



BOARD OF TRUSTEES
Notice of Regular Meeting

Wednesday, September 10, 2025 | 1:00 p.m.

District Board Room

Student and Administrative Services Building

[Non-interactive Zoom Link](#)

Butte College is a student-ready, rural community college that provides high-quality, accessible education and support. Our career and transfer pathways cultivate curiosity and critical thinking through instruction, workforce training, and the achievement of associate degrees and certificates. Butte College is a Hispanic-Serving Institution that affirms its commitment to equity for the diverse, intersectional communities we serve.

AGENDA

Call to Order

- Mr. William McGinnis, President
- Mr. John Blacklock, Vice President
- Mr. John Nock, Clerk
- Mr. Mike Boeger
- Mr. John Dahlmeier
- Mr. Rick Krepelka
- Mr. Eugene Massa
- Mr. Jared Smith, Student Trustee

Pledge of Allegiance to the Flag

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1. Agenda Approval

2. Communications from the Public - Consent Agenda

This time is set aside for comments on the Consent Agenda. The Board may undertake discussion only to provide clarification to the public or schedule a matter for a future meeting. In accordance with BP 2350 Speakers, each speaker will be allowed a maximum of five (5) minutes per topic, thirty (30) minutes maximum for public speakers on any one subject, regardless of the number of speakers.

3. Approval of Consent Agenda

Items listed under the Consent Agenda are considered to be routine and are acted on by the Board of Trustees in one motion.

3.1	Approval of Minutes 	6-10
3.2	Approval of Warrants 	11
3.3	Ratification of Contracts  Contracts Ratification Report 	12 - 19
3.4	Approval of Out of State Student Travel – Ashland, Oregon 	20
3.5	Approval of Faculty Using Accumulated Load Bank 	21
3.6	Approval and/or Ratification of Personnel Actions  Academic Employees <i>Employments, At-will employments, temporary employments, and assignment</i> Classified Employees <i>Employments, reclassification, temporary and permanent increases</i> Temporary Employees <i>Substitutes, short-term/seasonal, professional experts, and volunteers</i>	22 - 26

4. Reports

- 4.1 Academic Senate President's Report
- 4.2 Classified Senate President's Report
- 4.3 Student Senate President's Report
- 4.4 Student Trustee Comments
- 4.5 Vice President Report
- 4.6 Superintendent/President's Report
- 4.7 Board Comments

5. Communications from the Public




At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board in accordance with *BP2350 Speakers*. Members of the community and employees

wishing to address the Board of Trustees are asked to complete a “Public Comment” card and submit it to the Board’s Executive Assistant **prior** to the start of open session. In accordance with *BP 2350 Speakers*, each speaker will be allowed a maximum of five (5) minutes per topic, thirty (30) minutes maximum for public speakers on any one subject, regardless of the number of speakers.


6. Contracts


- | | | |
|-----|--|---------|
| 6.1 | Approval of Contracts 
Contracts Approval Report  | 27 - 28 |
| 6.2 | Approval of Contract to Purchase Digital Marketing Services from Carnegie Dartlet LLC utilizing Foundation for California Community Colleges Contract Number 00008099  | 29 - 30 |
| 6.3 | Approval of Contract to Purchase Information Technology Consulting Services from Higher Digital Inc. utilizing Foundation for California Community Colleges Contract Number 00008221  | 31 - 32 |

7. Finance

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| 7.1 | Public Hearing and Adoption of 2025-2026 Final Budget  | 33 |
| 7.2 | Donation of District Personal Property: Miscellaneous Electronic Equipment 
Disposal of District Property: Electronic Equipment and Miscellaneous Materials Between July 22, 2009, through September 24, 2020  | 34 - 39 |

8. Instruction

- | | | |
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| 8.1 | Open for Public Comment and Approval: College and Career Access Pathways (CCAP) Partnership Agreement and Appendix which identify 2025-26 dual enrollment course details for Anderson Union High School and West Valley Early College  | 40 |
| 8.2 | Open for Public Comment and Approval: REVISED College and Career Access Pathways (CCAP) Partnership Appendices which identify 2025-26 dual enrollment course details for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr | 41 - 42 |

[High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High, Pleasant Valley High, and Willows High](#) 

9. Human Resources

- 9.1 [Approval of Employment Contract for Superintendent/President](#)  43 - 50
[Agreement for Superintendent/President Employment](#) 

10. Administration

- 10.1 [Proposed Revisions and Review of Board Policies](#)  51 - 68
[BP 1100 The Butte-Glenn Community College District](#) 
[BP 1200 District Mission Statement](#) 
[BP 2010 Board Membership](#) 
[BP 2015 Student Board Member](#) 
[BP 2100 Board Elections](#) 
[BP 2105 Election of Student Board Member](#) 
[BP 2110 Vacancies on the Board](#) 
[BP 2200 Board Duties and Responsibilities](#) 
[BP 2210 Officers](#) 
[BP2220 Committees of the Board](#) 
[BP 2305 Annual Organizational Meeting](#) 
[BP 2310 Regular Meetings of the Board](#) 
[BP 2315 Closed Sessions](#) 

11. Future Dates

10/08/2025	Regular Meeting	Main Campus	1:00 p.m.
11/12/2025	Regular Meeting	Main Campus	1:00 p.m.
12/10/2025	Regular Meeting	Main Campus	1:00 p.m.

12. Closed Session

The Board of Trustees of the Butte-Glenn Community College District will adjourn to closed session under authority of Government Code Section 54954.5 to conduct the following business:

Pursuant to Government Code Section 54957:

- 12.1 EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE/COMPLAINT

Pursuant to Government Code Section 54957.6:

- 12.2 CONFERENCE WITH LABOR NEGOTIATOR
Name of Agency Negotiator: Jessica Snelling, Thomas Gauthier
Name of Organization Representing Employees: CSEA

Pursuant to Government Code Section 54956.95:

- 12.3 LIABILITY CLAIM – Update on claim against the District
Claimant: Martin, et al. vs. CCC, et al.
Agency: Butte-Glenn Community College District
- 12.4 LIABILITY CLAIM – Update on claim against the District
Claimant: Makenna Smith
Agency: Butte-Glenn Community College District

13. Adjournment

- 13.1 Adjourn Meeting

For information concerning this agenda, please contact:
Butte College President's Office
3536 Butte Campus Drive, Oroville, CA 95965 (530) 895-2484

Persons requiring disability accommodation, please notify this office 48 hours prior to the scheduled meeting. Meetings are held in wheelchair accessible locations. Any public records distributed to the Board of Trustees less than 72 hours in advance of the meeting, and relating to an open session item, are available for public inspection at the Office of the President during normal business hours.



MINUTES OF REGULAR MEETING

August 13, 2025 | 1:00 p.m.

Butte College Glenn County Center, Room 127
1366 Cortina Drive, Orland, CA

The Board of Trustees of the Butte-Glenn Community College District met on Wednesday, August 13, 2025, at 1:00 p.m., in room 127 of the Butte College Glenn County Center in Orland, California.

Board Members Present	Mr. William McGinnis, President Mr. John Blacklock, Vice President Mr. John Nock, Clerk Mr. Mike Boeger Mr. John Dahlmeier Mr. Eugene Massa Mr. Jared Smith, Student Trustee
Board Members Absent	Mr. Rick Krepelka
Staff Members Present	Ms. Virginia L. Guleff, Superintendent/President Mr. Erik Shearer, Assistant Superintendent/Vice President Ms. Jessica Snelling, Vice President Ms. Theresa Richmond, Interim Vice President Ms. Irma Gonzalez Cuadros, Academic Senate President Mr. Alan Burwell, Classified Senate President Ms. Melissa Cafferata-Ainsworth, Executive Assistant to the President & Board of Trustees
Guests	None

Pledge of Allegiance

Trustee Dahlmeier led the Pledge of Allegiance.

1. Agenda Approval

It was moved by Trustee Boeger, seconded by Trustee Massa, to approve the agenda as presented.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

2. Communications from the Public – Consent Agenda

There were no public comments.

3. Approval of Consent Agenda, Items 3.1-3.9

It was moved by Board Clerk Nock, seconded by Trustee Dahlmeier, to approve the consent agenda.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

4. **Reports**

Academic Senate President's Report –Irma Gonzalez Cuadros

Academic Senate President Irma Gonzalez Cuadros indicated that Academic Senate has not met since the last board meeting, so she had no report.

Classified Senate President's Report – Alan Burwell

Classified Senate President Burwell reported that the Classified Senate approved changes to area compositions prompted by the science building opening and approved an ad hoc committee to look into concerns about district policies and procedures. He reported that the Senate's summer retreat included a workshop to prepare the Senate for Brown Act adherence starting this year.

Student Trustee Comments – Jared Smith

Student Trustee Jared Smith introduced himself as an economics major in his 4th semester at Butte College with plans to transfer to UC Davis in fall 2027. Student Trustee Smith noted that he's looking forward to supporting students and equity and inclusion on campus, as well as working with the board.

Vice President's Report – Erik Shearer

Assistant Superintendent/Vice President Shearer introduced Dean of Kinesiology and Athletics Rob Bishop and Interim Associate Dean for Special Programs Theresa Ward. He reported that enrollment is up 2% over last fall, noting that the college has reached the predicted point of slowdown. For 2024-2025, Butte College reported 9,375 FTES. Credit programming has recovered to the 2017-2018 level. Assistant Superintendent/Vice President Shearer reported that new programs coming online in the next few years and will continue to grow enrollment. The college is also exploring noncredit programming opportunities. Assistant Superintendent/Vice President Shearer concluded by recognizing Dr. Bob White for his work in developing a new annual program review process.

Superintendent/President's Report – Virginia Guleff

Superintendent/President Guleff started her report by thanking Dean Denise Adams and Facilities Director Kim Jones for the tour of the LVN program and the great work they did to expand the program to the Glenn County Center. She also welcomed Student Trustee Smith to the board.

Superintendent/President Guleff reported that Butte College received funding for two TRIO grants as well as confirmation that two additional proposals are in the funding band with perfect scores.

Superintendent/President Guleff reported on several activities since the last board meeting. In July she attended the Community College League of California's CEO Academy where she led a session on case studies. She also attended a meeting with Senator Megan Dahle's local representative to review current issues, including the minimum wage order.

Superintendent/President Guleff noted that she also attended a Chico Open Board Art project

unveiling of Butte College student art that has been installed in downtown Chico. Finally, she met with representatives from the Digital Center and the Chancellor's Office on technology issues.

Superintendent/President Guleff reported on the successful Guided Pathways Summit held in July. She thanked Director of Equitable Pathways and Achievement Amanda Montgomery for her work in helping the college meet strategic plan objectives as well as Vision 2030 goals.

Superintendent/President Guleff reported that Butte College is revitalizing homecoming, which has been scheduled for September 13. There will be a tailgate party before the game.

Finally, Superintendent/President Guleff provided updates on two significant construction projects. The groundbreaking for the Chico Center expansion will be held at 3:00 p.m. on September 2. The expansion consists of two new buildings – a cosmetology and barbering building and a science lab building. On August 15, Butte College will hold the grand opening of its new science building. Superintendent/President Guleff thanked Facilities Director Kim Jones and Dean Bob White for their leadership in bringing the project to completion as well as the organizing committee for Friday's celebration.

Board Comments

Trustee Massa reported that he presented at a California Chamber conference and heard that Paradise remains the fastest growing city in California and Glenn County is in the top 10. He noted that some of the growth is driven by the increase in remote work, which challenges local infrastructure. Board Vice President Blacklock reported that he recently read this year's book in common and from it look the lesson of not being a frog in a pot of boiling water when it comes to climate change. Trustee Boeger indicated that he's pleased with the investment the college made at the Glenn County Center to expand the LVN program and encouraged the college to increase transfers to the University of California. He also expressed concern about tough budget times ahead. Trustee Dahlmeier reported that he attended the Fish & Wildlife Academy graduation where it was wonderful to see students' accomplishments. He noted that he's glad to hear about Butte College expanding its noncredit programs. Board President McGinnis reported that convocation is coming up. He expressed appreciation for the tour of the LVN program and noted that he also found the book in common very interesting.

5. Communications from the Public

There were no public comments.

6. Contracts

Approval of Contracts, Item 6.1

It was moved by Board Vice President Blacklock, seconded by Trustee Dahlmeier, to approve the contracts listed on the Contracts Approval Report and authorize the superintendent/president or designee to enter into the contracts in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting contingent upon available funding and successful completion of negotiation of terms with the contractors.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

Approval of Contract to Purchase Adobe Products and Services from ComputerLand utilizing Foundation for California Community Colleges Enterprise Term License Agreement Number 01155888, Item 6.2

It was moved by Board Clerk Nock, seconded by Trustee Massa, to approve the contract to purchase Adobe products and services from ComputerLand utilizing Foundation for California Community Colleges Enterprise Term License Agreement Number 01155888 in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

Approval of Contract Award for Request for Proposals RFP No. CCCTC-24-03 California Community Colleges Canvas Accessibility Remediation Tool, Item 6.3

It was moved by Trustee Boeger, seconded by Board Clerk Nock, to approve the contract award for request for proposals RFP No. CCCTC-24-03 California Community Colleges Canvas Accessibility Remediation Tool in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, and Massa

Nos: None

Abstentions: Trustees Dahlmeier and Smith (advisory vote)

Absent: Trustee Krepelka

Resolution No. 830: Approval of Contract with California Department of Parks and Recreation for State Parks Law Enforcement Academy, Item 6.4

It was moved by Board Vice President Blacklock, seconded by Board Clerk Nock, to approve Resolution 830: Approval of Contract with California Department of Parks and Recreation for State Parks Law Enforcement Academy, in accordance with Board Policy 6340.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

7. Human Resources

Recension of Resolution No. 827: Reduction of Classified Employee Services, Item 7.1

It was moved by Board Clerk Nock, seconded by Board Vice President Blacklock, to rescind resolution no. 827 for the reduction of classified employee services.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

Approval of Equal Employment Opportunity Annual Certification Form, Item 7.2

It was moved by Board Vice President Blacklock, seconded by Trustee Dahlmeier, to approve the Equal Employment Opportunity Annual Certification Form.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

Adoption of Resolution No. 831 Appointing an Interim Vice President for Human Resources, Training, and Employee Development, Item 7.3

Board President McGinnis provided an oral summary of the contract terms and compensation.

It was moved by Trustee Boeger, seconded by Board Vice President Blacklock, to adopt resolution 831 appointing an interim vice president for human resources, training, and employee development.

Motion carried by the following roll call vote:

Ayes: Trustees McGinnis, Blacklock, Nock, Boeger, Dahlmeier, Massa, and Smith (advisory vote)

Nos: None

Abstentions: None

Absent: Trustee Krepelka

8. Closed Session

The Board of Trustees of the Butte-Glenn Community College District met in closed session under authority of Government Code Section 54954.5.

Board President McGinnis reported that the Board took no reportable action.

9. Adjournment

Board President McGinnis adjourned the meeting at 3:58 p.m.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Warrants
Category:	Finance
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

It is recommended that the Board of Trustees approve the vendor, payroll, and financial aid warrants for the period of August 1, 2025 to August 31, 2025.

Type of Warrant	Quantity of Checks	Total
Vendor	582	\$7,021,797
Payroll	58	\$4,551,970
Financial Aid	3,993	\$4,549,825

Warrant registers are available for review in the Business Office.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Ratification of Contracts
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Background

Pursuant to Board Policy 6340, the Board of Trustees has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts made pursuant to such delegation are not enforceable obligations until the Board ratifies them.

Status

The attached Contracts Ratification Report represents contracts entered into on behalf of the District during the month of July-August 2025. The Superintendent/President or Vice President for Administrative Services has executed the necessary documents.

Recommendation

It is recommended that the Board of Trustees ratify the contracts presented on the attached Contracts Ratification Report.

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/22/25	8/22/25	Brian Bedford	Keynote Speaker for Butte College Leadership Development Institute	(\$5,000.00)	Unrestricted General	President's Office	Guleff
8/1/25	10/31/25	Creative West Graphic Solutions, LLC	Design and Development of 2024-25 Butte College Annual Report	(\$5,000.00)	Unrestricted General	President's Office	Guleff
8/15/25	8/15/25	Evan Shearer Photography	Photography and Videography Services for Science Building Grand Opening	(\$540.00)	Unrestricted General	President's Office	Guleff
9/13/25	9/13/25	Mason Nowak Media	Professional Sports Photography Services for Homecoming Event	(\$500.00)	Unrestricted General	President's Office	Guleff
7/21/25	8/31/25	Campus Tour, Inc.	Interactive Map Design Update and Production	(\$490.00)	Unrestricted General	Public Relations	Guleff
8/1/25	6/30/26	Creative Imaging	Photography Services	(\$7,000.00)	Unrestricted General	Public Relations	Guleff
7/1/25	6/30/25	Liebert Cassidy Whitmore	Education Resources Consortium Training & Consulting Services	(\$4,400.00)	Unrestricted General	Human Resources	Richmond
8/14/25	6/30/26	Butte County Behavioral Health	Employee Training	\$6,000.00	Restricted General	Contract Education	Shearer
7/23/25	1/15/26	Butte County Fire Safe Council	Meeting Coordination and Facilitation Services	\$8,000.00	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	DPMG Group	Training Delivery Services	(\$20,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Emiliano Jimenez Consulting, LLC	Training Delivery Services	(\$40,000.00)	Restricted General	Contract Education	Shearer
6/27/25	12/31/25	Family Tree Service, Inc.	Utility Line Clearance Pre-Inspector and Arborist Program	(\$19,800.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Good Well Consulting, Inc.	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
8/1/25	6/30/26	Hanna's Truck Driving School, Inc.	Training Delivery Services	(\$80,000.00)	Restricted General	Contract Education	Shearer
8/4/25	12/31/25	International Arborist Institute	Utility Line Clearance Pre-Inspector and Arborist Program Amendment to Authorized Representatives and Budget Schedule	\$0.00	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Jamie Grettum	Training Delivery Services	(\$7,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Leadership & Training Concierge	Training Delivery Services	(\$25,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Margaret Schmidt dba Business Solutions	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Mountain F. Enterprises, Inc.	Training Delivery Services	(\$2,000.00)	Restricted General	Contract Education	Shearer
2/19/26	2/19/26	North Valley Property Owners Association	Employee Training	\$1,000.00	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Reanette Etzler	Training Delivery Services	(\$10,000.00)	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Ria Collaboratories	Leadership and Manager Training	(\$8,000.00)	Restricted General	Contract Education	Shearer
Upon Download	One Year	Saddler Consulting Group, Inc.	Curriculum License	\$0.00	N/A	Contract Education	Shearer
7/1/25	6/30/26	Saddler Consulting Group, Inc.	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
7/23/25	3/31/26	San Bernardino Community College District	High Roads Training Partnership to provide Utility Line Clearance Pre-Inspector and Arborist Programs Amendment to Term and Scope of Work	\$0.00	Restricted General	Contract Education	Shearer
7/1/25	5/29/26	San Bernardino Community College District	California Resilient Careers in Forestry Project	(\$75,516.00)	Restricted General	Contract Education	Shearer
10/23/25	6/30/26	Shasta-Tehama Community College District	Employee Training	\$22,425.00	Restricted General	Contract Education	Shearer
7/1/25	6/30/26	Thrive Synergy Solutions	Training Delivery Services	(\$5,000.00)	Restricted General	Contract Education	Shearer
7/1/25	12/31/25	Western Chapter International Society of Arboriculture	Tree Risk Assessment Qualification (TRAQ) Training	\$3,000.00	Restricted General	Contract Education	Shearer
7/15/25	6/30/26	Marin Hambley	Trainings for Resource Family Applicants	(\$2,610.00)	Restricted General	Foster/Kinship Care Education Program	Shearer
25	6/30/26	Miranda Johnson	Curriculum Development and Trainings for Resource Family Applicants	(\$7,587.00)	Restricted General	Foster/Kinship Care Education Program	Shearer
25	6/30/26	Stephanie Hawkins	Curriculum Development and Trainings for Resource Family Applicants	(\$2,100.00)	Restricted General	Foster/Kinship Care Education Program	Shearer
25	6/23/25	Diego Navarro dba KyJay, LLC	Light to Inspire Professional Development Consultation	(\$1,000.00)	Restricted General	Guided Pathways	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
7/1/25	9/1/25	Lesley Bonds	Student Success Team Implementation Consultation and Facilitation	(\$24,500.00)	Restricted General	Guided Pathways	Shearer
7/21/25	7/31/25	Guillermo Omar Rodriguez	Calculus Boot Camp Presentation	(\$10,000.00)	Restricted General	MESA	Shearer
6/23/25	8/14/25	Water Works Engineers, LLC	Engineering Internship Program	\$0.00	Restricted General	MESA	Shearer
6/23/25	8/14/25	Water Works Engineers, LLC	Engineering Internship Program Addendum for Intern Assignment	(\$10,000.00)	Restricted General	MESA	Shearer
7/17/25	12/31/26	Butte County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$140,000.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	College of the Redwoods	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	College of the Siskiyous	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Lake Tahoe Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Lassen Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Mendocino-Lake Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/26	Pacific Sky	Marketing and Videography Services	(\$70,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/13/25	12/31/26	Shasta County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(140,000.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Shasta-Tehama-Trinity Joint Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Sierra Joint Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/26	WestED	Career Portal Project Management Services	(\$50,000.00)	Restricted General	North Far North Regional Consortium	Shearer
8/13/25	12/31/26	Yolo County Office of Education	Strong Workforce Program K12 Pathway Coordinator	(\$140,000.00)	Restricted General	North Far North Regional Consortium	Shearer
6/9/25	6/30/26	Yuba Community College District	Strong Workforce Program Projects In Common CTE Programs Support Amendment to Funds and SOW	(\$10,766.00)	Restricted General	North Far North Regional Consortium	Shearer
8/14/25	8/13/28	American DataBank, LLC	Immunization, Health Records and Background Tracking Software and Services	\$0.00	N/A	Nursing	Shearer
7/1/25	6/30/28	North Valley Behavioral Health	Clinical Experience Agreement	\$0.00	N/A	Nursing	Shearer
8/7/25	8/7/25	Alexia Velazquez	Singer for Fish and Wildlife Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
8/7/25	8/7/25	Manzanita Place at the Chico Elks Lodge	Fish and Wildlife Academy Graduation Dinner Venue	(\$9,260.79)	Foundation Agency Account	Public Safety Education & Training	Shearer
8/7/25	8/7/25	North State Audio Visual, Inc.	Audio Visual Services for Fish and Wildlife Academy Graduation	(\$400.00)	Unrestricted General	Public Safety Education & Training	Shearer
8/7/25	8/7/25	Paradise Alliance Church	Fish and Wildlife Academy Graduation Venue	(\$1,000.00)	Unrestricted General	Public Safety Education & Training	Shearer
25	8/7/25	Thomas Parker	Bagpiping for Fish and Wildlife Academy Graduation	(\$150.00)	Unrestricted General	Public Safety Education & Training	Shearer
25	5/29/26	Dr. Sidarth Bagga	Respiratory Care Medical Director Consulting	(\$10,000.00)	Unrestricted General	Respiratory Therapy	Shearer
25	6/30/28	Northern California Rehabilitation Hospital, LLC dba Vibra Hospital of Northern California	Clinical Experience Agreement	\$0.00	N/A	Respiratory Therapy	Shearer

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
Upon Payment 7/1/25	Until Terminated 6/30/26	OneVisionRC, LLC	Respiratory Care Video On-Demand Service Cohort 24 Students	(\$12,000.00)	Unrestricted General	Respiratory Therapy	Shearer
7/1/25	6/30/26	City of Chico	Community Development Block Grant Funds Economic Development Activity	(\$50,000.00)	Restricted General	Small Business Development Center	Shearer
7/1/25	6/30/26	Instructure, Inc.	Canvas Phone Support for Students and Faculty	(\$6,126.60)	Restricted General	Technology Mediated Instruction	Shearer
8/14/25	6/30/26	Strata Information Group, Inc.	Colleague Student and Technical Consulting and Engagement Management Services	(\$26,600.00)	Unrestricted General	Admissions and Records	Simos-Valdez
7/1/25	6/30/26	XAP, LLC	Electronic Transcript Exchange System	\$0.00	N/A	Admissions and Records	Simos-Valdez
7/4/25	7/3/27	Alliance for Workforce Development	Career Services and Resources for Students	\$0.00	N/A	Career Center	Simos-Valdez
5/9/25	5/8/28	Lundberg Family Farms	Work Experience Education Program	\$0.00	N/A	Career Center	Simos-Valdez
7/24/25	7/23/28	Wingspans, Inc.	Storytelling Platform Subscription	(\$12,000.00)	Unrestricted General	Career Center	Simos-Valdez
7/1/25	6/30/26	Virtual VRI	Virtual Remote Sign Language and Real Time Captioning Services	(\$50,000.00)	Various	Disabled Student Programs & Services	Simos-Valdez
8/12/25	8/12/25	Manuel N. Luna	Two-Spirit Cultural Competency Training	(\$500.00)	Restricted General	Queer Resource Center	Simos-Valdez
7/1/25	6/30/26	Chico Housing Action Team (CHAT)	Rapid Re-Housing Program Services	(\$71,500.00)	Restricted General	Roadrunner Hub	Simos-Valdez
7/1/25	6/30/27	Umoja Community Education Foundation	Umoja Program to Promote Retention, Academic Success, and Holistic Development of African American and Other Historically Underrepresented Students	\$0.00	N/A	Student Belonging & Empowerment	Simos-Valdez
10/3/25	10/5/25	Sierra Nevada Journeys	Student/Staff Planning Leadership Retreat	(\$15,000.00)	Restricted General	Student Belonging & Empowerment	Simos-Valdez
Upon Service Billing	One Year	PyraMed Health Systems, Inc.	PyraMED Cloud Edition Software License & Services Amendment to Term	(\$11,566.00)	Restricted General	Student Health Clinic	Simos-Valdez
7/1/25 Upon Payment	6/30/26	CI Solutions, CardIntegrators Corporation	Hardware and Services for Employee ID Card System	(\$7,324.38)	Fiduciary	Student Life	Simos-Valdez
7/14/25	7/14/25	Rogelio Villagrana	Student Leadership Academy Facilitator	(\$4,000.00)	Fiduciary	Student Life	Simos-Valdez
7/1/25	6/30/26	Grand River Solutions, Inc.	Title IX & Equity Services	(\$40,000.00)	Unrestricted General	Title IX	Simos-Valdez
7/1/25	9/30/25	Catherine Avila-Linn	Design and Lead a Facilitation of Training Series for Welcome Center Staff	(\$3,000.00)	Unrestricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Churros Daisy	Food Vendor for Roadrunner Rush Event	(\$700.00)	Restricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Eclectic Sounds DJs	DJ Services for Roadrunner Rush Event	(\$600.00)	Restricted General	Welcome Center	Simos-Valdez
10/5/25	10/26/25	Feather River Recreation and Park District	Tabling and Outreach at the Fall Concert Series	\$0.00	N/A	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Florence Emmanuel Ives	Face Painting Services for Roadrunner Rush Event	(\$500.00)	Restricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Kona Ice of Chico	Food Vendor for Roadrunner Rush Event	(\$1,500.00)	Restricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	MamaErrk Balloons	Balloon Artist for Roadrunner Rush Event	(\$400.00)	Restricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Moshe Mike Israel Hasson	Henna Tattoo Artist Services for Roadrunner Rush Event	(\$770.00)	Restricted General	Welcome Center	Simos-Valdez
8/21/25	8/21/25	Yony's Roasted Corn	Food Vendor at Roadrunner Rush Event	(\$1,650.00)	Restricted General	Welcome Center	Simos-Valdez
7/1/25	6/30/26	Lozano Smith Attorneys At Law	Legal Services	(200,000.00)	Unrestricted General	Administrative Services	Snelling
7/1/25	6/30/26	School Services of California, Inc.	Community College Update and Management Information Services	(\$4,200.00)	Unrestricted General	Administrative Services	Snelling
25	10/7/25	FA Solutions, LLC	General Bursar Services and Bursar Best Practices Assessment	(\$23,127.00)	Unrestricted General	Business Services	Snelling
25	6/30/26	California Security Services, Inc. dba Elite Universal Security	Private Patrol Services	(\$77,237.60)	Unrestricted General	Campus Police	Snelling

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**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator	
7/29/25	Upon Payment	ComputerLand of Silicon Valley	Azure Usage Beyond	(\$9,100.00)	Restricted General	CCC Technology Center	Snelling	
5/1/25	9/30/25	Microsoft Corporation	Azure License	\$0.00	Restricted General	CCC Technology Center	Snelling	
5/21/25	6/30/25	Experis US LLC	Information Technology Consulting Services to provide Specialized Technical and Engineering Expertise for a Variety of Projects	(\$2,000,000.00)	Restricted General	CCC Technology Center	Snelling	
7/1/25	6/30/26	Melissa Data Corporation	Personator Check and Verify Plus Rooftop Geocoding Web Services	(\$27,000.00)	Restricted General	CCC Technology Center	Snelling	
7/9/25	7/8/26	Momentive, Inc. FKA Survey Monkey, Inc.	Survey Monkey Subscription	(\$468.00)	Restricted General	CCC Technology Center	Snelling	
8/20/25	8/19/26	Passage Technology, LLC	Milestones PM+ and Lookup Helper Subscription	(\$3,360.00)	Restricted General	CCC Technology Center	Snelling	
7/1/25	6/30/26	Patricio Systems, LLC	Information Technology Consulting Services for Cyber Threat Detection	(\$142,002.00)	Restricted General	CCC Technology Center	Snelling	
7/1/25	6/30/26	Roth Staffing Companies, L.P. dba Ledgent Technology	Information Technology Consulting Services for Targeting System-Wide Fraud Prevention Efforts	(\$1,800,000.00)	Restricted General	CCC Technology Center	Snelling	
7/31/25	Upon Payment	SHI International Corporation	LastPass Business Max	(\$10,565.12)	Restricted General	CCC Technology Center	Snelling	
8/7/25	8/6/26	LastPass US LP	LastPass Business Max License	\$0.00	Restricted General	CCC Technology Center	Snelling	
7/1/25	6/30/26	Sign Language Interpreting Services Agency, Inc. DBA Wilder Interpreting Services	American Sign Language (ASL) Interpreters for Zoom Meetings	(\$3,200.00)	Restricted General	CCC Technology Center	Snelling	
7/16/25	6/30/25	Sign Language Interpreting Services Agency, Inc. DBA Wilder Interpreting Services	American Sign Language (ASL) Interpreters for Zoom Meetings Amendment Extending Term	\$0.00	Restricted General	CCC Technology Center	Snelling	
7/1/25	6/30/26	Utah State University (WebAIM)	Web Accessibility In Mind Online Course Enrollments	(\$75,000.00)	Restricted General	CCC Technology Center	Snelling	
8/29/25	8/28/26	Zendesk, Inc.	ZenDesk Suite Professional Subscription	(\$49,680.00)	Restricted General	CCC Technology Center	Snelling	
11/3/25	3/31/26	ACCO Engineered Systems	Annual Boiler Inspections	(\$13,750.00)	Unrestricted General	Facilities Planning & Management	Snelling	
11/3/25	6/30/26	ACCO Engineered Systems	Annual Chiller Inspections	(\$20,810.00)	Unrestricted General	Facilities Planning & Management	Snelling	
8/1/25	6/30/26	ACCO Engineered Systems	Annual Refrigeration Inspection	(\$2,745.00)	Unrestricted General	Facilities Planning & Management	Snelling	
7/1/25	12/31/25	American Eagle Enterprise	Gymnasium Bleachers Maintenance	(\$3,135.00)	Unrestricted General	Facilities Planning & Management	Snelling	
7/1/25	6/30/26	Best Window Cleaning Service	Window Cleaning Services at Main Campus	(\$23,750.00)	Unrestricted General	Facilities Planning & Management	Snelling	
8/1/25	8/15/25	Best Window Cleaning Service	Window Cleaning Services for Science Building	(\$3,265.00)	Measure J	Facilities Planning & Management	Snelling	
7/1/25	6/30/26	Best Window Cleaning Service	Window Cleaning Services at Chico Center, Skyway Center, and Glenn County Center	(\$4,800.00)	Unrestricted General	Facilities Planning & Management	Snelling	
Page 16 of 68	26	7/31/26	Boberg Hardwood Floors	Gymnasium Floor Refinish	(\$10,950.00)	Unrestricted General	Facilities Planning & Management	Snelling
	25	8/29/25	California Renovation Carpet One	Carpet Replacement in Human Resources Office	(\$4,145.19)	Restricted General	Facilities Planning & Management	Snelling

**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
6/26/25	3/17/27	D.H. Slater & Son, Inc.	Design-Construction Services for the Cosmetology and Barbering Building Project	(\$22,574,868.69)	Capital	Facilities Planning & Management	Snelling
8/1/25	1/31/27	David Hurd	Project Inspector Services for Agriculture and Natural Resources Remodel Project	(\$97,713.00)	Measure J	Facilities Planning & Management	Snelling
8/1/25	6/30/26	David Hurd	Project Inspector Services for Cosmetology and Barbering Center and Science Lab Project	(\$95,000.00)	Capital	Facilities Planning & Management	Snelling
10/1/25	3/31/26	Door System Design, Inc. dba The Door Company	Inspection and Drop Testing of Fire Doors at Main Campus	(\$13,900.00)	Unrestricted General	Facilities Planning & Management	Snelling
11/3/25	3/31/26	Door System Design, Inc. dba The Door Company	Inspection and Drop Testing Smoke Curtains at Main Campus and Chico Center	(\$18,900.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/1/25	6/30/26	Elevator Technology, Inc.	Annual Elevator Inspections	(\$38,340.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/28/25	6/30/26	Higgins Pest and Weed	Pest Control Program	(\$12,000.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/28/25	6/30/26	Higgins Pest and Weed	Turf Weed Control Program	(\$10,365.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/1/25	12/31/26	JK Architecture Engineering	Architectural Services for the Agriculture/Natural Resources Building Remodel Project	(\$210,000.00)	Measure J	Facilities Planning & Management	Snelling
Upon Delivery 2025	5 Years 2030	LEAF Capital Funding, LLC	Convenience Copier Lease	(\$337,625.00)	Various	Facilities Planning & Management	Snelling
8/13/25	8/15/25	Mark Alstad	School Bus Driver Training	(\$2,250.00)	Restricted General	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management and Consultation Services for Cosmetology and Barbering Center and Science Lab Project	(\$414,805.00)	Capital	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management and Consultation Services for LVN Modular Moves Project	(\$18,480.00)	Capital	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management and Consultation Services for Science Building Project	(\$44,450.00)	Measure J	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management and Consultation Services for Agriculture and Natural Resources Remodel Project	(\$311,360.00)	Measure J	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management Services for Infrastructure and ADA Survey Review and Scoping	(\$7,500.00)	Measure J	Facilities Planning & Management	Snelling
7/1/25	6/30/26	North Sierra Consultants	Project Management Services for Five Year Capital Planning, District Bond and Capital Projects	(\$5,700.00)	Measure J	Facilities Planning & Management	Snelling
8/7/25	10/30/26	NorthStar	Surveying and Staking Services for Cosmetology and Barbering Center Project	(\$24,850.00)	Capital	Facilities Planning & Management	Snelling
8/1/25	6/30/26	NorthStar	Surveying and Staking Services for Agriculture and Natural Resources Renovation Project	(\$15,500.00)	Measure J	Facilities Planning & Management	Snelling
8/14/25	3/17/27	NV5	Construction Quality Assurance, Materials Testing, and Special Inspection Services for the New Cosmetology and Barbering Center	(\$90,199.00)	Capital	Facilities Planning & Management	Snelling
8/25	3/17/27	NV5	Construction Quality Assurance, Materials Testing, and Special Inspection Services for the New Chico Science Lab Project	(\$59,518.00)	Capital	Facilities Planning & Management	Snelling
8/25	9/1/25	NV5 Consultants, Inc.	Project Commissioning Services for Science Building Project	(\$37,704.22)	Measure J	Facilities Planning & Management	Snelling

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**Butte-Glenn Community College District
CONTRACTS RATIFICATION REPORT**

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
8/18/25	1/31/27	NV5 Consultants, Inc.	Project Commissioning Services for Agricultural and Natural Resources Project	(\$74,400.00)	Measure J	Facilities Planning & Management	Snelling
8/1/25	5/30/26	Raglen System Balance, Inc.	Fume Hood Testing Services	(\$2,000.00)	Unrestricted General	Facilities Planning & Management	Snelling
8/1/25	6/30/26	School Sport, Inc.	Inspection and Service of Eight Basketball Backstops in Gymnasium	(\$2,350.00)	Unrestricted General	Facilities Planning & Management	Snelling
8/1/25	3/31/27	The Engineering Enterprise	Electrical Engineering Services for Chico Center Generator Installation Project	(\$11,750.00)	Capital	Facilities Planning & Management	Snelling
7/1/25	6/30/26	Trane US, Inc. dba Trane	Preliminary Design Investigation/Recommendations for Solar Phase I	(\$60,000.00)	Capital	Facilities Planning & Management	Snelling
7/1/25	6/30/26	Trites Backflow Services, Inc.	Testing and Repair of Backflow Preventers at Main Campus, Chico Center, and Skyway Center	(\$10,300.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/1/25	6/30/26	Water One Industries, Inc.	Water Treatment Services for Cooling Towers	(\$8,880.00)	Unrestricted General	Facilities Planning & Management	Snelling
7/21/25	7/20/28	Bio-key International, Inc.	PortalGuard Software License	(\$24,000.00)	Unrestricted General	Information Technology	Snelling
9/2/25	9/1/26	Dais, Inc., dba Regroup	Mass Notification Subscription	(\$12,862.00)	Unrestricted General	Information Technology	Snelling
9/5/25	9/4/28	Ekahau, Inc.	Ekahau Connect Subscription	(\$4,308.00)	Unrestricted General	Information Technology	Snelling
Upon Payment	3 years	Environmental Systems Research Institute, Inc.	Geographic Information System (GIS) Solutions for Academic Use License	(\$7,500.00)	Unrestricted General	Information Technology	Snelling
7/1/25	6/30/26	Faronics Corporation	Deep Freeze KIT NA EDU Maintenance	(\$4,095.00)	Unrestricted General	Information Technology	Snelling
Upon Download	One Year	GitHub, Inc.	GitHub Team Subscription	(\$336.00)	Unrestricted General	Information Technology	Snelling
7/1/25	6/30/26	Jamf Software, LLC	Jamf Pro, Connect, and Protect License and Services	(\$12,065.00)	Unrestricted General	Information Technology	Snelling
9/1/25	2/28/26	Modern Campus USA Inc.	Omni CMS SaaS, Emergency Alerts, CMS Search, and Integrated Calendar Software Subscription and Support	(\$31,600.00)	Unrestricted General	Information Technology	Snelling
7/1/25	6/30/27	PluralSight, LLC	IT and Software Development Courses	(\$10,044.00)	Unrestricted General	Information Technology	Snelling
7/31/25	Upon Payment	ComputerLand of Silicon Valley	Carbon Black App Control for Desktop	(\$17,910.00)	Unrestricted General	Information Technology	Snelling
7/1/25	6/30/26	Broadcom Inc.	Carbon Black License	\$0.00	Unrestricted General	Information Technology	Snelling
8/1/25	Upon Payment	ePlus Technology, inc.	Palo Alto Precision AI Network Security and Threat Prevention Subscription and Support	(\$112,905.80)	Unrestricted General	Information Technology	Snelling
7/6/25	7/5/26	Palo Alto Networks, Inc.	Subscription License and Support Terms	\$0.00	Unrestricted General	Information Technology	Snelling
7/29/25	Upon Payment	SHI International Corporation	Citrix Virtual Apps and Desktop Subscription	(\$10,050.76)	Unrestricted General	Information Technology	Snelling
7/20/25	7/19/26	Citrix Systems, Inc.	Citrix Virtual Apps and Desktop Subscription License	\$0.00	Unrestricted General	Information Technology	Snelling
25	Upon Payment	SHI International Corporation	Citrix Perpetual Software Maintenance	(\$111,273.80)	Unrestricted General	Information Technology	Snelling
25	7/1/28	Citrix Systems, Inc.	Citrix Perpetual Software Maintenance License	\$0.00	Unrestricted General	Information Technology	Snelling

Butte-Glenn Community College District

CONTRACTS RATIFICATION REPORT

Contracts Signed by the Superintendent/President or Vice President for Administrative Services

July 1 - August 15, 2025

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source (Fund)	Originated by: District Department	Approved by: District Administrator
			TOTAL REVENUE CONTRACTS	\$40,425.00			
			TOTAL EXPENSE CONTRACTS	(\$30,832,816.95)			

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Out of State Student Travel – Ashland, Oregon
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

The English 25 (Introduction to Shakespeare) class has planned a trip to Ashland, Oregon, to see the plays *As You Like It* and *Julius Caesar* at the Oregon Shakespeare Festival. Dr. Katherine MacKinnon will chaperone the trip, along with at least two other faculty members, Dr. Nick Wilson and Tim Hayes.

The goal of this trip for students is to see the profound difference between a Shakespeare play as it is read on the page and the play as it is acted on the stage, and to learn more about Shakespeare’s early life as a playwright.

Status

Butte College Shakespeare students are being given an opportunity to attend a live theatrical experience at the Oregon Shakespeare Festival in Ashland, Oregon, widely regarded as the best Shakespeare company in the United States. The trip will take place over two days, driving up on Saturday, October 11, 2025, and returning on the afternoon of October 12, 2025. Students will be accompanied by Introduction to Shakespeare instructor, Dr. Katherine MacKinnon. Additional faculty who will be attending include English Department faculty Dr. Nick Wilson and Tim Hayes.

Butte College employees are requesting funding (approximately \$780 per instructor) from Professional Development, and English students will pay their own way.

Recommendation

It is recommended the Board authorize out-of-state travel for students to Ashland, Oregon, from October 11 through 12, 2025, to see the Shakespearean plays *As You Like it* and *Julius Caesar* at the Oregon Shakespeare Festival accompanied by Dr. Katherine MacKinnon, Dr. Nick Wilson, and Tim Hayes.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Faculty Using Accumulated Load Bank
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	No
Type:	Action
Agenda Section:	Consent

Background

All unit members, both teaching and student development, regardless of regular work duties, may bank classes they teach. Banked leaves will not constitute a break in service and are given for the purpose of taking banked time from job responsibilities with full pay and fringe benefits to engage in endeavors of personal importance, including but not limited to professional improvement.

Status

The Leave, Tenure and Professional Advancement (LTPA) Committee along with the CIO and the Superintendent/President reviewed and approved the Application for Use of Accumulated Banked Time.

Recommendation

It is recommended that the Application for Use of Accumulated Banked Time be approved for:

<u>Instructor</u> Marcu Wade	<u>Discipline</u> Cosmetology	<u>Term Used</u> Fall 2025	<u>Load Used</u> 21.36
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**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval and/or Ratification of Personnel Actions
Category:	Human Resources
Submitted By:	Virginia L. Guleff, Superintendent/President
Attachment:	Yes
Type:	Action
Agenda Section:	Consent

Recommendation

It is recommended that the Board of Trustees approve and/or ratify the personnel actions as follows:

Management*

Academic*

1. Employment of Full-Time, Temporary, Non-Tenure Track, Chemistry Instructor – Cheetar Lee
 Status: Temporary
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: August 25, 2025 – May 29, 2026
2. Employment of Full-Time, Temporary, Non-Tenure Track, Chemistry Instructor – Valerija Martinovic
 Status: Temporary
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: August 1, 2025 – May 29, 2026
3. Employment of Full-Time, Temporary, Non-Tenure Track, Chemistry Instructor – Brittany Harding
 Status: Temporary
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: August 1, 2025 – May 29, 2026
4. Employment of Full-Time, Temporary, Non-Tenure Track Grant Funded, Construction Instructor – Eric Balken
 Status: Temporary
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: August 1, 2025 – May 29, 2026
5. Employment of Full-Time, Tenure Track, Welding Instructor – Logan Ziegenmeyer
 Status: Probationary
 Salary: Placement on the Academic Salary Schedule as determined by education and experience
 Effective: August 1, 2025

6. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Summer Session 2025 – Eduardo Gonzalez, Austin Jones, Jake Miille, John Whitney
7. Employment of Temporary Academic Employees (Instructors and Student Development) Part-time faculty recommended for employment effective Fall Semester 2025 – See Attachment "A"

Classified Employees*

8. Employment of Lab Tech – Health Occupations – Rachael Golie
Full-time, 40 hours per week, 12 months per year
Salary: CSEA – 22
Effective: October 1, 2025
9. Reclassification of Position – Zoua Thao
From: Account Clerk II (CSEA 18)
To: Account Clerk, Senior (CSEA 25)
Effective: August 1, 2025
10. Increase from 60% to 100% Support Center Representative (Student Services) – Morgan Mason
Effective: August 11, 2025
11. Temporary Increase from 20 hours per week to 24 hours per week Instructional Aide – Reading & Writing (CAS) – Larisa Perkins Orta
Effective: August 18, 2025 – December 19, 2025
12. Temporary Increase from 20 hours per week to 23 hours per week Instructional Aide – Reading & Writing (CAS) – Emily Novikov
Effective: August 18, 2025 – December 19, 2025

Temporary Employees*

13. **Substitutes**

14. **Short Term/Seasonal**

Administrative Secretary II (Health Occupations) – Kaith Ashley Sheppard

Salary: \$25.25 per hour 8/4/25 – 6/30/26

Media Production Specialist III (IT) – Christopher Monlux

Salary: \$31.75 per hour 8/11/25 – 6/30/26

15. **Professional Expert**

EMT – Angela Betancourt, Laurel Osegueda

Salary: \$25.00 per hour 8/25/25 – 6/30/26

Nursing – Jennifer Macy Silva

Salary: \$45.00 per hour 7/1/25 – 6/30/26

Nursing – Heidi Irby

Salary: \$45.00 per hour 8/25/25 – 6/30/26

Nurse Practitioner – Jordan Frazer

Salary: \$72.00 per hour 8/11/25 – 6/30/26

Nurse Practitioner – Dylan Woodmansee

Salary: \$72.00 per hour 8/15/25 – 6/30/26

Nurse Practitioner – Kristen Manning

Salary: \$72.00 per hour 8/19/25 – 6/30/26

16. Volunteer

Volunteer (Athletics) – Alex Garcia, Ernie Rodriguez, Acire Thomas

Volunteer (Veterans Services) – Anthony Byers

Volunteer (DSPS) – Scott Wolf, Tylar Ray

Volunteer (UnDocuCenter) – Julissa Acosta Ornelas

17. Retirements/Resignations

Resignation, Financial Aid Veterans Assistant II (Financial Aid) – Iris Lopez Lopez

Effective – August 6, 2025

Resignation, Administrative Secretary III (Industrial Tech, Ag, Auto) – Melissa Maxey

Effective – August 20, 2025

*Contingent upon successful completion of background check. All regular salary placements will be in accordance with the rules and regulations for placement on the Board of Trustees approved salary schedules.

Attachment "A"

Alexander, Jesse	Conlan, Lance	Harrington, Jeffrey
Alexis, Jared	Consiglio, Michael	Hart, Daniel
Allen, Ian	Cowell, Jean	Hartley, Laurel
Alling, Jeremy	Crosby, Nandi	Hayes, Timothy
Anderson, Heidi	Daly, Jennifer	Hays, Jonathan
Anderson, Tiffani	Davidson, Ryan	Henrick, Meredith
Appel, Rolfe	Davila, Christian	Hindman, Darrell
Arteaga, Rachel	Davison, Bryce	Hollingshead, Jeremy
Ashba, Tammy	Demaggio, Julie	Hood, Robert
Austin, Vera	Deromedi, Lia	Huffman, Robin
Azevedo, Daniel	Downs, Jordan	Hughes, Gary
Bailey, Leonard	Drysdale, Jodi	Imsdahl, Mark
Bass, Mark	Duch, Andrew	Jackson, Melinda
Bejerano, Pamela	Duggins, Michael	Jones, Austin
Bell, James	Duitsman, Stan	Jones, Gregory
Bellanich, Denise	Dunning, Melissa	Kaialau, Andrea
Beller, James	Ellis, Amanda	Keen, Phillip
Berman, Lisa	Ensslin, Teresa	Kelleher, John
Besoain, Benjamin	Farris, Brent	Kelso, John
Bianchini, Elizabeth	Fay, Casey	Kieselbach, Tanya
Boian, Jeffrey	Fedrizzi, Victor	King, Daniel
Booth, Lillian	Feingold, Rick	Knowlton, Sarah
Bootman, Scott	Figaratto, Daniel	Koch, Geoffrey
Boyd, Steve	Fontana, Elyse	Kutil, Devin
Boyer, Robert	Frank, Lanae	Laczko, Kaitlyn
Brandow, Sean	Frawley, Susan	Langston, Derek
Bromley, Kyleen	Fuchs, Erick	Larson, Tiffany
Brown, Henry	Funk, Herbert	Lefkowitz, Todd
Brown, Robert	Gates, Andrew	Locatelli, Daniel
Buchanan, Mary	Gee, Travis	Lowe, Deanna
Butler, Brett	Gerstenkorn, David	Lowery, Katherine
Buzan, Melinda	Giusti, Ashley	Lunel, Ezra
Byard, Gregory	Gonzalez, Eduardo	Maletic, Stephen
Calkins, Matthew	Gordon, Scott	Maready, Aaron
Candelaria, Kelly	Goyen, Mary	Marshall, Bryan
Cantwell, Gary	Grimes, Ruth	Marshall, Sheri
Cardinet, Matthew	Grothe, Kerstin	Marshall, Vincent
Carlisle, Andrei	Gsell, Ryan	Martin, Jack
Chamness, Justin	Gust, Karen	Martin, John
Chavez, Mark	Haasl, David	Maxey, Justin
Chin, Fiona	Hack, William	McElhinney, Jamie
Collins, Susan	Hames, John	Mendez, Guadalupe
	Hanley, Kevin	Meneley, Chris
	Hannah, Michael	Meyer, Nancy

Miille, Jake
Minton, Douglas
Mitchell, Ryon
Moore, Jeffery
Moore, Ty
Morales, Lisa
Murphy, Mark
Murphy, Michael
Nelms, Kimberly
Neufeld, Megan
Noxon, Justin
O'Donnell, Daniel
Kimberly
Oelrichs, Amy
O'Hern, Casey
Openshaw, Mollie
Ortiz, Antoinette
Parrott, James
Parsons, Michelle
Peloso, Dominick
Perez, Jenna
Person, Johnny
Peter, Eric
Peterson, Katie
Peterson, Sue
Piazza, Jason
Pilakowski, Michael
Ping, Jean
Pooni, Tajinder
Quilici, Channing
Reese, Norman
Reinhardt, Dennis
Reizgeviciute, Agne
Richardson, Robert
Roady, Caroline
Robinson, Joanne
Rodriguez, Jesus
Rose, Dakota
Rubinoff, Ryan
Sachs, Christian
Saldano, Jordan
Sanchez, Gloria
Sandberg, Ross
Sansoni, Vincent

Schmid, Joel
Schwyzer, Cedric
Sederquist, Janessa
Seghieri, Richard
Simmons, Jesseca
Singleton, Valerie
Smith, Eva
Smith, Kenneth
Smith, Olav
Solano, Stephen
Spencer, Errin
Steffen, Nathan
Stelzner, Charles
Strahan, Lori
Sturgeon, Christopher
Sutton, Bethany
Tange, Mark
Taylor, Amelia
Teagarden, Katherine
Teixeira, Katharina
Thapa, Mahendra
Thomas, Phillip
Thomas, William
Thompson, Daniel
Townsend, Brandon
Uebelhardt, Cody
Utnehmer, Kaitlin
Valdes, Jarrod
Van Der Linde, Juanne
Vancil, Christian
Vasquez, Crystal
Vazquez, Cathy
Walker, Chadwick
Wall, Timothy
Walsh, Kevin
Walton, Tayler
Wasche, Katherine
Watson, Ryan
Westwood, Lisa
Whitney, John
Wicks, Michael
Williams, Dacia
Williams, Lisa
Wines, Jason

Winzenz, Thaddaeus
Wise, George
Wright, Aaron
Wright, Joshua
Wright, Kathline
York, Kevin

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Contracts
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

Pursuant to Board Policy 6340, the Board has delegated the authority to enter into contracts on behalf of the District to the Superintendent/President or designee. Contracts for work to be done, services to be performed, or for goods, equipment, or supplies to be furnished or sold to the District that exceed the amounts specified in Public Contract Code Section 20651 require prior approval by the Board.

Pursuant to the District's Informal Bidding Procedures under the Uniform Public Construction Cost Accounting Act, the Vice President for Administrative Services or Director for Facilities Planning & Management are authorized to award contracts for public projects not exceeding the Informal Bid Limit prescribed by Public Contract Code Section 22032. Contracts for public projects that exceed the Informal Bid Limit require a formal bidding process and approval by the Board.

Status

The relevant amount specified in Public Contract Code Section 20651 as adjusted annually is currently \$114,800 for contracts to purchase equipment, materials, supplies, services, and repair. The relevant amount specified in Public Contract Code Section 22032 is \$220,000 for public projects contracts.

The District proposes to enter into the contract(s) described on the attached Contracts Approval Report. All contracts are put through an approval process which includes verification of funds available in the budget.

Recommendation

It is recommended that the Board of Trustees approve the contract(s) listed on the Contracts Approval Report and authorize the Superintendent/President or Vice President for Administrative Services to enter into the contract(s) in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting, contingent upon available funding and successful completion of negotiation of terms with the contractor(s).

Butte-Glenn Community College District

CONTRACTS APPROVAL REPORT

Contract Effective Date	Contract Expiration Date	Contractor	Contract Purpose	Contract Value Revenue/(Expense)	Funding Source	Originated by: District Department	Approved by: District Administrator
7/1/25	6/30/27	Los Rios Community College District	Strong Workforce Program Regional Allocation	(\$3,912,185.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Sierra Joint Community College District	Strong Workforce Program Regional Allocation	(\$992,886.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Yuba Community College District	Strong Workforce Program Regional Allocation	(\$540,595.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Feather River Community College District	Strong Workforce Program Regional Allocation	(\$297,432.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Lake Tahoe Community College District	Strong Workforce Program Regional Allocation	(\$285,673.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Lassen Community College District	Strong Workforce Program Regional Allocation	(\$277,756.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Mendocino-Lake Community College District	Strong Workforce Program Regional Allocation	(\$553,362.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Redwoods Community College District	Strong Workforce Program Regional Allocation	(\$664,478.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Shasta-Tehama-Trinity Joint Community College District	Strong Workforce Program Regional Allocation	(\$1,096,099.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Siskiyou Joint Community College District	Strong Workforce Program Regional Allocation	(\$342,600.00)	Restricted General	North Far North Regional Consortium	Shearer
7/1/25	6/30/27	Yuba Community College District - Woodland Community College	Strong Workforce Program Regional Allocation	(\$360,397.00)	Restricted General	North Far North Regional Consortium	Shearer
			TOTAL REVENUE CONTRACTS	\$0.00			
			TOTAL EXPENSE CONTRACTS	(\$9,323,463.00)			

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Contract to Purchase Digital Marketing Services from Carnegie Dartlet LLC utilizing Foundation for California Community Colleges Contract Number 00008099
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

The District’s Marketing and Advertising Department requires Digital Marketing Services to provide digital marketing and advertisement placements for the enrollment and retention campaigns. Funding will be allocated from the General Fund.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contract on behalf of one or more community college districts and authorizes districts to participate in any such contract. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of the 73 community college districts. CollegeBuys secures the most advantageous pricing from enterprise-level vendors using system-wide agreements.

Status

District staff recommends use of the awarded Foundation for California Community Colleges Contract Number 00008099, as a source to purchase the required digital marketing services from Carnegie Dartlet LLC, as needed during the term September 15, 2025 through September 14, 2026, in the amount not to exceed \$150,000. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the FCCC contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

Recommendation

It is recommended that the Board of Trustees approve the purchase of the required digital marketing services from Carnegie Dartlet LLC, utilizing Foundation for California Community Colleges Contract Number 00008099, per the terms of the FCCC contract, for the term of September 15, 2025 through September 14, 2026, in the amount not to exceed \$150,000.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor.

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of digital marketing services from Carnegie Dartlet LLC in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Contract to Purchase Information Technology Consulting Services from Higher Digital Inc. utilizing Foundation for California Community Colleges Contract Number 00008221
Category:	Contracts
Submitted By:	Jessica Snelling, Vice President
Attachment:	No
Type:	Action
Agenda Section:	Regular

Background

The District’s California Community Colleges Technology Center Department requires information technology consulting services to provide specialized implementation and integration expertise for the Reimagine Apply Initiative. The California Community Colleges Chancellor’s Office, in partnership with Accenture, has initiated the reimagining and development of a new student-centered application process and supporting system architecture for prospective and returning students to: enhance students’ experience, support equitable access to community college programs and courses, improve student data accuracy, and protect against fraud.

Funding will be allocated from the Reimagine Apply grant.

Public Contract Code Section 20661 authorizes the Chancellor of the California Community Colleges to enter into contract on behalf of one or more community college districts and authorizes districts to participate in any such contract. The Foundation for California Community Colleges (FCCC), a nonprofit organization, serves as the official foundation supporting the Board of Governors, Chancellor’s Office, and the entire California Community College system. FCCC operates CollegeBuys, a cooperative purchasing program designed to leverage the buying power of the 73 community college districts. CollegeBuys secures the most advantageous pricing from enterprise level vendors using system-wide agreements.

Status

District staff recommends use of the awarded Foundation for California Community Colleges Contract Number 00008221, as a source to purchase the required information technology consulting services from Higher Digital Inc., as needed during the term September 11, 2025 through June 30, 2026, in the amount not to exceed \$800,000. District staff has reviewed the terms and conditions and finds that this purchase made from utilizing the FCCC contract will save administrative time and expense, deliver cost savings, and will be in the best interest of the District.

Recommendation

It is recommended that the Board of Trustees approve the purchase of the required information technology consulting services from Higher Digital Inc. utilizing Foundation for California Community Colleges Contract Number 00008221, per the terms of the FCCC contract, as needed during the term September 11, 2025 through June 30, 2026, in the amount not to exceed \$800,000.

Board approval is contingent upon available funding and contingent upon successful completion of negotiation of terms with the contractor.

It is further recommended that the Board authorize District staff to execute the necessary contract documents related to the purchase of information technology consulting services from Higher Digital Inc. in accordance with Board Policy 6340 prior to ratification by the Board at a subsequent meeting.

**Butte-Glenn Community College District Meeting
of the Board of Trustees**

September 10, 2025

Subject:	Public Hearing and Adoption of 2025-2026 Final Budget
Category:	Finance
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Status

Attached for the Board’s review is a copy of the proposed 2025-2026 Final Budget for the Butte-Glenn Community College District. The document outlines the status of the State’s and District’s budgets.

Recommendation

It is recommended that the Board of Trustees open a public hearing for the purpose of taking comments from the public regarding the proposed 2025-2026 Final Budget.

It is also recommended that the Board of Trustees adopt the attached 2025-2026 Final Budget for the Butte-Glenn Community College District following the public hearing.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Donation of District Personal Property: Miscellaneous Electronic Equipment
Category:	Finance
Submitted By:	Jessica Snelling, Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

The Butte-Glenn Community College District is owner of the electronic equipment listed on Exhibit A attached to this item. The District has determined that the electronic equipment listed is no longer required for District purposes and is unsatisfactory and not suitable for District use due to a change in technology.

Under California Education Code Section 81452 (c), if the board, by a unanimous vote of those members present, finds that the property is of insufficient value to defray the costs of arranging a sale, the property may be donated to a charitable organization deemed appropriate by the board, or it may be disposed of in the local public dump on order of any employee of the district empowered for that purpose by the board.

Status

The District’s Facilities Planning & Management Department, in collaboration with Information Technology Systems Department, determined the electronic equipment listed on Exhibit A is of insufficient value to defray the costs of arranging a sale, and the donation to the Computers for Classrooms to be in accordance with District’s Board Policy 6550 and held in the District’s best interests. The Computers for Classrooms has agreed to accept this property.

Recommendation

It is recommended that the Board of Trustees find that the surplus property described as electronic equipment listed on Exhibit A attached to this item, is of insufficient value to defray the costs of arranging a sale.

It is further recommended that the Board of Trustees authorize the surplus property described as electronic equipment listed on Exhibit A be donated to the Computers for Classrooms as a donation of the District’s personal property.

EXHIBIT A

Board Meeting Date: September 10, 2025

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS
BETWEEN JULY 22, 2009 THROUGH SEPTEMBER 24, 2020

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status	Inservice Date
524244	PRINTER WIDE FORMAT	DONATED	7/22/2009
525102	COMPUTER TOWER	DONATED	4/27/2010
525104	COMPUTER TOWER	DONATED	4/27/2010
525107	COMPUTER TOWER	DONATED	4/27/2010
525108	COMPUTER TOWER	DONATED	4/27/2010
526443	COMPUTER TOWER	DONATED	8/12/2011
526444	COMPUTER TOWER	DONATED	8/12/2011
526458	NOTEBOOK COMPUTER	DONATED	8/23/2011
526454	NOTEBOOK COMPUTER	DONATED	8/23/2011
526453	NOTEBOOK COMPUTER	DONATED	8/23/2011
526462	NOTEBOOK COMPUTER	DONATED	8/23/2011
526451	NOTEBOOK COMPUTER	DONATED	8/23/2011
526456	NOTEBOOK COMPUTER	DONATED	8/23/2011
526460	NOTEBOOK COMPUTER	DONATED	8/23/2011
528007	AV SWITCHER	DONATED	4/19/2012
528005	DESKTOP VISUALIZER	DONATED	4/19/2012
527308	NOTEBOOK COMPUTER	DONATED	8/13/2013
527728	COMPUTER TOWER	DONATED	5/9/2014
527870	COMPUTER TOWER	DONATED	7/2/2014
527884	COMPUTER TOWER	DONATED	7/2/2014
530011	COMPUTER TOWER	DONATED	9/30/2015
530035	PRINTER	DONATED	10/6/2015
530366	NOTEBOOK COMPUTER	DONATED	2/18/2016
531094	NOTEBOOK COMPUTER	DONATED	6/14/2016
531326	COMPUTER TOWER	DONATED	8/15/2016
531342	NOTEBOOK COMPUTER	DONATED	8/25/2016
531542	NOTEBOOK COMPUTER	DONATED	10/28/2016
531594	NOTEBOOK COMPUTER	DONATED	10/28/2016
531604	NOTEBOOK COMPUTER	DONATED	10/28/2016
531578	NOTEBOOK COMPUTER	DONATED	10/28/2016
531597	NOTEBOOK COMPUTER	DONATED	10/28/2016
531576	NOTEBOOK COMPUTER	DONATED	10/28/2016
531529	NOTEBOOK COMPUTER	DONATED	10/28/2016
531526	NOTEBOOK COMPUTER	DONATED	10/28/2016
531587	NOTEBOOK COMPUTER	DONATED	10/28/2016
531589	NOTEBOOK COMPUTER	DONATED	10/28/2016
531549	NOTEBOOK COMPUTER	DONATED	10/28/2016
531562	NOTEBOOK COMPUTER	DONATED	10/28/2016
531580	NOTEBOOK COMPUTER	DONATED	10/28/2016
531602	NOTEBOOK COMPUTER	DONATED	10/28/2016

EXHIBIT A

Board Meeting Date: September 10, 2025

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS
BETWEEN JULY 22, 2009 THROUGH SEPTEMBER 24, 2020

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status	Inservice Date
531539	NOTEBOOK COMPUTER	DONATED	10/28/2016
531543	NOTEBOOK COMPUTER	DONATED	10/28/2016
531581	NOTEBOOK COMPUTER	DONATED	10/28/2016
531541	NOTEBOOK COMPUTER	DONATED	10/28/2016
531565	NOTEBOOK COMPUTER	DONATED	10/28/2016
531605	NOTEBOOK COMPUTER	DONATED	10/28/2016
531510	NOTEBOOK COMPUTER	DONATED	10/28/2016
531538	NOTEBOOK COMPUTER	DONATED	10/28/2016
531520	NOTEBOOK COMPUTER	DONATED	10/28/2016
531516	NOTEBOOK COMPUTER	DONATED	10/28/2016
531524	NOTEBOOK COMPUTER	DONATED	10/28/2016
531508	NOTEBOOK COMPUTER	DONATED	10/28/2016
531586	NOTEBOOK COMPUTER	DONATED	10/28/2016
531552	NOTEBOOK COMPUTER	DONATED	10/28/2016
531519	NOTEBOOK COMPUTER	DONATED	10/28/2016
531608	NOTEBOOK COMPUTER	DONATED	10/28/2016
531513	NOTEBOOK COMPUTER	DONATED	10/28/2016
531517	NOTEBOOK COMPUTER	DONATED	10/28/2016
531579	NOTEBOOK COMPUTER	DONATED	10/28/2016
531530	NOTEBOOK COMPUTER	DONATED	10/28/2016
531504	NOTEBOOK COMPUTER	DONATED	10/28/2016
531523	NOTEBOOK COMPUTER	DONATED	10/28/2016
531534	NOTEBOOK COMPUTER	DONATED	10/28/2016
531525	NOTEBOOK COMPUTER	DONATED	10/28/2016
531527	NOTEBOOK COMPUTER	DONATED	10/28/2016
531522	NOTEBOOK COMPUTER	DONATED	10/28/2016
531505	NOTEBOOK COMPUTER	DONATED	10/28/2016
531515	NOTEBOOK COMPUTER	DONATED	10/28/2016
531518	NOTEBOOK COMPUTER	DONATED	10/28/2016
531506	NOTEBOOK COMPUTER	DONATED	10/28/2016
531532	NOTEBOOK COMPUTER	DONATED	10/28/2016
531609	NOTEBOOK COMPUTER	DONATED	10/28/2016
531558	NOTEBOOK COMPUTER	DONATED	10/28/2016
531545	NOTEBOOK COMPUTER	DONATED	10/28/2016
531533	NOTEBOOK COMPUTER	DONATED	10/28/2016
531531	NOTEBOOK COMPUTER	DONATED	10/28/2016
531550	NOTEBOOK COMPUTER	DONATED	10/28/2016
531547	NOTEBOOK COMPUTER	DONATED	10/28/2016
531503	NOTEBOOK COMPUTER	DONATED	10/28/2016
531610	NOTEBOOK COMPUTER	DONATED	10/28/2016

EXHIBIT A

Board Meeting Date: September 10, 2025

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS
BETWEEN JULY 22, 2009 THROUGH SEPTEMBER 24, 2020

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status	Inservice Date
531535	NOTEBOOK COMPUTER	DONATED	10/28/2016
531600	NOTEBOOK COMPUTER	DONATED	10/28/2016
531511	NOTEBOOK COMPUTER	DONATED	10/28/2016
531611	NOTEBOOK COMPUTER	DONATED	10/28/2016
531536	NOTEBOOK COMPUTER	DONATED	10/28/2016
531612	NOTEBOOK COMPUTER	DONATED	10/28/2016
531593	NOTEBOOK COMPUTER	DONATED	10/28/2016
531521	NOTEBOOK COMPUTER	DONATED	10/28/2016
531598	NOTEBOOK COMPUTER	DONATED	10/28/2016
531553	NOTEBOOK COMPUTER	DONATED	10/28/2016
531566	NOTEBOOK COMPUTER	DONATED	10/28/2016
531557	NOTEBOOK COMPUTER	DONATED	10/28/2016
531509	NOTEBOOK COMPUTER	DONATED	10/28/2016
531507	NOTEBOOK COMPUTER	DONATED	10/28/2016
531551	NOTEBOOK COMPUTER	DONATED	10/28/2016
531599	NOTEBOOK COMPUTER	DONATED	10/28/2016
531540	NOTEBOOK COMPUTER	DONATED	10/28/2016
531592	NOTEBOOK COMPUTER	DONATED	10/28/2016
531537	NOTEBOOK COMPUTER	DONATED	10/28/2016
531548	NOTEBOOK COMPUTER	DONATED	10/28/2016
531570	NOTEBOOK COMPUTER	DONATED	10/28/2016
531568	NOTEBOOK COMPUTER	DONATED	10/28/2016
531554	NOTEBOOK COMPUTER	DONATED	10/28/2016
531567	NOTEBOOK COMPUTER	DONATED	10/28/2016
531512	NOTEBOOK COMPUTER	DONATED	10/28/2016
531603	NOTEBOOK COMPUTER	DONATED	10/28/2016
531563	NOTEBOOK COMPUTER	DONATED	10/28/2016
531584	NOTEBOOK COMPUTER	DONATED	10/28/2016
531588	NOTEBOOK COMPUTER	DONATED	10/28/2016
531560	NOTEBOOK COMPUTER	DONATED	10/28/2016
531670	NOTEBOOK COMPUTER	DONATED	11/8/2016
531696	NOTEBOOK COMPUTER	DONATED	1/4/2017
531748	NOTEBOOK COMPUTER	DONATED	1/17/2017
533040	NOTEBOOK COMPUTER	DONATED	5/15/2018
533361	COMPUTER TOWER	DONATED	6/6/2018
533413	COMPUTER TOWER	DONATED	6/6/2018
533409	COMPUTER TOWER	DONATED	6/6/2018
533363	COMPUTER TOWER	DONATED	6/6/2018
533417	COMPUTER TOWER	DONATED	6/6/2018
533359	COMPUTER TOWER	DONATED	6/6/2018

EXHIBIT A

Board Meeting Date: September 10, 2025

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS
BETWEEN JULY 22, 2009 THROUGH SEPTEMBER 24, 2020

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status	Inservice Date
533423	COMPUTER TOWER	DONATED	6/6/2018
533407	COMPUTER TOWER	DONATED	6/6/2018
533410	COMPUTER TOWER	DONATED	6/6/2018
533411	COMPUTER TOWER	DONATED	6/6/2018
533414	COMPUTER TOWER	DONATED	6/6/2018
533362	COMPUTER TOWER	DONATED	6/6/2018
533421	COMPUTER TOWER	DONATED	6/6/2018
533415	COMPUTER TOWER	DONATED	6/6/2018
533412	COMPUTER TOWER	DONATED	6/6/2018
533360	COMPUTER TOWER	DONATED	6/6/2018
533358	COMPUTER TOWER	DONATED	6/6/2018
533425	COMPUTER TOWER	DONATED	6/6/2018
533420	COMPUTER TOWER	DONATED	6/6/2018
533408	COMPUTER TOWER	DONATED	6/6/2018
533418	COMPUTER TOWER	DONATED	6/6/2018
533419	COMPUTER TOWER	DONATED	6/6/2018
533416	COMPUTER TOWER	DONATED	6/6/2018
533424	COMPUTER TOWER	DONATED	6/6/2018
533847	NOTEBOOK COMPUTER	DONATED	10/16/2018
533920	NOTEBOOK COMPUTER	DONATED	12/13/2018
534393	COMPUTER TOWER	DONATED	5/14/2019
534369	COMPUTER TOWER	DONATED	5/14/2019
534366	COMPUTER TOWER	DONATED	5/14/2019
534365	COMPUTER TOWER	DONATED	5/14/2019
534357	COMPUTER TOWER	DONATED	5/14/2019
534359	COMPUTER TOWER	DONATED	5/14/2019
534362	COMPUTER TOWER	DONATED	5/14/2019
534360	COMPUTER TOWER	DONATED	5/14/2019
534356	COMPUTER TOWER	DONATED	5/14/2019
534358	COMPUTER TOWER	DONATED	5/14/2019
534363	COMPUTER TOWER	DONATED	5/14/2019
534370	COMPUTER TOWER	DONATED	5/14/2019
534367	COMPUTER TOWER	DONATED	5/14/2019
534391	COMPUTER TOWER	DONATED	5/14/2019
534392	COMPUTER TOWER	DONATED	5/14/2019
534387	NOTEBOOK COMPUTER	DONATED	5/14/2019
534385	TABLET COMPUTER	DONATED	5/14/2019
534469	COMPUTER TOWER	DONATED	5/24/2019
534468	COMPUTER TOWER	DONATED	5/24/2019
534473	COMPUTER TOWER	DONATED	5/24/2019

EXHIBIT A

Board Meeting Date: September 10, 2025

DISPOSAL OF DISTRICT PROPERTY: ELECTRONIC EQUIPMENT AND MISCELLANEOUS MATERIALS
BETWEEN JULY 22, 2009 THROUGH SEPTEMBER 24, 2020

ITEM STATUS OPTIONS: DONATE, SELL, SURPLUS, SCRAP/SALVAGE/OTHER

Butte College Asset No. / Product Serial/Model No.	Item Description	Item Status	Inservice Date
534474	COMPUTER TOWER	DONATED	5/24/2019
534478	COMPUTER TOWER	DONATED	5/24/2019
534476	COMPUTER TOWER	DONATED	5/24/2019
534477	COMPUTER TOWER	DONATED	5/24/2019
534461	COMPUTER TOWER	DONATED	5/24/2019
534472	COMPUTER TOWER	DONATED	5/24/2019
534460	COMPUTER TOWER	DONATED	5/24/2019
534480	COMPUTER TOWER	DONATED	5/24/2019
534470	COMPUTER TOWER	DONATED	5/24/2019
534463	COMPUTER TOWER	DONATED	5/24/2019
534482	COMPUTER TOWER	DONATED	5/24/2019
534475	COMPUTER TOWER	DONATED	5/24/2019
534465	COMPUTER TOWER	DONATED	5/24/2019
534466	COMPUTER TOWER	DONATED	5/24/2019
534479	COMPUTER TOWER	DONATED	5/24/2019
534481	COMPUTER TOWER	DONATED	5/24/2019
534464	COMPUTER TOWER	DONATED	5/24/2019
534462	COMPUTER TOWER	DONATED	5/24/2019
534483	COMPUTER TOWER	DONATED	5/24/2019
534471	COMPUTER TOWER	DONATED	5/24/2019
534467	COMPUTER TOWER	DONATED	5/24/2019
534594	PRINTER	DONATED	6/24/2019
534594	PRINTER	DONATED	6/24/2019
534630	NOTEBOOK COMPUTER	DONATED	7/15/2019
534773	TABLET COMPUTER	DONATED	11/12/2019
535190	NOTEBOOK COMPUTER	DONATED	5/18/2020
535139	NOTEBOOK COMPUTER	DONATED	5/18/2020
535217	NOTEBOOK COMPUTER	DONATED	5/19/2020
535215	NOTEBOOK COMPUTER	DONATED	5/19/2020
535249	NOTEBOOK COMPUTER	DONATED	5/26/2020
535288	NOTEBOOK COMPUTER	DONATED	6/1/2020
535287	NOTEBOOK COMPUTER	DONATED	6/1/2020
535506	NOTEBOOK COMPUTER	DONATED	6/15/2020
535655	NOTEBOOK COMPUTER	DONATED	7/30/2020
535736	NOTEBOOK COMPUTER	DONATED	9/11/2020
535729	NOTEBOOK COMPUTER	DONATED	9/11/2020
540694	NOTEBOOK COMPUTER	DONATED	9/18/2020
535837	NOTEBOOK COMPUTER	DONATED	9/24/2020

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Open for Public Comment and Approval: College and Career Access Pathways (CCAP) Partnership Agreement and Appendix which identify 2025-26 dual enrollment course details for Anderson Union High School and West Valley Early College
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

Since 2015, California has seen a steady wave of reform and support for dual enrollment. The evolution of major dual enrollment policy and investments over the past ten years are reflected in AB 288 (2015), AB 2364 (2016), AB 30, (2019), SB 554 (2019), AB 181 (2022), AB 102 (2022), Vision 2030 (2023), and AB 368 (2023).

Education Code § 76004 enables the governing board of a community college district to enter into a College and Career Access Pathways (“CCAP”) partnership with the governing board of a public school district or a county office of education that is governed by a CCAP partnership agreement approved by the governing boards of both partners. CCAP partnerships are for the purpose of offering or expanding dual enrollment opportunities for high school, community school, continuation school, continuation high school, juvenile court school, or adult education 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, or helping high school pupils achieve college and career readiness. As a condition of adopting a CCAP Partnership Agreement, the governing board of both the College and School District shall present, take comments from the public on, and approve or disapprove College and Career Access Pathways (CCAP) Partnership Agreement Appendices at an open public meeting of the governing board of each partner. (Ed. Code § 76004 (b))

Status

Butte-Glenn Community College District has developed College and Career Access Pathways (CCAP) Partnership Agreements to provide high school students the opportunity to earn college and high school credit simultaneously while gaining a jump start on post-secondary education and achieving college and career readiness ensuring a smooth transition from high school to college.

Recommendation

It is recommended that the Board take comments from the public and approve the proposed CCAP Partnership Agreement and Appendix for Anderson Union High School and West Valley Early College.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Open for Public Comment and Approval: REVISED College and Career Access Pathways (CCAP) Partnership Appendices which identify 2025-26 dual enrollment course details for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High, Pleasant Valley High, and Willows High.
Category:	Instruction
Submitted By:	Erik Shearer, Assistant Superintendent/Vice President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

Since 2015, California has seen a steady wave of reform and support for dual enrollment. The evolution of major dual enrollment policy and investments over the past ten years are reflected in AB 288 (2015), AB 2364 (2016), AB 30, (2019), SB 554 (2019), AB 181 (2022), AB 102 (2022), Vision 2030 (2023), and AB 368 (2023).

Education Code § 76004 enables the governing board of a community college district to enter into a College and Career Access Pathways (“CCAP”) partnership with the governing board of a public school district or a county office of education that is governed by a CCAP partnership agreement approved by the governing boards of both partners. CCAP partnerships are for the purpose of offering or expanding dual enrollment opportunities for high school, community school, continuation school, continuation high school, juvenile court school, or adult education 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, or helping high school pupils achieve college and career readiness. As a condition of adopting a CCAP Partnership Agreement, the governing board of both the College and School District shall present, take comments from the public on, and approve or disapprove College and Career Access Pathways (CCAP) Partnership Agreement Appendices at an open public meeting of the governing board of each partner. (Ed. Code § 76004 (b))

Status

Butte-Glenn Community College District has developed College and Career Access Pathways (CCAP) Partnership Agreements to provide high school students the opportunity to earn college and high school credit simultaneously while gaining a jump start on post-secondary education and achieving college and career readiness ensuring a smooth transition from high school to college.

Recommendation

It is recommended that the Board take comments from the public and approve the proposed REVISED CCAP Partnership Appendices for Butte County Community School, Come Back Butte Charter, Hearthstone School, Table Mountain School, Biggs High, Chico High, CORE Butte Charter, Durham High, Elk Creek Jr Sr High, Fairview High, William Finch Charter, Gridley High, Hamilton High, Inspire School of Arts, Las Plumas High, Long Valley Charter, Oak Bridge High, Oakdale School, Orland High, Oroville High, Paradise High, Pleasant Valley High, and Willows High.

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Approval of Employment Contract for Superintendent/President
Category:	Human Resources
Submitted By:	Virginia L. Guleff, Superintendent/President
Attachment:	Yes
Type:	Action
Agenda Section:	Regular

Background

SB 1436 requires an oral summary of compensation to be approved for a local agency executive. A local agency executive includes persons who are outside of a union, are not classified employees, and who meet any one of the following:

1. The person is the chief executive officer, a deputy chief executive officer, or an assistant chief executive officer of the local agency,
2. The person is the head of a department of a local agency, or
3. The person's position within the local agency is held by an employment contract between the local agency and that person.

Prior to taking final action, the legislative body shall orally report a summary of a recommendation for a final action on the salaries, salary schedules, or compensation paid in the form of fringe benefits of a local agency executive, as defined in subdivision (d) of Section 3511.1, during the open meeting in which the final action is to be taken.

Status

The Board of Trustees and the Superintendent/President have reached agreement on an employment contract.

Recommendation

Following the oral statement, it is recommended that the Board of Trustees approve the employment contract for the Superintendent/President.

**BUTTE-GLENN COMMUNITY COLLEGE DISTRICT
AGREEMENT FOR SUPERINTENDENT/PRESIDENT EMPLOYMENT
2025-2026 to 2027-2028 Academic Years**

This agreement for administrative employment ("Agreement") is made between the Butte-Glenn Community College District ("District") and Virginia L. Guleff, Superintendent/President ("President").

RECITALS

- A. District desires to employ the President and the President hereby accepts employment on the terms and conditions in this Agreement.
- B. The President represents and warrants that they possess the minimum qualifications for the position as established by state law and District policy.
- C. The President acknowledges that this position is a management position as an **Educational Administrator** in accordance with Education Code sections 72411 and 87002. The President acknowledges that they serve at the pleasure of the Governing Board and that the President does not possess a property interest in this position.

AGREEMENT

1. **Term.** The District hereby employs the President for a term beginning July 1, 2025, and terminating on June 30, 2028, subject to the terms and conditions below.
2. **Duties.**
 - a. **General.** The President shall satisfactorily perform the duties of District President as prescribed by the laws of the State of California and the District's job description for the President. The President shall use their best efforts and shall devote all time necessary to perform such duties. The President shall be the Chief Executive Officer of the District and the Secretary to the Board of Trustees ("Board"). The President shall have primary responsibility for formulating and recommending policies to the Board, as well as execution of Board policies.
 - b. **Personnel Matters.** The President shall have primary responsibility in making recommendations to the Board regarding all personnel matters including employment, assignment, transfer, and dismissal of employees.
 - c. **Administrative Functions.** The President, as the Chief Executive Officer, shall:
 - (1) review all policies adopted by the Board and make appropriate recommendations to the Board;
 - (2) periodically evaluate or cause to be evaluated all District employees;
 - (3) advise the Board of sources of funds that might be available to implement present or contemplated District programs;
 - (4) endeavor to maintain and improve their professional competence by all available means, including subscription to and reading of appropriate periodicals and membership in appropriate professional associations;
 - (5) establish and maintain positive community, staff, and Board relations;
 - (6) serve as liaison to the Board with respect to all matters of employer-employee relations and make recommendations to the Board concerning those matters;
 - (7) recommend to the Board District goals and objectives;
 - (8) unless unavoidably detained, attend all regular, special, and executive session meetings of the Board.
3. **Salary.** For the **2025-2026** academic year, the President's annual salary shall be three hundred and twenty-three thousand, four hundred seventy dollars and forty-five cents (**\$323,470.45**). This salary will be increased for 2026-2027 and each year after that by the same cost-of-living (COLA) percentage received by District Employees. Upon favorable performance evaluation of the President, in its sole discretion the Board shall increase the President's salary each fiscal year by an amount to be mutually determined by taking action

a subsequent regular meeting of the Board. The Board reserves the right not to grant compensation increases if in its sole discretion the Board determines that fiscal conditions warrant no salary increase.

4. **Fringe Benefits.** The President shall receive the same health and welfare benefits afforded to other academic management employees. These benefits shall not be considered vested and may be changed from time to time for both the President and other academic management employees. Currently, in addition to statutory benefits, the District provides health, dental, vision, group life, and long-term disability benefits to academic management employees.
5. **Post-Retirement Health Benefits.** If the President has met the eligibility requirements for receiving post-retirement health benefits according to District policy, the President may select from among then-available health insurance plans offered to qualified retirees and eligible dependents of the District. The District reserves the right to change the available health plans and coverage, and if District retiree plans limit coverage, then the amount of the benefit shall be limited to that coverage available via the existing retiree health plans.
6. **Authorization to Pursue Doctoral Studies.** The Board of Trustees authorizes the President to enroll in and pursue a Ph.D/Ed.D degree from an accredited institution of higher education during the term of this Agreement. The Board affirms that the pursuit of the doctoral degree is aligned with the professional development goals of the President and the strategic interests of the District.
 - a. **Continuation of Full-Time Employment.** The President shall continue to serve the District on a full-time basis during the pursuit of the Ph.D/Ed.D program. Participation in the program shall not materially interfere with the President's ability to fulfill the duties and responsibilities of the position as defined in this Agreement. The President shall annually report to the Board progress toward the degree and ensure that District operations remain uninterrupted.
 - b. **Scheduling and Time Commitments.** The President may request reasonable schedule flexibility to accommodate coursework, research, or residency requirements, subject to the prior approval of the Board President. The Board will grant such flexibility to the extent it does not conflict with the President's core obligations or key District functions.
 - c. **Financial Support.** The District shall provide financial support of up to \$17,000 per academic year toward tuition, fees, and academic materials, subject to verification of enrollment and satisfactory academic progress. This support may be in the form of payment of tuition, fees, and the cost of academic materials directly to the institution or by reimbursement to the President, at the President's election.
 - d. **Reimbursement Conditions.** If the President voluntarily resigns or is terminated for cause within three (3) years of completing the degree, the President will reimburse the District pro-rata for amounts expended under this provision of this Agreement, unless waived by the Board. Pro-rata reimbursement will be calculated by taking the number of months worked divided by 36 months, and applying that percentage to the actual amount of financial support paid or reimbursed by the District.
 - e. **No Extension or Guarantee.** This authorization does not constitute an extension of the President's employment term, nor does it guarantee renewal of this Agreement upon its expiration. Continuation in the role remains subject to the terms set forth elsewhere in this Agreement and the sole discretion of the Board.

7. **Expense Reimbursement.** District shall reimburse the President for actual and necessary expenses incurred within the course and scope of the President's employment, so long as such expenses are consistent with this Agreement and District policy.
 - a. **Automobile.** The President is required to have a vehicle available at all times to exercise the powers and to perform the duties of the position. In order to reimburse the President for this vehicle requirement, the President shall receive a vehicle allowance of \$7,142.04 per year payable in twelve (12) monthly payments. This allowance will be increased each year by the same cost-of-living adjustment (COLA) percentage received by District employees. In addition, the President shall be entitled to reimbursement for reasonable transportation expenses incurred for travel outside the District in accordance with the terms of this Agreement and Board policy. This allowance will not be considered as creditable compensation under the President's respective retirement system. The President shall provide the District a Certificate of Insurance annually showing the District is named as an additional insured under the President's personal automobile insurance policy.
 - b. **Business Expense Allowance.** The President may be reimbursed up to \$5,000 per fiscal year for actual and necessary expenses incurred on behalf of the District. This reimbursement is intended for professional memberships, subscriptions, and dues, as well as related matters. No documentation is required in order to receive this allowance. The President shall have discretion regarding the expenditure of this allowance. This allowance shall be treated as salary for tax purposes but shall not be treated as creditable compensation for retirement purposes. In addition, the President shall have a District credit card for reimbursement for other District-related business expenses such as attendance, travel, and lodging related to professional conferences, as well as related matters involving travel and meals, to be used in accordance with District policy and within budget limits set by the District and the Board.
8. **Evaluation.** The President shall be evaluated at least annually by the Board in the manner and in accordance with the timelines established by Board Policy No. 2435 and any associated procedures. Any failure to complete these evaluation procedures, or to complete them in a timely manner, shall not extend this Agreement or have any other impact on this Agreement.
9. **Holidays/Vacation/Sick Leave.**
 - a. The President shall be entitled to twenty-four (24) days of vacation per fiscal year, exclusive of paid holidays designated in Education Code sections 79020/79021 or any other holidays as specified by the District. After the President has accumulated fifty (50) unused vacation days, they shall not earn any additional vacation until they have used vacation days sufficient to reduce the number of accrued but unused vacation days below the cap. Vacation shall accrue in monthly installments of two (2) days per month.
 - b. The President shall be allocated twelve (12) days of sick leave annually which shall accrue at the rate of one (1) day per month and shall accrue from year to year. Sick leave will be used in the same manner as provided for academic management employees.
 - c. The President shall be entitled to all other leaves as provided in Board Policy 7250 and related administrative procedures.
10. **Work Year.** The President shall provide twelve (12) full and regular months of service to the District; holidays and vacation days are taken as non-duty days. To determine the President's daily rate of pay, the parties agree that the President's annual base salary shall be divided by 260 work days.

11. Termination

- a. **Mutual Consent.** This Agreement may be terminated at any time by mutual written consent of the Board and the President.
- b. **Termination for Cause.** The Board may terminate the President for cause on any of the following grounds: (1) acts done in bad faith to the detriment of the District; (2) breach of this Agreement; (3) unsatisfactory performance; (4) refusal or failure to act in accordance with a specific provision of this Agreement or a lawful directive or order of the Board; (5) misconduct or dishonest behavior; (6) conviction of a crime involving dishonesty, breach of trust, physical or emotional harm to any person; or (7) for other conduct prejudicial to the District. Notwithstanding Labor Code section 2924, the parties agree that the determination of cause shall be based on the Board's reasonable belief in the existence of good cause for termination. The existence of such cause shall constitute a material breach of this Agreement and shall extinguish all rights and duties of the parties under this Agreement. If cause exists, the Board shall meet with the President and shall submit a written statement of the grounds for termination and copies of written documents the District reasonably believes support the termination. If the President disputes these matters the President shall then be entitled to a conference before the Board in closed session. The President and the Board shall each have the right to be represented by counsel at their own expense. The President shall have a reasonable opportunity to respond to all matters raised in the charges and to submit any written documents the President believes are relevant to the charges. The conference with the Board shall not be an evidentiary hearing and neither party shall have the opportunity to call witnesses. If the Board, after considering all information presented, decides to terminate this Agreement, it shall provide the President with a written decision and notice of termination. The decision of the Board shall be final. The parties have acknowledged that the President possesses no property interest in the President's employment; this conference shall be deemed to provide the President with more due process of law than is required by law. The conference with the Board shall be the President's exclusive right to any conference or hearing otherwise required by law. The President waives any other rights that may be applicable to this termination for cause proceeding with the understanding that completion of this hearing exhausts the President's administrative remedies.
- c. **Termination without Cause.** The Board may, for any reason, without cause or a hearing, terminate this Agreement at any time upon written notice to the President. In consideration for the exercise of this right, the District shall pay to the President, if the President does not possess "retreat rights" to a faculty position or chooses not to enact retreat rights, per Educational Code 87458 and BP7250: Educational Administrators, a sum equal to six (6) months' salary. At the discretion of the Board, the District may pay up to six (6) months of District-paid health benefits to the President if the President does not possess "retreat rights" to a faculty position or chooses not to enact retreat rights. Payment of such benefits, if any, shall begin the month after the Board ratifies the termination of this Agreement. If the President possesses "retreat rights" to a faculty position, engages in the retreat rights process and is granted retreat to the classroom, the President shall be entitled to a sum equal to one (1) month's salary. This liquidated damages payment shall be made during the month following the President's termination, shall be subject to applicable payroll deductions, and shall be treated as compensation for tax purposes. Payments made pursuant to this termination without cause provision shall be final settlement pay and shall not constitute creditable service or creditable compensation for CalSTRS or CalPERS retirement purposes; no employer or employee contributions shall be made.
- The parties agree that any damages to the President that may result from the Board's early termination of this Agreement cannot be readily ascertained. Accordingly, the parties agree that payments made pursuant to this termination

without cause provision, and possibly "retreat rights" to a faculty position, constitutes reasonable liquidated damages, fully compensates the President for all tort, contract, and other damages of any nature whatsoever, whether in law or equity, and does not result in a penalty. The parties agree that the District's completion of its obligations under this provision constitutes the Administrator's sole remedy to the fullest extent provided by law. The payment of any benefit under this subparagraph is contingent on the President executing a Severance Agreement. The Severance Agreement will include a full waiver and release of known and unknown claims against the District pursuant to California Civil Code Section 1542. If the President does not sign a Severance Agreement, in a form acceptable to the legal counsel for District, releasing District, and all of its elected officers, employees, agents, representations, and attorneys, from any claim associated with the termination, the President will not receive any payment or benefits under this subparagraph and the termination of this Agreement without cause will be effective. Finally, the parties agree that this provision meets the requirements governing maximum cash settlements as set forth in Government Code section 53260 et seq.

- d. Non-Renewal of Agreement by District.** The Board may elect not to renew this Agreement upon its expiration for any reason and without cause or hearing by providing the President with sixty (60) days prior written notice; however, failure to issue a notice of non-renewal shall not extend this contract for any additional period of time notwithstanding Education Code section 72411 and other applicable provisions of law. The President shall notify the Board, in writing, no later than July 1 of the last fiscal year of this Agreement of the required timeline to provide the President with a notice of non-renewal.
- e. Termination for Unlawful Fiscal Practices.** Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that the President engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may immediately terminate the President solely upon written notice to the President and the President shall not be entitled to any compensation of any nature, whether as cash, salary payments, health benefits, or other non-cash settlement as set forth above. This provision is intended to implement the requirements of Government Code section 53260 subdivision (b).
- f. Abuse of Office Provisions.** In accordance with Government Code section 53243 et. seq., and as a separate contractual obligation, should the President receive a paid leave of absence or cash settlement if this Agreement is terminated with or without cause, such paid leave or cash settlement shall be fully reimbursed to the District by the President if the President is convicted of a crime involving an abuse of office or position. In addition, if the District funds the criminal defense of the President against charges involving abuse of office or position and the President is then convicted of such charges, the President shall fully reimburse the District all funds expended for President's criminal defense.
- g. Resignation.** If the President has by law (per Educational Code 87458 and BP7250: Educational Administrators) and intends to exercise "retreat rights" by resigning from the position and electing to serve in a faculty position, the President may resign from this position by providing at least sixty (60) days advance written notice to the Board of Trustees, given at least sixty (60) days prior to March 15th of the current academic year, unless the parties agree to a shorter notice period. If the Board in its discretion voluntarily allows "retreat rights" upon resignation pursuant to this paragraph, the President understands and acknowledges that their "retreat rights" may not conflict with or supersede the rights of other employees to layoff or retreat. If the President does not intend to exercise "retreat rights" and intends to resign from District employment as an administrator and faculty member, the President may resign from District

employment at any time with at least sixty (60) days advance written notice to the Board of Trustees, unless the parties agree otherwise in writing to a shorter notice period.

- 12. Tax/Retirement/STRS/PERS Issues.** The District shall not be liable for any state, federal, or employment tax consequences or retirement consequences as a result of this Agreement. The President shall assume sole liability and responsibility for all state, federal employment, tax, and retirement consequences and shall defend, indemnify, and hold harmless the District from all such consequences. The President further declares that prior to signing this Agreement, the President apprised their selves of relevant data and received independent advice and counsel regarding the state and federal tax consequences and the retirement consequences of this Agreement or any future amendments.
- 13. Board Approval.** The effectiveness of this Agreement shall be contingent upon approval by the District's governing board as required by law.
- 14. District Rules and Regulations.** This Agreement is intended by the parties to be the sole instrument governing the employment relationship between the parties unless a provision of law is specifically applicable to this Agreement or to the Board/President relationship. The District's policies, rules, and practices shall not be applicable to the President or affect the employment relationship unless specifically referenced in this Agreement or District policy.
- 15. No Assignment/Management Hours.** This is an agreement for personal services. The President may not assign or transfer any rights granted or obligations assumed under this Agreement. The demands of the position of the President require more than eight (8) hours a day /or forty (40) hours per work week. The President is not entitled to overtime compensation for hours worked in excess of eight (8) hours per day or forty (40) hours per week.
- 16. Integration/Modification.** This Agreement contains the entire agreement of the parties and supersedes all prior negotiations, understandings, or agreements. Neither of the parties has relied upon any oral or written representation or written information given to the party by any representative of the other party not contained in this Agreement. This Agreement cannot be changed or supplemented orally. It may be modified or superseded only in a writing signed by both parties and authorized by Board action.
- 17. Waiver.** No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.
- 18. Severability.** If one or more of the provisions of this Agreement are declared invalid or unenforceable by judicial, legislative, or administrative authority of competent jurisdiction, then the parties agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

By: _____ Dated: _____

William McGinnis
President, Board of Trustees

ACCEPTANCE OF OFFER

I accept the above offer of employment and the terms and conditions thereof and will report for duty as directed above.

I understand that the District is relying upon information provided by me during the application process in extending this offer of employment. By signing below, I represent that I have not provided the District with any false information or made any material misrepresentation during the job application process. I agree that false, incomplete, or misleading statements or omissions made during the job application process constitute dishonesty and breach of this Agreement and are grounds for termination of this Agreement for cause.

I have not entered into a contract of employment with the governing board of another school district or any other employer that will in any way conflict with the terms or this Employment Agreement.

Dated: _____

Virginia L. Guleff

**Butte-Glenn Community College District
Meeting of the Board of Trustees**

September 10, 2025

Subject:	Proposed Revisions and Review of Board Policies
Category:	Administration
Submitted By:	Virginia L. Guleff, Superintendent/President
Attachment:	Yes
Type:	Information
Agenda Section:	Regular

Background

The Board of Trustees Board Policy Review Committee met in August 2025 and reviewed the board policies listed below. Per BP 2410, Policy and Administrative Procedure, proposed changes or additions shall be introduced not less than one meeting prior to the meeting at which action is recommended.

Board Policy	Title	Action
BP 1100	The Butte-Glenn Community College District	Revision
BP 1200	District Mission Statement	Revision
BP 2010	Board Membership	Revision
BP 2015	Student Board Member	Revision
BP 2100	Board Elections	Revision
BP 2105	Election of Student Board Member	Revision
BP 2110	Vacancies on the Board	Review
BP 2200	Board Duties and Responsibilities	Revision
BP 2210	Officers	Revision
BP 2220	Committees of the Board	Revision
BP 2305	Annual Organizational Meeting	Revision
BP 2310	Regular Meetings of the Board	Revision
BP 2315	Closed Sessions	Revision

Status

The attached policies are submitted to the Board of Trustees for review. Any suggestions for change will be incorporated into the final versions which will be presented for adoption at the October 8, 2025, meeting.



BP 1100 The Butte-Glenn Community College District

References: Education Code Section 72000(b)

Adopted: May 28, 2008

Revision Adopted: May 16, 2018; ~~XXXX~~ 2025

Last Reviewed: May 16, 2018

The District is named the Butte-Glenn Community College District.

The District consists of all the areas in Butte and Glenn Counties, except that portion of the Marysville Joint Unified District located in Butte County and the Stoney Creek Joint Unified District located in Glenn County.

Trustee areas are defined per Board Policy 2100.

The name is the property of the District. No person shall, without the permission of the Board, use this name or the name(s) of any college(s) or other facilities of the District, or any abbreviation of them, to imply, indicate or otherwise suggest that an organization, product or service is connected or affiliated with, or is endorsed, favored, supported, or opposed by, the District.

The District consists of the following colleges(s) and/or education center(s):

- ~~Butte Community College~~
- Butte College Main Campus
- Butte College Cosmetology and Barbering
- Chico Center
- Glenn County Center
- Skyway Center



BP 1200 District Mission Statement

References: ACCJC Accreditation Standard ~~1-A~~1.1 and Eligibility Requirements 6 and 20

Adopted: May 28, 2008

Last Revised: February 14, 2018; January 25, 2023; XXXX 2025

Last Reviewed: February 14, 2018; January 25, 2023

Butte College is a student-ready, rural community college that provides high-quality, accessible education and support. Our career and transfer pathways cultivate curiosity and critical thinking through instruction, workforce training, and the achievement of Associate degrees and certificates. Butte College is a Hispanic-Serving Institution that affirms its commitment to equity for the diverse, intersectional communities we serve.

The mission is evaluated by the Board of Trustees on a regular basis and revised when appropriate.



BP 2010 Board Membership

References: Education Code Sections 72023, 72103, 72104;
ACCJC Accreditation Standard ~~IV-C.64~~ and Eligibility Requirement 7
Adopted: May 28, 2008
Last Revised: May 16, 2018; XXXX 2025
Last Reviewed: May 16, 2018

The Board shall consist of seven members elected ~~at large~~ by area by the qualified voters of the District. Board members will represent trustee areas as outlined in Board Policy 2100 Trustee Elections.

Any person who meets the criteria contained in law is eligible to be elected or appointed a member of the Board.

An employee of the district may not be sworn into office as an elected or appointed member of the governing board unless ~~he or she~~ they first resigns as an employee except as otherwise allowed by law.

No member of the governing board shall, during the term for which ~~he or she is~~ they are elected, hold an incompatible office.

No member of the ~~G~~ governing ~~B~~ board shall, during the term for which ~~he/she was~~ they were elected, be eligible to serve on the governing board of a high school district whose boundaries are coterminous with those of the community college district.

There are no administrative procedures for this policy.



BP 2015 Student Board Member

References: Education Code Section 72023.5

Adopted: May 28, 2008

Last Revised: September 2024; ~~XXXX 2025~~

Last Reviewed: May 16, 2018

The Board ~~sh~~will include one non-voting student member. The term of office ~~sh~~will be one year commencing June 1.

The student member ~~sh~~will:

- be a resident of California at the time of nomination and during the term of service;
- have completed a minimum of twelve units in the District at the time of nomination;
- have and maintain, as a minimum, a 2.0 grade-point-average during the entire term of office; and
- be enrolled in at least five units at Butte College during the entire term of office.

The student member ~~sh~~will be seated with the Board during the open session portion of meetings and at the Board's first regular June Board meeting. ~~The student trustee sh~~will be recognized as a full member of the Board at all open meetings. The student member is entitled to participate in discussion of issues and receive all materials presented to members of the Board, ~~(except for issues and items discussed in closed session).~~ The student member will have the right to attend each and all meetings of the Board, but their presence will not be counted for purposes of determining quorum. The student member will not have the right, or be afforded the opportunity, to attend closed sessions of the Board.

The student member ~~sh~~will have the opportunity to cast an advisory vote ~~prior-immediately before the regular members of the Board cast votes to all votes of the Board.~~ The student trustee's advisory vote ~~sh~~will not be included in determining the vote required to either carry or defeat any measure before the board but may be recorded in the official minutes.

The student member ~~sh~~will be entitled to any mileage allowance necessary to attend board meetings to the same extent as publicly elected trustees.

A student board member may make and second motions at the discretion of the Board. The student member may receive compensation, at the discretion of the Board, up to the amount prescribed by law. On or before May 15 of each year, the Board may determine if the student member's term will commence on May 15 instead of on June 1.

The Board of Trustees will, by May 15 of each year, adopt rules and regulations implementing Board Policy 2015 Student Board Member. These rules and regulations will be effective until May 15 of the following year.

If the Board grants the student member any of the following privileges, then on or before May 15 of each year, the Board shall review this policy to consider changes to the student member privileges:

- ~~make and second motions;~~
- ~~attend closed sessions, other than closed sessions on personnel or collective bargaining matters;~~
- ~~receive compensation as determined by the Board for meeting attendance; and/or~~
- ~~serve a term of one year commencing on May 15.~~

See Administrative Procedure 2015



BP 2100 Board Elections

References: Education Code Sections 5000 et seq. and 72036

Adopted: May 28, 2008

Last Revised: October 16, 2019; June 29, 2022; ~~XXXX~~ 2025

Last Reviewed: May 16, 2018

The term of office of each trustee shall be four years, commencing on the second Friday in December following the general election in November. Elections shall be held every two years, in even-numbered years. Terms of trustees are staggered so that, as nearly as practical, one-half of the trustees shall be elected at each trustee election.

The Board of Trustees has provided for the election of trustees by trustee areas. The election of a Board member residing in and registered to vote in the trustee area they seek to represent shall be only by the registered voters of the same trustee areas. Effective May 2022 the trustee areas are as follows:

Trustee Area 1 (Oroville):

Includes the Communities of Oroville, South Oroville, Wyandotte, Robinson Mills, and Hurleton. Generally, the Area is bordered by State Highway 70 on the west, Lake Oroville on the north, Robinson Mills on the east, and Ophir Road, Beaver Road, Railbridge Road, Rocky Honcut Creek and North Honcut Creek on the south.

Trustee Area 2 (West Chico):

Includes the west side of the City of Chico. Its borders are: West East Avenue, Guynn Avenue, and Lindo Channel on the north; Glenwood Avenue on the west; Bidwell Avenue, Via Los Arboles, Pomona Avenue, McIntosh Avenue, Dayton Road, and Little Chico Creek on the south; and State Highway 99, Lindo Channel, and Business Route 99 on the east.

Trustee Area 3 (East Chico, Bidwell Park and Upper Bidwell Park):

Includes the east side of the City of Chico. Its borders are: State Highway 99, Lindo Channel, and Business Route 99 on the west, East Avenue, State Highway 99, East Lassen Avenue, Ruby River Drive, Eaton Road, Upper Park Road, and Deer Creek Highway on the north, and Doe Mill Road and Deer Creek Highway on the south.

Trustee Area 4 (Gridley):

Includes the communities of Gridley, East Gridley, Biggs, Richvale, Thermalito, Palermo, and Honcut. Generally, the Area is bordered by the Butte County Line on the west, Nelson-Shipee Road and Cottonwood Road on the north, State Highway 70, Ophir Road, and Beaver Road on the east, Natchez Creek, South Honcut Creek, Wilson Creek, Honcut Creek and Luckehe Road on the south.

Trustee Area 5 (South Chico, Paradise, Magalia):

Includes the communities of Chapmantown, Stirling Junction, Paradise, Magalia, and Nimshew. Generally, its boundaries are Dayton Road and Little Chico Creek on the west; Deer Creek Highway, Doe Mill Road, Powellton Road on the north; Little West Fork Feather River and West Branch Feather River on the east.

Trustee Area 6 (rural Butte County):

Includes the communities of Dayton, Durham, Nelson, Concow, Yankee Hill, Stirling City, Cohasset, Richardson Springs, Forest Ranch and North Chico.

Trustee Area 7 (Glenn County and areas west of Chico):

Includes the entire portion of Glenn County along with the area west of Chico including the community of Nord. The Butte County borders are generally: On the west, the Butte County line, on the east, State Highway 99, Sycamore Creek, Abbott Circle, and Catherine Court, Bay Avenue and Cussick Avenue, Henshaw Avenue, Guynn Avenue, Lindo Channel, Glenwood Avenue, Bidwell Avenue, Via Los Arboles, Pomona Avenue, McIntosh Avenue, and Dayton Road; and on the south, Willow Landing Road, and Dubock Slough.

The Superintendent/President shall submit recommendations to the Board regarding adjustments to be made to the boundaries of each trustee area, if any adjustment is necessary, after each decennial federal census. The Superintendent/President shall submit the recommendation in time for the Board to act as required by law.

See attached map

See Administrative Procedure 2100



BP 2105 Election of Student Board Member

References: Education Code Section 72023.5 and 72103

Adopted: May 28, 2008

Last Revised: ~~XXXX~~ 2025

Last Reviewed: May 18, 2018

The student member shall be elected by all the students of the student body in a general election held for that purpose. Normally an election will be held in the spring semester so that the office is filled by June 1. The student member may be recalled by all of the students of the student body in an election held for that purpose in accordance with the administrative procedures established by the Superintendent/President. ~~Candidates for the position may nominate themselves or be nominated by others by filing an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies.~~

If the student member position becomes vacant by reason of the resignation or disqualification of an elected student member~~;~~ by recall~~;~~ or for any other reasons~~;~~ the position will be filled in accordance with Administrative Procedure 2105 Election of Student Board Member. Candidates for the position may nominate themselves or be nominated by others by filing an application certifying that the candidate is eligible for service under the criteria set forth in California law and these policies.

See Administrative Procedure 2105.



BP 2110 Vacancies on the Board

References: Education Code Sections 5090, et seq.;
 Government Code 1770
Adopted: December 10, 2008
Last Revised:
Last Reviewed: May 16, 2018; ~~XXXX~~ 2025

Vacancies on the Board may be caused by any of the events specified in Government Code Section 1770 or any applicable provision in the Elections Code, or by a failure to elect. Resignations from the Board shall be governed by Education Code Section 5090.

Within sixty (60) days of the vacancy or filing of a deferred resignation, the Board shall either order an election, or make a provisional appointment to fill the vacancy. However, if the vacancy occurs within four months of the end of the member's term, the board may elect not to fill the position.

If an election is ordered, it shall be held on the next regular election date not less than 130 days after the occurrence of the vacancy.

If a provisional appointment is made, it shall be subject to the conditions in Education Code Section 5091. The person appointed to the position shall hold office only until the next regularly scheduled election for district governing board members, when the election shall be held to fill the vacancy for the remainder of the unexpired term. The provisional appointment will be made by a majority public vote of the board members at a public meeting.

The Superintendent/President shall establish administrative procedures to solicit applications that assure ample publicity to, and information for, prospective candidates. The Board will determine the schedule and appointment process, which may include interviews at a public meeting.

See Administrative Procedure 2110.



BP 2200 Board Duties and Responsibilities

References: ACCJC Accreditation Standard 4
Adopted: May 28, 2008
Last Revised: May 16, 2018; May 2022; XXXX 2025
Last Reviewed: May 16, 2018

The Board of Trustees governs on behalf of the citizens of the Butte-Glenn Community College District in accordance with the authority granted and duties defined in Education Code Section 70902.

The Board is committed to fulfilling its responsibilities to:

- Represent the public interest
- Establish policies that define the institutional mission and set prudent, ethical, and legal standards for college operations
- Assures the Board operates in an open, accessible, welcoming spirit, and maintains an inclusive, diverse, equitable, and anti-racist culture
- Establish policies that ensure the District operates in an inclusive, diverse, equitable, and anti-racist manner
- Hire and evaluate the ~~CEO~~Superintendent/President
- Delegate power and authority to the chief executive to effectively lead the district
- Assure fiscal health and stability
- Monitor institutional performance and educational quality
- Monitor student access and success
- Advocate and protect the district

There are no administrative procedures for this policy.



BP 2210 Officers

References: Education Code Section 72000

Adopted: May 28, 2008

Last Revised: October 10, 2018; XXXX 2025

Last Reviewed: October 10, 2018

At the District’s annual organizational meeting, the Board shall elect from among its members a president, a vice president, and a clerk. Election to each office will be for one year, and will be by a majority vote of the full Board. The Board does not have an official system of rotation of officers; it elects the officers each year from among all its members. In case an office of the Board becomes vacant, the Board will fill the vacancy for the unexpired term.

The duties of the president are to:

- Preside over all meetings of the Board;
- Call emergency and special meetings of the Board as required by law;
- Consult with the Superintendent/President on board meeting agendas;
- Communicate with individual board members about their responsibilities;
- Participate in the orientation process for new board members;
- Assure Board compliance with policies on board education, self-evaluation, and the Superintendent/President’s evaluation;
- Represent the Board at official events or ensure board representation.

The duties of the vice president are to:

- Preside over meetings and act in the absence of the president.

The duties of the clerk are to:

- Serve as the presiding officer of the Board in the absence of the president and vice president and serve as the official on documents which require the signature of the clerk.

The Superintendent/President shall serve as the secretary to the Board. The duties of the secretary are:

- Notify members of the Board of regular, special, emergency and adjourned meetings;
- Prepare and post Board meeting agendas;
- Have prepared for adoption minutes of Board meetings;
- Attend all Board meetings and closed sessions, unless excused, and in such cases to assign a designee;
- Conduct the official correspondence of the Board;
- Certify as legally required all board actions; and
- Sign, when authorized by law or by Board action, any documents that would otherwise require the signature of the secretary or the clerk of the Board.

The Administrative Assistant to the Superintendent/President will serve as the Board’s executive secretary in taking and distributing minutes.

There are no administrative procedures for this policy.



BP 2220 Committees of the Board

References: Government Code Section 54952

Adopted: May 28, 2008

Last Revised: October 10, 2018; ~~XXXX~~ 2025

Last Reviewed: October 10, 2018

The Board may by action establish committees that it determines are necessary to assist the Board in its responsibilities. Any standing committee established by Board action shall comply with the requirements of the Brown Act and with ~~these~~ policies regarding open meetings.

Board committees that are ~~ad hoc advisory, and are~~ composed solely of less than a quorum of the Board ~~members that are advisory,~~ are not required to comply with the Brown Act, or with ~~these~~ policies regarding open meetings unless they are standing committees.

Board committees have no authority or power to act on behalf of the Board. Findings or recommendations shall be reported to the Board for consideration.

There are no administrative procedures for this policy.



BP 2305 Annual Organizational Meeting

References: Education Code Section 72000(c)(2)(A)

Adopted: May 28, 2008

Last Revised: October 10, 2018; October 14, 2020; XXXX 2025

Last Reviewed: October 10, 2018; October 14, 2020

The annual organizational meeting of the Board will be held at ~~a regular meeting held after the second Friday in December of each calendar year~~ its December Board meeting. In years when Trustees are elected, the annual organizational meeting of the board will be held within 15 days after the second Friday in December. The purpose of the annual organizational meeting is to elect a ~~Board p~~President, ~~v~~Vice ~~p~~President, ~~C~~Clerk, and to conduct any other business as required by law or determined by the Board.

At the organizational meeting, ~~i~~n even-numbered years, the Board will fix the day, time, and places for its regular meetings for the next two calendar years.

There are no administrative procedures for this policy.



BP 2310 Regular Meetings of the Board

References: Education Code Section 72000(d);
Government Code 54952.2, 54953 et seq., and 54961

Adopted: May 28, 2008

Last Revised: May 2022; September 2024; ~~XXXX 2025~~

Last Reviewed: October 10, 2018

Regular meetings of the Board shall be held as identified in the annual calendar adopted at the organizational meeting of the Board. Regular meetings shall normally be held at either the Butte Community College campus, at 3536 Butte Campus Drive, Oroville, California, or at the Glenn County Center, at 1366 Cortina Drive, Orland, California. The Board, upon a majority vote, may elect to amend the annual calendar and hold a regular or special meeting at an alternative site within the District that complies with applicable requirements as described below. ~~Such an alternative site must also provide for sufficient Wi-Fi capabilities to provide for the electronic broadcasting of the meeting.~~

A notice identifying the location, date, and time of each regular meeting of the Board shall be posted at least ten (10) days prior to the meeting and shall remain posted until the day and time of the meeting. All regular meetings of the Board shall be held within the boundaries of the District except in cases where the Board either is meeting with another local agency or is meeting with its attorney to discuss pending litigation if the attorney's office is outside the District, or is meeting during a proclaimed state of emergency.

All regular and special meetings of the Board shall be open to the public, be accessible to persons with disabilities, and otherwise comply with Brown Act provisions, except as required or permitted by law.

There are no administrative procedures for this policy.



BP 2315 Closed Sessions

References: Education Code Section 72122
Government Code Sections 54954.5, 54956.8, 54956.9, 54957, 54957.1; 54957.6, and 11125.4;

Adopted: May 28, 2008

Last Revised: September 2024; ~~XXXX 2025~~

Last Reviewed: October 10, 2018

Closed sessions of the Board shall-will only be held as permitted by applicable legal provisions including but not limited to the Brown Act, California Government Code, and California Education Code. Matters discussed in closed session may include:

- the appointment, employment, evaluation of performance, discipline or dismissal of a public employee;
- charges or complaints brought against a public employee by another person or employee, unless the accused public employee requests that the complaints or charges be heard in an open session. The employee shall be given at least twenty-four (24) hours written notice of the closed session;
- advice of counsel on pending litigation, or the initiation of litigation, as defined by law;
- consideration of tort liability claims as part of the District's membership in any joint powers agency formed for purposes of insurance pooling;
- real property transactions;
- threats to public security;
- review of the District's position regarding labor negotiations and giving instructions to the District's designated negotiator;
- discussion of student disciplinary action, with final action taken in public;
- conferring of honorary degrees;
- consideration of gifts from a donor who wishes to remain anonymous; ~~and~~
- to consider its response to a confidential final draft audit report from the Bureau of State Audits; and-
- to receive, confidentially discuss, and learn about cybersecurity risks, vulnerabilities, and threats facing the District.

The agenda for each regular or special meeting shall-will contain information regarding whether a closed session will be held and shall-will identify the topics to be discussed in any closed session in the manner required by law. After any closed session, the Board shall-will reconvene in open session before adjourning and shall-will announce any actions taken in closed session and the vote or abstention of every member present.

All matters discussed or disclosed during a lawfully held closed session and all notes, minutes, records or recordings made of such a closed session are confidential and shall-will remain confidential unless and until required to be disclosed by action of the Board or by law.

If any person requests an opportunity to present complaints to the Board about a specific employee, such complaints shall-will first be presented to the Superintendent/President. Notice shall-will be given to the employee against whom the charges or complaints are directed. If the complaint is not resolved at the administrative level, the matter shall-will be scheduled for a closed session of the Board. The

employee ~~shall~~will be given at least twenty-four (24) hours written notice of the closed session, and ~~shall~~will be given the opportunity to request that the complaints be heard in an open meeting of the Board.

There are no administrative procedures for this policy.