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# AGENDA

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**SISKIYOU JOINT COMMUNITY COLLEGE DISTRICT  
BOARD OF TRUSTEES REGULAR MEETING  
BOARD ROOM**

Weed, California

## NOTICE OF REGULAR MEETING

A regular meeting of the Governing Board of the Siskiyou Joint Community College District will be held on Tuesday, February 7, 2017, at **5:00 p.m.**, in the Board Room at College of the Siskiyous, Weed, California.

**Study Session/Open Session 4 p.m. – 5 p.m.:** BoardDocs

Item 1. **Call to Order and Attendance**

*The 955<sup>th</sup> meeting, a regular meeting of the Governing Board of the Siskiyou Joint Community College District.*

Item 2. **Announcement of Closed Session Items and Opportunity for Public Comment on Announced Closed Session Items**

Item 3. **Closed Session**

➤ *Public Employee Appointment (pursuant to Government Code Section 54957)*

- Adjunct Instructors, spring semester – 36 short-term positions
- Adjunct Instructors, fall semester – 2 short-term positions
- Accompanist – 3 short-term positions
- Custodian – 1 permanent position
- Expert Instructional Aide, ASC – 4 short-term positions
- Expert Instructional Aide, Baseball – 2 short-term positions
- Expert Instructional Aide, Football – 3 short-term positions
- Expert Instructional Aide, Math – 1 short-term position
- Expert Instructional Aide, Music -1 short-term position
- Expert Instructional Aide, Soccer – 3 short-term positions
- Expert Instructional Aide, Softball – 1 short-term position
- Expert Instructional Aide, Theater – 1 short-term position
- Instructional Support Specialist 2, ASC -1 short-term position

*Any person with a disability may request this agenda be made available in an appropriate alternative format. A request for a disability-related modification or accommodation may be made by a person with a disability who requires a modification or accommodation in order to participate in the public meeting to the President's Office at (530) 938-5200, between 8 a.m. – 5 p.m. at least 48 hours before the meeting.*

*In accordance with Government Code Section 54957.5, the District will make available to the public any written material as described in Section 54957.5(a). These materials will be available at 800 College Avenue, Weed, CA 96094.*

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### MISSION

College of the Siskiyous promotes learning and provides academic excellence for the students of Siskiyou County, the State of California, the nation and the world. COS provides accessible, flexible, affordable, and innovative education leading to associate degrees, certificates, college transfer, career and technical education, workforce training, and basic skills preparation.

### BOARD OF TRUSTEES

Alan Dyar	Greg Hanna
Carol Cupp	Kathy Koon
Jim Hardy	Barry Ohlund
Penny Heilman	Student Trustee, Calvin Wagner

Scotty Thomason, Superintendent/President/Secretary to the Board

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**Item 3. Closed Session (Cont'd)**

- Instructional Support Specialist 2, CCT – 2 short-term positions
- Instructional Support Specialist 2, Theater – 1 short-term position
- Office Assistant II, HTC – 1 permanent position
- Program Assistant, Upward Bound – 5 short-term positions
- Program Specialist 2, DSPS – 1 short-term position
- Van Driver – 3 short-term positions
- *Public Employee Discipline/Dismissal/Release/Non-Renewal (pursuant to Government Code Section 54957)*
- *Labor Negotiations (pursuant to Government Code Section 54957.6)*
  - Conference with Labor Negotiators  
Agency Designated Representative: Theresa Richmond  
Employee Organization: College of the Siskiyous Faculty Association
- *Consideration of Suspension or Other Disciplinary Action of a Student (pursuant to Government Code Section 72122)*
- *Public Employee Performance Evaluation (pursuant to Government Code Section 54957)*
  - Title: Superintendent/President

**Item 4. Announcement of Open Forum Procedures**

*Anyone wishing to address the Board on an agenda or non-agenda item that is within the jurisdiction of the Board may do so by completing the Open Forum form and submitting a copy to the secretary.*

**STAFF REPORTS**

**Item 5. Board Member Reports**

*A maximum of three minutes will be allotted to each Board Member who has a report.*

**Item 6. Report of Administration, Student Trustee and Representatives at the Board Table**

*A maximum of three minutes will be allotted to each of the above members who have a report.*

**REPORTS/NO ACTION**

**Item 7. District Financial Reports – Enclosed**

*The Board will be asked to review Monthly Summary of General Fund Revenues and Expenditures, Investment Report and Statement of Cash Flows, and Status of Unrestricted Fund Balance.*

**Item 8. Review of Existing Administrative Procedures and Adoption of a New Administrative Procedure**

Board Report No. **4990** – Enclosed

*The Board will be asked to review Administrative Procedures 2431, 2610, 3050, 3100, 3200, 3225, 3250, 5220, 7160, 7500, and 7700.*

- Item 9. **Presentation of Classified School Employee’s Association (CSEA) Opener for Contract Negotiations**  
Board Report No. **4991**– Enclosed  
*This report presents the classified bargaining unit’s request to open negotiations for a successor contract.*
- Item 10. **Budget Development Process for College of the Siskiyou Annual Budget for 2017-2018**  
Board Report No. **4986** – Enclosed  
*This is an update on the process of the development of the annual College of the Siskiyou 2017-2018 annual budget.*

### **ACTION ITEMS**

#### **Consent Agenda**

- Item 11. **Reading of the Minutes** – Enclosed  
*Minutes of the 954<sup>th</sup> meeting, a regular meeting, held on Tuesday, January 10, 2017, of the Governing Board of the Siskiyou Joint Community College District.*
- Item 12. **Disbursement Summary Report** – Enclosed  
*The Board will be asked to review the Summary of Warrants for the prior month.*
- Item 13. **Excused Absence of Governing Board Members** – Enclosed  
*The Board will be asked to consider approval of Resolution # 2016-17-04 excusing Trustee Jim Hardy and Trustee Penny Heilman from the January 10, 2017, Board meeting due to illness.*
- Item 14. **Excused Absence of Governing Board Member** – Enclosed  
*The Board will be asked to consider approval of Resolution # 2016-17-06 excusing Trustee Carol Cupp from the January 10, 2017, Board meeting due to hardship.*
- Item 15. **Revised Classified Job Description** – Enclosed  
*The attached is an updated description for the following position:*  
➤ *Student Services Specialist, Admissions & Records*
- Item 16. **Revised Administrative Support Management Job Descriptions and Salary Ranges** – Enclosed  
*The attached are revised job description for the following positions:*  
➤ *Administrative Assistant III*  
➤ *HR Analyst II*  
➤ *HR Analyst III*  
➤ *HR Manager, Employee Services*  
➤ *HR Manager, Classification/Compensation, Employee Relations and Professional Development*

**Item 17. Date of Upcoming Board Meetings**

- *Tuesday, March 7, 2017*
- *Tuesday, April 4, 2017*
- *Tuesday, May 2, 2017*

**Item 18. Open Forum**

*The public may speak on items not on the agenda; however, the Board may not discuss or take action on such items at this meeting. Board Members cannot engage in dialogue, other than to request clarification from the speaker, regarding items not on the agenda due to constraints imposed by law. The Board may direct staff to follow up on the item with the speaker or may direct that the item be placed on the agenda of a future meeting for discussion.*

**Discussion and Action Items**

**Item 19. Review of Existing Board Policies and Adoption of a New Board Policy – First Reading**

Board Report No. **4963** – Enclosed

*The Board will be asked to consider approval of Board Policies 3050, 3100, 3200, 3250, 5220, 7210, 7240, 7250, and 7700 as a first reading.*

**Item 20. Change in Contract Bid Threshold**

Board Report No. **4984** – Enclosed

*The Board will consider the change in the contract bid threshold.*

**Item 21. Approval of Auxiliary Foundation Board Officers for 2017 and New Members**

Board Report No. **4985** – Enclosed

*The Board will be asked to approve the COS Auxiliary Foundation Board Officers for 2017 and the appointment of four new members.*

**Item 22. Retiree Health Benefits Oversight Committee**

Board Report No. **4987** – Enclosed

*The Board of Trustees will be asked to appoint at least two members to serve on the Retiree Health Oversight Committee for 2017.*

**Item 23. 2017-18 Budget Assumptions**

Board Report No. **4988** – Enclosed

*The Board will be asked to approve the 2017-18 budget development assumptions.*

**Item 24. Acceptance of Ford Family Foundation Grant for ADJ Equipment**

Board Report No. **4989** – Enclosed

*The Board will receive information about a grant acquired from the Ford Family Foundation and consider approval of expenditures.*

**Item 25. Authorization to Obtain Financing of Certain Capital Projects**

Board Report No. **4992** – Enclosed

*The Board will be asked to authorize the Vice President of Administrative Services to pursue financing for capital projects.*

**Item 26. Revisions to Board Policy – Second Reading**

Board Report No. **4993** – Enclosed

*The Board will be asked to consider approval of an existing Board Policy in Chapter 2 – Board of Trustees as a second reading.*

**Items From The Board**

There are no Items from the Board

**Item 27. Continuation of Closed Session**

*The Board will reconvene into closed session on announced items if not concluded during the earlier scheduled closed session.*

**Item 28. Return to Open Session and Report of Action From Closed Session**

*The Board will reconvene into open session and announce any action - if any, that it is required to report.*

**Item 29. Adjournment**