

PERALTA COMMUNITY COLLEGE DISTRICT
Board of Trustees Agenda Report
For the Trustee Meeting Date of 21 January 2014

ITEM TITLE: *(Please define the subject; e.g., change order – Berkeley City College)*
Consider Approval of a Contract Addendum with Stephanie Green for Berkeley City College.

SPECIFIC BOARD ACTION REQUESTED:
Consideration of approval of a contract addendum with Stephanie Green for Berkeley City College.

ITEM SUMMARY: *(PLEASE DISCUSS THIS ITEM. IF A VENDOR IS INVOLVED, PLEASE INCLUDE THE COMPANY NAME AS WELL AS THE INDIVIDUAL.)*
Consider approval of a contract addendum for Stephanie Green in the amount of \$17,850, (total contracted amount increased to not exceed \$30,600 for the 2013-14 fiscal year) for workforce and professional development services for Berkeley City College's Public Health and Services Learning Community in fulfillment of the project objectives of the Career Advancement Academy grant. This addendum was required by the receipt, approval, and loading of the Career Advancement Academy grant after the creation of the original contract in late Fall 2013 with Carl D. Perkins CTE grant funding.

SOURCE OF FUNDS (AND FISCAL/BUDGETARY IMPACT): Career Advancement Academy Grant, no impact on General Fund.

BACKGROUND/ANALYSIS:
Ms. Green has provided grant-funded workforce and professional development services to Berkeley City College's Public Health and Services Learning Community from 2012 to present in fulfillment of grant objectives, including workforce development (relationship building and maintenance with over 100 community social service and healthcare providers), as well as onsite and one-on-one professional development support for BCC PHS students (ensuring students meet/exceed industry standards during work-based learning/internship placements and result in successful student performance and experience within these organizations).

DELIVERABLES AND SCOPE OF WORK:
Ms. Green will continue to provide workforce and professional development services to Berkeley City College's Public Health and Services Learning Community in fulfillment of grant objectives, including: (1) Developing and maintaining relationships with social service and healthcare providers to create, and continue, work-based learning placement/internship opportunities, and (2) Providing onsite and one-on-one professional development support to PHS students to ensure successful student work-based learning/internship placements.

ANTICIPATED COMPLETION DATE: 30 June 2014

ALTERNATIVES/OPTIONS: not applicable

EVALUATION AND RECOMMENDED ACTION: Approval of a Contract Addendum with Stephanie Green for Berkeley City College.

OTHER DEPARTMENTS IMPACTED BY THIS ACTION (E.G. INFORMATION TECHNOLOGY): YES _____ NO X

COMMENTS: Thank you for your time and consideration.

WHO WILL BE PRESENTING THIS ITEM AT THE BOARD MEETING? Vice Chancellor Orkin, Ed Services

(*****Board contract approval is subject to negotiation and execution by the Chancellor.)

DOCUMENT PREPARED BY:

Prepared by: President Deborah Budd, Ed.D.
[Enter Here - Your Name and Title of Individual]

Date: 1/9/2014

DOCUMENT PRESENTED AND APPROVED BY:

Presented and approved by: Vice Chancellor Michael Orkin, Ph.D. Date: 1/9/14
[Enter Here - Name of College President, (if originating from a college) or Vice-Chancellor (if originating from the District)]

FINANCE DEPARTMENT REVIEW

Finance review required Finance review *not* required

If Finance review is required, determination is: Approved Not Approved

If not approved, please give reason: _____

Signature: _____
Susan Rinne, Interim Vice Chancellor for Finance and Administration

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

Legal review required Legal review *not* required

If Legal review is required, determination is: Approved Not Approved

Signature: _____
Thuy Thi Nguyen, General Counsel

CHANCELLOR'S OFFICE APPROVAL

Approved, and Place on Agenda Not Approved, but Place on Agenda

Signature: _____
Dr. José M. Ortiz, Chancellor