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# ALLAN HANCOCK JOINT COMMUNITY COLLEGE DISTRICT BOARD OF TRUSTEES

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## Agenda Special Board Meeting Friday, April 19, 2013

Larry Lahr, President  
Gregory A. Pensa, Vice President  
Tim Bennett  
Bernard E. Jones  
Hilda Zacarias  
Steven T. Auclair, Student Trustee

Allan Hancock College  
Bldg. B, Captain's Rm.  
800 S. College Drive, Santa Maria, CA 93455

1. Call to Order 4:00 PM

2. Public Comment to Closed Session

This section of the agenda is intended for members of the public to address the Board of Trustees on items involving the community college district that are being considered in Closed Session. The leading speaker from the audience on each side of an issue will be limited to five (5) minutes. Additional speakers are limited to two (2) minutes. To address the Board of Trustees, please fill out a Request to Address the Board of Trustees form and provide it to the superintendent/president prior to this part of the agenda.

3. Adjourn to Closed Session 4:00 PM

3.A. Superintendent/President Search

3.B. Potential Litigation, 1 case (Govt. Code §54956.9)

3.C. Labor Negotiations (Govt. Code §54957.6)

4. Public Comment

The section of the agenda is intended for members of the public to address the board on items involving the school district. Time limits and procedures to address the Board of Trustees, as stated in the Public Comment to Closed Session, apply to this part of the agenda. Public comment not pertaining to specific agenda items is welcome under public comment. Testimony on specific agenda items will be welcome during consideration of the item by the Board of Trustees. When public testimony is completed regarding a specific agenda item, discussion is then confined to board members only. This practice is in accordance with laws governing Board of Trustees public meetings.

## 5. Reconvene to Open Session

5:30 PM

## 5.A. City of Santa Maria Partnering Interest; Physical Education/Athletic Fields Project

A recommendation that the district's board of trustees makes a determination that the joint occupancy and use of the district facilities by the City of Santa Maria will not interfere with the educational program or activities conducted on the college's property or in its facilities.

## 5.B. Recommendation to Hire an Outside Consultant to Perform Reference Checks on Finalists for the Position of Superintendent/President

A recommendation that the Board of Trustees contract services with Ralph Anderson & Associates to conduct both a professional reference check and a background clearance verification on finalist candidate(s) selected by the board, if necessary, prior to making any offer of employment.

## 6. Adjournment



Elizabeth A. Miller, Ed.D.  
Secretary to the Board of Trustees



To: Board of Trustees		Date:  April 19, 2013
From: Superintendent/President		
Subject: City of Santa Maria Partnering Interest; Physical Education/Athletic Fields Project		
Reason for Board Consideration:  ACTION	Item Number:  5.A.	Enclosures:  Page 1 of 2

**BACKGROUND:**

On November 15, 2011, the City Council of the City of Santa Maria approved a recommendation from the City of Santa Maria Recreation and Parks Commission, Resolution #2011-138, "A Resolution of the City Council of the City of Santa Maria, California, Approving Financial Support for the New Sports Facilities at Allan Hancock College Contingent Upon Successful Approval of a Joint Use Agreement with the College." The resolution approves financial support in the amount of \$250,000 towards the Physical Education/Athletic Fields project. The financial commitment, funded through the City of Santa Maria's Park Development Funds, proposes an annual payment plan of \$62,500 over four years beginning in the fiscal year 2011-2012.

On December 13, 2011 the board of trustees authorized the vice president, facilities and operations to investigate and identify the potential terms of a joint-use agreement with the city. This authorization allowed the district to commence discussions with the City of Santa Maria to explore what mutually beneficial and acceptable terms could be achieved.

Negotiations between the district and the City of Santa Maria were successful, and mutually beneficial and acceptable terms have been identified. At the November 20, 2012 meeting, the board of trustees was presented with the negotiated terms (see attached) and authorized the superintendent/president to enter into a joint-use agreement with the City of Santa Maria for use of the district's new athletic fields and running track.

(continued)

**FISCAL IMPACT:**

There is no fiscal impact in making a determination that the joint occupancy and use of the district facilities will not interfere with the educational program or activities conducted on the college's property or in its facilities.

**RECOMMENDATION:**

A recommendation that the district's board of trustees makes a determination that the joint occupancy and use of the district facilities by the City of Santa Maria will not interfere with the educational program or activities conducted on the college's property or in its facilities.

Administrator Initiating Item:  Felix Hernandez Jr.	Final Disposition
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Although the city and the district anticipate that the joint use agreement shall cover a period of fifteen years, Education Code Section 81423, requires that the term of the agreement shall not exceed five years, but may be renewed on the same or different conditions at the end of such term. Accordingly, the joint use agreement has been drafted to include an initial term of five years with two subsequent five year renewal terms that will automatically renew unless either party provides written notice to the other party, prior to the expiration of the then current term that they object to the renewal of the agreement. Due to the fact that all of the city's payments will be due during the first four years of the agreement, the agreement has been drafted to also include a pro-rata refund to the city if the agreement is not extended for the full fifteen year period as a result of the college's written objection to the renewal.

In accordance with Education Code Section 81422, prior to entering into the joint use agreement with the city, the district's board of trustees must make a determination that the joint occupancy and use of the district facilities by the City of Santa Maria will not interfere with the educational program or activities conducted on the college's property or in its facilities.

To: Board of Trustees		Date:  April 19, 2013
From: Superintendent/President		
Subject: Recommendation to Hire an Outside Consultant to Perform Reference Checks on Finalists for the Position of Superintendent/President		
Reason for Board Consideration:  ACTION	Item Number:  5.B.	Enclosures:  Page 1 of 1

### BACKGROUND

The Superintendent/President Search Committee was formed by action of the Board of Trustees at the November 20, 2012 board meeting. Since that time, the committee has met several times to develop the materials and a process for this recruitment activity. At the committee meeting on March 28, 2013, the committee made a recommendation to hire an outside consultant to conduct professional reference checks on those candidates who will be recommended to the board as finalists in the interview/selection process for this position. Initial interviews for this position are scheduled to be completed on April 18, 2013 and finalists will be selected by the committee to continue in the process. All college employees and students will be invited to attend a candidate forum for each of these finalists, scheduled for April 25, 2013. The board of trustees is scheduled to conduct finalist interviews in a closed session board meeting on April 26, 2013.

At the request of the Superintendent/President Search Committee, the Human Resources Department advertised a Request for Proposal from a list of qualified consultants identified by the Community College League of California (CCLC). Six consultants responded to that proposal. The committee reviewed these proposals and made a recommendation at the April 16, 2013 board meeting to hire Ralph Anderson & Associates in Rocklin, CA to conduct professional reference checks on all candidates who will be recommended to the board as finalists in the interview/selection process for this position as well as a background clearance verification on the sole finalist candidate prior to making a recommendation to hire. The committee did also determine that the background clearance verification would not need to be conducted if the recommended candidate was already employed with the college.

The board conditionally approved the recommendation of the Search Committee to hire this consultant at that meeting. However, the board requested that the consultant perform a professional reference checks before they interview all finalists and a background clearance verification on the sole finalist candidate offered this position. The current timeline does not allow the completion of reference checks before interviews. The board also wants the flexibility to request the consultant to perform additional reference checks on other finalist candidates if that becomes necessary. A reference check and background clearance verification will be conducted as soon as possible after the board has selected a finalist candidate.

### FISCAL IMPACT

\$2,500 for both a reference check and background clearance verification on the candidate offered the position.

### RECOMMENDATION

It is recommended that the Board of Trustees contract services with Ralph Anderson & Associates to conduct both a professional reference check and a background clearance verification on finalist candidate(s) selected by the board, if necessary, prior to making any offer of employment.

Administrator Initiating Item:  Cynthia Mesaros	Final Disposition:
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