program Assistant - Men's Soccer	08/20/18	12/06/18	TE H 2
Flores, Kassandra	FC	Clerical/Secretarial - Assist in the Transfer Center with Student Equity	08/31/18	11/30/18	TE A 2
Frye, Joshua	CC	Tech/Paraprof - Athletic Program Assistant - Intercollegiate Baseball	01/02/19	05/31/19	TE H 3
Galvez, Amy	CC	Clerical/Secretarial - Assist in Bursar Fee Station	08/22/18	11/21/18	TE A 1
Galvez, Amy	CC	Clerical/Secretarial - Assist in Bursar Fee Station	01/23/19	04/24/19	TE A 1
Gardner, Keenan	FC	Tech/Paraprof - Athletic Program Assistant - Football	08/15/18	12/07/18	TE H 4
Glassman, Ifat	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Gomez Valencia, Omar	FC	Service/Maint - Assist Campus Safety Dept with various duties	08/22/18	11/17/18	TE B 1
Gonzales, Carlos	CC	Tech/Paraprof - Athletic Program Assistant - Intercollegiate Baseball	01/02/19	05/31/19	TE H 3
Gulmesoff, Dimiter	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Hernandez, Mariana	NOCE	Clerical/Secretarial - ESL Support and Citizenship preparation	09/10/18	06/28/19	TE A 4
Hernandez, Paul	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3

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Hucks, Brandon	CC	Tech/Paraprof - Athletic Program Assistant - Men's Basketball	08/20/18	05/31/18	TE H 1
Imaku, Brittany	CC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	08/20/18	09/28/18	TE H 1
Imaku, Brittany	CC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	03/11/18	05/31/18	TE H 1
Joerger, Kevin	NOCE	Clerical/Secretarial - Assist in Disability Support Services	08/22/18	06/30/18	TEA 2
Juarez, Alicia	CC	Clerical/Secretarial - Assist in the EOPS office	08/15/18	11/15/18	TE A 1
Kansara, Saurabh	CC	Tech/Paraprof - Assist with STEM program	08/20/18	08/31/18	TE A 1
Kaulman, Jade	FC	Non-Direct Instr Support - Model for Life Drawing art classes	08/22/18	06/30/19	TE F 3
Lackey, Patricia	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Lambright, Steve	CC	Tech/Paraprof - Athletic Program Assistant - Intercollegiate Baseball	01/02/19	05/31/19	TE H 2
Llaban, Caroline	AC	Clerical/Secretarial - Assist for DSS AEGP Peer Mentor	08/22/18	11/21/18	TE A 1
MacPherson, Carolyn	FC	Clerical/Secretarial - Assist in HR with time sensitive public records request	8/5/2018	8/31/2018	TE B 4
Mamann, Allison	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	08/15/18	06/30/19	TE B 2
Martineck, Scott	AC	Clerical/Secretarial - Assist for DSS AEGP Peer Mentor	08/22/18	11/21/18	TE A 1
Martinez, Randi	CC	Tech/Paraprof - Athletic Program Assistant - Women's Soccer	08/20/18	12/06/18	TE H 1
Maurer, Brandon	FC	Tech/Paraprof - Athletic Program Assistant - Softball	09/17/18	12/10/18	TE H 4
Maurer, Brandon	FC	Tech/Paraprof - Athletic Program Assistant - Softball	01/07/19	05/31/19	TE H 4
Mays, Kathryn	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
McClain, Alexander	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	08/20/18	06/30/19	TE A 4
Mendez, William	NOCE	Clerical/Secretarial - Assist in Disability Support Services	08/22/18	06/30/19	TE A 2
Miranda, Robert	FC	Tech/Paraprof - Athletic Program Assistant - Strength Coach	08/15/18	12/07/18	TE H 4
Morse, Barry	FC	Tech/Paraprof - Artist Model for Art Department classes	08/22/18	06/30/19	TE F 3
Montenegro, Juliana	CC	Clerical/Secretarial - Assist in Campus Communications	09/17/18	12/12/18	TE A 2
Morvan, Lisa	CC	Clerical/Secretarial - Assist in Science, Engineering, and Math Division	09/10/18	12/06/18	TE A 4
Niazi, Zyrah	FC	Clerical/Secretarial - Assist in the Transfer Center with Student Equity	08/31/18	11/30/18	TE A 2
Nilsen, Erika	CC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	08/20/18	05/31/18	TE H 1
Paradis-Sorensen, M.	CC	Clerical/Secretarial - Assist in the Social Sciences Office	08/20/18	11/20/18	TE B 4
Patel, Shivani	CC	Tech/Paraprof - Assist with STEM program	08/20/18	08/31/18	TE A 1
Patricks-Yamashita, B.	FC	Tech/Paraprof - On-call theater crew for campus/rental productions	08/15/18	06/30/19	TE I 3
Perez, Mayra	FC	Clerical/Secretarial - Assist the EOPS and CARE office	09/03/18	11/21/18	TE B 2

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Perez, Mayra	FC	Clerical/Secretarial - Assist the EOPS and CARE office	02/04/19	04/26/19	TE B 2
Perez, Zachary	CC	Tech/Paraprof - Athletic Program Assistant - Men's Basketball	08/20/18	05/31/18	TE H 1
Polo, Andrew	FC	Non-Direct Instr Support - Model for Life Drawing art classes	08/22/18	06/30/19	TE I 1
Porter, Damion	FC	Tech/Paraprof - Athletic Program Assistant - Football	08/15/18	12/14/18	TE H 4
Racinelli, Angela	FC	Tech/Paraprof - Athletic Program Assistant - Dance	08/15/18	12/07/18	TE H 4
Racinelli, Angela	FC	Tech/Paraprof - Athletic Program Assistant - Dance	01/22/19	05/30/19	TE H 4
Rosales, David	CC	Tech/Paraprof - Assist with STEM program	09/10/18	12/07/18	TE A 1
Rueda, Wilma	FC	Non-Direct Instr Support - Model for Life Drawing art classes	08/22/18	06/30/19	TE F 3
Russell, Cody	FC	Clerical/Secretarial - Assist in the campus Bookstore	08/06/18	12/21/18	TE A 1
San Elias, Denise	FC	Clerical/Secretarial - Assist in the Academic Support Center	08/29/18	11/28/18	TE A 1
Sanchez, Alejandro	FC	Tech/Paraprof - Assist in ACT computer lab	08/20/18	12/08/18	TE A 2
Sanchez, Brenda	FC	Clerical/Secretarial - Assist in the campus Bookstore	8/8/2018	12/21/18	TE A 1
Soria, Samantha	CC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	08/20/18	05/31/19	TE H 1
Sosa-Roman, Jonathan	CC	Tech/Paraprof - Assist with STEM program	09/10/18	12/07/18	TE A 1
Talbot, Jesse	NOCE	Clerical/Secretarial - Assist for Disability Support Services	08/13/18	11/09/18	TE A 1
Vargas, Joshua	CC	Tech/Paraprof - Athletic Program Assistant - Intercollegiate Baseball	01/02/19	05/31/19	TE H 3
Vasquez, Michael	CC	Tech/Paraprof - Athletic Program Assistant - Women's Basketball	08/20/18	05/31/19	TE H 1
Vigil De Vargas, Hilda	FC	Service/Maint - General assistance to the campus custodial staff	08/17/18	11/16/18	TE B 1
Williams, Jace	AC	Clerical/Secretarial - Assist for DSS AEGB Peer Mentor	08/22/18	11/21/18	TE A 1
Wilson, Brandi	FC	Clerical/Secretarial - Assist in EOPS and CARE office	08/15/18	11/14/18	TE B 2
Wilson, Brandi	FC	Clerical/Secretarial - Assist in EOPS and CARE office	01/16/19	04/17/19	TE B 2
Zarske, Brian	FC	Non-Direct Instr Support - Model for Life Drawing art classes	08/20/18	06/30/19	TE A 2

Professional Medical Employees

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Chavez-Camacho, K.	CC	Medical - Health Educator Specialist	08/15/18	05/24/19	ME B 4
Lonetti, Anna	CC	Medical -Provide counseling to student in campus events and education	08/15/18	05/24/19	ME D 4
Pinedjian, Nancy	CC	Medical - Nurse Practitioner	08/15/18	05/25/19	ME C 4

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Tutors, Interpreters, and Readers

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Azadzoi, Peshiman	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Barrantes, Brooke	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Briseno, Andrea	CC	Direct Instr Support - Tutor in the English Success Center	08/20/18	06/30/19	TE B 4
Brown, Andrew	FC	Direct Instr Support - Interpreter for hearing-impaired students	08/20/18	06/30/19	TE D 3
Brown, Andrew	FC	Direct Instr Support - Interpreter for hearing-impaired students	08/20/18	06/30/19	TE E 3
Camarena, Idalis	FC	Direct Instr Support - Tutor Supplemental Instruction	08/15/18	06/30/19	TE A 2
Ceballos, Destiny	FC	Direct Instr Support - Nicholas School Lead Tutor	08/22/18	06/30/19	TE A 3
Cody, Kevin	CC	Direct Instr Support - Tutor in the English Success Center	08/22/18	06/30/19	TE B 3
Cruz, Larry	FC	Direct Instr Support - Tutor for English and Writing	08/22/18	12/08/18	TE A 1
Cser, Agnes	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	08/15/18	06/30/19	TE A 2
Fagan, Andrea	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Georges, Adel	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Gorman, Stephanie	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	08/15/18	06/30/19	TE A 2
Gutierrez, Joseph	CC	Direct Instr Support - Tutor in the English Success Center	08/20/18	06/30/19	TE B 1
Gutierrez, Nicholas	CC	Direct Instr Support - Tutor in the English Success Center	08/20/18	06/30/19	TE B 4
Hall, Summer	FC	Direct Instr Support - Tutor students in the campus Writing Center	08/22/18	06/30/19	TE A 2
Jabassini, Nour	FC	Direct Instr Support - Tutor for the Biotechnology Program	08/15/18	06/30/19	TE B 4
Lee, Song Mi	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Lozano, Daniel	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Ludford, Victoria	CC	Direct Instr Support - Tutor in the Learning Resource Center	08/20/18	06/30/19	TE B 3
Maldonado, Pedro	CC	Direct Instr Support - Tutor in the English Success Center	08/20/18	06/30/19	TE B 1
Miltenberger, Savannah	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Oh, Emily	CC	Direct Instr Support - Tutor in the Learning Resource Center	08/20/18	06/30/19	TE B 1
Ortega, Matthew	CC	Direct Instr Support - Tutor Supplemental Instruction	08/22/18	06/30/19	TE B 1
Ortiz, Scarlett	FC	Direct Instr Support - Nicholas School Lead Tutor	08/22/18	06/30/19	TE A 3
Panzino, Madison	FC	Direct Instr Support - Tutor for the Biology Department	08/15/18	06/30/19	TE A 1

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Pena, Evelyn	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Perkins, Krystal	FC	Direct Instr Support - Tutor students in the campus Writing Center	08/22/18	06/30/19	TE A 2
Phi, Justin	FC	Direct Instr Support - Tutor for Orange County Biotechnology Education	08/15/18	12/31/18	TE B 4
Rendon, Annette	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Renteria, Stephanie	FC	Direct Instr Support - Tutor for the Graduate Student Mentor Program	08/15/18	12/07/18	TE B 1
Ripley, Joseph	CC	Direct Instr Support - Tutor in the English Success Center	08/20/18	06/30/19	TE B 2
Sandoval, Alex	CC	Direct Instr Support - Interpreter for hearing-impaired students	08/15/18	06/30/19	TE D 3
Sandoval, Alex	CC	Direct Instr Support - Interpreter for hearing-impaired students	08/15/18	06/30/19	TE E 3
Son, Eumi	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Torres, Marissa	FC	Direct Instr Support - Tutor students in the campus Tutoring Center	08/15/18	06/30/19	TE A 2
Tran, Charlotte	CC	Direct Instr Support - Tutor in the Math Learning Center	08/20/18	06/30/19	TE B 1
Tran, Thi Hong	CC	Direct Instr Support - Tutor in the Math Learning Center	08/20/18	06/30/19	TE B 1
Valdivia, Natalie	FC	Direct Instr Support - Tutor Supplemental Instruction	08/15/18	06/30/19	TE A 2
Vargas-Hopkinson	FC	Direct Instr Support - Tutor Math students in Veteran's Affairs	08/23/18	12/08/18	TE A 2
Villanueva, Janley	NOCE	Direct Instr Support- Tutor for the Cypress Learning Center	09/10/18	06/30/19	TE A 2
Voorhoeve, Andre	FC	Direct Instr Support - Tutor for the Supplemental Instruction Program	08/15/18	06/30/19	TE A 2
Young, Sunnie	CC	Direct Instr Support - Tutor in the English Success Center	08/22/18	06/30/19	TE B 3

Hourly Substitutes

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Arias Carbajal, Maria	FC	Service/Maint - Substitue for vacant Facilities Custodian I PN FCC682	07/26/18	10/25/18	TE B 1
Bombela Campos, F.	FC	Service/Maint - Substitue for vacant Facilities Custodian I PN FCC602	08/17/18	11/16/18	TE B 1
Campos, Gabriela	FC	Clerical/Secretarial - Substitute for vacant Student Srvs Tech PN FCC700	07/30/18	12/07/18	TE B 4
Lozano, Rosa	CC	Technical/Paraprof – Substitute for Classified Employee on leave	08/01/18	12/17/18	TE B 1
Lozano, Rosa	CC	Technical/Paraprof – Substitute for Classified Employee on leave	02/25/19	05/17/19	TE B 1
Vigil De Vargas, H.	FC	Service/Maint - Substitue for vacant Facilities Custodian I PN FCC681	08/17/18	11/16/18	TE B 1

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Full Time Students and Work Study

Name	Site	Title and Description of Service	Begin	End	Grade/Step
Alsunna, Helen	CC	Work Study Student - Assist in the Counseling Center	08/20/18	06/30/19	TE A 1
Arellano, Leslie	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Arismendy, A.	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Arteaga, Andrea	FC	Full-time Student - Tutor students in the campus Tutoring Center	08/22/18	06/30/19	TE A 2
Atunez, Brianna	FC	Full-time Student - Clerical assistance for the campus Library	08/20/18	12/08/18	TE A 1
Atunez, Brianna	FC	Full-time Student - Clerical assistance for the campus Library	01/28/19	05/25/19	TE A 1
Bakhom, Hoda	FC	Full-time Student - Assist in ACT computer lab	08/20/18	06/30/19	TE A 1
Barragan, Alma	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Boc, Pearlina	CC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Bostic, Benn	CC	Full-time Student - Assist in CTE	08/20/18	11/09/19	TE A 4
Bowen, Brooke	FC	Work Study Student - Clerical assistance for Admissions and Records	08/20/18	06/30/19	TE A 2
Calzada, Magana	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1
Carcich, Valentina	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Chan, Raksmy	FC	Full-time Student - Tutor for the Supplemental Instruction Program	08/20/18	06/30/19	TE A 2
Clay, Christy	FC	Full-time Student - Assist the campus Bookstore	08/06/19	12/12/18	TE A 1
Concepcion, C.	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/13/18	06/30/18	TE A 2
Cossio, Jonathan	CC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Costescu, Diana	CC	Work Study Student - Assist in the Transfer Center	08/20/18	06/30/19	TE A 1
Crisp, Milagros	CC	Full-time Student - Assist in the Math Learning Center	08/20/18	06/30/19	TE B 1
Cunanan, Elise	CC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Daily, Faith	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 2
Dao, Chi	FC	Full-time Student - Clerical assistance for the International Student Center	08/20/18	06/30/19	TE A 1
Delgado, Rigoberto	FC	Full-time Student - Clerical assistance for the campus Library	08/20/18	12/08/18	TE A 1
Delgado, Rigoberto	FC	Full-time Student - Clerical assistance for the campus Library	01/28/19	05/25/19	TE A 1
Do, Thomas	FC	Work Study Student - Assist the Academic Support Center	08/15/18	06/30/19	TE A 1
Dotterman, Desiree	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/15/18	06/30/18	TE A 1

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Dotterman, Sasha	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/15/18	06/30/18	TE A 1
Dowdalls, Rie	FC	Full-time Student - Assist in ACT computer lab	08/20/18	12/08/18	TE A 1
Duran, Pedro	NOCE	Full-time Student - AEP ESL Mentor	08/20/18	06/30/19	TEA 1
Flaro, Patience	CC	Full-time Student - Assist in Photography Lab	08/20/18	06/30/19	TE B 1
Flores, Risa	FC	Full-time Student - Assist in ACT computer lab	08/13/18	06/30/19	TE A 1
Fouts, Ciara	FC	Full-time Student - Tutor students in the campus Tutoring Center	08/22/18	06/30/19	TE A 2
Gallardo, Jazelle	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1
Garcia, Brianna	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Gavarini, Nathalie	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/13/18	06/30/19	TE A 2
Ghasezadeh, Sahar	FC	Full-time Student - Clerical assistance for the International Student Center	08/20/18	06/30/19	TE A 1
Gonzalez, Jocelyne	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Greene, Camile	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Grifaldo, Jessica	CC	Full-time Student - Assist with STEM program	08/20/18	12/14/18	TE A 1
Herrera, Beatriz	CC	Full-time Student - Assist in Admissions and Records Office	08/20/18	06/30/19	TE A 1
Ho, Tsai Tien	FC	Full-time Student - Assist in the campus Tutoring Center	08/13/18	06/30/19	TE A 1
Hoang, Phuong	FC	Work Study Student - Assist the Academic Support Center	08/15/18	06/30/19	TE A 1
Huynh, Thi Kieu Nhi	FC	Work Study Student - Assist the Academic Support Center	08/15/18	06/30/19	TE A 1
Huynh, Tho	CC	Full-time Student - Technology assistant in the Learning Resource Center	08/13/18	06/30/19	TE A 4
Jaimes Davila, Selina	CC	Full-time Student - Assist with STEM program	08/20/18	06/30/19	TE A 2
Jimenez, Cassandra	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Juarez, Alicia	CC	Work Study Student - Assist in EOPS office	08/20/18	06/30/19	TE A 1
Katsumata, Jake	CC	Full-time Student - Assist in A & R office	08/20/18	06/30/19	TE A 1
Khim, Chandararath	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Lamb, Corey	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/20/18	06/30/19	TE A 2
Larson, Caitlynn	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Lee, Olivia	FC	Full-time Student - Clerical assistance for Admissions and Records	08/20/18	06/30/19	TE A 1
Lim, Trishia	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1
Linares, Mayra	FC	Full-time Student - Tutor students in the campus Tutoring Center	08/22/18	06/30/19	TE A 2
Longo Gomez, Steph.	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1

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Lopez, Alexander	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Macias, Amanda	CC	Tech/Paraprof - Assist with STEM program	08/20/18	12/14/18	TE A 1
Maldonado, Marisa	FC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Martinez, Cecilia	FC	Full-time Student - Assist in ACT computer lab	08/20/18	12/08/18	TE A 1
Mora, Daniel	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Morales Sibaja, Marg.	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Moreno, Peter	FC	Full-time Student - Tutor students in the campus Tutoring Center	08/22/18	06/30/19	TE A 2
Nakahara, Leah	CC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Nguyen, Trang	CC	Full-time Student - Assist with Outreach Program	08/13/18	06/30/19	TE A 2
Ocampo, Avery	CC	Work Study Student - Assist in the Transfer Center	08/20/18	06/30/19	TE A 1
Osorio, Yanira	CC	Work Study Student - Assist in the Transfer Center	08/20/18	06/30/19	TE A 1
Palomares, Melina	CC	Work Study Student - Assist in the Transfer Center	08/20/18	06/30/19	TE A 1
Pasion, Xandrea	CC	Full-time Student - Assist in the Math Learning Center	08/20/18	06/30/19	TE B 1
Qiu, Yiyi	FC	Full-time Student - Clerical assistance for the International Student Center	08/20/18	06/30/19	TE A 1
Ramirez Garcia, Jess.	FC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Ramirez, Viviana	FC	Full-time Student - Clerical assistance for the campus Library	08/20/18	12/08/18	TE A 1
Ramirez, Viviana	FC	Full-time Student - Clerical assistance for the campus Library	01/28/19	05/25/19	TE A 1
Rao, Sarah	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/13/18	06/30/19	TE A 3
Rodriguez Lopez, A.	CC	Full-time Student - Assist in CTE	08/20/18	10/19/18	TE A 4
Rodriguez, Anthony	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Rodriguez, Lizet	FC	Full-time Student - Tutor students in the campus Tutoring Center	08/22/18	06/30/19	TE A 2
Rodriguez, Ryan	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Sage, Joshua	FC	Full-time Student - Clerical assistance for the campus Library	08/20/18	12/08/18	TE A 1
Sage, Joshua	FC	Full-time Student - Clerical assistance for the campus Library	01/28/19	05/25/19	TE A 1
Sandoval, Cristal	FC	Full-time Student - Assist in the campus Bookstore	08/08/18	12/21/18	TE A 1
Sosa, Karen	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Sotelo, Chelsea	FC	Full-time Student - Assist the campus Bookstore	08/06/18	12/21/18	TE A 1
Tate, Kerry	CC	Full-time Student - Tutor in the Learning Resource Center	08/20/18	06/30/19	TE B 1
Terrones, Vladimir	FC	Full-time Student - Assist in the campus Bookstore	08/08/18	12/21/18	TE A 1

Hourly Personnel
August 14, 2018

Torres, Diane	CC	Full-time Student - Outreach Student Ambassador	08/20/18	06/30/19	TE A 1
Tran, Tuan	FC	Work Study Student - Assist the Academic Support Center	08/15/18	06/30/19	TE A 2
Trinh, Bao	CC	Full-time Student - Assist in the Business and CIS office	08/20/18	12/14/18	TE A 1
Tucker, Jaclyn	FC	Work Study Student - Clerical assistance for Admissions and Records	08/20/18	06/30/19	TE A 1
Untiveros, Aaron	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1
Valles, Celena	FC	Full-time Student - Assist in the campus Bookstore	08/08/18	12/21/18	TE A 1
Vazquez, Marisela	FC	Full-time Student - Student Ambassador for Pathway Transformations	08/13/18	06/30/18	TE A 2
Veith, Maria	FC	Work Study Student - Clerical assistance for Admissions and Records	08/20/18	06/30/19	TE A 1
Verduzco, Kiabeth	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1
Villegas, Isabel	FC	Full-time Student - Clerical assistance for Admissions and Records	08/20/18	06/30/19	TE A 1
Weed, Gricelda	CC	Full-time Student - Assist with STEM program	08/20/18	12/14/18	TE A 1
Wilson, Wendy	FC	Full-time Student - Clerical assistance for Library	08/20/18	06/30/19	TE A 1
Yau, Steven	CC	Full-time Student - Assist in the Math Learning Center	08/20/18	06/30/19	TE B 1
Yoon, Sangjun	FC	Full-time Student - Clerical assistance for the International Student Center	08/20/18	06/30/19	TE A 1
Zamorano, Rodolfo	CC	Work Study Student - Assist in the Transfer Center	08/20/18	06/14/19	TE A 1
Zapata, Ricardo	FC	Full-time Student - Student Ambassador for the Communications Dept.	08/20/18	06/30/19	TE A 1

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES
DATE: August 14, 2018
SUBJECT: Volunteers

Action X
Resolution _____
Information _____
Enclosure(s) X

BACKGROUND: The District recognizes the value of volunteer services in conjunction with certain programs, projects, and activities and may use the services of volunteers from time to time, when it serves the interests of the District. Volunteers are individuals who freely offer to perform services for the District without promise, expectation, or receipt of any compensation for the services provided.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: Not applicable.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the following items be approved as submitted.

Irma Ramos

Recommended by

Approved for Submittal

5.e.1

Item No.

Volunteer Personnel
Aug 14, 2018

Name	Site	Program	Begin	End
Armas, Mary	FC	Internship - Counseling & Student Dev	08/28/2018	12/14/2018
Arzate, Jessica	NOCE	Internship-Counseling & Student Dev	08/20/2018	12/21/2018
Barajas, Evelyn	FC	Internship - Counseling & Student Dev	08/22/2018	12/31/2018
Bautista, Pamela	FC	Internship - Counseling & Student Dev	08/28/2018	12/14/2018
Bravo, Nicholas	CC	Internship- Counseling & Student Dev	08/15/2018	05/31/2019
Cabrera, Juan	FC	Physical Education - Men's Soccer	07/25/2018	06/30/2019
Castrejon, Brenda	NOCE	DSS- Personal Care Attendant	07/09/2018	06/30/2019
Collister, Marlene	NOCE	DSS- Personal Care Attendant	07/02/2018	06/30/2019
Correa, Stephanie	FC	Internship- Counseling & Student Dev	08/20/2018	12/21/2018
Diaz-Nunez, Maria	CC	Internship- Counseling & Student Dev	08/15/2018	05/31/2019
Flores, Kassandra	FC	Institutional Research and Planning	09/12/2018	12/14/2018
Flores, Klarissa	FC	Internship - Counseling & Student Dev	08/22/2018	12/23/2018
Gomez, Benjamin	NOCE	DSS- Personal Care Attendant	07/02/2018	08/09/2018
Hurtado, Princess	NOCE	DSS- Personal Care Attendant	07/17/2018	08/10/2018
Leon, Jairo	FC	Internship - Counseling & Student Dev	08/22/2018	12/31/2018
Nobe, Andrew	CC	Physical Education - Kinesiology	08/20/2018	06/30/2019
Ochoa, Daniel	NOCE	DSS- Personal Care Attendant	07/02/2018	08/09/2018
Ortega, Maria	NOCE	DSS- Personal Care Attendant	07/05/2018	06/30/2019
Perez, Julia	FC	Internship - Counseling & Student Dev	08/22/2018	12/31/2018
Sanchez, Julian	NOCE	DSS- Personal Care Attendant	07/12/2018	06/30/2019
Sees, Anthony	NOCE	DSS- Personal Care Attendant	07/03/2018	08/10/2018
Valenzuela, Nina	NOCE	DSS- Personal Care Attendant	07/12/2018	06/30/2019
Velasquez, Anacari	CC	Internship - Business & CIS Division	08/06/2018	12/31/2018

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	<u>X</u>
		Resolution	<u> </u>
DATE:	August 14, 2018	Information	<u> </u>
		Enclosure(s)	<u>X</u>
SUBJECT:	Negotiated Successor Agreement Between CSEA Chapter #167 and the District		

BACKGROUND: CSEA Chapter # 167 and the District have reached agreement on a three-year successor agreement to the collective bargaining agreement that expired June 30, 2018. The effective dates of the successor agreement are July 1, 2018 to June 30, 2021. The Agreement provides for an increase in fringe benefits effective July 1, 2018, and an on schedule salary increase of two percent (2.0%) for fiscal year 2018-2019, and a one-time off schedule salary payment of two percent (2.0%) for fiscal year 2019-2020.

The Agreement also provides for modifications to Articles 5, 9, 10, 11, 12, 14, 15, 16, 26 and 28. The CSEA Chapter #167 membership has ratified the agreement and this will close negotiations for 2018-2019 and 2019-2020.

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: This item relates to Board Policy 7130, Compensation, which states the Board will establish salary and benefits for employees.

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary adjustment is within budget.

RECOMMENDATION: It is recommended that the Successor Agreement with respect to negotiations for the 2018-2019 and 2019-2020 fiscal years, inclusive of all terms and conditions specified in the written Agreement between CSEA Chapter #167 and the District, be approved as follows:

ADJUSTMENT FOR THE 2018-2019 FISCAL YEAR

An increase of \$3,545.51 will be applied towards fringe benefits for a total of \$7,326.00 annually on an on-going basis effective August 1, 2018.

Unit Members will be provided an on-schedule salary increase equal to two percent (2.0%) across the schedule, effective August 1, 2018.

ADJUSTMENT FOR THE 2019-2020 FISCAL YEAR

Unit Members will be provided a one-time off schedule salary payment equal to two percent (2.0%). This one-time off schedule salary payment shall not apply to any Unit Member who

was terminated, who resigned his/her employment with the District, or who resigned his/her employment with the District pursuant to any compromise and release settlement agreement, or otherwise not employed as of July 1, 2019.

AMENDMENT TO THE COLLECTIVE BARGAINING AGREEMENT

The provisions of Articles 5, 9, 10, 11, 12, 14, 15, 16, 26 and 28 shall be amended as provided in the written Agreement between the parties.

(See Supplemental Minutes #1216 for a copy of the Agreement.)

It is further recommended that the attached Classified Employee Annual Salary Schedule which reflects the two percent (2.0%) on-schedule increase effective August 1, 2018, be approved.

Irma Ramos

Recommended by

Approved for Submittal

5.f.2

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT
 CLASSIFIED MONTHLY SALARY SCHEDULE
 EFFECTIVE August 1, 2018

STEP RANGE	A	B	C	D	E	RANGE
1	1,865	1,962	2,060	2,168	2,266	1
2	1,913	2,009	2,108	2,217	2,323	2
3	1,962	2,060	2,168	2,266	2,387	3
4	2,009	2,108	2,217	2,323	2,446	4
5	2,060	2,168	2,266	2,387	2,503	5
6	2,108	2,217	2,323	2,446	2,557	6
7	2,168	2,266	2,387	2,503	2,617	7
8	2,217	2,323	2,446	2,557	2,688	8
9	2,266	2,387	2,503	2,617	2,756	9
10	2,323	2,446	2,557	2,688	2,820	10
11	2,387	2,503	2,617	2,756	2,891	11
12	2,446	2,557	2,688	2,820	2,950	12
13	2,503	2,617	2,756	2,891	3,011	13
14	2,557	2,688	2,820	2,950	3,089	14
15	2,617	2,756	2,891	3,011	3,181	15
16	2,688	2,820	2,950	3,089	3,254	16
17	2,756	2,891	3,011	3,181	3,331	17
18	2,820	2,950	3,089	3,254	3,411	18
19	2,891	3,011	3,181	3,331	3,487	19
20	2,950	3,089	3,254	3,411	3,569	20
21	3,011	3,181	3,331	3,487	3,659	21
22	3,089	3,254	3,411	3,569	3,741	22
23	3,181	3,331	3,487	3,659	3,828	23
24	3,254	3,411	3,569	3,741	3,921	24
25	3,331	3,487	3,659	3,828	4,023	25
26	3,411	3,569	3,741	3,921	4,122	26
27	3,487	3,659	3,828	4,023	4,223	27
28	3,569	3,741	3,921	4,122	4,325	28
29	3,659	3,828	4,023	4,223	4,434	29
30	3,741	3,921	4,122	4,325	4,531	30
31	3,828	4,023	4,223	4,434	4,638	31
32	3,921	4,122	4,325	4,531	4,750	32
33	4,023	4,223	4,434	4,638	4,866	33
34	4,122	4,325	4,531	4,750	4,984	34
35	4,223	4,434	4,638	4,866	5,108	35
36	4,325	4,531	4,750	4,984	5,242	36
37	4,434	4,638	4,866	5,108	5,368	37
38	4,531	4,750	4,984	5,242	5,499	38
39	4,638	4,866	5,108	5,368	5,631	39
40	4,750	4,984	5,242	5,499	5,763	40
41	4,866	5,108	5,368	5,631	5,905	41
42	4,984	5,242	5,499	5,763	6,052	42
43	5,108	5,368	5,631	5,905	6,209	43
44	5,242	5,499	5,763	6,052	6,358	44
45	5,368	5,631	5,905	6,209	6,510	45
46	5,499	5,763	6,052	6,358	6,673	46
47	5,631	5,905	6,209	6,510	6,832	47
48	5,763	6,052	6,358	6,673	7,009	48
49	5,905	6,209	6,510	6,832	7,176	49
50	6,052	6,358	6,673	7,009	7,356	50
51	6,209	6,510	6,832	7,176	7,530	51
52	6,358	6,673	7,009	7,356	7,718	52
53	6,510	6,832	7,176	7,530	7,903	53
54	6,673	7,009	7,356	7,718	8,101	54
55	6,832	7,176	7,530	7,903	8,303	55
56	7,009	7,356	7,718	8,101	8,507	56
57	7,176	7,530	7,903	8,303	8,714	57
58	7,356	7,718	8,101	8,507	8,932	58
59	7,530	7,903	8,303	8,714	9,150	59
60	7,718	8,101	8,507	8,932	9,380	60
68	9,362	9,832	10,322	10,838	11,381	68

Premium Pay:	Swing Shift - 5% premium pay	
	Graveyard Shift - 10% premium pay	
	Five years of continuous service	----- 5% of present step
	Ten years of continuous service	----- 10% of present step
	Fifteen years of continuous service	----- 15% of present step
	Twenty years of continuous service	----- 20% of present step
	Twenty-five years of continuous service	----- 25% of present step
	Thirty years of continuous service	----- 30% of present step
<i>CBA 9.7.7 Employees hired on or after January 1, 2019</i>	Thirty three years of continuous service	----- 33% of present step
	Thirty six years of continuous service	----- 36% of present step

Board Approved:

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES Action X
DATE: August 14, 2018 Resolution _____
Information _____
SUBJECT: Salary Adjustment for Chancellor Enclosure(s) _____

BACKGROUND: Effective January 1, 2017, the Brown Act, at California Government Code section 54953(c)(3), as amended, requires that the local governing body shall, before taking final action, orally report a summary of the recommendation for final action on the salary, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive during the open meeting in which the final action is to be taken.

The Board has recommended a salary adjustment for Chancellor Marshall for the 2018-2019 fiscal year, as per her employment contract approved on February 26, 2016 and amended on August 22, 2017. Effective August 1, 2018, the Chancellor's base annual salary will be increased to THREE HUNDRED SEVEN THOUSAND, FORTY-SEVEN DOLLARS (\$307,047).

How does this relate to the five District Strategic Directions? Not applicable.

How does this relate to Board Policy: This item relates to Board Policy 7130, Compensation, which states the Board will establish salary and benefits for employees.

FUNDING SOURCE AND FINANCIAL IMPACT: Implementation of the salary adjustment is within budget.

RECOMMENDATION: It is recommended that the Board approve a salary adjustment for Chancellor Cheryl Marshall per her employment contract approved on February 26, 2016, and amended on August 22, 2017. Effective August 1, 2018, Chancellor Marshall's base annual salary will be increased to THREE HUNDRED SEVEN THOUSAND, FORTY-SEVEN DOLLARS (\$307,047). In addition, Dr. Marshall's employment contract is extended through June 30, 2022.

The \$8,028.00 annual fringe benefit dollar allowance shall be the same as that which is provided for the District's twelve-month management employees, plus two percent (2%) of Dr. Marshall's annual contract salary. The above amount is in addition to the standard medical benefits available to District employees.

Irma Ramos

Recommended by

Approved for Submittal

5.g

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: August 14, 2018

SUBJECT: Board of Trustees Goals

Action	_____
Resolution	_____
Information	_____ X _____
Enclosure(s)	_____

BACKGROUND: In early June, trustees held their annual planning retreat and one of the discussions involved goal setting for the Board of Trustees. Some of the possible content included updating or developing specific policies, participating in professional development, simultaneously conducting annual Board of Trustees and Chancellor evaluations, and effective board meetings.

This information item provides an opportunity for trustees to participate in an initial discussion and determine next steps.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #5: The District will develop and sustain collaborative projects and partnerships with the community's educational institutions, civic organizations, and businesses.

How does this relate to Board Policy: This item is in accordance with Board Policy 2200, Board Duties and Responsibilities; Board Policy 2715, Code of Ethics/Standards of Practice; and Board Policy 2745, Board Self-Evaluation.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board discuss the possibility of having Board goals and next steps.

Cheryl Marshall

Recommended by

Approved for Submittal

6.a

Item No.

NORTH ORANGE COUNTY COMMUNITY COLLEGE DISTRICT

TO: BOARD OF TRUSTEES

DATE: August 14, 2018

SUBJECT: Future Board Agenda Items

Action	_____
Resolution	_____
Information	_____ X _____
Enclosure(s)	_____

BACKGROUND: During the June annual Board and Chancellor planning retreat, the group discussed how to make Board meetings more effective and efficient. As a result of that discussion, it was agreed that a new *Future Board Agenda Items* section would be included in Board meeting agendas to provide an opportunity for trustees to discuss the possibility of adding topics or items of interest to future agendas.

This information item is presented to allow for discussion on any potential future Board agenda items.

How does this relate to the five District Strategic Directions? This item responds to District Strategic Direction #4: The District will implement best practices related to planning, including: transparent decision-making processes, support of strategic and comprehensive planning activities at campus and district levels, and the allocation of resources to fund planning priorities.

How does this relate to Board Policy: This item is in accordance with Board Policy 2310, Regular Meetings of the Board and Board Policy 2340, Agendas.

FUNDING SOURCE AND FINANCIAL IMPACT: Not applicable.

RECOMMENDATION: It is recommended that the Board discuss any potential future Board agenda items.

Cheryl Marshall

Recommended by

Approved for Submittal

6.b

Item No.