



**PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report**

For the Trustee Meeting Date of January 13, 2009

ITEM TITLE: *(Please define the subject; e.g., change order - Vista College)*

Request approval of an Independent Contract Agreement for Teressa Kennedy to provide project consulting and coordination services for the Bay Area Regional Tech Prep grant. The contract extension shall not exceed \$35,000, for a total of 50,000.

**SPECIFIC BOARD ACTION REQUESTED:
APPROVAL OF CONTRACT**

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM)*

The BARTPC is a one-year grant from the California Department of Education that brings together representatives from 15 participating community college districts, Tech Prep Consortia, K-12 Regional Occupation Programs, and the workforce development community to develop a strategic approach towards creating career pathways for the region. Peralta is in its second year as the fiscal agent for the collaborative. Cabrillo College will serve as fiscal agent in September 2009 as part of an on-going rotation with Bay Area community colleges.

Teressa Kennedy will provide coordination to support a myriad of project activities for the 16 participating colleges. The scope of work shall include:

Performing various project coordination tasks related to the implementation of the Bay Area Regional Tech Prep Collaborative (BARTPC) work plan; convening and facilitating BARTPC partnership meetings; determining partner needs for implementation of scheduled activities; interacting with BARTPC partners in various communication modes, including video conferencing, web, telephone, and e-mail; preparing minutes of meetings and maintaining records of BARTPC activities; writing memorandums and reports on behalf of the BARTPC committees and the Project Director; ensuring proper resources are in place to ensure successful implementation of Regional Tech Prep activities and using web-based workflow applications (Web 2.0) for scheduling and database management.

BACKGROUND/ANALYSIS:

The overall objective of BARTPC is to strengthen and coordinate regional workforce development activities in the Bay Area by establishing an active and ongoing relationship between education, business, and workforce development institutions. The BARTPC partners collaborate regionally to align career technical education and pathway programs with the emerging workforce needs of industry partners in Northern California.

The grant will ultimately provide additional resources for Peralta (faculty and administrators) to develop high school-to-college CTE programs, receive professional development, and create connections with industry.

ALTERNATIVES/OPTIONS:

EVALUATION AND RECOMMENDED ACTION:

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT):

EDUCATION SERVICES: CALIFORNIA DEPARTMENT OF EDUCATION, REGIONAL TECH PREP.

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY):

YES _____ X NO _____

CONTRIBUTION TO PERALTA MISSION AND/OR BOARD GOALS:

The project brings additional resources that strengthen Peralta's high school-to-college CTE programs.

GENERAL COUNSEL (Legality and Format/adherence to Education Codes):

___ Legal Review Conducted Legal Review not Required

Signature _____ Date: _____

Finance Department

___ Finance Review Conducted Review not Required

Signature Thomas Smith Date 1-8-09

Prepared by: AHMAD MANSUR Date: Jan. 7, 2009

Administrator: [Signature] Date: 1/7/09

Vice-Chancellor Waqar S. Akbar Date: 1/7/09

Chancellor: [Signature] Date: 1/7/09