



PALO VERDE COMMUNITY COLLEGE DISTRICT
Office of the Superintendent/President

APPLICATION PACKET FOR PROVISIONAL APPOINTMENT
BOARD OF TRUSTEES – TRUSTEE AREA 1

COMPLETED APPLICATIONS must be received no later than:
December 1, 2025, by 4:00 p.m.

Applicant Name: _____

REQUIRED DOCUMENTS (CHECK OFF WHEN COMPLETED)	
☐	APPLICATION/QUESTIONNAIRE FORM
☐	SIGNED CERTIFICATION OF QUALIFICATIONS/FURTHER VERIFICATIONS
☐	CURRENT RESUME
☐	LETTER OF INTEREST

Submit completed packets by one of the following methods:

- **Email:** naomi.alaniz@paloverde.edu
- **Mail or Hand Delivery:**
Palo Verde College – Office of the Superintendent/President
Attn: Naomi Alaniz, Executive Assistant to the Superintendent/President and Board of Trustees
One College Drive, Blythe, CA 92225

LATE OR INCOMPLETE APPLICATIONS CANNOT BE ACCEPTED.



PALO VERDE COLLEGE

WHERE KNOWLEDGE TAKES ROOT AND OPPORTUNITY GROWS

November 19, 2025

Subject: Interest in Serving as a Provisionally Appointed Member of the Palo Verde Community College District Board of Trustees

Dear Applicant,

Thank you for your interest in serving as a Provisionally Appointed Member of the Palo Verde Community College District (PVCCD) Board of Trustees, representing Trustee Area 1 – the Palo Verde Valley.

The appointee will hold office until December 2026, completing the remainder of the vacated term. The next Statewide General Election for this seat will occur in November 2026 (*Education Code §5091[e]*).

To serve as a Provisional Trustee, you must be a registered voter and resident of the Palo Verde Community College District, and must not have been convicted of any felony involving bribery, embezzlement, theft of public funds, perjury, or related crimes (*Education Code §20*). Please note that District employees are not eligible to serve unless they resign prior to appointment (*Education Code §35107*).

To support your understanding of the responsibilities and expectations of community college trusteeship, **please read the following materials:**

1. **Trusteeship: Tasks, Knowledge & Skills**

This overview outlines the fundamental duties of trustees, including governance responsibilities, community representation, ethical expectations, fiscal oversight, and core skills needed for effective service.

2. **Board of Trustees Handbook**

This handbook provides a comprehensive guide to the annual cycle of trustee work, statutory responsibilities, the Brown Act, ethics requirements, fiscal oversight, participatory governance, accreditation, and effective board operations.

3. **Board and CEO Roles: Different Jobs, Different Tasks**

This resource clarifies the distinct and complementary roles of the Board and the Superintendent/President, emphasizing policy leadership, delegation, communication expectations, and the importance of a strong Board–CEO partnership.

4. **Palo Verde College Vision, Mission, and Values**

- **Vision:** Palo Verde College will be known for excellence—educationally, socially, economically and culturally.
- **Mission:** Palo Verde College provides opportunities for personal and professional growth to a unique community of learners in an academic environment committed to student success, diversity, equity, and inclusion by supporting student achievement of basic skills, certificate, degree, university transfer, and career goals.

Palo Verde Community College District
Board of Trustees Provisional Appointment Application

- **Values**

- **Excellence:** Palo Verde College is committed to excellence. The College expects quality instruction and services, and applauds the achievement of its students, faculty and staff.
- **Learning:** Palo Verde College facilitates lifelong learning and encourages scholastic achievement. The College believes that knowledge, understanding, and their application are keys to a better future.
- **Integrity and Ethics:** Palo Verde College maintains the highest standards of ethics and integrity. The College consistently demands respect, honesty and fairness in its educational programs, professional interactions and community relations.
- **Diversity:** Palo Verde College celebrates diversity in its students, in its faculty and staff, and in its community. Diversity enriches us all and strengthens our community.
- **Creativity:** Palo Verde College supports and encourages creativity and innovation.
- **Civic Responsibility:** Palo Verde College supports the continuous development of civic responsibility.

Applications are available on the Palo Verde College website at www.paloverde.edu or by calling 760-921-5440.

All applicants will be required to give a presentation, no longer than 10 minutes, at the Regular Board Meeting scheduled for Tuesday, December 9, 2025, at 5:00 p.m. in CL 101 on the following:

- Why do you wish to be a member of the Board of Trustees, and why do you feel you are qualified?
- What is your understanding of the Vision, Mission, and Values of the Palo Verde Community College District?
- After reviewing the trustee resources, describe how you would fulfill the role of a trustee by focusing on policy, maintaining ethical leadership, and supporting a strong Board–Superintendent/President partnership.

Board consideration and formal appointment of the provisional trustee will follow applicant presentations.

We appreciate your interest and willingness to serve our college and community.

Sincerely,

Bruce Moses, Ed.D.

Superintendent/President

FROM THE OFFICE OF THE SUPERINTENDENT / PRESIDENT
ONE COLLEGE DRIVE BLYTHE, CA 92225 | WWW.PALOVERDE.EDU | 760-921-5499

GENERAL APPLICATION REQUIREMENTS AND INSTRUCTIONS

APPLICATION FILING PERIOD: November 19 – December 1, 2025, by 4:00 p.m.

- Completed application packets must be received in the Office of the Superintendent/President no later than 4:00 p.m. on Monday, December 1, 2025

Applicants must meet the following **MINIMUM REQUIREMENTS:**

- Be a registered voter at the time of application.
- Be 18 years of age or older.
- Be a resident of the State of California and of the Palo Verde Community College District.

Only complete applications with the following **REQUIRED APPLICATION DOCUMENTS** will be considered:

- Application/Questionnaire Form
- Signed Certification of Qualifications/Further Verifications
- Current Resume
- Letter of Interest

SELECTION PROCESS: Tuesday, December 9, 2025, at 5:00 p.m. in CL 101

- All applicants will be required to give a presentation, no longer than 10 minutes, at the Regular Board Meeting scheduled for Tuesday, December 9, 2025, at 5:00 p.m. in CL 101 on the following:
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 - After reviewing the trustee resources, describe how you would fulfill the role of a trustee by focusing on policy, maintaining ethical leadership, and supporting a strong Board–Superintendent/President partnership.
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SUBMIT COMPLETED APPLICATION PACKETS by one of the following methods:

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ADDITIONAL INFORMATION about the **Palo Verde Community College District** and the **PVCCD Board of Trustees** can be found by visiting:

- Palo Verde Community College District website: www.paloverde.edu,
- Diligent Community: <https://palo-verde.community.highbond.com/Portal/>
- BoardDocs: <https://go.boarddocs.com/ca/pvccd/Board.nsf/Private#>

APPLICANT INFORMATION (Please Print or Type)

Name: _____

Address: _____

Telephone: Home: _____ Cell: _____ Work: _____

Email Address: _____

Years as a Resident in the Palo Verde Community College District: _____

SELECTION CRITERIA:

The Provisional Appointment may include, but is not limited to the following criteria:

- Knowledge about the role and mission of Palo Verde College and its commitment to the communities it serves in the context of higher education;
- Commitment to fulfill the ethical and legal responsibilities of trusteeship, unencumbered by private agendas;
- Ability and willingness to dedicate the time necessary to prepare for and attend regular and special Board meetings and represent the Board at college and community functions;
- Commitment to public education and student access, learning, and success;
- Willingness and ability to represent those who live in the PVCCD service area, mindful of the perspective of diverse constituencies;
- Willingness to advocate for the PVCCD communities served as well as the region and State;
- Qualities, background, and experience that will enhance the standing of the College in the community and State;
- Knowledge or willingness to learn about shared governance/collegial consultation and the role of the Board in relation to faculty, staff, and students consistent with AB1725.
- Commitment to community service;
- Ability to work collegially and respectfully as a member of a public Board; understanding that the Board as a whole, not individual trustees, has authority in partnership with the Superintendent/President;
- Ability to use technology: email, Microsoft Word, PowerPoint, Zoom (virtual meeting platforms, etc.) in conducting Board business.

GENERAL INFORMATION:

- The Board adheres to the Ralph M Brown Act, Open Meetings for Local Legislative Bodies, and the Fair Public Practices Commission regulations (including Form 700 Conflict of Interest Statement).
- Regular Board Meetings are scheduled for the 2nd Tuesday of each month with Study and Special meetings occurring as needed on the 4th Tuesday of each month.

APPLICANT QUESTIONS (Use additional pages if needed)

1. Please describe your understanding of the role of a Trustee for a community college district, and state why you are seeking this position.
2. What skills, abilities, and experiences would you bring to the PVCCCD Board to assist in carrying out its responsibilities?
3. Describe your experience or knowledge of diversity, equity, and inclusion.

4. List your experience or involvement in activities that demonstrate your understanding and support for public service, such as membership on committees/organizations, offices held, and volunteer work.
5. What specific involvement, if any, have you had with Palo Verde College?
6. Please give two specific examples of how you have handled situations when you were part of a board or voting body and you had a viewpoint or position that was different from the majority. If you have not been a member of a board or voting body, how do you handle situations where your viewpoint is different than others?

CERTIFICATION OF QUALIFICATIONS

Please **READ** and **CHECK** ☒ each box:

- ☐ I understand that upon appointment, I would be required to file a Conflict of Interest Statement (Form 700) and take an Oath of Office.
- ☐ I certify I am not disqualified to hold this office because of a conviction of any of the crimes on the attached list and further certify I am not otherwise disqualified under the California Constitution or statutes from holding public office.
- ☐ I certify that I am a California Registered voter and that I reside within the Palo Verde Community College District, Trustee Area 1.

Signature of Applicant

Date

NOTE: INFORMATION CONTAINED IN THIS APPLICATION MAY BE SUBJECT TO VERIFICATION.

FURTHER VERIFICATIONS

Please **READ** and **CHECK** ☒ each box:

- ☐ I understand that this application in its entirety is a PUBLIC document, and could be made available through the Public Records Act if requested.
- ☐ I understand and am willing to commit the time involved in preparing for and attending regular Board of Trustee meetings (2nd Tuesday of the month at 4:00pm), special or study session meetings (generally the 4th Tuesday of the month at 4:00pm), State and national meetings as needed, and college and community events.
- ☐ I understand that Board members are held to the PVCCD Ethics and Conflict of Interest policies and procedures, and that the California Fair Political Practices Commission (FPPC) may become involved if allegations of conflict of interest or ethics violations occur.

Signature of Applicant

Date