Additional Information
June 11, 2019 Board Meeting

The following additional information was provided regarding the June 11 Board meeting agenda:

Item 4.a, Purchase Order Listing:
1. P0131740: What's Ms. Rodriguez's membership to? **The membership is for The National Debate Tournament. Jeanette Rodriguez is a full-time faculty member in the Communications Department and is a coach for the Fullerton College Speech and Debate Team. The National Debate Tournament (NDT) is both an event and an association that determines the bylaws and membership requirements for the schools that wish to participate in the annual tournament. Decisions that are made by the NDT governing board trickle down and affect debate squads as they participate in regional tournaments throughout the year. For example, they determine which regional tournaments in the travel schedule will count toward teams qualifying to the national level. Membership in the NDT gives the school access and opportunity to inform some of the important policies and decisions that would impact Speech and Debate teams.**

2. P0131940: Where will there be an electrical and lighting installation? **The installation is for the Cypress College Auto Body Lab.**

3. P0131942: What purposes do the cameras serve for the Administration of Justice Department? **The cameras are for a digital forensic course. Along with written reports, officers take photos and use them as physical evidence, and students are being taught how to capture evidence.**

4. P0131967: Does Fullerton College get a lot of students from Magnolia High School? **As of Fall 2018, there were 62 first-time college students enrolled at Fullerton College from Magnolia High School. The total number of students enrolled at Fullerton College from Magnolia High School (new and returning) was 320 students as of Fall 2018.**

5. Yosimar Reyes is listed twice (P0131858 and P0132048). Who is he? **He is a poet and activist from Mexico who speaks on the themes of migration and sexuality. He spoke at two campus events: The Fullerton College Earth Day Celebration and at a Student Leadership Development meeting.**

6. P0132163: What book was selected for the event? *Exit West* **by Mohsin Hamid was the book selection.**

7. P0132208: When was/is the Social Justice Summit? **The summit took place on May 1-2, 2019.**

Item 4.e, Establishment of Measure J Bond Fund for Second Issuance:
1. How many series will there be? **There are projected to be four issuances. The remaining two issuances are tentatively scheduled for August 1, 2022 at $160,000,000 and August 1, 2025 at $164,000,000.**

Item 4.k, Citizens' Oversight Committee Representative Appointments:
1. What were the reasons why they resigned? **Michael Oats and Chuck Allen both served on the Measure J and Measure X Oversight Committees since 2009 and after many years of participating, both felt it was time to resign and allow others to have an**

opportunity to serve on the Committee. Rhonda Shader recently informed Theresa Harvey and Fred Williams that she is no longer interested in serving. Theresa Harvey recommended Stan Kwak as a replacement for Ms. Shader.

2. How were the openings publicized? **We did not publicize the opening since we received a recommendation from the Fullerton Chamber of Commerce to replace Rhonda Shader. All of the re-appointed members have not reached the end of their third term. We will need to publicize when the current members reach the end of their three (3) consecutive, two (2) year terms or when there is a need to fill a certain position.**

   The Bylaws require the Committee to have a total of seven (7) members appointed by the Board, Section 5.1:

   - **One (1) student enrolled and active in a community college support group, such as student government.**
   - **One (1) member active in a business organization representing the business community located in the District.**
   - **One (1) member active in a senior citizens' organization.**
   - **One (1) member active in a bona-fide taxpayers association.**
   - **One (1) member active in a support organization for the college, such as a foundation.**
   - **Two (2) members of the community at-large.**

   Currently, the Citizens' Oversight Committee has 12 members with multiple representatives from each organization or group except for active students. All members have either contacted the District with their interest or have been recommended by the Chamber of Commerce.

3. Are student representatives included on this oversight committee? If so, does that appointment come later? **Yes. Both campuses have reached out to their Associated Students and we hope to have a student representative from each campus once the fall term begins.**

4. What qualifications are required to serve on the Committee? **Section 5.2 Qualification Standards to the Committee Bylaws state the following qualifications:**

   a) **To be a qualified person, he or she must be at least 18 years of age**
   b) **The Committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.**

   In addition, each committee member must meet the requirements of the group which they represent. As an example, a person who is serving as a student representative, must be currently enrolled within NOCCCD and active in a campus group. They may serve up to six months after graduation.

5. What determines whether someone serves in a Business Organization vs. College Support Organization vs. Community Member capacity? **Each member self-selects the group or organization that they qualify for, as outlined in Section 5.1, and staff review their self-selection for fit.**

6. What was the process by which the open positions were announced to the community? Who determines who gets on the committee and who doesn't? What is the evaluation process? **When the committee was first formed for Measure J, the District advertised in the OC Register for new members. All existing Measure X committee members were invited to submit a letter of interest and a biography in order to serve on the newly formed Measure J committee. At that time, the District appointed all of the individuals who expressed an interest in serving on the committee even though it exceeded the required amount. Since the initial formation of the committee, the District has continued to appoint all individuals who have expressed an interest in serving. Currently the committee is over the necessary 7-member requirement, but still needs a Student Representative.**

    When the terms of the current representatives expire, the District will need to announce the open positions through a formal process (i.e. newspaper ads and/or putting information on the website). Because members are not compensated for their service, the District has opted to appoint all individuals that have expressed an interest in serving. There is no formal evaluation process. In the event that we have an excess number of individuals who want to serve, we might need to develop a selection process.

Item 5.a, Cypress College Curriculum: Only a comment. The 35 new courses sound exciting! Also pleased to see a General Studies Health Sciences A.A. Degree, aligned with Guided Pathways.

Item 5.c, AUHSD CCAP Dual Enrollment Partnership Agreement 2019-2022:
1. Does a trustee need to recuse themselves if they are employed with AUHSD? **Currently, there is no language in the CCAP contract that addresses this question.**

2. Are NOCCCD protected if any parent/guardian complaints are made? **According to FERPA regulations, high school students enrolled in a community college are to be treated like adults for any course related matter. Generally speaking, parents do not have advocacy rights on academic matters for their children who are enrolled in Dual Enrollment NOCCCD classes.**

3. What demographic data do we have of students who participate in dual enrollment courses? **Currently the following data is available for dual enrollment demographics:**

    Cypress College (2017-18)
    *   **Hispanic 47%, Success Rate 91.3%**
    *   **Asian/Pacific Islander 39%, Success Rate 97.8%**
    *   **Female 52%, Success Rate 95%**
    *   **Male 46%, Success Rate 93.6%**

Fullerton College (2018-19)
- **Hispanic 45%, Success Rate 88%**
- **"Unknown" 35%, Success Rate 85%**
- **Female 63%, Success Rate 89%**
- **Male 35%, Success Rate 85%**

4. Do we charge a health fee? **No health fees are charged, in accordance to AB 288.**

5. (3.2): How many of our course offerings have a prerequisite? **Currently, none of the Fullerton College courses offered have a prerequisite. The majority of courses at Cypress College do not have prerequisites. The College has worked with their Academic Senate, subject-expert faculty, and academic deans to assist with course pathway maps sequences. They also work with their faculty and division deans to determine appropriate grade levels per course and incorporate work with the high school counselors to help them understand where students will be most successful. All prerequisite-required courses follow the academic catalog and adhere to Cypress College requirements.**

6. (3.7): What's the percentage of students that enroll in more than 15 units per term? **Neither college has students currently enrolled in more than 15 units. While the CCAP agreement stipulates a maximum of 15 units per term, students are not enrolling in college coursework as full-time status. Taking more than one college dual-enrollment course each term requires the approval of AUHSD counselors to ascertain the student's academic capability to be successful in both their high school and college coursework.**

7. (6.3): Some courses may discuss topics that may require parent/guardian approval/permission. Does the parent permission slip list an outline or overview of the course(s) and/or topics students will learn? **According to FERPA regulations, when high school students enroll in any community college, they are treated like adults. We do not require any approval/permission from parents/guardians. However, Fullerton College provides students with advanced warning when sensitive issues are going to be discussed and/or presented in class. Cypress College also works with AUHSD with book reviews and content review prior to offering any dual enrollment course work.**

8. (6.8): How many courses have been taught by AUHSD staff? **There are currently no classes taught by AUHSD staff for either college.**

9. (6.10): How often are evaluations done? **In accordance with the (faculty) contract, all Fullerton College adjunct faculty members are evaluated when they start teaching for the College, and they are evaluated again every three years.**

10. (6.11): How frequently is this done by students? **It is rare when a student earns a "W" for withdrawal. When it occurs, it is similar to the process and timeline for students who attend on campus.**

11. (12.1): What's some information or analysis we have gathered from student surveys? **As part of the Cypress College Program Review process, student surveys were recently conducted for Spring 2019. This optional survey had 79 students participate in Spring 2019. Information collected was hours of operation, timeliness of response, clarity of procedures, quality of materials, staff courtesy, staff helpfulness, staff knowledge, overall quality of service, and student comments. Other items are dual enrollment's assistance to help determine college or career pathway, and/or pursue higher education in the future.**

    Fullerton College has not administered additional student surveys, other than classes that have a scheduled student/faculty evaluation.

12. (17.1): Have we used other locations aside from the high school locations? **While the majority of Fullerton College and Cypress College dual enrollment classes have been offered at AUHSD high school sites, a few classes have been offered at the college campuses.**

13. (17.2): Is the school district responsible for missing, stolen, or damaged items? Have there been complaints by teachers whose rooms have been used? **There currently is no specific language in the CCAP Agreement that addresses missing, stolen, or damaged items in the location. There have not been any missing, stolen, or damaged item complaints of classrooms currently being used at partner District locations.**

14. (22.1): There needs to be some spacing between both distracts' addresses. **The formatting error will be corrected in an updated version.**

15. How do you determine the scheduling of courses and how far in advance is it promoted? **The Cypress College dual enrollment team works with the division deans, department chairs and subject-expert faculty to determine which courses to offer through a Program Pathway model. The Cypress College's dual enrollment program also works with the Academic Senate, subject-expert faculty, and academic deans to assist with course offerings in dual enrollment. They also work with the Dual Enrollment Steering Committee that include counselors, faculty, deans, dual enrollment student representatives, and K-12 District partners. The dual enrollment programs and classes are promoted at student and parent information sessions throughout the school year and the College continues to promote specific course offerings 3-6 months before the class is offered. Cypress College is currently working on developing a 2-year plan where classes will be scheduled and rotated around their five high schools to assist with planning.**

    The Fullerton College dual enrollment team works with the high school districts to develop the request for courses the semester prior to implementation. During that time, the courses are being built into the schedule and also being promoted to students.

16. Why do some locations list AUHSD instead of the high school? There's also some courses that list the college as its location. Is transportation being provided to students? **Several of the Cypress College classes are offered at multiple high schools during different semesters. Cypress College currently offers dual enrollment at five high schools within AUHSD. Locations are determined at least one semester in advance. Some classes need to be offered at Cypress College because of the equipment, such as Automotive Technology. Transportation is not provided for students.**

    At Fullerton College, AUHSD is listed as the location for the lecture portion of the internship course as they meet at the AUHSD district campus location.

Item 5.d, Cypress College and Fullerton College Student Equity Plans:
1. While the formats for the College's Equity Plans are somewhat different, does Fullerton College's Plan need a Statement of Assurance similar to Cypress' Plan? **The assurance statement is a checkbox on the NOVA website that will be completed as the plan is submitted to the State. Cypress submitted their Student Equity plan to the Board from the format contained in the NOVA portal. The Fullerton Plan is currently in Word document format but will be submitted to the State in NOVA once approved. The statement box will be checked at that time.**

2. Cypress College, Page 6: I need some clarification. Is the last metric in reference to a student that returns back the following year? **The metric in reference refers to a student persisting from Fall to Spring semesters.**

3. Fullerton College, Page 2: Who is in the SEA Committee? **The Student Equity and Achievement (SEA) Committee will guide planning for and help monitor the programs and services funded as part of this new initiative. The SEA program combines the formerly separate Equity, Basic Skills, and Student Success Programs. The SEA committee is comprised as follows:**

    - **Voting Members: Co-chairs (one faculty member, one administrator); 10 faculty representatives (1 per division, faculty co-chair elected by the Committee); 3 at-large faculty representatives; 8 managers (minimum 3 deans); 4 classified professionals; and 4 students**
    - **Non-voting Members: Committee Liaisons (designated by the respective committees. Voting members who serve as liaisons retain their voting privileges.): Diversity Committee Liaison; Staff Development Committee Liaison; and Pathways Steering Committee Liaison**
    - **Resource Members: Vice President of Administrative Services; Vice President of Student Services; Vice President of Instruction; and Director of Institutional Effectiveness**

4. Fullerton College, Page 8: How much outreach does the college do with Orangewood Foundation? **The Foster Youth Success Initiative (FYSI) has an extensive page of resources for foster youth including information and a link to the Orangewood Foundation with whom they have a strong relationship. The college participates in all of the Orangewood Foundation events for youth, and some Fullerton College FYSI students also work as peer mentors. Many of our students live in their Transitional**

Housing Program called Rising Tides. The college often refers students to the Orangewood resource center and encourages all current and former Orange County foster youth to apply for their Higher Education Scholarships and many other support resources. Fullerton College also hosts Higher Education Scholarships Peer Advisors on campus.

5. Fullerton College, Page 18: What's some preliminary data we've gathered on students who experience homelessness? **Earlier this year, a survey conducted by The Hope Center for College, Community, and Justice at Temple University was distributed via email to approximately 24,100 students at Fullerton College and a total of 899 students participated. The survey results concluded that 50% of the survey respondents were food insecure in the prior 30 days, 61% of survey respondents were housing insecure in the previous year, and 17% of survey respondents were homeless in the previous year.**

6. Fullerton College, Page 24: Why do we see a gradual decrease in expenditures? **In 2015-2016, as colleges struggled to implement their Student Equity Plans, many colleges throughout the State returned unspent funds and the State made those funds available to other colleges who were further along with their plan development. Fullerton College requested and received two such allocations in the spring of 2016. This pushed our allocation at that time to approximately $2.2 million. In 2016-2017 and 2017-2018, these supplemental funds were not available and so our allocation decreased.**

7. What is the budget for the Cypress College Equity Plan? **The Student Equity allocation for Cypress College in the 2018-2019 academic school year was $1,127,346.00. The State has committed to allocating the same amount for the next two years.**

8. Why was there a decline in the budget for Fullerton College Equity Plan from 2016-17 to 2017-18? **Although the amount of categorical Student Equity funding received from the state (distributed from the district) decreased for Fullerton College, the campus provided additional funding from other funding sources in support of Student Equity related projects and initiatives. This augmentation of funding to support Student Equity projects was reviewed and supported by our Planning and Budget Steering Committee and our President's Advisory Council. The amount of funding reported in this document quantifies the expenditures specifically from Student Equity categorical funding.**

Item 6.f, District Equal Employment Opportunity (EEO) Plan:
1. Who is in the committee? **See Section V on page 5 which breaks down the composition of the committee.**

2. How does this 3-year plan differ in broad terms from the prior 3-year plan, 2016 - 2019? **Substantive change from the prior 3-year plan can be found in Sections VIII and XI of the 2019-2022 Plan. The majority of the changes are found in Section XI which lists the specific activities that will be accomplished by the District under the plan from 2019-2022.**

- **Section VIII now requires: Equal Employment Opportunity Representatives who serve on screening committees shall participate in specialized training entitled Hiring Guidelines and EEO/Diversity Representative Training. The training shall be interactive and shall cover all of the topics listed above as well as the duties of the EEO Representative. All managers shall also complete this training every two years. The training is 4.5 hours long, and among other things, focuses on how to assess the diversity hiring criteria and how to recognize and address bias. The EEO training provided for in the 2016-2019 plan was only one hour long. Under the new plan EEO Reps and all managers must take the 4.5 hour training. All other hiring committee members need only take the 1-hour EEO hiring committee training. Under this new provision managers must take this training every two years, regardless of whether they will be sitting on a hiring committee.**
- **Changes in section XI generally include continuation and expansion of activities listed in the 2016-2019 Plan, development of new initiatives, additional data collection and analysis, follow up activities based on data and other efforts required to achieve diversity and inclusion.**

3. Page 4: In the last bullet, there's additional spaces between Title and 5. Not sure if that's intentional or not. **This sometimes occurs when the document is justified.**

4. Page 5: Why is there no one representing Adjunct Faculty? **The Academic Senates are free to appoint a tenure-track, tenured, or adjunct faculty member to the committee.**

5. Page 6: How many complaints did we receive this academic year? **The District received approximately 40 complaints this year. This includes formal and informal complaints.**

6. Page 9: What are general comments/feedback given to us in the exit survey? How much money is allocated to EEO division? **We implemented the survey in 2018 and it is too early to conduct an analysis. Once we have at least 2-3 years of data we can begin analyzing it. However, Human Resources managers are reviewing the surveys at least twice per year. In 2018-2019 the District was allocated $50,000 from the State Chancellor's Office for EEO. In addition approximately $30,000 of the Diversity and Compliance budget is allocated for EEO.**

7. Page 10: When does the Board get a copy of the campus climate survey results? **That is not in the control of the EEOAC or the Office of Diversity and Compliance; each campus is responsible for its own survey. The District Director of Diversity and Compliance can present a summary of the survey data when the annual EEO report is presented to the Board in October.**

8. Page 12: What Faculty and Staff Associations (FSAs) currently exist? **A/PI (Asian/Pacific Islander FSA), BFSA (Black FSA); LFSA (Latino FSA), and GLADE (LGBTQ FSA).**

9. Can you elaborate on the Inclusive Excellence Curriculum Transformation Seminar? **This is a weeklong seminar where a faculty cohort engages in cooperative learning and discussions designed to assist them in developing material on diversity and inclusion that can be integrated into their course content and teaching style.**

10. Page 13: Can you elaborate on the Future Instructor Training Program for Mentors and Interns? **This program aims to connect existing NOCCCD faculty to mentor individuals who aspire to become community college instructors. The purpose is to train future instructors to effectively engage community college students in the learning process by becoming more inclusive, inter-culturally competent, and able to integrate diversity, equity, and pluralism into their curriculum and teaching style. To be eligible to be a faculty intern, individuals must have completed at least three quarters of their graduate program.**

11. Page 16: There's a name change for one of the nonprofits. It's "LGBT Center Orange County." **Appendix A will be corrected to reflect the name change.**

12. Appendix A: Do the North Orange Chamber of Commerce, MECHA, and Los Amigos need to be included? **Thank you, these organizations will be included.**

Items 6.g and 6.h, Salary Adjustment for Chancellor and Amending Executive Officer Contracts:

1. Please provide comparable salaries for Chancellor and Vice Chancellors in Orange County. **The salaries for Orange County Chancellors, Vice Chancellors, and College Presidents are noted below. The data is from the ACCCA annual salary survey. Unfortunately, no data is collected for the Provost position.**

CHANCELLOR (CEO)

Community College District	Maximum Annual Salary	Benefits Package	Allowances & Stipends	Total Compensation
South Orange County	$ 355,865	$ 25,966	$ 11,580	$ 393,411
Coast*	$ 326,130	$ 39,000	$ 23,800	$ 391,930
Rancho Santiago	$ 316,640	$ 23,217	$ 17,124	$ 356,981
North Orange County	$ 307,000	$ 23,616	$ 0	$ 330,616

*Coast CCD total compensation includes a $3,000 maximum for doctorate and longevity pay.

VICE CHANCELLOR, EDUCATIONAL SERVICES & TECHNOLOGY (CHIEF INSTRUCTIONAL OFFICER)

Community College District	Maximum Annual Salary	Benefits Package	Allowances & Stipends	Total Compensation
South Orange County	$ 265,824	$ 25,966	$ 10,680	$ 302,470
Coast*	$ 259,452	$ 17,520	$ 9,480	$ 289,452
Rancho Santiago	$ 245,558	$ 32,092	$ 0	$ 277,650
North Orange County	$ 252,736	$ 22,530	$ 0	$ 275,266

*Coast CCD total compensation includes a $3,000 maximum for doctorate and longevity pay.

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VICE CHANCELLOR, FINANCE & FACILITIES (CHIEF BUSINESS OFFICER)

Community College District	Maximum Annual Salary	Benefits Package	Allowances & Stipends	Total Compensation
South Orange County	$ 265,824	$ 25,966	$ 10,680	$ 302,470
Coast*	$ 259,452	$ 17,520	$ 9,480	$ 289,452
Rancho Santiago	$ 245,558	$ 32,092	$ 6,765	$ 284,415
North Orange County	$ 252,736	$ 22,530	$ 0	$ 275,266

*Coast CCD total compensation includes a $3,000 maximum for doctorate and longevity pay.

VICE CHANCELLOR, HUMAN RESOURCES (CHIEF HUMAN RESOURCES OFFICER)

Community College District	Maximum Annual Salary	Benefits Package	Allowances & Stipends	Total Compensation
South Orange County	$ 265,824	$ 25,966	$ 10,680	$ 302,470
Coast*	$ 259,452	$ 17,520	$ 9,480	$ 289,452
Rancho Santiago	$ 245,558	$ 32,092	$ 6,765	$ 284,415
North Orange County	$ 252,736	$ 22,530	$ 0	$ 275,266

*Coast CCD total compensation includes a $3,000 maximum for doctorate and longevity pay.

COLLEGE PRESIDENT

Community College District	Maximum Annual Salary	Benefits Package	Allowances & Stipends	Total Compensation
South Orange County	$ 265,824	$ 25,966	$ 10,680	$ 302,470
Coast*	$ 259,452	$ 17,520	$ 3,480	$ 283,452
Rancho Santiago	$ 245,558	$ 23,217	$ 6,765	$ 275,540
North Orange County	$ 252,736	$ 22,530	$ 0	$ 275,266

*Coast CCD total compensation includes a $3,000 maximum for doctorate and longevity pay.

Item 7.a. LGBT Pride Month Resolution:
1. Could we get input regarding this resolution by student and employee groups such as GSA, GLADE? **We can reach out to those groups if needed.**

2. Is there some reason why this resolution is coming in June for Pride month and not October for LGBTQ History Month when more students are on campus? **June is Pride Month in California and elsewhere and many cities, colleges, and universities around the state and throughout the country recognize the contributions and struggles of the LGBT community in the month of June. June is significant because the 1969 Stonewall riots in New York, which sparked the Gay Liberation Movement, occurred in June of that year. This year is the 50th anniversary of that event.**

Item 7.c, CSEA Merit System Petition:
1. What have other districts done? **Other districts have used an election and certification procedure very similar to the one that has been presented in draft form. Of the districts that legal counsel has worked with, the procedure presented (which includes an identification procedure) has been used successfully as a measure to ensure against fraud in the balloting process, which is legally required by the Education Code.**

2. Is the 120 days from April 9, 2019, when the petition was presented to the Board, August 6? **The 120-day deadline was calculated starting with the day following receipt, which is August 7. In any event, it is recommended that all requirements contained in the Education Code be completed by July 23, 2019, which is the last regular board meeting scheduled prior to the deadline. This will avoid the need to call and conduct a special meeting during the summer months while still allowing ample time to complete all legal requirements associated with the merit system process.**

3. What issues regarding the voting process need to be considered? **The main issue concerning the voting process involves protection against fraud in the balloting process. For this reason, the procedure is constructed to ensure that all eligible voters are able to vote, and to vote only once. Additionally, the procedures are written in such a manner to ensure that the balloting boxes are not tampered with and that the tabulating committee will be able to conduct a transparent and uncompromised vote tabulation. Some of the topics to address include, but are not limited to:**

   - **Polling locations, hours, and date of election**
   - **Staffing of polling locations**
   - **Monitoring process**
   - **Composition of the tabulating committee**
   - **Date/time for the tabulating committee to meet**

4. Electronic ballot vs. paper ballot? **This will need to be determined. Paper balloting allows the greatest protection against potential fraud/abuse. By requiring in-person paper balloting, election "officials" will be able to verify identification to ensure "one person/one vote." Electronic balloting is more prone to abuse (for example, an employee may provide credentials to another employee to vote on their behalf, regardless of how the employee may feel about the merit system). Additionally, paper balloting is more anonymous than electronic balloting since there is virtually no possibility of recording how an individual votes; this will ensure that employees do not feel pressured or coerced into voting one way or another, since there is no record to that effect. Also, since the Education Code requires "secret balloting," the paper method better ensures this.**

5. When might the presentations be held at the three campuses, with two per campus, providing different times to allow more involvement? **The presentations will be held on July 9 at Cypress College, July 10 at Fullerton College and July 11 at Anaheim Campus. There will be at least two presentations at each site. The District is working with CSEA to finalize times.**

6. Who appoints the tabulating committee? Is representation defined? **The Board of Trustees appoints the tabulating committee. It may consist of either 3 or 5 members, 1 one of whom must be a member of the Board of Trustees. Other than this requirement, no specific representation is defined by the Education Code.**

7. Are there other activities that are required? **The Education Code requires that the Board of Trustees provide at least one meeting at which "competent and qualified persons" present the pros and cons of the merit system; that it conduct an election by secret ballot; and that it appoint a tabulating committee to "canvass ballots" (i.e. count the vote) and present the results to the Board, who is required to certify the election results.**

8. Would a timeline be helpful for all parties? **District administration and legal counsel can construct a timeline. Various dates associated with the "pros and cons" meetings and the election will be discussed this evening. District administration and legal counsel will be seeking input from the Board of Trustees on dates associated with the election procedure.**