

OHLONE COMMUNITY COLLEGE DISTRICT

MEMORANDUM

TO: Board of Trustees

FROM: Douglas Treadway

DATE: December 8, 2004

SUBJECT: Ratification of Community Education Agreements with Notary Public Seminars and Education to Go

The following Community Education Agreements are presented to the Board of Trustees for ratification:

Agreement with:	Dates	Class To Teach
Notary Public Seminars	February 26, 2005, April 23, 2005 June 18, 2005	Notary Public Workshop
	March 12, June 25, 2005	Become a Certified Signing Agent
Education to Go	January 1, 2005 – June 30, 2005	Online class

RECOMMENDATION:

The President/Superintendent recommends that the Board of Trustees ratify the above listed Agreements.