

**Flexible Calendar Program
2019-20 Certification (FC-001)
California Community Colleges
(Due: June 15, 2019)**

College **Gavilan College**
District **Gavilan Joint
Community College
District**
Date **May 31, 2019**

Check this box if the college is **not participating** in the Flexible Calendar Program for 2019-20. The Chief Business Officer and Chief Instructional Officer signatures are required.

All signed certifications are to be mailed to:

California Community Colleges Chancellor's Office
Attn: Bob Quinn
1102 Q Street, Suite 4400
Sacramento, CA 95811-6539

Flex Calendar Coordinator (please TYPE or PRINT):

Name **K. Denee Pescarmona**
Job Title **Vice President, Academic Affairs**
E-mail **dpescarmona@gavilan.edu** **Telephone** **408.848.4760**

Required Certification:

Signatures indicate this college is in compliance with the following requirements of title 5, sections 55726, 55728, and 55730:


- ✓ Agreements and records are maintained for each employee who performs flex activities in-lieu-of classroom instruction. The number of hours of flex activities is at least equal to the classroom hours from which the employee is released, plus associated hours of out-of-classroom responsibilities (55726).
- ✓ Attendance accounting data as requested, for purposes of calculating the flex adjustment, are reported to the Chancellor's Office Fiscal Services Unit (55728).
- ✓ An assessment of needs and a plan of activities are developed annually (55730).
- ✓ Records of participation are maintained and evaluation is conducted annually (55730).
- ✓ A flex advisory committee including faculty, students, administrators, and other interested persons meets regularly to make recommendations (55730).



Flex Calendar Coordinator (only applicable if college is participating in Flex)

5/31/19

Date



Chief Business Officer (or designee)

6/3/19

Date



Chief Instructional Officer (or designee)

5/31/19

Date