

San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, February 9, 2012 – 4:00 p.m. – Board Room

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE
2. ANNOUNCEMENT OF CLOSED SESSION ITEMS
 - A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Jack Miyamoto and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidential Employees
 - B. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code 54956.9(a)
Case No. 427394
Case No. 437360
 - C. CONFERENCE WITH LEGAL COUNSEL
ANTICIPATED LITIGATION
Government Code 54956.9(b)
(1 cases)
 - D. PUBLIC EMPLOYMENT
President – SBVC
Vice President, Instruction - SBVC
 - E. STUDENT DISCIPLINE HEARING
Pursuant to Education Code Section 72122
3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS
4. CONVENE CLOSED SESSION

5. RECONVENE PUBLIC MEETING
6. REPORT OF ACTION IN CLOSED SESSION
7. APPROVAL OF MINUTES
 - A. January 19, 2012 (p.1)
 - B. January 26, 2012 (p.11)
8. REPORTS
 - A. Board Members
 - B. Student Trustees
 - C. Chancellor
9. INSTITUTIONAL PRESENTATIONS
 - A. Countywide Vision Project – County CEO Greg Devereaux
 - B. Consideration of Approval to Adopt Resolution in Support of the Countywide Vision (p.14)
 - C. Southern California Edison Incentive Awards for the CHC Solar Farm Project
 - D. Student Testimonial – CHC
 - E. Accountability Reporting for the Community Colleges (ARCC) – SBVC and CHC
10. PUBLIC COMMENT

The San Bernardino Community College Board of Trustees welcomes public comment on issues within the jurisdiction of the District. Comments should be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. Members of the Board, however, may not discuss or take legal action on matters raised during public comment unless the matters are properly noticed for discussion and legal action. Finally, be advised that District personnel and processes are available for further communication.

Anyone who requires a disability-related modification or accommodation in order to participate in the public meeting should contact the Chancellor's Office at (909) 382-4091 as far in advance of the Board meeting as possible.

11. CONSENT AGENDA

The Consent Agenda is expected to be routine and non-controversial. It will be acted upon by the Board at one time without discussion. Any member of the Board, staff member or citizen may request that an item be removed from this section for discussion.

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

1. Consideration of Approval of Classified Employees (p.17)
2. Consideration of Approval to Accept Classified Resignations (p.19)
3. Consideration of Approval of Classified Contract Change (p.20)
4. Consideration of Approval of Short-Term, Substitute and Professional Expert Employees (p.21)
5. Consideration of Approval of Adjunct and Substitute Academic Employees (p.25)
6. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.27)
7. Consideration of Approval of STEM Faculty Job Descriptions (p.30)
8. Consideration of Approval of Faculty Chair Stipend (p.30)
9. Consideration of Approval of Interim Management Appointments (p.31)
10. Consideration of Approval of Revised Management Job Descriptions (p.32)
11. Consideration of Approval of Notice of Non-Renewal of Administrator Employment Contracts for the 2012-2013 Academic Year (p.36)
12. Consideration of Approval of District Volunteers (p.37)

C. FISCAL SERVICES

1. Consideration of Approval of Routine Contracts and Agreements (p.39)
2. Consideration of Approval of Professional Services Contracts and Agreements (p.52)
3. Consideration of Approval of Budget Adjustments (p.56)
4. Consideration of Approval of Conference Attendance (p.62)
5. Consideration of Approval of District/College Expenses (p.65)
6. Consideration of Approval of Individual Memberships (p.69)
7. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.71)
8. Consideration of Approval of a Facility Use Fee Waiver – SBVC (p.73)
9. Consideration of Approval to Provide Compensation to Board Member for Absence from Board Meeting (p.74)

12. ACTION AGENDA

A. INSTRUCTIONAL/STUDENT SERVICES

B. HUMAN RESOURCES

C. FISCAL SERVICES

1. Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments (p.75)
2. Consideration of Approval of Proposal and Award Contract to AEI CASC Consulting for Survey Services – CHC (p.80)
3. Consideration of Approval of Amendment 004 to the Steinberg Architects Contract – CHC (p.85)
4. Consideration of Approval of Amendment 016 to the NTD Architects Contract – SBVC (p.93)
5. Consideration of Approval of 2012-2013 Budget Directives (p.97)
6. Consideration of Acceptance of 2010-2011 KVCR Educational Foundation Independent Audit Report (p.100)

13. INFORMATION ITEMS

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Contracts (p.117)
- B. Budget Report (p.129)
- C. Purchase Order Report (p.170)
- D. Quarterly Investment Report (p.176)
- E. CCSF-320 Apportionment Attendance Report for FY 2012 Period 1 (p.178)
- F. Applause Cards (p.182)

14. STAFF REPORTS

- A. SBVC
 1. President
 2. Academic Senate
 3. Classified Senate
 4. Associated Students
- B. CHC
 1. President
 2. Academic Senate
 3. Classified Senate
 4. Associated Students
- C. KVCR
- D. CTA

E. CSEA

15. ADJOURN - The next regular meeting of the Board of Trustees will be on Thursday, March 15, 2012 in the District Office Board Room.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 South Del Rosa Drive, San Bernardino, CA 92408

Minutes of the Regular Meeting of the Board of Trustees
Thursday, January 19, 2012 - 4:00 p.m. – Assembly Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Lockwood called the meeting to order at 4:01 p.m.

Members Present:

Carleton W. Lockwood, Jr., President
Dr. Singer L. Singer, Vice President
John Futch, Clerk
Donna Ferracone
John Longville
James C. Ramos
Jess C. Vizcaino, Jr.
Jaime Sanchez, Student Trustee, SBVC
Christopher Walsh, Student Trustee, CHC

Members Absent:

None.

Administrators Present:

Bruce Baron, Chancellor
Dr. Debra Daniels, SBVC President
Gloria M. Harrison, CHC President
Charlie Ng, Vice Chancellor Fiscal Services
Dr. Jack Miyamoto, Consultant, Human Resources

Administrators Absent:

None.

Pledge of Allegiance

Chancellor Baron led the Pledge of Allegiance.

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- A. CONFERENCE WITH LABOR NEGOTIATORS
Government Code 54957.6
Agency Negotiators: Jack Miyamoto and Bruce Baron
CTA
CSEA
Management/Supervisors
Confidential Employees
- B. PUBLIC EMPLOYMENT
Interim President - SBVC
- C. EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE
Government Code Section 54956.9
- D. CONFERENCE WITH LEGAL COUNSEL
EXISTING LITIGATION
Government Code Section 54956.9(b)
(3 cases)

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None.

4. CONVENE CLOSED SESSION

The Board convened to closed session at 4:02 p.m.

5. RECONVENE PUBLIC MEETING

Mr. Lockwood reconvened the public meeting at 5:20 p.m.

6. REPORT OF ACTION IN CLOSED SESSION

Chancellor Baron announced the Board gave him direction to proceed with the hiring of Dr. Larry Buckley as Interim President of SBVC and to proceed with the hiring of Dr. Haragewen Kinde as Interim Vice President, Instruction, SBVC.

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to uphold and ratify the dismissal of Employee #7514, Clerical Assistant II, effective December 19, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
NOES: None
ABSENT: None
ABSTENTIONS: Sanchez (advisory), Walsh (advisory)

Dr. Singer moved, Ms. Ferracone seconded, and the Board members voted as follows to accept the settlement agreement and resignation of Adam Keophommachack:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
NOES: None
ABSENT: None
ABSTENTIONS: Sanchez (advisory), Walsh (advisory)

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to accept the settlement agreement and retirement of Patrick McCurry:

AYES: Ferracone, Futch, Lockwood, Ramos, Singer, Vizcaino
NOES: Longville
ABSENT: None
ABSTENTIONS: Sanchez (advisory), Walsh (advisory)

7. APPROVAL OF MINUTES

Mr. Sanchez moved, Mr. Futch seconded and the Board members voted as follows to approve the minutes of December 8, 2011:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

8. REPORTS

A. Board Members

- Mr. Ramos was approached by a student group regarding voter registration. He referred them to the Student Services office.
- Mr. Longville reported the students will be voting on whether or not to continue the Omnitrans student bus pass program which enables students to ride free with their college ID cards. It is his hope that the students using this program remember to vote.
- Ms. Ferracone had the opportunity to attend the CHC student retreat. She was impressed with the depth of their planning and their organization.

B. Student Trustees

- Mr. Sanchez wished Dr. Daniels the best at her new campus.

- Mr. Walsh commended Dr. Daniels on her service to the students. He thanked Trustees Ferracone and Futch for attending the student retreat. He stressed student participation on search committees.

C. Chancellor

- Mr. Baron said Mr. Ng will be presenting an overview of the 2012-2013 budget at the January 26 Board Study Session. The district needs to lay the groundwork for the short and long term. He thanked Dr. Daniels for her service to the district and wished her a great deal of luck in her new position.

9. INSTITUTIONAL PRESENTATIONS

A. Student Testimonial – SBVC

Dr. Daniels introduced Jesse Venegas, a graduate of the SBVC Valley Bound program, and Loveth Offor, who is currently enrolled in the program. The students shared how their educational and personal experiences in the Valley Bound program impacted their lives.

Mr. Venegas said his sister turned him on to SBVC where he discovered the Valley Bound program. He said his financial barriers were eliminated so he could focus on his studies. He discovered he wanted to work with students while he completed his community service. He said the SBVC staff helped him with an educational plan and helped with the transition to Cal State San Bernardino, where he received a scholarship. He concluded by saying, “I feel my opportunities are limitless now.”

Ms. Offor said because of personal circumstances, she had to find her way to educational opportunities. She applied for acceptance into the Valley Bound program after talking to her high school teachers. She felt motivated and ready to change her life. She said the counselors were helpful and the teachers ready to assist her. She found the support she needed. Her goal is to transfer to Cal State San Bernardino and ultimately enroll in a Master’s program. She also intends to let the high school students know what is available to them at SBVC.

Mr. Baron said these student testimonials remind us how what we do every day supports our students. It is important for the Board to see the fruits of their hard work so they can continue to plan for the future.

B. Redistricting – Community College League of California

Mr. Paul Mitchell from Redistricting Partners provided a brief overview of the redistricting process. He is working with the Community College League of California. He will prepare an analysis for the Board’s review.

C. Sustainability – Scott Stark, District Project Manager

Scott Stark, District Project Manager, and SBVC Professor Algie Au, presented a PowerPoint which provided insight into the plan, its goals and the progress made.

Mr. Baron said the district is committed to sustainability and moving the plan forward to achieve the goals. He added he is pleased with the plan and the quality of the presentation.

Mr. Longville said he would like to focus more on landscaping and the use of water.

D. Consideration of Approval of SBCCD Sustainability Plan

Mr. Longville moved, Mr. Futch seconded, and the Board members voted as follows to approve the SBCCD Sustainability Plan:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

10. PUBLIC COMMENT

John Wurm a resident of Lake Arrowhead and a former SBVC student objected to the trustees “rubber stamping” the recommendations submitted to them. He asked that the board defer all agenda items until next month to allow the public an opportunity to study them.

. 11. CONSENT AGENDA

Dr. Singer moved, Mr. Ramos seconded, and the Board members voted as follows to approve the Consent Agenda:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

12. ACTION AGENDA

Approve Alternate Work Schedule Summer 2012

Ms. Ferracone moved, Mr. Futch seconded, and the Board members voted as follows to approve an alternate work schedule for Summer 2012:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Granting a Paid Leave of Absence for Academic Employee

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve a paid leave of absence for Kim McCormick.

After some discussion, Mr. Ramos and Mr. Futch rescinded the motion. The Board requested this item be tabled until February 9, 2012 to allow time to receive the information from the employee requesting the paid leave.

Consideration of Approval of Bond Measure P Construction Change Orders and Contract Amendments

Mr. Futch moved, Ms. Ferracone seconded, and the Board members voted as follows to approve Bond Measure P Construction Change Orders and Contract Amendments:

Chemistry/Physical Science - SBVC

Marina Landscape, CA-01, in the amount of \$6,078.00
Marina Landscape, CO-05, in the amount of \$8,651.00
RDM Electric, CO-12, in the amount of \$2,212.00

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Bond Measure M Construction Change Orders and Contract Amendments

Ms. Ferracone moved, Mr. Vizcaino seconded, and the Board members voted as follows to approve Bond Measure M Construction Change Orders and Contract Amendments:

MPOE Data Relocation - CHC

Shanks Electric, Inc., CO-02, in the amount of \$10,803.00

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)

NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Proposal and Award Contract to AEI CASC Consulting - CHC

Mr. Ramos moved, Mr. Futch seconded, and the Board members voted as follows to approve a proposal and award a contract to AEI CASC Consulting for civil engineering services, CHC, in the amount of \$5,975.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Amendment 001 to LPA, Inc. Contract - SBVC

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 001 cancelling the LPA, Inc. contract for the Tree Relocation project, SBVC, in the amount of (-\$3,707.00):

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Amendment 001 to the PMSM Architects Contract - CHC

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 001 to the PMSM Architects contract for the Wellness Pool project, CHC, in the amount of (-\$54,250.00):

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Amendment 002 to PMSM Architects Contract - CHC

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 002 to PMSM Architects contract for the Data Relocation project, CHC, in the amount of \$1,200.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Amendment 007 to the Steinberg Architects Contract - CHC

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 007 to the Steinberg Architects contract for the Learning Resource Center, CHC, in the amount of \$18,250.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Approve Amendment 010 to the Steinberg Architects Contract - CHC

Mr. Longville moved, Dr. Singer seconded, and the Board members voted as follows to approve Amendment 010 to the Steinberg Architects contract for the Community Recreation Facility, CHC, in the amount of \$4,500.00:

AYES: Ferracone, Futch, Lockwood, Longville, Ramos, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: None
ABSENT: None
ABSTENTIONS: None

Adopt Resolution Implementing Prequalification Method for Selected Construction Projects

Mr. Lockwood moved, Mr. Longville seconded, and the Board members voted as follows to adopt a resolution implementing prequalification of contractors for the SBVC Central Plant project and implementing prequalification on future projects:

AYES: Ferracone, Futch, Lockwood, Longville, Singer, Vizcaino
Sanchez (advisory), Walsh (advisory)
NOES: Ramos
ABSENT: None
ABSTENTIONS: None

13. **INFORMATION ITEMS**

- A. Summary of Bond Measure M Capital Improvement Program Change Orders and Amendments for Construction Projects

- B. Summary of Bond Measure P Capital Improvement Program Change Orders and Amendments for Construction Projects
- C. Budget Report
- D. Purchase Order Report
- E. Multi-Jurisdictional Hazardous Mitigation Plan Manual
- F. AP 2225 Collegial Consultation and AP 2260 Naming of Buildings and Other Properties
- G. Applause Cards

14. STAFF REPORTS

- A. CHC President
 - A written report was submitted to the Board.
- B. CHC Academic Senate
 - Absent.
- C. CHC Classified Senate
 - Absent.
- D. CHC ASB
 - The student senate held a retreat to plan for the year. Everyone was invited to attend the production of *Operation Glitter* on January 28. Proceeds will benefit the Foothill AIDS Foundation.
- E. SBVC President
 - A written report was submitted to the Board.
- F. SBVC Academic Senate
 - Absent.
- G. SBVC Classified Senate
 - Cassandra Thomas thanked Dr. Daniels for her work at SBVC, and welcomed Dr. Buckley. She emphasized collegiality in the decision to select the next college president.
- H. SBVC ASB
 - Joyce Green and Kevin White said the changes in the student services area have been good and the AS is optimistic for this spring semester. They thanked Trustee Futch for speaking to the students on the student bus pass proposal. Students are planning a trip to Washington DC to lobby for education. Joyce and Kevin thanked Dr.

Daniels for all she has done for students and congratulated Dr. Buckley and Dr. Kinde on their interim appointments.

- I. KVCR
 - A written report was submitted to the Board.
 - J. CTA
 - Absent.
 - K. CSEA
 - President Colleen Gamboa thanked Dr. Daniels for her service to the district, and added staff is looking forward to working with Dr. Buckley and Dr. Kinde. CSEA will install new officers on January 28.
15. ADJOURN

Mr. Lockwood adjourned the meeting at 7:35 p.m. in honor of Dr. Daniels.

John M. Futch, Clerk
San Bernardino Community College District
Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 S. Del Rosa Drive, San Bernardino, California 92408

Minutes of the Study Session of the Board of Trustees
Thursday, January 26, 2012 – 4:00 p.m. – Board Room

1. CALL TO ORDER - PLEDGE OF ALLEGIANCE

Mr. Lockwood called the meeting to order at 4:00 p.m.

Members Present:

Carleton W. Lockwood, Jr., President
Dr. Donald L. Singer, Vice President
John M. Futch, Clerk
Donna Ferracone
John Longville (left at 4:35 p.m.)
Jess C. Vizcaino, Jr.

Members Absent

James C. Ramos
Jaime Sanchez, Student Trustee, SBVC
Christopher Walsh, Student Trustee, CHC

Administrators Present:

Bruce Baron, Interim Chancellor
Dr. Debra Daniels, President, SBVC
Gloria M. Harrison, President, CHC
Charlie Ng, Vice Chancellor Fiscal Services

Administrators Absent:

Larry Cicalone, President, KVCR
Dr. Jack Miyamoto, Consultant, HR

Pledge of Allegiance

Mr. Vizcaino led the Pledge of Allegiance.

2. PUBLIC COMMENT

None.

3. UPDATE ON ATHLETICS

Crafton Hills College does not currently have an athletics program. With the addition of the new swimming pool, the college had the opportunity to add two new courses, swimming and water aerobics. A swim club has been formed which allows students, faculty and staff access to the aquatic facility. Trustees Lockwood and Singer hope to eventually see a water sports program, including water polo, on the campus.

Dr. Larry Buckley, Vice President of Instruction, Dave Rubio, Director of Athletics, and Dr. James Smith, Director of Institutional Research, provided a brief program overview and some history of the SBVC athletics program. The focus in the athletic program is on recruitment, preparation, graduation and transfer. Student athletes are required to maintain full-time enrollment and visit a counselor to obtain an educational plan.

Trustee Ferracone said it is a great that athletes received the additional support services with their educational experience, but this additional support and assistance should be given to every student. Trustee Singer said it appears the college is putting athletics in its appropriate place and was glad that the athletes were fulfilling the academic requirements. Trustee Futch encouraged the district to maintain the athletic facilities.

4. STUDENT SUCCESS INITIATIVES

Mr. Baron reminded everyone of the board discussion last fall about student access and student success. The faculty perspective is we are filling all these classes and now we have the challenge of how to help our students be more successful. The district made the decision to put additional programmatic funding into the budget so that we can support student access **and** student success. The Academic Senates were asked to come up with some plans to improve student success.

Scott Rippy, CHC Academic President, said the goal is to create a seamless student experience from application to graduation that provides students with the courses and support services they require to efficiently and successfully achieve their academic goals. Students that have orientation and counseling and get their educational plan are more successful. Dean Raju Hegde presented a pilot program to track 300 students through a process of improved and more intensive student support.

Dr. Daniels, SBVC President, said the last two retirement incentives took a large number of employees, and it has taken the college some time to bring faculty and services back in areas where they are needed. All full-time faculty that resigned or retired have been replaced.

Dr. Stankas, SBVC Faculty Senate President, presented a snapshot of what the faculty has been talking about the last 5 years and where they are today. He shared the student success task force recommendations and the plans the college has to improve student success through student initiatives.

Dr. Singer thanked the presenters and added they did a great job communicating their issues. Mr. Baron encouraged the faculty to continue to be innovative, and they will not be penalized for that.

Mr. Baron said this was a great discussion. He appreciated what the presidents and senates have done so far. The Chancellor noted that many pieces of what was shared cannot be adequately provided for within the budget. Until the election results are known, it will be a challenging time.

5. UPDATE ON THE BUDGET

Charlie Ng, Vice Chancellor of Fiscal Services, reviewed the 2011-2012 board budget directions and summarized the governor's budget proposal for 2012-2013. Mr. Ng explained the state budget scenario if the November tax initiative passes and also explained a state budget scenario should the November tax initiative fail. He recommended the 2012-2013 district budget be submitted based on the passage of the initiative, and, if the initiative fails, the administration would come back to the board for new budget directions. Mr. Ng stressed that if the tax initiative does not pass in November, this district will be facing some serious financial issues.

Mr. Baron said we may start negotiating with the unions for changes contingent upon whether or not the tax initiative passes.

Trustee Lockwood said it sounds like the direction proposed is in line with what we need to do.

6. ADJOURN

Mr. Lockwood adjourned the meeting at 6:15 p.m.

John M. Futch, Clerk
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Consideration of Approval to Adopt Resolution in Support of the
Countywide Vision

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution in support of the Countywide Vision as established through the participative community input of the County of San Bernardino and San Bernardino Associated Governments.

OVERVIEW

In Fall 2010, the County of San Bernardino and San Bernardino Associated Governments (SANBAG) initiated an effort to engage the county's residents, businesses, non-profit and other governmental agencies in the creation of a Countywide Vision for the future. The County and SANBAG facilitated forums throughout the county and received feedback from the public to identify the vision that community residents have for their future

ANALYSIS

Input was gathered from thousands of residents, employers, educators, community and faith-based organizations, and elected and appointed government leaders throughout the county. There were 18 community meetings, two dozen roundtable discussions with topical experts, an online survey, and input from each of the county's 24 cities and towns. The data was summarized into a Countywide Vision Report, which includes nine core vision elements, a set of shared values and a collection of examples that demonstrate innovative and collaborative solutions to critical issues.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success

FINANCIAL IMPLICATIONS

None

SAN BERNADINO COMMUNITY COLLEGE DISTRICT
RESOLUTION ADOPTING A COUNTYWIDE VISION
FOR OUR FUTURE

WHEREAS, in Fall 2010, the County of San Bernardino and San Bernardino Associated Governments initiated an effort to engage the county's residents, businesses, non-profits and other governmental agencies in the creation of a Countywide Vision for the future; and

WHEREAS, the County and San Bernardino Associated Governments facilitated forums throughout the county and received feedback from the public to identify the vision that community residents have for their future; and

WHEREAS, from October 2010 through May 2011, input was gathered from thousands of residents, employers, educators, community and faith-based organizations, and elected and appointed government leaders throughout the county, through an online survey, 18 community meetings, two dozen roundtable discussions with topical experts, and input from each of the county's 24 cities and towns; and

WHEREAS, the community participants eagerly and conscientiously shared their thoughts about the county's successes, failures, opportunities and challenges; and

WHEREAS, the resulting data was summarized into a Countywide Vision Report, which includes the Countywide Vision Statement, nine core vision elements, a set of shared values and a collection of great examples that demonstrate innovative and collaborative solutions to critical issues; and

WHEREAS, on June 30, 2011, the County Board of Supervisors and the San Bernardino Associated Governments Board of Directors adopted the Countywide Vision Statement;

NOW THEREFORE BE IT RESOLVED that the San Bernardino Community College District approves and adopts the following Countywide Vision Statement:

“We envision a complete county that capitalizes on the diversity of its people, its geography, and its economy to create a broad range of choices for its residents in how they live, work, and play.

We envision a vibrant economy with a skilled workforce that attracts employers who seize the opportunities presented by the county's unique advantages and provide the jobs that create countywide prosperity.

We envision a sustainable system of high-quality education, community health, public safety, housing, retail, recreation, arts and culture, and infrastructure, in which development complements our natural resources and environment.

We envision a model community which is governed in an open and ethical manner, where great ideas are replicated and brought to scale, and all sectors work collaboratively to reach shared goals.

From our valleys, across our mountains, and into our deserts, we envision a county that is a destination for visitors and a home for anyone seeking a sense of community and the best life has to offer.”

AYES:

NOES:

ABSENT:

ABSTENTIONS:

I, Bruce Baron, Secretary of the Board of Trustees for the San Bernardino Community College District, hereby certify that the above and the foregoing resolution was duly and regularly adopted by said Board at a regular meeting thereof on the 9th day of February, 2012, passed by a majority vote of said Board.

IN WITNESS WHEREOF, I have hereunto set my hand and seal this 9th day of February, 2012.

Bruce Baron, Chancellor and
Secretary of Board of Trustees
San Bernardino Community College District

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Howard Luong, Job Developer, SBVC; Anita Hernandez, Job Developer, SBVC; and Daniel Kowallis, Research Assistant; EDCT.

OVERVIEW

The employees on the attached list are submitted for approval.

ANALYSIS

All requirements for employment processing have been completed and Human Resources have cleared the individuals for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

LUONG, HOWARD, Job Developer, SBVC, Classified Salary Schedule, Range 36, Step B, \$3,349 per month effective February 27, 2012. Replacement for Tim Vasquez. Hiring from the General Fund with Hiring Freeze Waived.

HERNANDEZ, ANITA, Job Developer, SBVC, Classified Salary Schedule, Range 36, Step B, \$3,349 per month effective February 27, 2012. Replacement for Tammera McLin. Hiring from the General Fund with Hiring Freeze Waived.

KOWALLIS, DANIEL, Research Assistant, EDCT, 12-month position, Classified Salary Schedule, Range 46, Step A, \$1,939 per month, 19 hours per week, effective February 27, 2012. Replacement for Lori Sanchez. Hiring from the General Fund with Hiring Freeze Waived.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Acceptance of Classified Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Tommi Ng, Human Resources Generalist, Confidential, District.

OVERVIEW

Tommi Ng has submitted her letter of resignation effective at the end of the day on February 2, 2012.

ANALYSIS

The Human Resources Department has provided Ms. Ng acceptance of her resignation from employment.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

No financial impact.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Classified Contract Change for Classified Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the change in contract hours for Asaph Green, Multimedia Specialist, Technology & Educational Support Services (TESS), District.

OVERVIEW

Asaph Green, Multimedia Specialist, change in contract from 19 hours to 40 hours per week effective March 31, 2012.

ANALYSIS

The modification in hours is necessary due to the added duties and responsibilities. The additional hours will make it possible for him to accomplish and take on new projects and goals.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Short-Term, Substitute & Professional Expert Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of short-term, substitute & professional expert employees.

OVERVIEW

The attached list of short-term, substitute and professional expert employees is submitted for approval.

ANALYSIS

Current law requires the Board of Trustees to act on recommendations to appoint short-term, substitute, and professional expert employees before they can begin their work assignment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Short-Term Hourly Employees**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Davis, Theresa	Science-Water Supply Technology	SBVC	Tutor II	2/10/12	5/17/12	\$11.00
Hallex, Alicia	DSPS	CHC	Tutor III	2/10/12	6/30/12	\$13.00
Harrison, Rebekah	Alternative Text Production	Dist	Project Assistant II	2/10/12	6/30/12	\$11.00
Keyes, Sara	Art Department	SBVC	Model (undraped)	2/10/12	5/17/12	\$15.00

Request to ratify employment for the employees listed below who should have been sent to the December Board Meeting

Eke, Roxanna	Alternative Text Production	Dist	Project Assistant II	1/1/12	6/30/12	\$11.00
Losey, Jill	Alternative Text Production	Dist	Project Assistant II	1/1/12	6/30/12	\$11.00
Prado, Viviana	Alternative Text Production	Dist	Project Assistant II	1/1/12	6/30/12	\$11.00
Spoon, Chelsie	Alternative Text Production	Dist	Project Assistant II	12/9/11	12/31/11	\$11.00
Spoon, Chelsie	Alternative Text Production	Dist	Project Assistant II	1/1/12	6/30/12	\$11.00
Sweig, Chloe	Alternative Text Production	Dist	Project Assistant II	1/1/12	6/30/12	\$11.00
Furness, Alexandra	Art Department	SBVC	Model (undraped)	1/17/2012	5/24/2012	\$15.00

Amend board of December 8, 2011 to read as follows. Name was submitted incorrectly.

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Lovell, Jeanne-Marie	Art Department	SBVC	Model (undraped)	1/17/12	5/24/12	\$15.00
Saldana, Christabel	Student Success Center	SBVC	Tutor II	1/13/12	6/30/12	\$11.00
Silva, Robert	Student Success Center	SBVC	Tutor II	1/13/12	6/30/12	\$11.00

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Amend board of January 19, 2012 to read as follows. Duties were submitted incorrectly.

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Shore, Bradley	Science	SBVC	Tutor I	1/20/12	5/24/12	\$9.00
Bennet, Bruce	Science	SBVC	Tutor I	1/20/12	5/24/12	\$9.00
Pham, Tram	Science	SBVC	Tutor II	1/20/12	5/24/12	\$11.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Substitute Employees
February 9, 2011**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Beccacio, Jacqueline	Biology	CHC	Laboratory Technician	1/4/12	3/3/12	\$19.25
Coffey, Sylvia	Child Development Center	SBVC	Child Development Assistant	12/18/11	2/18/12	\$12.35
Firek, Matthew	Biology	CHC	Laboratory Technician	1/4/12	3/3/12	\$19.25
Fonzi, Nick	Police	Dist	College Security Officer	1/3/12	3/1/12	\$15.43
Garcia, Manuel	Cafeteria	CHC	Food Service Worker	1/16/12	3/16/12	\$11.75
Garcia, Noemi	Cafeteria	CHC	Food Service Worker	1/16/12	3/16/12	\$11.75
Glazatov, Trelisa	Distributed Ed	Dist	Distributed Ed System Administrator	12/18/11	2/18/11	\$28.52
Hall, Suzan	STAR	SBVC	Secretary I	1/6/12	2/16/12	\$15.43
Lara, Naomi	Child Development Center	CHC	Secretary II	1/23/12	3/23/12	\$17.02

Miller, Melissa	Admissions and Records	CHC	Admissions and Records Technician	2/4/12	4/4/12	\$16.61
Miozza, Michelle	Child Development Center	SBVC	Child Development Assistant	12/18/11	2/18/11	\$12.35
Moreno, Andrea	EMS	CHC	Secretary II	1/19/12	2/6/12	\$17.02
Olive, John	Police	Dist	College Police Officer	1/3/12	3/1/12	\$22.33
Tafoya-Bryson, Patricia	Police	Dist	College Police Officer	1/3/12	3/1/12	\$22.33
Tinoco, Michelle	Admissions and Records	CHC	Admissions and Records Technician	2/4/12	4/4/12	\$16.61

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Professional Expert Hourly Employees**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Andrews, Breanna	Disabled Student Programs and Services	CHC	Interpreting/ Transliterating Level I	2/10/12	5/30/12	\$24.00
Craig, Jason	Public Safety & Emergency Services	CHC	Lab Instr/Primary Instr/ EMS Specialist	2/13/12	6/30/12	\$20.00/\$25.00/ \$30.00
Jones, Ciandra	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level II	2/10/2012	6/30/2012	\$21.00
Riddle, Julie	Disabled Student Programs and Services	SBVC	Interpreting/ Transliterating Level I	2/10/2012	6/30/2012	\$24.00
Wixon, Dennis	Public Safety & Emergency Services	CHC	Lab Instr / Primary Instr / EMS Specialist	2/13/12	6/30/12	\$20.00/ \$25.00/ \$30.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Debra S. Daniels, President, SBVC
Gloria Harrison, President, CHC

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Adjunct & Substitute Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of adjunct and substitute academic employees as needed for the 2011-2012 academic year.

OVERVIEW

The attached list of adjunct & substitute academic employees is submitted for approval of employment.

ANALYSIS

Part-time academic employees selected from the established pool are offered individual contracts on a semester-by-semester basis. Adjunct employees not assigned will remain in the pool for future consideration during the 2011-2012 academic years.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

Crafton Hills College
Adjunct & Substitute Academic Employees
Spring 2012
February 9, 2012

NAME	DISCIPLINE
Chaks, Leslie	Learning Disabilities Specialist
Lee, Young Pyo	Learning Disabilities Specialist
Pierson, John	Fire Technology

San Bernardino Valley College
Adjunct & Substitute Academic Employees
Academic Year 2011-2012
February 9, 2012

NAME	DISCIPLINE
Bray, Linda	Computer Information Technology
Bu, Liming	Biology
Cisneros, Maribel	Counseling
Hernandez, Ramiro	Counseling
Kassab, Mohamad	Math
Keena, Shane	Art
Lee, Jimmy	Biology
Logoreci, Susan	Art
Loukeh, Alison	Water Supply Technology
Nguyen, Thuy	Math
Reyes, Oscar	Counseling
Roldan, Evette	Water Supply Technology
Waleszonia, Kimberly	Physical Education
Williams, Maria	Culinary Arts
Williams, Yvette	Reading

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Debra S. Daniels, President, SBVC
Gloria M. Harrison, President, CHC

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Non-Instructional Pay for Academic Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve non-instructional pay for academic employees.

OVERVIEW

The attached list of employees is submitted for approval.

ANALYSIS

Non-instructional pay is requested on a periodical basis to assist departments with various events on campus or in the community.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

Crafton Hills College
Non-Instructional Hourly Employees
February 9, 2012

Abad, Jeremy, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Anderson, Jonathan, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Cannon, Judy, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Hamlett, Cynthia, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Harris, Joel, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Henriquez, Aja, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Holder, Amber, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Snowwhite, Mark, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Suderman, Frances, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

Walker, Laura, English and Reading Curriculum Development Retreat, \$430,
01/12/12 – 01/13/12.

San Bernardino Valley College
Part-Time Non-Instructional Hourly
Academic Year 2011-2012
February 9, 2012

Avelar, Amy, Lead Faculty to STEM facilitators at Student Success Center, 02/10/2012 – 05-23-2012, not to exceed 50 hours per semester, at \$43.16 per hour.

Mayne, Michael, Tumaini Program Math Facilitator, 02/13/2012-05/21/2012, not to exceed 22.5 hours per semester, at \$43.16 per hour.

Rodriguez, Maria Del Carmen, Valley Bound Commitment Program Learning Communities, 02/13/2012 – 6/30/2012, not to exceed 228 hours per semester, at \$43.16 per hour.

Stanskas, John, Lead Faculty to STEM facilitators at Student Success Center, 02/10/2012 – 05-23-2012, not to exceed 50 hours per semester, at \$43.16 per hour.

Amburgey, Kevin, additional 40 hours for on-site coordinator for the Big Bear program, 02-10-12 to 05-24-12, at \$43.16 per hour, \$1,726.40.

Ratification:

Money maker, Melinda, Facilitator for Leadership Training for Associated Student Government members and the Office of Student Life, 1/11/2012-1/12/2012, not to exceed 8 hours per semester, at \$43.16 per hour.

Robinson, James, Facilitator for Leadership Training for Associated Student Government members and the Office of Student Life, 1/11/2012-1/12/2012, not to exceed 8 hours per semester, at \$43.16 per hour.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Deb Daniels
President, SBVC

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Faculty Chair Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve Faculty Chair Stipend for Maha AL-Husseini, Computer Technology & Computer Science, SBVC.

OVERVIEW

Maha AL-Husseini has accepted to serve as Faculty Chair, Computer Technology & Computer Science, SBVC, effective February 13, 2012 through May 30 2012, with a stipend of \$2,506 for her services.

ANALYSIS

Faculty Department Chairs are selected by faculty in accordance with an established campus process. Stipends for Faculty Department Chairs are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA.

BOARD IMPERATIVE

II. Learning Centered Institution for Student Access, Retention and Success.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Interim Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Dr. Larry Buckley, Interim President, SBVC; Dr. Haragewen Kinde, Interim Vice President, Instruction, SBVC; and Roger Powell, Interim Dean, Mathematics, Business & Computer Technologies, SBVC.

OVERVIEW

Dr. Larry Buckley, Interim President, SBVC, full-time, 12-month position, Management Salary Schedule, Range 26, Step C, \$12,972 per month, plus doctorate stipend, effective February 1, 2012. Replacement for Deb Daniels.

Dr. Haragewen Kinde, Interim Vice President, Instruction, SBVC, full-time, 12-month position, Management Salary Schedule, Range 23, Step C, \$11,206 per month, plus doctorate stipend, effective February 1, 2012. Replacement for Larry Buckley.

Roger Powell, Interim Dean, Mathematics, Business & Computer Technologies, SBVC, full-time, 12-month position, Management Salary Schedule, Range 19, Step D, \$9,680 per month, effective February 13, 2012. Replacement for Haragewen Kinde.

ANALYSIS

Due to the resignation of Dr. Debra Daniels, President, SBVC, Dr. Buckley will serve as Interim President, Dr. Kinde as Interim Vice President, Instruction, and Mr. Powell as Interim Dean until the President position is filled on a permanent basis.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Revised Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision to the E-Text Production Manager job description.

OVERVIEW

The job description for E-Text Production Manager is being revised to reflect a change in representative duties.

ANALYSIS

After a review of the job description, it was determined that an update of representative duties would more accurately reflect the duties and responsibilities necessary to meet the needs of the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

E-TEXT PRODUCTION MANAGER

*Class specifications are intended to present a descriptive list of the range of duties performed by employees in the class. Specifications are **not** intended to reflect all duties performed within the job; however, any additional duties will be reasonably related to this class.*

SUMMARY DESCRIPTION

Under the direction of the Director, Alternate Text Production Center (ATPC), the E-Text Specialist is responsible for getting books and other materials produced into digital formats; assigning and overseeing contracts with E-Text production specialists, and arranging, coordinating, and overseeing the archiving and timely distribution of E-Text books for customers in the California Community College system; recruits qualified independent contractors, volunteers, and others in producing E-Text products.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Serve as the ATPC focal point for E-Text production, providing detailed information and technical assistance to internal and external staff and customers.
2. Receive, evaluate, and oversee filling of book orders/requests; may assign book orders/requests to one or more contract transcribers; oversee timely completion of work.
3. Implement E-Text work plans to meet established ATPC goals and objectives; achieve performance standards in alignment with program objectives and available resources; develop outcome measures, success indicators, and evaluation mechanisms for the center's E-Text services and quality.
4. Assist with the development of a E-Text database to capture comprehensive client and service data; cataloging of all completed E-Text production for future use
5. Advise/consult with California Community Colleges and "fee for service" customers on how best to serve their visually impaired students
6. Work statewide with campus faculty, academic senates and committees, and community organizations; provide information regarding access guidelines and alternate media, and technology requirements for persons with disabilities
7. Coordinate State Prison E-Text production units and interact with several additional prison units, included paroled inmates.
8. Provide work direction, guidance and training to appropriate independent contractors, volunteers, and student workers.
9. Manage money allocations to contractors to maximize the number of E-Text books provided.

10. Develop and periodically modify a rate schedule for E-Text production contractors.
11. Manage a fee for service operation to generate supplemental funding to serve additional California community college students.
12. Develop E-Text productivity procedures for new and state of the art technology; optimize hardware and software capabilities.
13. Consult with and provide input and recommendations to ATPC Director on various ATPC matters
14. Assist in generating reports and surveys for E-Text production
15. Represent ATPC at or in several E-Text related/visually impaired organizations,
16. Represent ATPC at various conferences to stay abreast of new industry developments.
17. Coordinate facility design and layout of E-Text equipment; support E-Text maintenance/procurement plan for new and replacement equipment; order E-Text equipment.
18. Perform related duties as assigned.

QUALIFICATIONS

The following generally describes the knowledge and ability required to enter the job and/or be learned within a short period of time in order to successfully perform the assigned duties.

Knowledge of:

Operational characteristics, services, and activities of business elements involved in creating a tangible product for a customer.
Principles and practices of program development and administration.
Principles and practices of budget preparation and administration.
Principles of supervision, training, and performance management.
Pertinent federal, state, and local laws, codes, and regulations relating to disabled students programs and services

Ability to:

Oversee and participate in the management of a comprehensive production process consisting of multiple components and numerous contractors.
Coordinate various aspects to complete an entire product in a manner that meets deadlines.
Oversee, direct, and coordinate the work of lower level staff.
Participate in the selection and recommendation, supervision, training, and evaluation of staff.
Participate in the development and administration of goals, objectives, and procedures for assigned area.
Gather and analyze data and situations and make appropriate decisions.
Prepare and present comprehensive, concise, clear oral and written reports.
Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.

Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.

Provide leadership based on ethics and principles as they relate to functions and operations. Communicate clearly and concisely, both orally and in writing.

Establish and maintain effective working relationships with those contacted in the course of work.

MINIMUM REQUIREMENTS

Education/Training:

A Bachelor's degree from an accredited college or university

Required Experience:

Five years of service-related experience with alternate media production for the visually impaired and print disabled populations.

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

The conditions herein are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential job functions.

Environment: Work is performed primarily in a standard office setting.

Physical: Primary functions require sufficient physical ability and mobility to work in an office setting; to stand or sit for prolonged periods of time; to occasionally stoop, bend, kneel, crouch, reach, and twist; to lift, carry, push, and/or pull light to moderate amounts of weight; to operate office equipment requiring repetitive hand movement and fine coordination including use of a computer keyboard; and to verbally communicate to exchange information.

Vision: See in the normal visual range with or without correction; vision sufficient to read computer screens and printed documents; and to operate assigned equipment.

Hearing: Hear in the normal audio range with or without correction.

Board Approved: June 16, 2011

Revised: February 9, 2012

Range: 9

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: February 9, 2012

SUBJECT: Consideration of Approval of Notice of Non-Renewal of Administrator
Employment Contracts for the 2012-2013 Academic Year

RECOMMENDATION

It is recommended that the Board of Trustees approve the notices of non-renewal of Administrator Employment Contracts for the 2012-2013 academic year.

OVERVIEW

Authorize the sending of notices pursuant to Education Code Section 72411 of non-renewal of Administrator Employment Contracts to the following employees:

Director, District Computing Services	ID#24760
Custodial Supervisor, CHC	ID#10028
Custodial Supervisor, SBVC	ID#529
Maintenance & Operations Coordinator, SBVC	ID#25265
Station Manager-KVCR-TV	ID#1000
Director, Applied Technologies Training, District	ID#23823
Assistant Director, Applied Technologies Training, District	ID#25069

ANALYSIS

Per Education Code Section 72411 the Administrator Employment Contracts will not be renewed.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Debra S. Daniels, President, SBVC
Gloria M. Harrison, President, CHC

DATE: February 9, 2012

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

It is recommended that the Board of Trustees approve District volunteers.

OVERVIEW

The individuals on the attached list have volunteered their services and acknowledge that they will not receive payment of any kind for services performed.

ANALYSIS

Assignments performed by volunteers will not take away responsibilities or duties of regular academic or classified employees.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

Crafton Hills College

Volunteers

February 9, 2012

NAME	ASSIGNMENT	DATE
Fairbanks, Doug	Public Safety & Emergency Services	2/23/2012-5/1/2012
Lee, Young Pyo	Disabled Student Services	2/10/2012-6/30/2012
Manning, Lucas	Tutoring Center	2/13/2012-5/24/2012
Nelson, Wendy	Business, Economics & Information Tech	2/10/2012-5/23/2012
Speer, Kelly	Public Safety & Emergency Services	2/23/2012-5/1/2012
Telmos, Alyssa	Public Safety & Emergency Services	2/23/2012-5/1/2012
Timboe, Robert	Public Safety & Emergency Services	2/23/2012-5/1/2012
Weber, Matthew	Public Safety & Emergency Services	2/10/2012-6/30/2012

San Bernardino Valley College

Volunteers

Academic Year 2011-2012

February 9, 2012

NAME	ASSIGNMENT	DATE
Benner, Cheryl	Student Services/DSP&S	2/10/2012-6/30/2012
Etheridge, Ricardo	Athletics/Men's & Women's Track	2/10/2012-6/30/2012
Laurent, Connie	Science/Biology	2/13/2012-6/30/2012
Rojas, Magdalena	Student Services/DSP&S	2/10/2012-6/30/2012
Rosenborough, Jack	Athletics/Women's Basketball	2/10/2012-6/30/2012
Yuman, Shaila	Math/Bus/Comp Tech, Stud Success Ctr	2/10/2012-6/30/2012

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: February 09, 2012
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

It is recommended that the Board of Trustees ratify the attached list of routine contracts/agreements and memorandums of understanding.

OVERVIEW

In accordance with Board policy 6340, the attached list is submitted for Board ratification and/or approval.

ANALYSIS

The attached list of contracts and agreements are routine, customary and necessary for the on-going operations of the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

The contracts/agreements/memorandums of understanding on the attached list are budgeted for via purchase orders or, in the case of new grants, via budget adjustments.

Routine Contracts and Agreements

Scheduled Board Date 2/9/2012

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>CalWorks Child Care</i>				
Henry-Mitchell, Valerie	(7902) CalWorks Grant to cover cost of Childcare for participating Students - Parent - Williams, Kalana Term: 1/10/2012 - 6/30/2012 01-46-01-8120-0266-7600.00-7320 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/SBVC	\$186.26 Weekly	SSutorus
Speech, Kaliah	(7910) CalWorks Grant to cover cost of Childcare for participating Students - Parent - Lynch, Kayla Term: 1/12/2012 - 6/30/2012 01-46-01-8120-0266-7600.00-7320 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/SBVC	\$95.62 Per Week	SSutorus
Walters, Linda	(7909) CalWorks Grant to cover cost of Childcare for participating Students - Parent - Walters, Rayna Term: 1/11/2012 - 6/30/2012 01-46-01-8120-0266-7600.00-7320 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: CalWorks	Calworks/SBVC	\$95.62 Per Week	SSutorus

SubTotal for CalWorks Child Care: 3

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Clinicals</u>					
	Catholic Health Care West	(7145) Clinical - Educational Affiliation Agreement - Clinical Site for All Nursing, Dietary Service, Pharmacy Technician, Emergency Medical Services, and Respiratory Care Programs: Amendment 1 - Language revision to be in compliance with laws Term: 12/10/2010 - 12/9/2012 Funding Source: N/A	Allied Health/SBVC/CHC	No Cost	SSutorus
<hr/> <i>SubTotal for Clinicals: 1</i> <hr/>					
<u>General</u>					
	Build2Media	(7942) Software License - Influx HTMLS plus Influx Flash Player Manual Processing for URLs "www.edustream.org" and "dev.edustream.org" Term: 4/1/2012 - 4/1/2013 01-00-03-8103-0236-5830.00-6150 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/SBCCD	\$212.24	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
CA Transcribers & Educators-Blind & Visually Impaired	(7937) Booth Rental at "53rd Annual Conference of California Transcribers and Educators for the Blind and Visually Impaired" in Los Angeles, CA Term: 3/15/2012 - 3/18/2012 01-00-03-8103-0261-5610.00-6150 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/ATPC/SBCCD	\$250.00	SSutorus
ComputerLand of Silicon Valley	(7907) Annual software licensing for Microsoft software package for CHC Term: 2/1/2012 - 1/31/2013 01-00-03-9010-0000-5830.00-6780 Funding Source: General Funds	DETS/SBCCD	\$16,478.80	SSutorus
ComputerLand of Silicon Valley	(7906) Annual software licensing for Microsoft software package for SBVC Term: 2/1/2012 - 1/31/2013 01-00-03-9010-0000-5830.00-6780 Funding Source: General Funds	DETS/SBCCD	\$53,975.12	SSutorus
Educause	(7904) Domain license for SBCCD.EDU Term: 3/1/2012 - 3/1/2013 01-00-35-9010-0216-5830.00-6780 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	DETS/SBCCD	\$40.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
ESRI, Inc	(7934) Software - Software maintenance, upgrade and renewal Term: 1/30/2012 - 1/29/2013 01-12-03-8115-0448-5830.00-6840 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	PDC/SBCCD	\$3,640.01	SSutorus
Inland Empire Tours & Trans	(7900) Bus rental for CHC students to attend the March in March event in Sacramento, CA Term: 3/4/2012 - 3/5/2012 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Student Life/CHC	\$2,958.00 Student Rep Fee	SSutorus
Inland Empire Tours & Trans	(7935) Bus Rental for field trip to USC Term: 3/30/2012 - 3/30/2012 01-00-01-8220-0000-5611.00-6330 Funding Source: General Funds	Transfer Center/SBVC	\$829.00	SSutorus
Insight Integrated Systems/Insight Investments LLC	(7936) Furnish and Install remaining components for electronic data storage system at CHC Term: 11/29/2011 - 3/31/2012 41-00-03-9627-0000-6410.00-7100 Funding Source: Capital Outlay	Campus Tech/CHC	\$59,248.14	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Insight Integrated Systems/Insight Investments LLC	(7941) Furnish and Install remaining components for electronic data storage system at SBVC Term: 11/29/2011 - 3/13/2012 41-00-03-9627-0000-6410.00-7100 Funding Source: Capital Outlay	Campus Tech/SBVC	\$59,248.14	SSutorus
Keenan & Associates	(6195) Bid - Service - Loss Control & Emergency Plan Compliance Services: Amendment 1 - Provide Emergency Management Services Loss Control; review compliance programs, workers compensation losses, Job Hazard analysis, develop a training calendar: Amendment 2 - Decrease in Emergency Management Services Loss Control contract by \$14,400 per year for a total of \$43,200: Amendment 3 - Revise work plan to decrease both services and contract value by \$19,600: Totals savings from both amendment 2 & 3 equals \$62,800 Term: 7/1/2009 - 6/30/2014 84-00-03-9011-0000-5120.00-6770 Funding Source: General Funds	Human Resources/SBCCD	\$290,080.00 Revised value	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Keenan & Associates	(6352) Service - Secure various insurance services to provide District's eligible employees with health and welfare benefits program: Contract was originally awarded as part of an RFP at the June 26, 2008 Board Meeting; annual approval is necessary in order to process payments: Amendment 1 - Exhibit C is replaced to reflect that payment to contractor is no longer required by District Term: 7/1/2009 - 7/1/2014 Funding Source: N/A	Human Resources/SBCCD	No Cost To District	SSutorus
Maintenance Connection, Inc	(7892) Renewal of MC Technical support plan; includes tech support software maintenance and software upgrades: Amendment 1 - SBVC to be added on to services for a start up cost of \$8,019.14 Term: 11/22/2011 - 6/30/2012 01-00-02-8119-0000-5830.00-6799 Funding Source: General Funds	Maintenance/CHC/SBVC	\$9,578.53 Revised Amount	SSutorus
Meyyappan, Meyya, Dr	(7933) Speaker - Keynote Speaker Nanotechnology Forum Term: 2/9/2012 - 2/9/2012 01-00-35-8115-0465-5113.00-6840 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	PDC/SBCCD	\$1,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	NABCEP - North American Board Cert Energy Practitioners	(7903) Testing site agreement for energy practitioners certifications Term: 1/10/2012 - 6/30/2014 01-00-03-8115-0474-5809.00-6840 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	PDC/SBCCD	\$300.00	SSutorus
	Network Solutions	(7908) Domain name licenses: VALLEYCOLLEGE.NET, VALLEYCOLLEGE.ORG, CRAFTONHILLS.NET, CRAFTONHILLS.ORG, SBCCD.NET, SBCCD.ORG Term: 2/1/2012 - 1/31/2017 01-00-03-9010-0000-5830.00-6780 Funding Source: General Funds	DETS/SBCCD	\$689.70	Ssutorus
	Perceptive Software, Inc	(7639) Software - Annual software licensing of ImageNow to include upgrades for one year Term: 8/24/2011 - 8/24/2012 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$52,677.01	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>	Sallie Mae, Inc	(7938) Debit Card Program for fund disbursement of student aid and refunds Term: 2/1/2012 - 1/31/2016 01-00-02-8301-0161-5809.00-6460 Funding Source: State Grant	Financial Aid/CHC/SBVC	Per Rate Schedule	SSutorus
	Samuel French, Inc	(7939) Licensing for the play "Flea in Her Ear" for the SBVC Spring production Term: 2/17/2012 - 6/1/2012 01-00-01-3576-0000-5831.00-1007 Funding Source: General Funds	Theater Arts/SBVC	\$625.00	SSutorus
	Sias, Roxanne	(7929) Seamstress services for SBVC's Spring production of "Flea in Her Ear" Term: 1/20/2012 - 5/31/2012 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Trust Account	Theater Arts/SBVC	\$200.00 Trust Account 4201	CNg
	South Sequoia, LLC	(7946) Assistance in completing the requirements of CTE Transitions project Term: 1/20/2012 - 6/30/2012 01-00-02-8102-0458-5113.00-6711 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: State Grant	Program Development/CHC	\$21,446.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Technical Employment Training	(7622) Service - Contractor is to provide and conduct manufacturing career hands-on demonstrations for middle school students: Amendment 1 - increase in contract value to cover rising cost of building materials Term: 9/16/2011 - 5/31/2012 01-15-35-8115-0470-5120.00-6899 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: State Grant	PDC/SBCCD	\$24,800.00 Revised Amount	SSutorus
U.S. Commercial Services	(7901) Participation Agreement for the U.S. Commercial Service Event in Ontario, CA Term: 12/29/2011 - 12/29/2011 01-00-35-8115-0465-5809.00-6840 Notes - This is an acceptable use of categorical/grant/bond/trust funds Funding Source: Federal Grant	PDC/SBCCD	\$250.00	SSutorus
<i>SubTotal for General: 23</i>				
<u>Income - Contract Ed</u>				
San Bernardino Employment & Training Agency	(7940) One-Stop Career Center agreement for SBVC to provide employment training: reimbursement to cover cost of all enrollment fees, books, supplies, and parking Term: 1/1/2012 - 12/31/2016 01-00-01-8120-0000-8890.00-0000 Funding Source: N/A	Calworks/SBVC	Reimbursement	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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Income - Contract Ed

SubTotal for Income - Contract Ed: 1

Income - Facilities Use

Yucaipa Athletic Soccer Club	(7905) Use of Soccer Field for youth soccer Term: 1/11/2012 - 6/30/2012	Administrative Services/CHC	\$423.00	Ssutorus
	Funding Source: N/A			

SubTotal for Income - Facilities Use: 1

Income - General

Delaware Technical CC	(7911) Center of Excellence to act as consultant to contractor for establishing the Delaware Center of Excellence program Term: 1/12/2012 - 1/11/2015 01-00-03-8115-0480-8839.00-0000	PDC/SBCCD	\$147,823.00	SSutorus
	Funding Source: N/A			

SubTotal for Income - General: 1

Income - Grant

CCC Chancellor's Office	(7330) Grant - Alternative Text Production Center Grant; Amendment 1 Grant augmented by \$100,000 with a revised work statement and budget Term: 7/1/2011 - 6/30/2012 01-00-03-8103-0261-8629.00-0000	DETS/ATPC/SBCCD	\$1,100,000.00 Revised Amount	BBaron
	Funding Source: N/A			

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
<i>SubTotal for Income - Grant: 1</i>					
<u>Maintenance Agreement</u>					
	Faronics Corporation	(7944) Software licensing maintenance for renewal of Deep Freeze software Term: 4/8/2012 - 4/8/2013 01-00-03-9010-0000-5539.00-6780 Funding Source: General Funds	DETS/SBCCD	\$4,499.26	SSutorus
	Ipswitch, Inc	(7943) Software Maintenance for network management software "WhatsUp Gold Premium Service" package for 500 devices Term: 4/30/2012 - 4/30/2013 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$1,870.00	SSutorus
	STA - Systems Technology Associates	(7945) Service - Renewal of on-site software and hardware maintenance and support for data storage units Term: 1/15/2012 - 4/30/2012 01-00-03-9010-0000-5639.00-6780 Funding Source: General Funds	DETS/SBCCD	\$25,535.47	SSutorus
<i>SubTotal for Maintenance Agreement: 3</i>					

<i>Contract Type</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Firm</i>				
<i>Subgrantee</i>				
University Enterprise Corp	(7715) Subgrantee Agreement - CSUSB is a Subgrantee to the District STEM Grant administered by SBVC for the PASS GO cooperative grant awarded by the U.S. Department of Education: if funded for year 2012-2013 contracted amount for that year is \$328,515; if funded for year 2013-2014 contract amount for that year is \$348,877; if funded for year 2014-2015 contract amount for that year is \$342,744; if funded for year 2015-2016 contract amount for that year is \$342,744 Term: 10/1/2011 - 9/30/2012 01-00-01-9016-0159-5120.00-6199 Funding Source: Federal Grant	Grants/SBVC	\$287,055.00 First Year	SSutorus

SubTotal for Subgrantee: 1

Grand Total Contracts for Board Date 2/9/2012: 35

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: February 09, 2012
SUBJECT: Consideration of Approval of Professional Services Contracts/Agreements

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached list of Professional Services contracts/agreements.

OVERVIEW

In accordance with Board policy 6340, Section A, Sub-section 3, the attached list of contracts for Professional Services, Consultants and Legal Services is submitted for approval.

ANALYSIS

The attached list of contracts and agreements are for fiscal audits, legal services and other professional services that are needed by the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders or, in the case of new grants, via budget adjustments.

Contracts for Approval

Scheduled Board Date 2/9/2012

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Legal - Investigations</i>				
Employment Matters Counseling	(7912) Legal - Investigation into personnel complaints and issues Term: 1/1/2012 - 6/30/2012 01-00-03-9004-0000-5120.00-6730 Contract authorized to start prior to Board Meeting Per BP6340 Funding Source: General Funds	Human Resources/SBCCD	\$25,000.00	SSutorus
Employment Matters Counseling	(7780) Legal - Investigation into personnel complaints and issues: Amendment 1 - Change contract end date from 06/30/2012 to 12/31/2011 Term: 11/15/2011 - 12/31/2011 01-00-03-9004-0000-5120.00-6730	Human Resources/SBCCD	\$10,000.00 Not to exceed	SSutorus

SubTotal for Legal - Investigations: 2

Professional Services

Hathaway, Sailaja	(7927) Nemeth Certified Transcriber III - Braille transcription of learning materials into Nemeth (mathematics) Braille format. Term: 7/1/2011 - 6/30/2012 01-00-03-9020-0000-5113.00-6199 Contract approved prior to Board meeting in order to meet grant requirements Funding Source: General Funds	DETS/ATPC/SBCCD	\$4.00 Per Page	SSutorus
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<i>Contract Type</i>			
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount Signed</i>
Roldan, Robert G.	(7926) Nemeth Certified Transcriber III - Braille transcription of learning materials into Nemeth (mathematics) Braille format. Term: 7/1/2011 - 6/30/2012 01-00-03-9020-0000-5113.00-6199 Contract approved prior to Board meeting in order to meet grant requirements Funding Source: General Funds	DETS/ATPC/SBCCD	\$4.00 Per Page SSutorus
Tuley, Casey	(7925) Literary Certified Transcriber I - Braille transcription of learning materials into Literary Braille format. Term: 7/1/2011 - 6/30/2012 01-00-03-9020-0000-5113.00-6199 Contract approved prior to Board meeting in order to meet grant requirements Funding Source: General Funds	DETS/ATPC/SBCCD	\$2.00 Per Page SSutorus
Walling, Joyce	(7928) Braille Technical Assistance III - Prepares technical assistance to prison Braille production centers under ATPC supervision. Mentors inmates with Library of Congress certificate programs for Braille transcription. Supervises Braille projects produced in the prison centers. Includes travel; Braille Technical Assistance - Nemeth certificate training Term: 7/1/2011 - 6/30/2012 01-00-03-9020-0000-5113.00-6199 Contract approved prior to Board meeting in order to meet grant requirements Funding Source: General Funds	DETS/ATPC/SBCCD	\$18.00 Per Hour SSutorus

Contract Type

Firm

Purpose and Information

Department / Location

Amount Signed

SubTotal for Professional Services: 4

Grand Total Contracts for Board Date 2/9/2012: 6

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Budget Adjustments

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Budget Adjustments.

OVERVIEW

Budget Adjustments are submitted for Board review and approval.

ANALYSIS

In compliance with the Budget Adjustment procedure required by the County Superintendent of Schools, these budget adjustments are submitted for Board review and approval. These actions reflect the adjustments necessary to line item budget allocations to conduct the business of the District and to remain in compliance with sound fiscal practices.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The various budgets are impacted as indicated on the attached adjustments.

BUDGET ADJUSTMENT

Office of the President

JAN 19 2012

Date	Location	Responsibility Center Manager	President
1-19-12	SBVC		

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
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INCOME

01	00	01	0000	0340	8850.00	0000	Civic Center Act	1,275.00
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EXPENSE

01	00	01	9505	0340	2382.00	6530	Civic Center Act Overtime - Custodial	1,275.00
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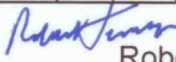
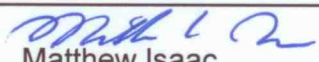
JUSTIFICATION

To move funds earned from Facility Use Rentals to pay overtime for Custodial Expenses associated with events.

Fiscal Services		Board Action Date
		2/9/12

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/21/11	ATTC	 Robert Levesque	 Matthew Isaac

ACCOUNT

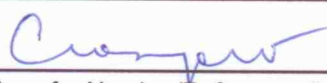
Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
01	00	01	4641	0474	8659.00	0000	EDD Clean Energy Grant	\$ 32,500.00
								\$ 32,500.00

EXPENSE

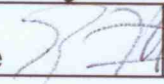
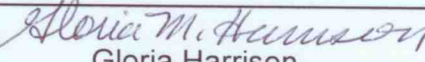
01	00	01	4641	0474	1480.00	0958	NON-INSTRUCTIONAL	\$ 6,000.00
01	00	01	4641	0474	2381.00	0958	NON-STUDENT HOURLY	\$ 4,200 -800.00
01	00	01	4641	0474	3000.00	0958	BENEFITS	\$ 1,610 1,431.00
01	00	01	4641	0474	4100.00	0958	TEXTBOOKS	\$ 1,250.00
01	00	01	4641	0474	580900	0958	OTHER EXPENSES	\$ 5,500.00
01	00	01	4641	0474	4500.00	0958	NON-INSTR SUPPLIES	\$ 1,519.00
01	00	01	4641	0474	5611.00	0958	BUS RENTAL	\$ 4,000.00
01	00	01	4641	0474	1300.00	0958	SALARY	\$ 7,000.00
01	00	01	4641	0474	6400.00	0958	EQUIPMENT	\$ 1,421 5,000.00
								\$ 32,500.00

JUSTIFICATION

SUB-PROGRAM FOR EDD CLEAN ENERGY GRANT

Fiscal Services		Board Action Date
		2/9/12
Batch Transfer Number/Reference #	Posted By:	Date:
120327	SL	1/19/12

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
01/03/12	CHC	Raju Hegde 	Gloria M. Harrison Gloria Harrison 

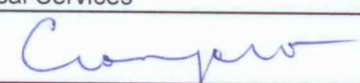
ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
INCOME								
01	00	02	8106	0000	8890.00	0000	Library Fine	2,721.00

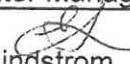
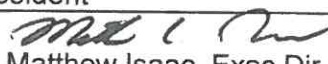
EXPENSE								
01	00	02	8106	0000	2637.00	6120	Maintenance Agreement	2,721.00

JUSTIFICATION

To cover overage fees on the copy machines (\$500.00), and to pay for the maintenance agreement for 3M theft detection system (\$2221.00)

Fiscal Services		Board Action Date
		2/9/12
Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
1/10/12	EDCT	Evgeniya Lindstrom 	Matthew Isaac, Exec Dir. 

ACCOUNT

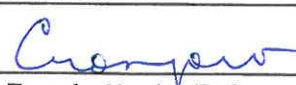
Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
01	00	03	8115	0480	8839.00	0000	Delaware TCC	\$ 147,823.00
								\$ 147,823.00

EXPENSE

01	00	03	8115	0480	4500.00	6840	Non-instr supplies	\$ 1,000.00
01	00	03	8115	0480	5120.00	6840	Other contracts	\$ 100,000.00
01	00	03	8115	0480	5200.00	6840	Travel	\$ 4,000.00
01	00	03	8115	0480	5350.00	6840	Postage & freight	\$ 1,000.00
01	00	03	8115	0480	5639.00	6840	Maint. Agreement -computers	\$ 5,000.00
01	00	03	8115	0480	5809.00	6840	Other Fees	\$ 32,823.00
01	00	03	8115	0480	5830.00	6840	Software/Onsite	\$ 4,000.00
								\$ 147,823.00

JUSTIFICATION

New Budget for Delaware Technical & Community College agreement

Fiscal Services		Board Action Date
		2/9/12
Batch Transfer Number/Reference #	Posted By:	Date:
B20332	SL	1/19/12

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/21/11	ATTC	<i>Robert Levesque</i> Robert Levesque	<i>Matthew Isaac</i> Matthew Isaac

ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
01	00	03	8115	0474	8659.00	0000	EDD Clean Energy Grant	\$ (32,500.00)
								\$ (32,500.00)

EXPENSE

01	00	03	8115	0474	5120.00	6840	Other Contracts	\$ (32,500.00)
								\$ (32,500.00)

JUSTIFICATION

ADJUSTMENT NEEDED FOR 4641 EDD SUB-ACCOUNT

Fiscal Services		Board Action Date
<i>Cromper</i>		<i>2/19/12</i>
Batch Transfer Number/Reference #	Posted By:	Date:
<i>120333</i>	<i>SL</i>	<i>1/19/12</i>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Conference Attendance

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached conference attendance requests.

OVERVIEW

Individual conference requests for professional growth and staff development for academic and classified staff are submitted by the campuses and the district office.

ANALYSIS

Faculty and staff attend conferences to obtain updated information on policies and procedures in their fields. In addition, conference attendance provides professional growth and staff development.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

DISTRICT

MATTHEW ISAAC to San Francisco, California, March 20-24, 2012, to attend the California Community College Association for Occupational Education Spring 2012 conference, with time and expenses. Dr. Isaac is a nominee for the Excellence in Leadership award. This conference also provides leadership for occupational and economic development professionals. Funded with Community Services funds.

GLEN KUCK to Houston Texas, February 19- 22, 2012, to attend the Bringing Mobil Learning to Your Institution conference, with time and expenses. By attending this program, Dr. Kuck will learn strategies to successfully integrate mobile technologies to enhance instruction, save students money on textbooks and develop a supportive structure of services. All expenses will be paid from the Distance Education general fund.

OSMAN PARADA to Las Vegas, Nevada, April 16-20, 2012, to attend the National Association of Broadcasters Conference, with time and expenses. By attending this program, Mr. Parada will evaluate new technologies to be incorporated into the release of the next major upgrade of EduStream. All expenses will be paid from the EduStream grant fund.

LOUIS CHAVIRA to Harrisburg, Pennsylvania, April 21-26, 2012, to attend the ACUP/Bucknell University Conference, with time and expenses. By attending this program, Mr. Chavira will gather information on new technology in the printing industry and familiarize himself with the latest updates to the Print Shop's new Web Based ordering system. All expenses will be paid from the Print Shop general fund.

LARRY CIECALONE to New York, New York, March 13-18 2012 to attend CPB grant program, American Graduate (dropout prevention project), with time only. CPB, PBS and leaders from public media stations throughout the country are required to participate in the mid program meetings of the initiative to help keep our nation's youth on the path to a high school diploma. The goal is to help successor generations achieve their dreams and become American Graduates. CPB will pay expenses.

SBVC

JOHN STANSKAS to Anaheim, California, February 23-25, 2012, to attend the ASCCC Academic Academy Focusing on Student Success, sponsored by the Academic Senate for California Community Colleges (ASCCC), with time and expenses. This is a conference focusing on student success and the Student Success Task Force recommendations for implementation. Participating in this activity will ensure local faculty are aware and actively engaged in changes necessary to ensure student success. Funding source is the Academic Senate general fund account.

DR. KATHLEEN ROWLEY AND NORI SOGOMONIAN to San Antonio, Texas, March 12-15, 2012, to attend the 4th Annual Title V Best Practices Conference & Grantsmanship Institute sponsored by Alliance for Hispanic Serving Institution Educators (AHSIE), with time and expenses. The conference sessions address both managing and developing Title V and other HSI grant proposals. To learn in areas of: Best Practices in Teaching, Successful Evaluation of Grants, Best Practices in Faculty Development, STEM Teaching for Hispanics, Project Management, Cross Cultural Teaching and Mentoring, Successful Student Services for

Hispanics, Assessment and Evaluation for Hispanic Students, Innovations in Professional Programs. Funding source is the President's general fund account and the HACU grant.

TODD HEIBEL to Washington, D.C., March 16-21, 2012, to attend the American Student Association of Community Colleges National Student Advocacy Conference sponsored by the Associated Student Government, with time and expenses. Mr. Heibel will be chaperoning the ASG leaders who will participate in the American Student Association of Community Colleges National Student Advocate Conference in Washington, D.C. The anticipated attendance is three students: Joyce Green, Kevin White and Lawrence McCrary. Funding source is the Associated Student Government Student Rep Fee account.

CHC

DANIEL BAHNER and JENNIFER FLOERKE to Albuquerque, New Mexico, April 11-15, 2012 to attend the Western Regional Honors Council Conference, with time and expenses. This conference will provide information to remain current on best practices in building and sustaining current honors program. All expenses will be paid by the Title V grant.

MARGARET YAU to Stockton, California, March 22-24, 2012, to attend the 5th Annual Conference of the Southwestern Region of the Consortium for Computing Sciences in Colleges Conference, with time and expenses. This conference will help in the effort to promote computer oriented curricula and effective use of computers in the STEM disciplines at CHC. All expenses will be paid by the STEM grant.

RYAN BARTLETT to Albuquerque, New Mexico, April 11-15, 2012 to attend the Western Regional Honors Council Conference, with time and expenses. This conference will provide information to remain current on best practices in building and sustaining current honors program. All expenses will be paid by the Title V grant.

RICK HOGREFE to San Antonio, Texas, March 12-15, 2012 to attend the 2012 Title V/HSI Best Practices Conference, with time and expenses. This conference will provide workshops that will benefit the CHC STEM Pathways grant through the teaching of "best practices," networking, partnerships, information-sharing, technical assistance, and collaboration with the other HSI institutions. Expenses will be paid by the STEM Pathways Grant.

RICK HOGREFE to Albuquerque, New Mexico, April 12-14, 2012 to attend the Western Regional Honors Council Conference, with time and expenses. This conference will provide information to remain current on best practices in building and sustaining current honors program. All expenses will be paid by the Title V grant.

MANIKA SINGH to Monterey, CA, April 15-18, 2012, to attend the CalWorks 3rd Annual Training Institute, with time and expenses. The CalWorks Conference will provide updated information on the policies and regulations of the California Community College CalWorks Program. All expenses will be paid by the CalWorks categorical fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Consideration of Approval of District/College Expenses

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached requests for District/College Expenses.

OVERVIEW

Individual requests are submitted to fund expenses related to various functions planned for the colleges and district office.

ANALYSIS

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

DISTRICT

EVENT: Time for Change Foundation
DATE: April 12, 2012
AMOUNT: \$1,750 Sponsorship
ITEM: This community organization addresses the needs of homeless women and children by providing housing and re-entry services. They are celebrating their 10th anniversary. This advertising opportunity purchased 3 luncheon seats and recognition in their event program.

EVENT: ACCCA Mentor Program
DATE : February 22, 2012-February 24, 2013
AMOUNT: \$1,000 registration fee
ITEM: Jeremy Sims, Director of Technology Services, will participate in this year-long program of meetings and conferences. Participation in this program will allow Jeremy to gain an understanding of the structure, function and processes of the California Community Colleges and strategies to enhance his management skills as it pertains to his role as the Director of Technology of the San Bernardino Community College District. The expenses will be paid by District Computing Services.

EVENT: Inland Empire Manufacturers Summit
DATE: February 10, 2012
AMOUNT: \$5,000.00 Gold Partner Sponsorship
ITEM: This sponsorship will support local businesses in finding solutions to current and future challenges. Sponsorship includes EDCT recognition and program logo on invitations and one table for 8 participants. Funded with the Employment Training Panel grant.

EVENT: 2012 Southern California Transportation & Logistics Summit
DATE: March 9, 2012
AMOUNT: \$1,250 Bronze Sponsorship
ITEM: This sponsorship will support the logistics industry in promoting the benefits of and examine the challenges facing the Industry. Sponsorship includes one table for 10 participants and recognition of EDCT's Logistics program. Funded with Logistics DOL grant.

SBVC

EVENT: Mentor/Mentee Social
DATE: February 15, 2012
AMOUNT: \$300.00
ITEM: Decorations and Supplies
Sponsored by the Tumaini Program who will host this event to allow students to build leadership and teamwork skills, and encourage networking opportunities. Anticipated attendance will include Tumaini students, and Professional San Bernardino Valley College Mentors. Funding source is the Tumaini general fund account.

EVENT: Museum of Tolerance (Los Angeles, CA)
DATE: March 2, 2012
AMOUNT: \$1,283.89
ITEM: Bus Rental and Admission
Sponsored by the Puente Program. The Puente Program students will be traveling by bus to receive a tour and presentation by a "Holocaust survivor" to gain an appreciation for what the Museum teaches. The anticipated attendance is 32 students and faculty. Laura Gomez and Mary Copeland will be chaperoning. Funding source is the Puente general fund account.

EVENT: Southern California Regional Consortium of Hispanic Serving Institutions Roundtable
DATE: March 29, 2012
AMOUNT: \$3,000.00
ITEM: Continental Breakfast, Lunch, Printing, Supplies and Facilitator
This one day event will be host to representatives from this consortium which is made up of campus representatives, students selected by the consortium, visiting professors, representatives from the US Department of Education and representatives from the White House. This meeting will facilitate the visioning process for the future of Latino education in the region as well as permitting regional members to dialogue about best practices, challenges and innovative strategies. Funding source is the HACU Grant.

EVENT: Umoja Regional Retreat
DATE: March 30, 2012
AMOUNT: \$877.19
ITEM: Bus Rental
Sponsored by the Tumaini Program. The Tumaini Program students will be traveling to visit the Umoja Regional Retreat, El Camino Community College, Los Angeles where they will interact in cultural enrichment for the learning community cohort. Anticipated attendance is approximately 30 students and four staff members. The chaperones and staff members will be Willene Nelson, Alma Lopez, Sandra Flowers-Blackman and Michael Mayne. Funding source is the Tumaini general fund account.

EVENT African American Museum, Los Angeles
DATE: April 20, 2012
AMOUNT: \$663.03
ITEM: Bus Rental
Sponsored by the Tumaini Program, this event will allow the Tumaini Program students to interact in cultural enrichment for the leaning community cohort. Anticipated attendance is approximately 30 students and four staff members. The chaperones and staff members will be Willene Nelson, Alma Lopez, Sandra Flowers-Blackman and Michael Mayne. Funding source is the Tumaini general fund account.

EVENT: University of California, Los Angeles (UCLA)
DATE: April 27, 2012
AMOUNT: \$926.89
ITEM: Bus Rental

Sponsored by the Puente Program, the event will allow the Puente Program students to experience an on-site campus visit to a University of California (UCLA) and, if feasible, also visit CSULA. They will be received by an outreach representative, be provided a campus tour, and be provided with an opportunity to expand their options beyond the local community of San Bernardino. Anticipated attendance is 32 students and faculty members. Laura Gomez and Mary Copeland will be chaperoning. Funding source is the Puente general fund account.

EVENT: American Student Association of Community Colleges National Student Advocacy Conference
DATE: March 16-21, 2012
AMOUNT: \$15,000.00
ITEM: Transportation, Hotel, Registration and Meals

Sponsored by the Associated Student Government, the ASG leaders will participate in the American Student Association of Community Colleges National Student Advocate Conference in Washington, D.C. The anticipated attendance is three students: Joyce Green, Kevin White and Lawrence McCrary. Todd Heibel will be chaperoning. Funding source is the Associated Student Government Student Rep Fee account.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached request for individual memberships.

OVERVIEW

ANALYSIS

Individual memberships related to job duties are submitted when institutional memberships are not available.

BOARD IMPERATIVE

- I. Institutional Effectiveness
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SBVC

EMPLOYEE:

Dr. Kathleen R. Rowley and Dr. Nori E. Sogomonian

MEMBERSHIP:

Alliance of Hispanic Serving Institution Educators (AHSIE)

AMOUNT:

\$50.00 each

Alliance of Hispanic Serving Institution Educators (AHSIE) provides their members with access to the HSI Library of Best Practices, Directory for more competitive grant applications and the opportunity to attend and/or present at the HSI Annual Best Practices Conference. Funding source is the President's general fund account and HACU grant.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale

RECOMMENDATION

It is recommended that the Board of Trustees declare the listed equipment and materials as surplus and direct the Business Manager to contact auction houses and appropriate salvage companies for the disposal.

OVERVIEW

The attached equipment and materials have been declared obsolete and no longer usable.

ANALYSIS

Through reputable auction houses and salvage companies, these items will be picked up and transported to vendor facilities for sale or disposal as necessary. According to Education Code 81452, if the governing board by a unanimous vote of those members present finds that the property does not exceed in value the sum of Five Thousand Dollars (\$5,000), the property may be sold at private sale without advertising by the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

A statement and check for equipment sold will be provided to the District within 30 days after the date of auction and will positively impact the District budget.

Non-Fixed Asset Surplus List
February 9, 2012

- | | |
|-------------------------------|--------|
| 1. Monitor, Dell, M993S | 17 ea. |
| 2. Monitor, Dell, Flat screen | 25 ea. |
| 3. Office Desk, metal | 4 ea. |
| 4. Table, 6 ft. | 2 ea. |
| 5. Office chairs, various | 4 ea. |

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Debra S. Daniels, President, SBVC
PREPARED BY: James Hansen, Vice President of Administrative Services, SBVC
DATE: February 9, 2011
SUBJECT: Consideration of Approval of a Facility Use Fee Waiver - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve a facility use fee waiver for the County of San Bernardino Transitional Assistance Department Volunteer Income Tax Assistance (VITA) on Friday, February 3, 2012 and Monday, February 13, 2011. This event is sponsored by Jim Hansen for Transitional Assistance Department.

OVERVIEW

SBVC is recommending the fee waiver in support of area community members as part of the college's community outreach effort.

ANALYSIS

BOARD IMPERATIVE

IV. Enhanced and informed Governance and Leadership.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Consideration of Approval to Provide Compensation to Board Member for Absence from a Board Meeting

RECOMMENDATION

It is recommended that the Board of Trustees approve the absence and compensation for Trustee Ramos on January 26, 2012.

OVERVIEW

Trustees may be compensated for absences from scheduled Board meetings if the reason for absence is jury duty, school business, hardship acceptable to the Board and illness.

ANALYSIS

Trustee Ramos missed the January 26, 2012 meeting.

BOARD IMPERATIVES

- I. Institutional Effectiveness
- II. Learning Centered Institution for Student Access, Retention and Success
- III. Resource Management for Efficiency, Effectiveness and Excellence
- IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2011-2012 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: February 09, 2012
SUBJECT: Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments

RECOMMENDATION

It is recommended that the Board of Trustees approve this single action item for the Bond Measure M construction change orders and amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

San Bernardino Valley College – Handball & Tennis Court Demolition						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
E. Avico, Inc.	CO-1	253,071		-15,000	238,071	-5.93%
Total Proposed Changes				-15,000		

Construction change orders may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability. California Public Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

A construction contract is amended when there is a change in the scope of work due to unforeseen conditions that must be corrected in order for work to proceed. Amendments alter the base contract amount and are not limited to the 10% guideline.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

ANALYSIS

Construction contract amendments and change orders submitted for approval this month total \$-15,000. The percentage for this month's change orders is -0.138% of the total Measure M currently awarded construction contracts of \$10,863,197.50.

The overall impact of amendments and change orders increases the Bond Measure M CIP construction contracts by \$808,472.49. The new overall Measure M change order percentage is 7.44%. The cost of these changes will be absorbed by bid savings; the construction projects remain within the approved budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2011-2012 Budget for Measure M.



Bond Measure M Construction Change Summary

This form must accompany all Construction Change Requests to verify that all steps of review and accountability have been met prior to submission for approval by the Board of Trustees.

Contractor: E.Avico, Inc. Amount \$ -15,000

Campus: SBVC Project: Handball/Tennis Court Demo

This Change is a(n):

- Amendment (not subject to 10% limitation) Change Order (subject to 10% limitation)

Reason for Change

- Unforeseen Conditions Design Omission Design Conflict
 Campus Recommended Contractor Recommended Agency Required
 Contractor Transfer (no cost to District)

Explanation of Change: E. Avico maintained an asbestos/hazardous materials allowance for \$15,000 in their contract for demolition of the SBVC Tennis and Handball Courts.

Accountability

This Change was not part of the original design scope because: No such asbestos/hazardous materials were encountered during the demolition of the SBVC Tennis and Handball Courts. The demolition has been completed and a deductive change order is being issued.

- The cost of this change has been validated and is the best possible price available to the District.
 This change has been reviewed and is necessary to the completion this project.

Impact

Original contract was Board approved on <u>10/20/11</u> in the amount of	\$ <u>253,071</u>
Total Board approved amendments to date	\$ <u>0</u>
Requested amendment amount	\$ <u>0</u>

- This request is an amendment and results in a revised contract amount of \$ 253,071
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date	\$ <u>0</u>
Requested Change Order amount	\$ <u>-15,000</u>

- This request is a change order and results in a revised contract amount of \$ 238,071

This change order is subject to the 10% rule. It results in a -5.93% % change to the contract

The cumulative amount of change orders for this contract equals	\$ <u>-15,000</u>
Or <u>-5.93%</u> % of the contract amount.	

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS \$ 238,071

Signatures

Bond Program Manager:

Diana Johnson

Diana Johnson

(Signature)

1/20/12

(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
Capital Facilities Program Management

102011
Project Number

C.O. - 01

CHANGE ORDER

Original Contract Amount: \$253,071
Amount of Previous Change Orders: \$0

* NOTE: None

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>11-Jan-12</u>
Project Description:	<u>Handball/Tennis Court Demolition</u>	Contract No.:	<u>102011</u>
To (Contractor):	<u>E. Avico, Inc.</u>	Attn:	<u>Avi Arshadnia</u>

You are hereby directed to make the following changes in the above reference contract for:

Item No.: None

Reference RFP No.: None

Description of Work:

Reduce allowance for unforeseen hazardous materials abatement and credit to the district.

TOTAL COST OF CHANGE ORDER NO. (\$15,000)

Reason for Change:

Hazardous materials not encountered during project.

Initiator of Change:

H2

Drawings associated with Allowance are as follows: Refer to attachments

The contract AMOUNT due to C. O. No. will be decreased by: \$15,000

The contract TIME due to Change Order No. will be unchanged by: 0 calendar days.

The revised Contract Completion Date, including this Change Order is, therefore unchanged January 6, 2012.

The revised Contract Amount, including this change order is, therefore: \$238,071

SBCCD Change Order No. 01 includes Item Number(s): None

This Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Community College District Board of Education)

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time.

I have reviewed the figures submitted by the Contractor and they have been reviewed by the District, I believe this request is valid and recommend your approval for acceptance.

	Signature	Name (printed)	Date
Architect:		<u>BRAD GLASSICK</u>	<u>1-13-12</u>
Constr. Mgr.:		<u>Cole McMillin</u>	<u>1/13/12</u>
Inspector:	<u>N/A</u>		
District:		<u>Mr. Charlie Ng, Vice Chancellor Fiscal Services</u>	
Contractor:		<u>EBRAHIM ARSHADNIA - V. President</u>	

Printed Name/Title

State of California - Division of the State Architect DSA Application No. N/A File No. N/A

Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. 01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
01	Unused hazmat allowance credit to district	H2			(\$15,000)	(\$15,000)
	Subtotal					(\$15,000)
	TOTAL CHANGE ORDER # 01					(\$15,000)

CODE LEGEND

- A SITE COST, UNFORSEEN FIELD CONDITION
- B SITE COST, ERROR AND/OR OMISSION
- C SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- D SITE COST, AGENCY OR CODE REVISION
- E SITE COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- F BUILDING COST, UNFORSEEN FIELD CONDITION
- G BUILDING COST, ERROR AND/OR OMISSION
- H BUILDING COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE
- J BUILDING COST, AGENCY OR CODE REVISION
- K BUILDING COST, CONTRACTOR IMPACT TO ANOTHER CONTRACTOR
- L CONTRACT ADMINISTRATIVE ISSUE

* Note: "I" has been omitted not to be confused with "1"

- 1 CONTRACTOR GENERATED
- 2 CONSTRUCTION MANAGER GENERATED
- 3 ARCHITECT/ENGINEER GENERATED
- 4 DISTRICT GENERATED
- 5 INSPECTOR OR AGENCY GENERATED

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: February 09, 2012
SUBJECT: Consideration of Approval of Proposal from AEI CASC Consulting

RECOMMENDATION

It is recommended that the Board of Trustees approve a proposal and award a contract to AEI CASC Consulting for consulting survey services in the amount of \$9,500.

OVERVIEW

On December 8th 2011 the Board of Trustees approved the contract for the design and construction of the Solar Farm at CHC. As a normal function of the district on all measure M projects, Water Quality Management Plans are created and supplied to contractors. As a result of this process, AEI CASC Consulting is being recommended to perform consulting civil engineering services for the Water Quality Management Plan for the Solar Farm project.

ANALYSIS

The Solar Farm Project covers several acres and could have several water discharge points that make a long term Water Quality Management Plan a very important and required aspect of the project. The negotiated fee for these services is \$9,500.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2011-12 Measure M budget.

Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399

Project Memo

Ph: 909.435.4159 – Fax: 909.794.8901

DATE: January 11, 2012

No -013 M CHC Solar Project

TO: Charlie Ng
Vice Chancellor Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Gary Weinstein
Project Manager
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)
Solar Farm Project WQMP (Water Quality Management Plan) Contract

SCOPE:

SBCCD to approve the contract with AEI CASC for the WQMP design and preparation for the Solar Farm at Crafton Hills College in the amount of \$9,500.00 dollars.

NARRATIVE:

With the approval of the final contract for the design build team the need to have a prepared WQMP is now relevant and necessary. This project covers several acres and could have several water discharge points that make a WQMP a very important aspect of the project. The WQMP's main purposes are for the long term control of post construction run off and sediment control.

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD approve the contract with AEI CASC in the amount of \$9,500.00 for WQMP design services for the solar farm at CHC.

BUDGET INFORMATION/FISCAL IMPACT:

Solar Farm Project - 9618

Info from Measure M Budget version 22

Project Original Budget Amount:	\$ 7,142,290.67
Project Current Spent to date:	\$ 48,910.75
Project Current Estimate to Complete:	\$ 7,142,290.67
Project Memo Forecast Cost:	\$ 9,500.00
Project Change Amount:	\$ 0.00

Budget Line Item is 5112-Funding Source is 6120.24 – savings on drawings.

<input checked="" type="radio"/> I concur with this recommendation	<u>Diana Johnson</u> 1/10/12
<input type="radio"/> I do not concur with this recommendation	Diana Johnson, Program Manager, Kitchell/BRj/Seville

<input type="radio"/> I concur with this recommendation	<u>Charlie Ng</u> 1/25/12
<input type="radio"/> I do not concur with this recommendation	Charlie Ng Vice Chancellor of Fiscal Services, SBCCD

Handwritten signature and date: 1/18/12



December 29, 2011

Mr. Charles Ng
c/o Mr. Gary Weinstein
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
114 South Del Rosa Drive
San Bernardino, Ca 92408

RE: CRAFTON HILLS SOLAR PROJECT WQMP

Dear Mr. Ng and Weinstein,

Thank you for allowing AEI-CASC to propose on the above referenced project. Enclosed please find our WQMP Preparation proposal, which includes the Scope of Services, Schedule of fees, Hourly Rate Fee Schedule, and Consultant Agreement.

If you wish to proceed, please sign and return our Consulting Agreement. We will return a fully executed copy of the agreement to you.

Please do not hesitate to contact Dave Cooke at (909) 783-0101 ext: 4061; Barbara Sherman at ext: 3440 or me at ext: 5325.

Sincerely,

AEI-CASC CONSULTING

A handwritten signature in red ink, appearing to read 'R. Sidor', is written over the printed name.

Richard J. Sidor, P.E.
President

BS/mef Encl.: Proposal No. 2011-0169

CRAFTON HILLS COLLEGE CPV PROJECT
WQMP SERVICES

SCOPE OF SERVICES

FINAL WATER QUALITY MANAGEMENT PLAN (WQMP)

AEI-CASC will prepare a Water Quality Management Plan (WQMP) for the Crafton Hills College PV Solar Project in accordance with the requirements set forth in the "San Bernardino County Storm Water Program Model Water Quality Management Plan Guidance", dated June 9, 2005.

The WQMP will generally follow the WQMP template included in the Guidance, with deviations determined appropriate to present the project in a clear and understandable manner.

AEI-CASC has assumed that when addressing hydrologic conditions of concern, that the Project will comply with either Condition A or Condition C of the Guidance. Condition A is for a discharge to a publicly-owned storm drain system or stabilized channel system and Condition C is for a post-project discharge that is equal to or less than the pre-project discharge, as demonstrated by hydrologic calculations contained in this proposal. If Condition A or Condition C cannot be demonstrated, the project may be required to incorporate a detention facility into the project.

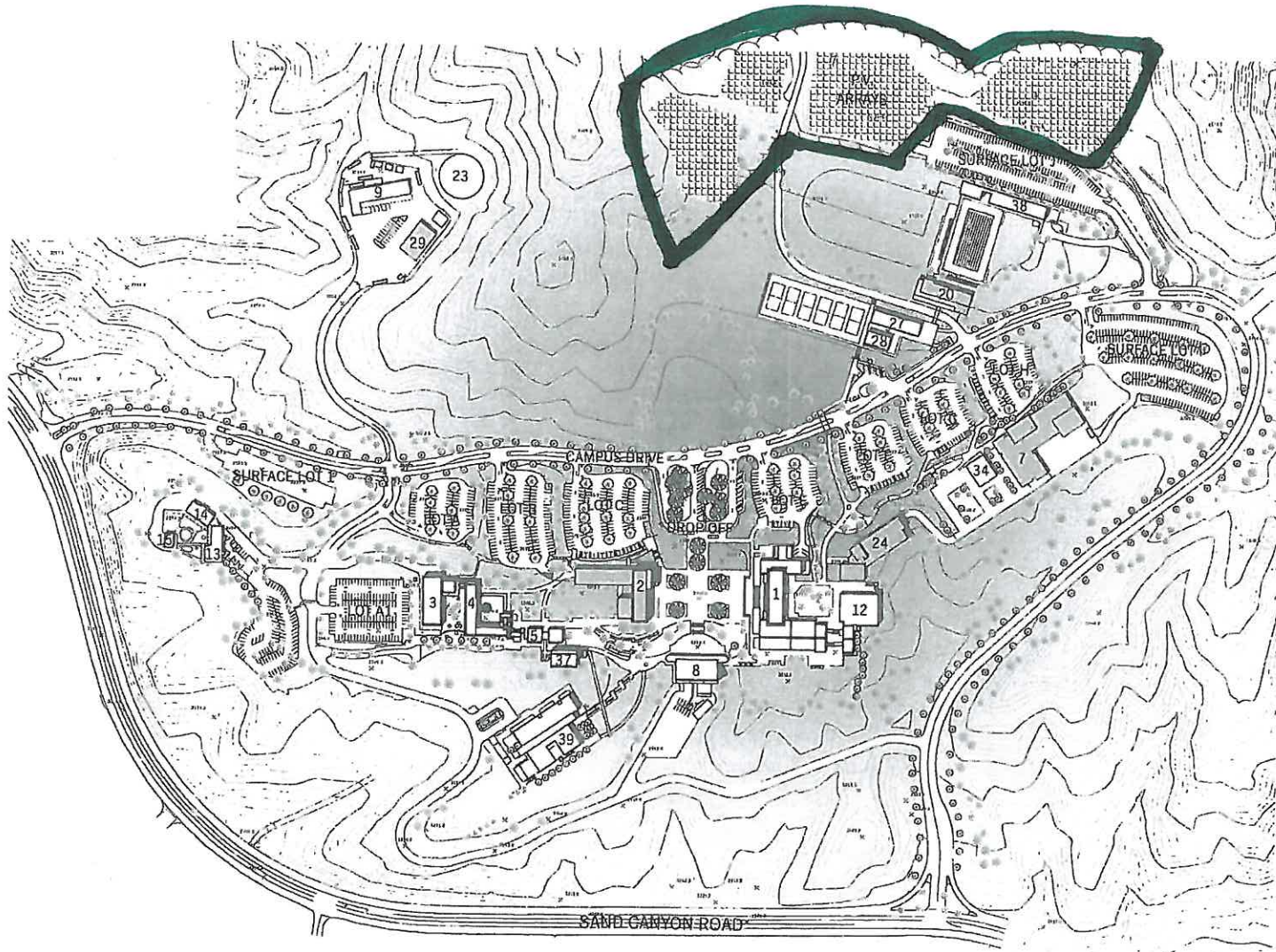
AEI-CASC will provide one draft copy of the WQMP to the Client for review and comment. Upon receipt of comments, AEI-CASC Consulting will revise the WQMP to incorporate comments within the scope of services and provide three final copies of the WQMP, one for the internal records of Client and two for submittal to the Client.

AEI-CASC will update the Water Quality Management Plan (WQMP) based on comments received from the Client. The scope of work for this item is limited to minor changes only; major changes will be prepared on a time and materials basis. For the purposes of this task, minor changes are those that can be addressed in 8 or fewer hours.

SCHEDULE OF FEES

WQMP \$9,500.00

TOTAL CONTRACT AMOUNT: \$9,500.00



NO. BUILDING NAME

- 1 LAB/ADMIN
- 2 CRAFTON CENTER
- 3 CLASSROOM BUILDING 2
- 4 STUDENT SERVICES A
- 5 CLASSROOM BUILDING 1
- 7 OCCUPATIONAL ED 2
- 8 PERFORMING ARTS CENTER
- 9 MAINTENANCE & OPERATIONS
- 12 CHEMISTRY
- 13 CDC 1
- 14 CDC 2
- 15 CDC 3
- 20 PHYS ED / ATHLETICS
- 23 WATER TANK
- 24 SCIENCE
- 27 SCIENCE MODULAR
- 28 MATH MODULAR
- 29 OFFICES
(REPURPOSED BOOKSTORE
MODULAR)
- 34 BOOKSTORE CLASSROOMS
- 37 STUDENT SERVICES B
- 38 AQUATIC CENTER
- 39 LEARNING RESOURCE CENTER

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Amendment 004 to the Steinberg Architects Contract at CHC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 004 to the Steinberg Architects Parking, Access & Lighting (PAL) contract in the amount of \$26,115.

OVERVIEW

The additional design work included in this contract amendment relates to the following items: 1) demolition and replacement of concrete aprons near parking lots D & E and fire access road, 2) demolition of two existing parking pass vending machines and relocation of the new parking pass vending machine at parking lot D, 3) demolition and replacement of pedestrian light poles and fixtures in and around the main quad and Performing Arts Center, and 4) upgrades to the Child Development Center (CDC) parking lot and walkway exterior light fixtures.

ANALYSIS

The effect of this amendment will be an addition of \$26,115 to the Steinberg Architects PAL contract, resulting in a revised contract amount of \$1,136,891. There is no change to the project schedule.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2011-12 Measure P budget.

Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399

Project Memo

Ph: 909.435.4159 – Fax: 909.794.8901

DATE: January 6, 2012

No – M CHC PAL 023

TO: Charlie Ng
Vice Chancellor of Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Geoff Bachanas *GB*
Project Manager
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)
PROJECT #: Parking Lot / ADA / Lighting Improvement (PAL)
Approval for Steinberg Architects to proceed with work associated with ASA #6

SCOPE:

SBCCD approval for Steinberg Architects to proceed with the additional design work associated with the additional scope of work included in ASA #6 as part of the PAL project. Additional design work included in ASA #6 relates to the following items: 1) demolition and replacement of concrete aprons near parking lots D & E and fire access road, 2) demolition of (2) existing parking pass vending machines and relocation of the new parking pass vending machine at parking lot D, and 3) demolition and replacement of pedestrian light poles and fixtures in and around the main quad and Performing Arts Center.

NARRATIVE:

Item #1: Demolition and replacement of concrete aprons near parking lots D & E and fire access road

Upon review and survey of the existing parking lot drive approaches, curbs and aprons, it was discovered that a few of them had deteriorated since the original evaluation had been done during the design phase of the PAL project. The determination was made by the project team to address these areas as an unforeseen condition to ensure further deterioration didn't affect newly installed asphalt. The additional design work associated with this work is very minimal and includes updating the as-built record set and preparing the necessary documentation to coordinate DSA closeout and certification. The additional cost for the contractor associated with this work was approved with CCD #12.

Item #2: Demolition of (2) existing parking pass vending machines and relocation of the new parking pass vending machine at parking lot D

It was determined by the CHC campus that the new parking ticket machines shown to be installed at parking lot D and the gym parking lot be installed in alternate locations in parking lot D. The additional design work associated with this work is very minimal and includes updating the as-built record set and preparing the necessary documentation to coordinate DSA closeout and certification. The additional cost for the contractor was negotiated to zero by Kitchell/BRj/Seville.

Items #3: Demolition and replacement of pedestrian light poles and fixtures in and around the main quad and Performing Arts Center

Upon review of the exterior light fixture scope of work included in the PAL project it was determined that the PAL scope of work didn't include replacement of about 10-12 existing 12' exterior walkway light fixtures. The CHC campus requested that these existing 10-12 existing 12' exterior walkway light fixtures be replaced as part of the PAL project and the additional work was approved by SBCCD with CCR #12. The additional design work associated with this work includes reviewing existing as-built information for existing concrete bases to determine if they can be reused, coordination of the additional exterior light fixtures with the Exergy lighting control system, necessary documentation for construction implementation, and necessary documentation to coordinate DSA closeout and certification. The additional cost for the contractor associated with this work is being submitted with the anticipation that it will be approved by SBCCD with CCD #22.

Kitchell/BRj/Seville has obtained and negotiated a proposal from Steinberg Architects, see attached, for the additional design work associated with ASA #6. The original proposal received from Steinberg Architects was \$28,858.00 and through negotiations the final agreed upon amount is \$14,750.00 which we feel is a fair and reasonable amount for this additional design work.

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD authorize Steinberg Architects to proceed with ASA #6 in the amount of \$14,750.00. Upon approval, Kitchell/BRj/Seville will direct Steinberg Architects to proceed with the additional design work in an effort to expedite this additional scope of work. A formal Contract Amendment #4 will be prepared and forwarded to the February 9, 2012 SBCCD board meeting for final approval. Steinberg Architects new contract amount with the approval of Contract Amendment #4 will be \$1,125,526.00.

BUDGET INFORMATION/FISCAL IMPACT:

*Parking Lot / ADA / Lighting Improvements Project – 9511
Info from Measure M Budget version 22*

Project Original Budget Amount: \$ 13,900,000.00
Project Current Spent to date: \$ 8,492,961.92
Project Current Estimate to Complete: \$ 11,094,959.00
Project Memo Forecast Cost: \$ 14,750.00 – will come from soft cost contingency
Project Change Amount: \$ 0.00
Budget Line Item will be 6120.10 – Architectural Fees

I concur with this recommendation
 I do not concur with this recommendation

Diana Johnson *BOM 1/6/2012*
Diana Johnson, Program Manager, Kitchell/BRj/Seville

I concur with this recommendation
 I do not concur with this recommendation

CS *51* *1/6/12*
Charlie Ng, VC of Fiscal Services, SBCCD

Attachments: Steinberg Architects ASA #6 (4 pages)
CCD #12 (4 pages)
CCR #12 (1 page)
CCD #22 (4 pages)

Cc: Diana Johnson; Bruce McDonald; Mike Villegas – Kitchell/BRj/Seville
Mike Alamo – Steinberg Architects
File

Kitchell/BRj/Seville

11711 Sand Canyon Road, Yucaipa, CA 92399

Project Memo

Ph: 909.435.4159 – Fax: 909.794.8901

DATE: January 9, 2012

No – M CHC PAL 024

TO: Charlie Ng
Vice Chancellor of Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Geoff Bachanas *GB*
Project Manager
Kitchell/BRj/Seville

RE: Crafton Hills College (CHC)
PROJECT #: Parking Lot / ADA / Lighting Improvement (PAL)
Approval for Steinberg Architects to proceed with work associated with ASA #7

SCOPE:

SBCCD approval for Steinberg Architects to proceed with the scope of work associated with ASA #7 as part of the PAL project. ASA #7 is additional design work associated with the requested and approved upgrades to the Child Development Center (CDC) parking lot and walkway exterior light fixtures.

NARRATIVE:

The CDC parking lot and walkway exterior light fixtures were originally going to be addressed within the Parking Structure 1 (PS1) project. With the PS1 project being put on-hold due to the current reduction in funding for the Measure M bond program these exterior light fixtures aren't scheduled to be upgraded and/or addressed. With the approval of CCR #13 both CHC and SBCCD approved that both the CDC parking lot and walkway exterior light fixtures be added to the PAL project scope of work. The additional design work associated with this work includes reviewing existing as-built information, site visits and coordination meetings, a photometric calculation to determine the number of fixtures required to meet proper light levels, coordination of the new exterior light fixtures with the Exergy lighting control system, necessary documentation for construction implementation, and necessary documentation to coordinate DSA closeout and certification. The additional cost for the contractor associated with this work will be submitted at a later date once the design is completed. One thing that is known is that this additional scope of work will be processed as a contract amendment to RDM Electric Co., Inc's contract.

Kitchell/BRj/Seville has obtained and negotiated a proposal from Steinberg Architects, see attached, for the additional design work associated with ASA #7 in the final agreed upon amount of \$11,365.00 which we feel is a fair and reasonable amount for this additional design work.

RECOMMENDATION:

Kitchell/BRj/Seville recommends that SBCCD authorize Steinberg Architects to proceed with ASA #7 in the amount of \$11,365.00. Upon approval, Kitchell/BRj/Seville will direct Steinberg Architects to proceed with the additional design work in an effort to expedite this additional scope of work. A formal Contract Amendment #4, which will include Steinberg Architects ASA #6 (previously approved) and ASA #7, will be prepared and forwarded to the February 9, 2012 SBCCD board meeting for final approval. Steinberg Architects new contract amount with the approval of Contract Amendment #4 will be \$1,136,891.00.

BUDGET INFORMATION/FISCAL IMPACT:

Parking Lot / ADA / Lighting Improvements Project – 9511

Info from Measure M Budget version 22

Project Original Budget Amount:	\$ 13,900,000.00
Project Current Spent to date:	\$ 8,492,961.92
Project Current Estimate to Complete:	\$ 11,094,959.00
Project Memo Forecast Cost:	\$ 11,365.00 – will come from soft cost contingency
Project Change Amount:	\$ 0.00

Budget Line Item will be 6120.10 – Architectural Fees

✓ I concur with this recommendation
 I do not concur with this recommendation

BCAM 11/9/2012
Diana Johnson 11/10/12
Diana Johnson, Program Manager, Kitchell/BRJ/Seville

I concur with this recommendation
 I do not concur with this recommendation

4/8
11/12/12
Charlie Ng, VC of Fiscal Services, SBCCD

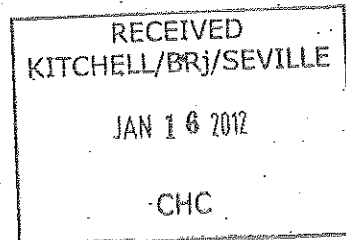
Attachments: Steinberg Architects ASA #7 (9 pages)
CCR #13 (1 page)

Cc: Diana Johnson; Bruce McDonald; Mike Villegas – Kitchell/BRJ/Seville
Mike Alamo – Steinberg Architects
File

M
11/10/12

**CHC PAL
STEINBERG ARCHITECT CONTRACT AMENDMENT: 004**

PROJECT: Crafton Hills College (CHC)
11711 Sand Canyon Road
Yucaipa, CA 92399



OWNER: San Bernardino Community College District (SBCCD)

TO: Steinberg Architects
523 West 6th Street, Suite 245
Los Angeles, CA 90014

Brief Description:

The additional design work included in this contract amendment relates to the following items: 1) demolition and replacement of concrete aprons near parking lots D & E and fire access road, 2) demolition of (2) existing parking pass vending machines and relocation of the new parking pass vending machine at parking lot D, 3) demolition and replacement of pedestrian light poles and fixtures in and around the main quad and Performing Arts Center, and 4) upgrades to the Child Development Center (CDC) parking lot and walkway exterior light fixtures. See attachments for further explanation.

Attachments:

- Kitchell/BRj/Seville project memo PAL 023 w/ Steinberg Architects ASA #6 (15 pages)
- Kitchell/BRj/Seville Project Memo PAL 024 w/ Steinberg Architects ASA #7 (12 pages)

Costs:

\$26,115.00 = Total amount of this Amendment

The original Contract Sum	\$1,069,500.00
Net change by previous Amendments	\$41,276.00
The Contract Sum prior to this Amendment	\$1,110,776.00
The Contract Sum will be increased by this Amendment	\$26,115.00
The new Contract Sum including this Amendment	\$1,136,891.00

The Contract Schedule as of this Amendment will be unchanged.

By signing this Amendment the SBCCD authorizes Steinberg Architects to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Steinberg Architects PAL project contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Construction Schedule.

Authorized:

ARCHITECT
Steinberg Architects

PROGRAM MANAGER
Kitchell/BRj/Seville

OWNER
SBCCD

By: _____

Handwritten signature of the architect, appearing to be "J. A. ...".

By: _____

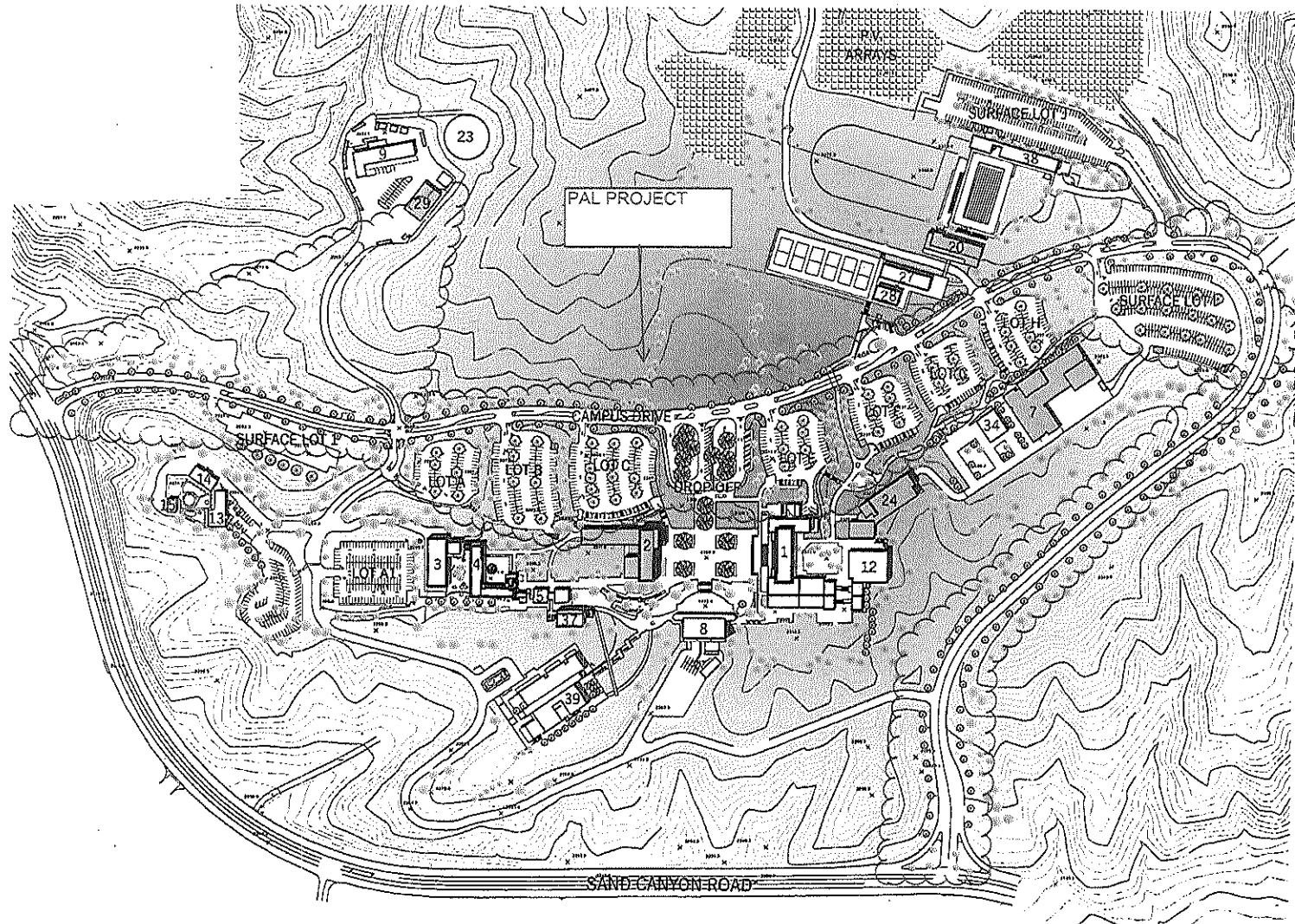
Handwritten signature of the program manager, appearing to be "Diana Johnson".

By: _____

DATE: 01/13/2012

DATE: 1/20/12

DATE: _____



NO. BUILDING NAME

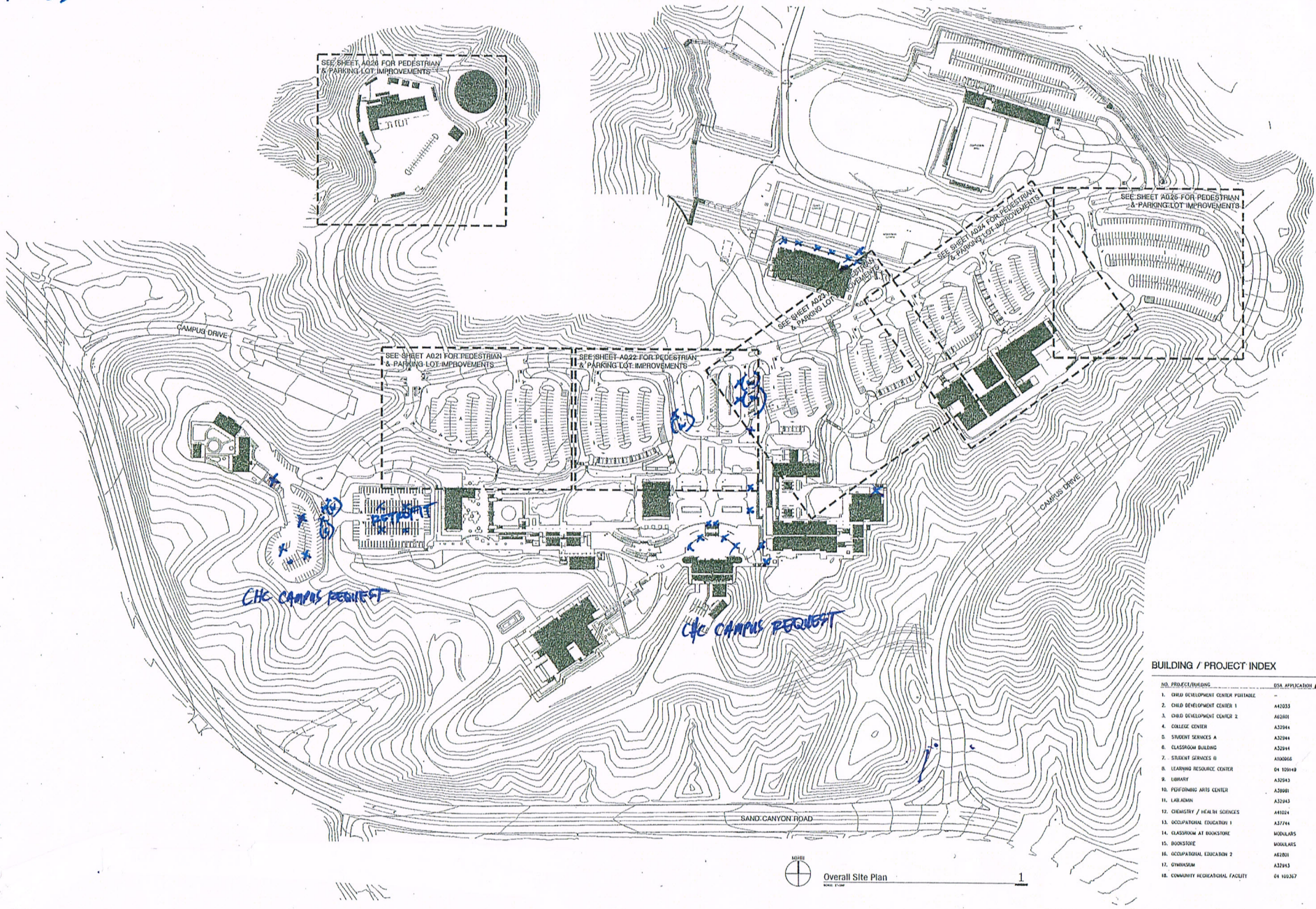
- 1 LAB/ADMIN
- 2 CRAFTON CENTER
- 3 CLASSROOM BUILDING 2
- 4 STUDENT SERVICES A
- 5 CLASSROOM BUILDING 1
- 7 OCCUPATIONAL ED 2
- 8 PERFORMING ARTS CENTER
- 9 MAINTENANCE & OPERATIONS
- 12 CHEMISTRY
- 13 CDC 1
- 14 CDC 2
- 15 CDC 3
- 20 PHYS ED / ATHLETICS
- 23 WATER TANK
- 24 SCIENCE
- 27 SCIENCE MODULAR
- 28 MATH MODULAR
- 29 OFFICES
(REPURPOSED BOOKSTORE
MODULAR)
- 34 BOOKSTORE CLASSROOMS
- 37 STUDENT SERVICES B
- 38 AQUATIC CENTER
- 39 LEARNING RESOURCE CENTER

* BOLD INDICATES NEW BUILDING

MASTER PLAN - HORIZON 1



CHC (E) EXISTING LIGHT SURVEY



BUILDING / PROJECT INDEX

NO. PROJECT/BUILDING	USA APPLICATION #
1. CHILD DEVELOPMENT CENTER PORTANCE	
2. CHILD DEVELOPMENT CENTER 1	A42033
3. CHILD DEVELOPMENT CENTER 2	A62001
4. COLLEGE CENTER	A22944
5. STUDENT SERVICES A	A22944
6. CLASSROOM BUILDING	A22944
7. STUDENT SERVICES B	A100866
8. LEARNING RESOURCE CENTER	04 10049
9. LIBRARY	A22943
10. PERFORMING ARTS CENTER	A26881
11. LAB ADMIN	A22943
12. CHEMISTRY / HEALTH SCIENCES	A1024
13. OCCUPATIONAL EDUCATION 1	A2744
14. CLASSROOM AT BOOKSTORE	W004L45
15. BOOKSTORE	W004L45
16. OCCUPATIONAL EDUCATION 2	A2201
17. GYMNASIUM	A22943
18. COMMUNITY RECREATIONAL FACILITY	04 100267



Overall Site Plan
SCALE: 1"=40'

1

San Bernardino CD 114 South Oak Road Suite 100 San Bernardino, California 92408
Steinberg Architects 252 W. 4th Street, Suite 245 Los Angeles, California

DIVISION OF THE STATE ARCHITECTS
 APPL # 4-111143
 FILE # 10513 OVERSIGHT/CHECK
 BY 04-30-10
 NO. OF SHEETS 02 OF 02
 NO. OF SHEETS SUBMITTED 12-11-09 30/05 SUBMITTAL
 IDENTIFICATION STAMP



CRAFTON HILLS COLLEGE
Campus Lighting, Parking and Access Improvements

Steinberg Architects
PROJECT # 05066 DATE: JUNE 18, 2010

OVERALL SITE PLAN
PEDESTRIAN & PARKING LOT IMPROVEMENTS

A0.11
SCALE: 1"=100'

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Amendment 016 to the NTD Architects Contract at SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 016 to the NTD Architect contract in the amount of -\$4,880.

OVERVIEW

Kitchell/BRj and SBVC identified a number of potential Error and Omission (E/O) items for all the Measure P projects at SBVC. The list was vetted with the campus and submitted to the architect, NTD. Three Items were negotiated for potential credits, including an issue with failing to pick up the white boards in the design, exit signs that needed replacement as they did not have battery backup, and excessive fume hood exhaust noise, all in the Chemistry/Science building. The fume hood noise issue is being addressed and paid for separately by NTD and the mechanical engineer. However, NTD has offered a credit of \$4,880 for the remaining two E/O items.

ANALYSIS

The effect of this amendment will be a decrease of -\$4,880 to the NTD Architects contract, resulting in a revised contract amount of \$7,441,064. There is no change to the project schedule.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2011-12 Measure P budget.

Kitchell/BRj

701 S Mount Vernon Ave, San Bernardino, CA 92410

Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: December 21, 2011

No. VC-235

TO: Charlie Ng
Vice Chancellor, Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Cade McMullin
Project Manager
Kitchell/BRj

RE: Measure P (All projects)
Error and Omission (E/O) Items Credit

SCOPE:

Approve a credit from NTD for E/O issues identified during Measure P totaling \$4,880.00.

NARRATIVE:

Kitchell/BRj and SBVC identified a number of potential E/O items for all the Measure M projects. The list was vetted with the campus and submitted to NTD for negotiation. (3) items were negotiated for potential credits including an issue with failing to pick up the white boards in the design, exit signs that needed replacement as they did not have battery backup, and excessive fume hood exhaust noise. All in the Chem/Sci building. The fume hood noise issue is being addressed and paid for separately by NTD and the mechanical engineer. However, NTD has offered a credit of \$4,880.00 for the remaining (2) items.

RECOMMENDATION:


Kitchell/BRj has reviewed the credits, and given the limited E/O change order on the project, believes it is fair. Approve the credit from NTD for \$4,880.00

Budget Information:

Original Project Budget amount:	\$51,258,985.19
Spent to Date:	\$41,849,514.71
Project Current Estimate of Complete Costs:	\$43,157,568.01
Project Memo Forecast Cost:	\$0.00
Project Change Amount:	\$-4,880.00
Budget Line Item:	42-56-31-4661-0000-6210.10 NTD Credit

Note: The project budget will be decreased in accordance with the credit.

<input checked="" type="checkbox"/> I concur with this recommendation	 Diana Johnson, Program Manager, KBC
<input type="checkbox"/> I do not concur with this recommendation	

<input checked="" type="checkbox"/> I concur with this recommendation	 Charlie Ng, Vice Chancellor, Fiscal Services
<input type="checkbox"/> I do not concur with this recommendation	

Attachments:

- NTD memos dated 11/29 and 12/7
- Original E/O letter

M
12/20/11

ARCHITECT CONTRACT AMENDMENT: 016

PROJECT: Valley College (SBVC)
701 So. Mount Vernon Ave.
San Bernardino, CA 92410

KITCHELL/BRJ/SEVILLE

JAN 13 2012 *BB*

OWNER: San Bernardino Community College District

CODE# _____
APPROVAL _____

TO: NTD Architecture (NTD)
955 Overland Court Suite 100
San Dimas, CA 91773-1718

Brief Description:

Kitchell/BRJ and SBVC identified a number of potential Error and Omission (E/O) items for all the Measure M projects. The list was vetted with the campus and submitted to NTD for negotiation. (3) items were negotiated for potential credits including an issue with failing to pick up the white boards in the design, exit signs that needed replacement as they did not have battery backup, and excessive fume hood exhaust noise. All in the Chem/Sci building. The fume hood noise issue is being addressed separately by NTD and the mechanical engineer. However, NTD has offered a credit of \$4,880.00 for the remaining (2) items.

Attachments:

K/BRJ Project Memo No. VC-235, NTD Architects proposal letters dated 11/29/11 and 12/7/11

Costs:

\$(4,880.00) = Grand Total of this requested Contract Amendment: 016

The original Contract Sum	\$5,304,419.00
Net change by previous Amendments	\$2,141,525.00
The Contract Sum prior to this Amendment	\$7,445,944.80
The Contract Sum will be decreased by this Amendment	\$(4,880.00)
The new Contract Sum including this Amendment	\$7,441,064.80
The Contract Schedule as of this Amendment will be increased by:	0 calendar days

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes NTD Architecture to perform the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to NTD Architects contract with SBCCD.

Not valid until signed by all parties. Signature of Architect indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:

ARCHITECT
NTD Architecture

PROGRAM MANAGER
Kitchell/BRJ

OWNER
SBCCD

By: *[Signature]*
DATE: *1/12/2012*

By: *[Signature]*
DATE: *1/20/12*

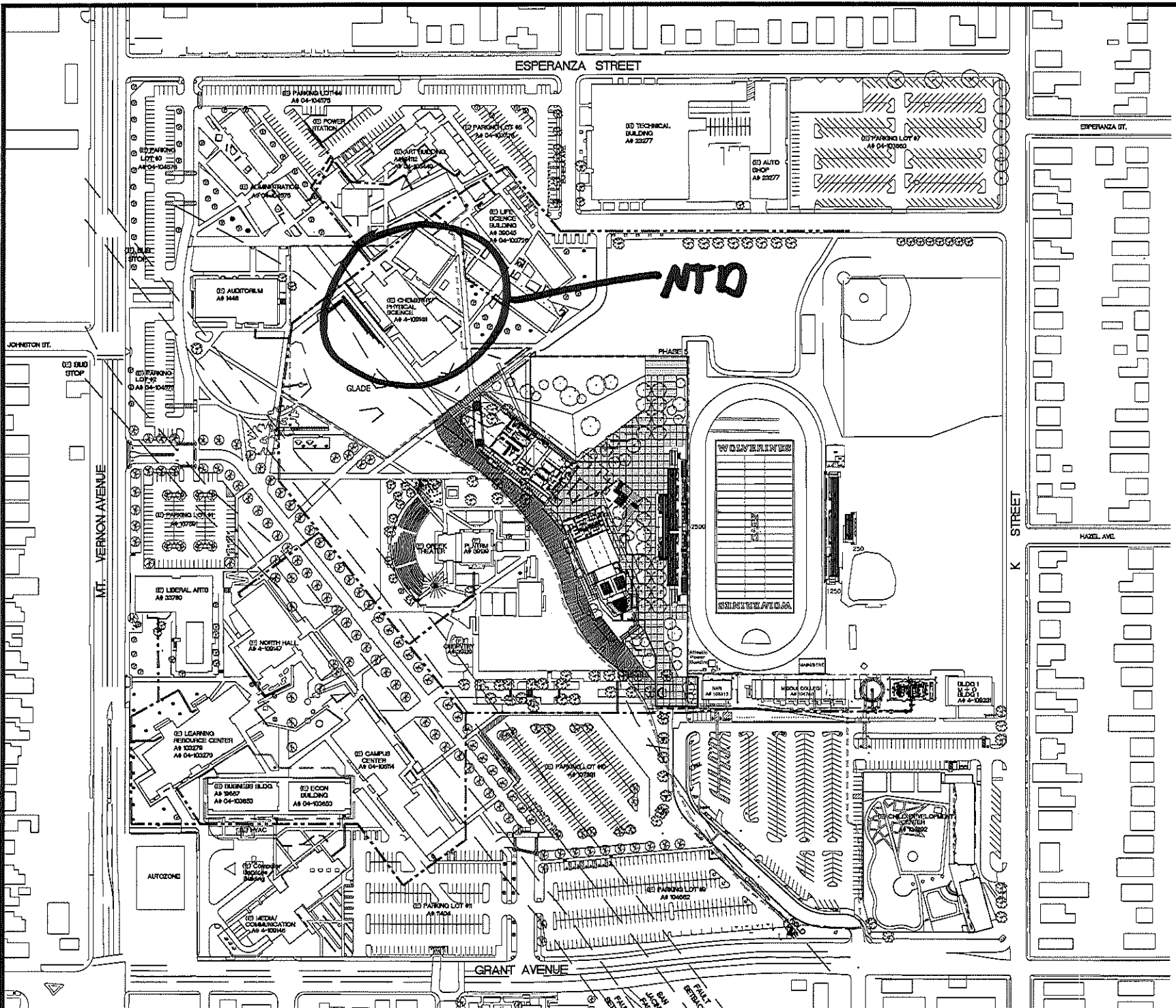
By: _____
DATE: _____

LEGEND

PROJECT LIMITS OF WORK: - - - - -

OF PAVING: - - - - -

SCALE
 1" = 60'



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Charlie Ng, Vice Chancellor, Fiscal Services
DATE: February 9, 2012
SUBJECT: Consideration of Approval of Board Directives for the 2012-2013 Budget

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Directives for the 2012-2013 Budget.

OVERVIEW

Our District's Administrative Procedure 6200, Budget Management, calls for the Board of Trustees to give initial direction concerning the distribution of resources. This includes setting the level of contingencies and other reserves, making any changes in the District's mission, and determining the amount of resources available in the District for allocation to the colleges.

ANALYSIS

Board Directives for the 2012-2013 Budget are submitted for review and approval. These are initial directives which are based on the early information shared at the Board Budget Workshop and may change as we move forward in the budget development process.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The financial implications of this item are to be determined.

Governor's Proposed 2012-13 Budget

- Planning to collect signatures for an initiative to temporarily increase taxes on the November 6, 2012 ballot; simple majority required.
- Raises sales tax by 0.5% from January 1, 2013 through December 31, 2016.
- Raises personal income taxes on individuals earning more than \$250,000 from 2012 through 2016 tax years.
- Scenario #1
 - November tax initiative passes.
 - \$218 million "deferral buy-back" of the current \$961 million deferral.
 - No cost-of-living adjustment (COLA).
 - No growth or restoration of funded students.
 - Categorical consolidation.
 - \$12.5 million mandates block grant.
- Scenario #2
 - November tax initiative fails.
 - State General Fund: -\$4,837 billion.
 - Net Reduction: -\$264 million (\$3.25 million for SBCCD).
 - Lost Students: 712 full-time equivalent students (FTES) or 1,914 headcount.
 - SBVC: 498 FTES, 1,340 headcount, 131 sections.
 - CHC: 214 FTES, 575 headcount, 56 sections.

Assumptions

- Scenario #1
 - November tax initiative passes.
 - No increase in funded FTES (growth).
 - No cost-of-living adjustment (COLA).
 - 10% increase in employee benefit costs.
 - Step and column increases included.
 - 4% increase in state revenue in 2013-14 and 2014-15.
- Scenario #2
 - November tax initiative fails.
 - 712 decrease in funded FTES resulting in \$3.25 million decrease in revenue.
 - No cost-of-living adjustment (COLA).
 - 10% increase in employee benefit costs.
 - Step and column increases included.

Board Directives

- Target midpoint of funded FTES enrollment between Scenario #1 and Scenario #2 (cut 100 sections); add sections back if tax initiative passes.
- Maintain resource flexibility by maintaining a “selective hiring freeze” as appropriate.
- Reorganize where possible to reduce employee positions.
- Reallocate staff resources as appropriate throughout the District.
- Continue to develop streams of funding outside of state apportionment, including additional grants and scholarships.
- Balance the 2012-13 budget utilizing Fund Balance (Reserve), as appropriate, to maintain programs and services while maintaining a minimum Fund Balance level of 15% (State minimum is 5%).
- Reduce expenditures that are not critical to the mission of the District or the colleges.
- Invest in projects that will improve the overall efficiency of the District or college operations.
- Bond funding to continue implementation of the District’s Facilities Master Plans.
- Allocate base funding to the colleges and other sites to be used to satisfy each site’s highest priority goals and objectives (enrollment, programs, and services) consistent with the District’s Resource Allocation Model.
- Avoids layoffs, if possible, of all full-time and part-time permanent contract employees.
- Full funding for contractual step and column increases.
- Maintain 50% law ratios and consider full-time/part-time faculty ratios.
- Honor bargaining and grant agreements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor of Fiscal Services
PREPARED BY: Tanya Rogers, Director Internal Audits
DATE: February 9, 2012
SUBJECT: Consideration of Acceptance of the 2010-2011 Independent Audit Report of KVCR Educational Foundation

RECOMMENDATION

It is recommended that the Board of Trustees accept the 2010-11 Independent Audit Report of the KVCR Educational Foundation.

OVERVIEW

The auditing firm, Christy White Accountancy Corporation has conducted the yearly KVCR Educational Foundation independent audit for the period ending June 30, 2011.

ANALYSIS

The Foundation has undergone an annual independent audit, and the Christy White Accountancy Corporation has compiled a written report detailing its financial statements. Representatives from Christy White Accountancy Corporation will be available for questions, but no formal presentation is scheduled.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.

KVCR EDUCATIONAL FOUNDATION, INC.

AUDIT REPORT

June 30, 2011

christy**white**
A PROFESSIONAL ACCOUNTANCY CORPORATION

FINANCIAL SECTION

Independent Auditors' Report	1
Financial Statements	
Statement of Financial Position	2
Statement of Activities.....	3
Statement of Functional Expenses	4
Statement of Cash Flows	5
Notes to Financial Statements	6

FINANCIAL SECTION

INDEPENDENT AUDITORS' REPORT

Governance Boards
KVCR Educational Foundation, Inc.
San Bernardino Community College District
San Bernardino, California

We have audited the accompanying statement of financial position of KVCR Educational Foundation, Inc. (the "Foundation"), as of June 30, 2011, and the related statements of activities, functional expenses and cash flows for the year then ended. These financial statements are the responsibility of the Foundation's management. Our responsibility is to express an opinion on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

As described in Note 11, the Foundation's procedures for accounting for pledge receivable, bad debt expense, and inventory-related transactions are not sufficient to ensure the amounts recorded in the financial statements are complete and accurate. Further, the Foundation's financial statements encompass various operational inflows and outflows of KVCR-TV and KVCR-FM that may not be presented in conformity with generally accepted accounting principles.

In our opinion, except for the areas affected by the matters addressed in the preceding paragraph, the financial statements referred to above present fairly, in all material respects, the financial position of KVCR Educational Foundation, Inc. as of June 30, 2011, and the changes in its net assets and its cash flows for the year then ended in conformity with accounting principles generally accepted in the United States of America.

Christy White Accountancy Corporation

San Diego, California
November 17, 2011

SAN DIEGO

RANCHO CUCAMONGA

2727 Camino Del Rio South • Suite 219 • San Diego, CA 92108 | 8686 Haven Avenue • Suite 250 • Rancho Cucamonga, CA 91730
tel. 619.270.8222 • www.cwacpa.com • fax. 619.260.9085

Licensed by the California Board of Accountancy

KVCR Educational Foundation, Inc.
Statement of Financial Position
June 30, 2011

ASSETS

Cash and cash equivalents	\$	2,975,082
Accounts receivable		3,093,642
Inventory		45,637
Prepaid expenses		<u>52,000</u>

Total assets \$ 6,166,361

LIABILITIES AND NET ASSETS

Liabilities

Accounts payable		33,908
Due to the District		329,336
Deferred revenues		<u>312,434</u>

Total liabilities 675,678

Net assets

Unrestricted		216,206
Temporarily restricted		<u>5,274,477</u>

Total net assets 5,490,683

Total liabilities and net assets \$ 6,166,361

The notes to the financial statements are an integral part of this statement.

KVCR Educational Foundation, Inc.
Statement of Activities
June 30, 2011

	<u>Unrestricted</u>	<u>Temporarily Restricted</u>	<u>Total</u>
SUPPORT AND REVENUES			
Grants and contributions			
Television	\$ 706,306	\$ 144,882	\$ 851,188
Radio	616,859	-	616,859
Underwriting income			
Television	349,120	-	349,120
Radio	859,279	-	859,279
Production income - television	57,500	-	57,500
Events and premium sales	394,956	-	394,956
Less direct benefit to donors	(441,894)	-	(441,894)
Lease income	354,323	-	354,323
Other income	220,280	-	220,280
Interest income	5,153	-	5,153
Net assets released from restrictions	845,940	(845,940)	-
Total support and revenues	<u>3,967,822</u>	<u>(701,058)</u>	<u>3,266,764</u>
OPERATING EXPENSES			
Fundraising operation			
Fundraising	1,030,970	-	1,030,970
Management and general	178,717	-	178,717
Total fundraising	<u>1,209,687</u>	<u>-</u>	<u>1,209,687</u>
Station operation			
Radio	771,102	-	771,102
Television-general	987,705	-	987,705
Television-FNX	618,100	-	618,100
Management and general	25,005	-	25,005
Total station operation	<u>2,401,911</u>	<u>-</u>	<u>2,401,911</u>
Total operating expenses	<u>3,611,598</u>	<u>-</u>	<u>3,611,598</u>
Change in net assets	<u>356,224</u>	<u>(701,058)</u>	<u>(344,834)</u>
Net assets at beginning of year	<u>(140,018)</u>	<u>5,975,535</u>	<u>5,835,517</u>
Net assets at end of year	<u>\$ 216,206</u>	<u>\$ 5,274,477</u>	<u>\$ 5,490,683</u>

The notes to the financial statements are an integral part of this statement.

KVCR Educational Foundation, Inc.
Statement of Functional Expenses
June 30, 2011

	Program Services			Total	Management and General	Total
	Radio	TV-General	TV-FNX			
FUNDRAISING EXPENSES						
Salaries and benefits	\$ 153,700	\$ 76,850	\$ 76,850	\$ 307,400	\$ 152,345	\$ 459,745
Supplies	311,593	411,977	-	723,570	-	723,570
Miscellaneous	-	-	-	-	26,372	26,372
Total fundraising expenses	<u>465,293</u>	<u>488,827</u>	<u>76,850</u>	<u>1,030,970</u>	<u>178,717</u>	<u>1,209,687</u>
STATION OPERATIONS EXPENSES						
Salaries and benefits	3,000	9,000	161,072	173,072	-	173,072
Consultants	62,272	228,837	228,181	519,290	-	519,290
Legal fees	-	4,289	32,575	36,864	-	36,864
Office expenses	2,281	54,374	8,669	65,324	-	65,324
Broadcasting	563,442	315,550	51,614	930,605	-	930,605
Production equipment	-	-	103,657	103,657	-	103,657
Information technology	36,208	75,592	12,604	124,404	-	124,404
Miscellaneous	-	-	229	229	-	229
Supplies	22,004	171,440	-	193,444	25,005	218,449
Transmitter lease	1,934	36,000	-	37,934	-	37,934
Telephone and utility interconnection	7,993	29,898	-	37,891	-	37,891
Bad debt	54,894	43,301	-	98,195	-	98,195
Travel	3,199	12,671	14,499	30,369	-	30,369
Dues and membership	13,875	6,753	5,000	25,628	-	25,628
Total station operations expenses	<u>771,102</u>	<u>987,705</u>	<u>618,100</u>	<u>2,376,907</u>	<u>25,005</u>	<u>2,401,911</u>
Total operating expenses	<u>\$ 1,236,395</u>	<u>\$ 1,476,532</u>	<u>\$ 694,950</u>	<u>\$ 3,407,877</u>	<u>\$ 203,722</u>	<u>\$ 3,611,598</u>

The notes to the financial statements are an integral part of this statement.

KVCR Educational Foundation, Inc.
Statement of Cash Flows
June 30, 2011

CASH FLOWS FROM OPERATING ACTIVITIES

Change in net assets	\$ (344,834)
Adjustments to reconcile change in net assets to net cash provided by (used in) operating activities	
(Increase) decrease in operating assets	
Accounts receivable	1,863,136
Inventory	91,739
Prepaid expenses	(38,550)
Increase (decrease) in operating liabilities	
Accounts payable	(149,925)
Due to the District	(47,478)
Deferred revenues	312,434
Net cash provided by (used in) operating activities	<u>1,686,522</u>
Net increase (decrease) in cash	1,686,522
Beginning cash	<u>1,288,560</u>
Ending cash	<u>\$ 2,975,082</u>

The notes to the financial statements are an integral part of this statement.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES

A. Reporting Entity

KVCR Educational Foundation, Inc. (the “Foundation”), located in San Bernardino County, was incorporated as a nonprofit public benefit corporation in the State of California on July 15, 1999. The Foundation was formed as an auxiliary organization of the San Bernardino Community College District (the “District”) under the provision of California Education Code, Title V of the California Code of Regulations, and the Implementing Regulations of the District. Per the Foundation’s Master Agreement with the District and its Bylaws, the Foundation was formed for the purpose of administering the operation of KVCR-TV and KVCR-FM (the “Station”). The Foundation is funded primarily through program underwriting fees, production income, and grants and contributions from the public.

B. Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect certain reported amounts and disclosures, such as depreciation expense and the net book value of capital assets. Accordingly, actual results could differ from those estimates.

C. Functional Expenses

The costs of providing services have been summarized on a functional basis in the statement of activities and detailed in the statement of functional expenses. Certain costs and expenditures have been allocated between program and supporting services based on management’s estimates.

D. Basis of Accounting

The Foundation’s policy is to prepare its financial statements on the accrual basis of accounting; consequently, revenues are recognized when earned rather than when cash is received and certain expenses and purchases of assets are recognized when the obligation is incurred rather than when cash is disbursed.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

E. Financial Statement Presentation

The Foundation is required to report information regarding its financial position and activities according to three classes of net assets: unrestricted net assets, temporarily restricted net assets, and permanently restricted net assets. Unrestricted net assets include all resources available for use by the Board of Directors and management's discretion in carrying out the activities of the Foundation in accordance with its Bylaws and Master Agreement. Temporarily or permanently restricted net assets are only expendable for the purposes specified by the donor or through the passage of time. When a restriction expires (that is, when a stipulated time restriction ends or purpose restriction is accomplished), temporarily restricted net assets are reclassified to unrestricted net assets. Permanently restricted net assets are generally required to be held by the Foundation in perpetuity while the earnings on those assets are available for use by the Foundation to support its activities. Donors can place restrictions on the earnings from permanently restricted contributions at the time the contributions are made or pledged. Fund accounting is not used in the Foundation's financial statement presentation.

F. Contributions

Contributions that are restricted by the donor are reported as an increase in unrestricted net assets if the restriction expires in the reporting period in which the revenue is recognized. All other donor restricted support is reported as an increase in temporarily or permanently restricted net assets, depending on the existence or nature of any donor restrictions.

Non-cash contributions of goods, materials, and facilities are recorded at fair value at the date of contribution. Contributed services are recorded at fair value at the date of contribution if they are used to create or enhance a non-financial asset or require specialized skills, are provided by someone possessing those skills, and would have to be purchased by the Foundation if not donated.

G. Income Taxes

The Foundation is a 509(a)(1) publicly supported nonprofit organization that is exempt from income taxes under Section 501(a) and 501(c)(3) of the Internal Revenue Code and classified by the Internal Revenue Service as other than a private foundation. The Foundation is also exempt from state franchise or income tax under Section 23701(d) of the California Revenue and Taxation Code.

Income that is not related to exempt purposes, less applicable deductions, is subject to federal and state income taxes. The Foundation did not have any net unrelated business income for the year ended June 30, 2011. It is management's belief that the Foundation does not hold any uncertain tax positions that would materially impact the financial statements.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

H. Capital Assets

The Foundation has not adopted a policy to capitalize significant asset purchases in conformance with generally accepted accounting principles because the District has reversionary interest in any property or equipment acquired by the Foundation and/or used in its operation.

I. Deferred Revenue

Deferred revenue arises when potential revenue does not meet the criteria for recognition in the current period and when resources are received by the Foundation prior to the incurrence of qualifying expenses. In subsequent periods, when both revenue recognition criteria are met or when the Foundation has a legal claim to the resources, the liability for deferred revenue is removed from the statement of financial position and revenue is recognized.

J. Cash and Cash Equivalents

The Foundation considers all highly liquid deposits and investments with an original maturity of less than ninety days to be cash equivalents.

K. Investments

The Foundation's method of accounting for investments is the fair value method. Fair value is determined by published quotes when they are readily available. Adjustments to fair values are included in the accompanying statement of financial position and statement of activities.

NOTE 1 – SIGNIFICANT ACCOUNTING POLICIES (continued)

L. Fair Value Measurements

The Fair Value Measurements Topic of the FASB *Accounting Standards Codification* establishes a fair value hierarchy that prioritizes inputs to valuation techniques used to measure fair value. The hierarchy gives the highest priority to unadjusted quoted prices in active markets for identical assets or liabilities (Level 1 measurements) and the lowest priority to unobservable inputs (Level 3 measurements). The three levels of the fair value hierarchy are described below:

- Level 1 Inputs to the valuation methodology are unadjusted quoted prices for identical assets or liabilities in active markets.

- Level 2 Inputs to the valuation methodology include quoted prices for similar assets and liabilities in active markets, and inputs that are observable for the asset or liability, either directly or indirectly, for substantially the full term of the financial instrument.

- Level 3 Inputs to the valuation methodology are unobservable and significant to the fair value measurement.

A financial instrument's level within the fair value hierarchy is based on the lowest level of any input that is significant to the fair value measurement.

M. Recent Accounting Pronouncements

In January 2010, the FASB issued guidance that clarifies existing disclosures and requires new disclosures about fair value measurements. The clarifications and the requirement to disclose the amounts and reasons for significant transfers between Level 1 and Level 2 and significant transfers into and out of Level 3 of the fair value hierarchy are effective for periods beginning after December 15, 2009.

KVCR Educational Foundation, Inc.
Notes to Financial Statements, continued
June 30, 2011

NOTE 2 – CASH AND CASH EQUIVALENTS

Cash and cash equivalents as of June 30, 2011, consist of the following:

Petty cash	\$	376
Cash in checking		239,471
Cash in savings		352,189
Cash in banks, restricted - FNX (see Note 7)		2,044,118
Cash held by the District, restricted - FNX (see Note 7)		338,928
Total cash and cash equivalents	\$	<u>2,975,082</u>

Custodial credit risk

Custodial credit risk is the risk that in the event of a bank failure, the Foundation's deposits may not be returned to it. The Foundation does not have a policy for custodial credit risk for deposits. Through December 31, 2012 the FDIC insures 100% of balances in non-interest bearing accounts and up to \$250,000 per depositor in interest bearing accounts per insured bank. As of June 30, 2011, the Foundation's bank balance of \$2,072,237 at Wells Fargo Bank was exposed to custodial credit risk.

NOTE 3 – ACCOUNTS RECEIVABLE

Accounts receivable as of June 30, 2011, consist of the following:

Underwriting fees	\$	63,392
Lease income		33,000
		<u>96,392</u>
Pledge receivable - San Manuel (see Note 7)		2,890,099
Other pledge receivables		235,363
Allowance for uncollectible pledges		<u>(128,182)</u>
Total pledges receivable		2,997,280
Total accounts receivable	\$	<u>3,093,672</u>

NOTE 4 – INVENTORY

Inventory consists primarily of unsold event tickets and other items that are sold by the Foundation and/or distributed to donors in exchange for pledging a specified level of funds to support the Station. Direct benefit to donors of \$441,894 exceeds proceeds from events and premium sales income of \$394,956 for two reasons: (a) the pledge income associated with distribution of some items recorded as inventory is recognized as grant and contribution income, and (b) the direct benefit to donor includes the value of donated tickets and the offsetting non-cash income is recognized as grant and contribution income (see Note 6 and Note 10).

NOTE 5 – RELATED PARTIES

As described in Note 1, the Foundation is an auxiliary organization of the District; therefore, transactions between the Foundation and the District are expected. Per the Foundation’s Bylaws, the District’s Chancellor, Vice Chancellor of Fiscal Services, and up to three other members of the Board of Trustees are ex-officio members of the Foundation’s Board of Directors by virtue of their positions. In addition, the General Manager of the Station is designated as the Secretary of the Foundation’s Board and all staff of the Foundation are employed by the District. The District incurred a total of \$459,745 in salaries and benefits expense for Foundation development and administrative staff, which is recorded in these financial statements as a non-cash contribution and fundraising expense. The District incurred an additional \$1,355,063 in salaries and benefits expense for Station operations staff, which is not recorded in these financial statements.

During the year ended June 30, 2004, the District loaned the Station a total of \$1,815,000 at zero percent interest, to pay for the digital conversion of the Station’s broadcasting equipment and signal. The terms of the loan provided for no payments to the District for seven years. Based on the terms of the loan, repayment was scheduled to begin during the year ended June 30, 2011. In May 2011, the District’s Board of Trustees agreed to postpone the commencement of loan payments one additional year to May 2012. As the loan is between the District and the Station, it is not recorded in these financial statements. However, as the Foundation is the primary fundraising vehicle for the Station and is an auxiliary organization of the District, the District may have rights to direct repayment of the loan from net assets of the Foundation.

As of June 30, 2011, the Foundation owes the District a total of \$329,336 for distributions made from the General Fund to support the Station’s prior year operations, over and above the District’s budgeted apportionment. The Foundation made a payment of \$300,000 to the District during the year ended June 30, 2011; however, the District determined that \$47,478 would be used to reduce the receivable from the Foundation and the remaining \$252,522 would be used to reduce the District’s General Fund support of the Station for the year ended June 30, 2011.

NOTE 6 – DONATED GOODS

During the year ended June 30, 2011, the Foundation received contributions of concert and event tickets valued at \$143,330, which were used as inventory sales and/or pledge gifts (see Note 4).

NOTE 7 – TEMPORARILY RESTRICTED NET ASSETS

Temporarily restricted net assets as of June 30, 2011, by nature of restriction, consist of the following:

First Nations Experience	\$ 5,196,649
Autism Challenge	21,878
Vision of the Future pledges	55,950
Total Temporarily Restricted Net Assets	<u>\$ 5,274,477</u>

NOTE 7 – TEMPORARILY RESTRICTED NET ASSETS (continued)

First Nations Experience

In April 2010, the Foundation entered into a grant agreement with the San Manuel Band of Mission Indians, a federally recognized Indian Tribe (the "Tribe") whereby the Tribe agrees to contribute \$6,000,000 over the course of three years toward development and operation of a native cultural television channel (now known as First Nations Experience or "FNX"). The terms of the grant stipulate that the Tribe's intention is to fully support the operation of FNX for three years and that funds are exclusively restricted for expenses related to FNX. As of June 30, 2011, the Foundation has collected \$3,000,000 within the agreed upon schedule and terms. The Foundation has recorded \$2,890,099 as a pledge receivable, net of unamortized discount calculated at 5% annually, for amounts due and payable subsequent to June 30, 2011 under the terms of the agreement.

NOTE 8 – COMMITMENTS AND CONTINGENCIES

The Station is funded in part through federal grants from the Corporation for Public Broadcasting (the "CPB"), which are paid through the District because the District is the broadcasting licensee and are not reported in these financial statements. Funds from the CPB are designated for the purpose of operating the Station and are subject to review and audit by the grantor agency. Although such audits could generate expenditure disallowances under terms of the grants, it is believed that any required reimbursements would not be material.

NOTE 9 – SUBSEQUENT EVENTS

The Foundation has evaluated subsequent events for the period from June 30, 2011 through November 17, 2011, the date the financial statements were available to be issued. Management did not identify any transactions that require disclosure or that would have an impact on the financial statements.

NOTE 10 – DEPARTURES FROM GENERALLY ACCEPTED ACCOUNTING PRINCIPLES

Pledge receivables and Bad Debt

The Foundation records pledge receivable, net of the allowance for uncollectible pledges (see Note 3) and the associated bad debt expense as of June 30th for the entire preceding fiscal year. The contemporaneous recording of pledges is handled in a separate donor tracking database that is programmed to automatically write off pledges that are more than six months old. Further, the allowance for uncollectible pledges is estimated using net realizable percentages that are carried forward from one year to the next. Because the amounts recorded in the financial statements at the end of each year are net of the automatic mid-year write offs, pledge income and bad debt expense may be understated. In addition, the validity of the net realizable estimates cannot be evaluated.

NOTE 10 – DEPARTURES FROM GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (continued)

Inventory, Event and Premium Sale income, and Direct Benefit to Donors

The Foundation adjusts the inventory value as of June 30th for the entire preceding fiscal year. The contemporaneous recording of ticket sales, pledge gift distribution and sales, other event income, acceptance of contributed tickets, and restriction of promised tickets for future events is handled in a series of spreadsheets. Sufficient control procedures are not in place to ensure the accuracy and completeness of amounts recorded in the spreadsheets, and ultimately in the financial statements. The classification of event tickets and items distributed as pledge gifts may not be best classified as inventory as all proceeds from sale of inventory are classified by the Foundation as pledges and the cost of said pledges is classified as direct benefit to donor, rather than cost of inventory sold.

Exclusion of some Station operation inflows and outflows

The Foundation's financial statements include Station operational income and expenses as income and expense. However, some of the Station's income and expenses flow through the District and are not included in these financial statements. Generally accepted accounting principles indicate that financial statements should encompass all inflows and outflows related to an entity's activities for the period.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj/Seville
DATE: February 09, 2012
SUBJECT: Summary of Bond Measure M Capital Improvement Program
Change Orders and Amendments for Construction Contracts

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

As an informational item to the San Bernardino Community College District Board of Trustees, this report is a summary of all construction change orders and amendments to date for projects at Crafton Hills and San Bernardino Valley Colleges, including those on today's Board agenda.

ANALYSIS

Current submitted construction contract amendments and change orders for currently awarded Measure M projects total \$-15,000.00 which is -0.138% change of the overall project cost.

The analysis shows that construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$808,472.00 which is only 7.44% of the project cost of \$10,863,197.50.

All change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and District staff. Nonessential changes are rejected and never receive approval. Any changes determined to be essential to the health of the project and of major benefit to the District are approved and implemented.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item is for information only. There are no financial implications.

Measure M Projects
CHANGE SUMMARY by PROJECT
(Including any contract amendments and change orders on the 2/09/12 agenda)

February 09, 2012

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 9,519,226.50	\$ 402,801.00	\$ -	\$ 9,922,027.50	4.23%
SBVC-San Bernardino Valley College	\$ 1,343,971.00	\$ 83,941.49	\$ -	\$ 1,427,912.49	6.25%
				\$ -	
TOTAL for CONTRACT AMENDMENTS	\$ 10,863,197.50	\$ 486,742.49	\$ -	\$ 11,349,939.99	4.48%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 9,922,027.50	\$ 309,924.00	\$ -	\$ 10,231,951.50	3.12%
SBVC-San Bernardino Valley College	\$ 1,427,912.49	\$ 26,806.00	\$ (15,000.00)	\$ 1,439,718.49	0.83%
TOTAL for CHANGE ORDERS	\$ 11,349,939.99	\$ 336,730.00	\$ (15,000.00)	\$ 11,671,669.99	2.83%

October 20, 11 Change Order Log Balance	\$ 10,192,526.50	\$ (15,000.00)
E. Avico (Gym Demo)	\$ 253,071.00	-0.138%
12/08/11 - Janus Corporation (Business Bldg.)	\$ 417,600.00	\$ 808,472.49
	\$ 10,863,197.50	7.44%

Measure M Projects

February 09, 2012

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 2/09/12 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PARKING LOT/ADA/LIGHTING IMPRVMENTS.	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 83,145.00	\$ -	\$ 6,632,396.00	1.35%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
OLD LIBRARY DEMOLITION	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
TOTAL	\$ 9,519,226.50	\$ 402,801.00	\$ -	\$ 309,924.00	\$ -	\$ 10,231,951.50	3.12%

NO NEW CHANGE ORDERS

\$ -

**CHANGE SUMMARY by PROJECT
PARKING LOT/ADA/LIGHTING IMPRVMNTS**

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PAL-01: ASR Constructors, Inc.	\$ 3,058,000.00	\$ 402,801.00	\$ -	\$ -	\$ -	\$ 3,460,801.00	0.00%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,538.00	\$ -	\$ 605,988.00	6.42%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 46,607.00	\$ -	\$ 2,565,607.00	1.85%
TOTAL	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 83,145.00	\$ -	\$ 6,632,396.00	1.35%

Crafton Hills College
CHANGE SUMMARY by PROJECT
MATH AND SCIENCE ANNEX

February 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MODS-01: Conengr Corporation	\$ 539,500.00	\$ -	\$ -	\$ 22,504.00	\$ -	\$ 562,004.00	4.17%
MODS-02: Global Modular, Inc.	\$ 1,731,000.00	\$ -	\$ -	\$ 167,041.00	\$ -	\$ 1,898,041.00	9.65%
TOTAL	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%

NO NEW CHANGE ORDERS

\$ -

Crafton Hills College
CHANGE SUMMARY by PROJECT
MPOE-DATA

February 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
MPOE/DATA-01: Shanks Electric Corporation	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
TOTAL	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%

<i>NO NEW CHANGE ORDERS</i>

\$ -

Crafton Hills College
CHANGE SUMMARY by PROJECT
LIBRARY DEMO

February 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
LIBRARY DEMO-01:Miller Environmental, Inc.	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%
TOTAL	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	0.00%

NO NEW CHANGE ORDERS

\$ -

San Bernardino Valley College
CHANGE SUMMARY by PROJECT

February 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gym Demo	\$ 253,071.00	\$ -	\$ -	\$ -	\$ (15,000.00)	\$ 238,071.00	-5.93%
Business Building Remodel	\$ 417,600.00	\$ -	\$ -	\$ -	\$ -	\$ 417,600.00	0.00%
	\$ 1,343,971.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ (15,000.00)	\$ 1,439,718.49	0.83%

NO NEW CHANGE ORDERS

\$ -

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
CENTRAL PLANT / INFRASTRUCTURE

Feb. 09, 2012

(Including any contract amendments and change orders on the 2/09/2012 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Infrastructure Sewer Improvements							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
Central Plant							
				\$ -			
TOTAL	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%

San Bernardino Valley College
CHANGE SUMMARY by PROJECT
HVAC Cafeteria/Health Science

Feb. 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
BP 1: Arrowhead Mechanical	\$ 183,000.00	\$ -	\$ -	\$ -	\$ -	\$ 183,000.00	0.00%
BP 2: Arrowhead Mechanical	\$ 142,000.00	\$ -	\$ -	\$ -	\$ -	\$ 142,000.00	0.00%
				\$ -			
TOTAL	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%

NO NEW CHANGE ORDERS

San Bernardino Valley College
 CHANGE SUMMARY by PROJECT
 GYM DEMO

February 09, 2012

(Including any contract amendments and change orders on the 2/09/12 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
E. Avico, Inc.	\$ 253,071.00	\$ -	\$ -	\$ -	\$ (15,000.00)	\$ 238,071.00	-5.93%
				\$ -			
TOTAL	\$ 253,071.00	\$ -	\$ -	\$ -	\$ (15,000.00)	\$ 238,071.00	-5.93%

NO NEW CHANGE ORDERS

CHANGE SUMMARY by PROJECT

(Including any contract amendments and change orders on the 2/09/12 agenda)
 (including any contract amendments and change order entered on the

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Janus Corporation	\$ 417,600.00	\$ -	\$ -	\$ -	\$ -	\$ 417,600.00	0.00%
				\$ -			
TOTAL	\$ 417,600.00	\$ -	\$ -	\$ -	\$ -	\$ 417,600.00	0.00%

NO NEW CHANGE ORDERS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Crispina Ongoco, Director of Fiscal Services
DATE: February 9, 2012
SUBJECT: Budget Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This summary budget report is submitted monthly to the Board of Trustees for their review.

ANALYSIS

This Revenue and Expenditure Summary reflects activity for the 2012 fiscal year through February 1, 2012. It reflects summary information for all District funds, grouped by category within each fund.

As of February 1, 2012, we have spent and encumbered about 58.0% of our budgeted general funds and are 59.0% through the fiscal year. This slow rate of spending is attributable to under-spending in capital outlay.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.



Budget Revenue & Expenditure Summary Year to Date 2/1/12

Revenues by Fund	Budget	YTD Revenues	% Received	% of Year
01 General Fund*	91,470,531	46,628,426	51.0	59.0
21 Bond Interest & Redemption	16,188,000	0	0.0	59.0
41 Capital Outlay Projects Fund	2,353,670	2,161,145	91.8	59.0
42 Bond Construction Fund	1,080,000	349,174	32.3	59.0
68 Retiree Benefit Fund	1,624,468	1,602,623	98.7	59.0
69 Employee Load Banking Trust Fund	850	138.05	16.2	59.0
72 Child Development Fund	2,104,750	1,001,681	47.6	59.0
73 Student Body Center Fee Fund	249,070	151,477	60.8	59.0
74 KVCR Fund	3,763,071	2,562,020	68.1	59.0
76 Investment Trust Fund – San Manuel	2,503,000	546.53	0.0	59.0
78 Self Insurance-Liability Fund	753,500	750,699	99.6	59.0
84 Workers Compensation Fund*	1,405,000	580,928	41.3	59.0

Expenses by Fund	Budget	YTD Expenses & Encumbrances	% Expensed & Encumbered	% of Year
01 General Fund*	98,373,815	57,039,443	58.0	59.0
21 Bond Interest & Redemption	22,437,353	0	0.0	59.0
41 Capital Outlay Projects Fund	9,100,349	2,608,862	28.7	59.0
42 Bond Construction Fund	123,363,476	43,318,505	35.1	59.0
68 Retiree Benefit Fund	2,356,676	586,003	24.9	59.0
69 Employee Load Banking Trust Fund	850	0	0.0	59.0
72 Child Development Fund*	2,070,133	1,160,867	56.1	59.0
73 Student Body Center Fee Fund	276,070	120,147	43.5	59.0
74 KVCR Fund*	3,764,471	1,885,564	50.1	59.0
76 Investment Trust Fund – San Manuel	1,079,521	282,076	26.1	59.0
78 Self Insurance-Liability Fund	795,000	594,121	74.7	59.0
84 Workers Compensation Fund*	1,358,000	574,476	42.3	59.0

*Regular patterns of activity throughout the year.

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
8100.00 FEDERAL HEA REVENUES	7,851,950.67	150,078.92	1,071,235.26	13.6	0.00	6,780,715.41	86.3
8600.00 STATE REVENUES	62,699,841.71	1,916,783.78	33,172,617.44	52.9	0.00	29,527,224.27	47.0
8800.00 LOCAL REVENUES	20,388,231.60	344,518.30	11,838,991.81	58.0	0.00	8,549,239.79	41.9
8900.00 OTHER FINANCING SOURCES	530,507.42	491,836.83	545,581.25	100.0	0.00	15,073.83-	.0
TOTAL: 8000	91,470,531.40	2,903,217.83	46,628,425.76	50.9	0.00	44,842,105.64	49.0
1100.00 CONTRACT CLASSROOM INST.	15,007,077.90	2,885,144.60	8,757,068.97	58.3	0.00	6,250,008.93	41.6
1200.00 CONTRACT CERT. ADMINISTRATORS	8,223,846.47	1,299,532.53	4,469,844.88	54.3	0.00	3,754,001.59	45.6
1300.00 INSTRUCTORS DAY/HOURLY	7,208,940.00	790,114.27	3,753,138.66	52.0	0.00	3,455,801.34	47.9
1400.00 NON-INSTRUCTION HOURLY CERT.	1,074,948.62	88,145.05	430,134.05	40.0	0.00	644,814.57	59.9
TOTAL: 1000	31,514,812.99	5,062,936.45	17,410,186.56	55.2	0.00	14,104,626.43	44.7
2100.00 CONTRACT CLASSIFIED NON-INSTR.	16,873,120.45	1,478,072.46	9,793,820.54	58.0	0.00	7,079,299.91	41.9
2200.00 INSTRUCTIONAL AIDS	1,295,826.40	104,707.67	740,595.74	57.1	0.00	555,230.66	42.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	1,961,788.14	163,165.23	779,619.84	39.7	0.00	1,182,168.30	60.2
2400.00 INST AIDS-HOURLY- DIR. INSTRUC	1,112,376.00	84,406.98	381,797.52	34.3	0.00	730,578.48	65.6
TOTAL: 2000	21,243,110.99	1,830,352.34	11,695,833.64	55.0	0.00	9,547,277.35	44.9
3100.00 CERTIFICATED RETIREMENT	2,331,371.04	370,408.78	1,260,304.59	54.0	0.00	1,071,066.45	45.9
3200.00 CLASSIFIED RETIREMENT	2,257,204.66	198,642.52	1,261,463.75	55.8	0.00	995,740.91	44.1
3300.00 OASDHI/FICA	2,023,854.30	217,956.17	1,127,948.72	55.7	0.00	895,905.58	44.2
3400.00 HEALTH AND WELFARE BENEFITS	7,023,969.23	758,472.69	3,797,694.50	54.0	0.00	3,226,274.73	45.9
3500.00 STATE UNEMPLOYMENT INSURANCE	884,499.40	108,901.76	495,587.54	56.0	0.00	388,911.86	43.9
3600.00 WORKERS COMPENSATION INSURANCE	979,109.00	110,150.00	548,500.93	56.0	0.00	430,608.07	43.9
3900.00 OTHER BENEFITS	217,294.43	27,196.23	125,838.72	57.9	0.00	91,455.71	42.0
TOTAL: 3000	15,717,302.06	1,791,728.15	8,617,338.75	54.8	0.00	7,099,963.31	45.1
4100.00 TEXTBOOKS	31,556.00	263.06	3,126.20	9.9	1,255.95	27,173.85	86.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	102,783.58	725.97	24,679.83	24.0	26,655.62	51,448.13	50.0
4300.00 INSTRUCTIONAL SUPPLIES	476,871.71	24,216.03	197,168.95	41.3	74,803.63	204,899.13	42.9
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	118,504.10	1,303.47	23,984.25	20.2	2,001.57	92,518.28	78.0
4500.00 NONINSTRUCTIONAL SUPPLIES	1,220,766.87	55,324.76	368,639.67	30.1	408,710.22	443,416.98	36.3
4700.00 FOOD SUPPLIES	30,400.00	0.00	17,348.81	57.0	12,051.19	1,000.00	3.2
TOTAL: 4000	1,980,882.26	81,833.29	634,947.71	32.0	525,478.18	820,456.37	41.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	6,100,145.22	255,330.47	1,344,428.57	22.0	2,941,661.60	1,814,055.05	29.7
5200.00 TRAVEL & CONFERENCE EXPENSES	712,538.29	39,398.75	213,391.30	29.9	78,494.45	420,652.54	59.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	407,330.55	17,042.08	200,355.03	49.1	66,709.76	140,265.76	34.4
5400.00 INSURANCES - DISTRICT USE	127,643.00	0.00	126,357.00	98.9	0.00	1,286.00	1.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	3,144,297.34	261,855.06	1,633,928.08	51.9	1,268,546.40	241,822.86	7.6
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	2,369,346.74	151,853.01	1,127,853.08	47.6	647,305.80	594,187.86	25.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	777,250.00	39,636.26	183,181.45	23.5	213,178.50	380,890.05	49.0
5800.00 OTHER OPERATING EXP-DIST. USE	5,676,573.98	111,977.82	911,586.00	16.0	304,834.15	4,460,153.83	78.5
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	19,315,305.12	877,093.45	5,741,080.51	29.7	5,520,730.66	8,053,493.95	41.6

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	89,771,413.42	9,643,943.68	44,099,387.17	49.1	6,046,208.84	39,625,817.41	44.1
6100.00 SITES & IMPROVEMENTS-DIST. USE	196,967.00	888.40	888.40	.4	0.00	196,078.60	99.5
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	63,787.50	0.00	1,022.03	1.6	18,867.72	43,897.75	68.8
6300.00 LIBRARY BOOKS - EXPANSION	137,295.63	6,460.57	24,147.07	17.5	56,938.83	56,209.73	40.9
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	1,786,130.10	65,288.14	346,059.42	19.3	175,513.07	1,264,557.61	70.7
TOTAL: 6000	2,184,180.23	72,637.11	372,116.92	17.0	251,319.62	1,560,743.69	71.4
TOTAL: 1000-6999	91,955,593.65	9,716,580.79	44,471,504.09	48.3	6,297,528.46	41,186,561.10	44.7
7200.00 INTRAFUND TRANSFERS OUT	475,913.00	475,913.00	475,913.00	100.0	0.00	0.00	.0
7300.00 INTERFUND TRANSFERS	5,359,960.00	1,200,000.00	5,359,960.00	100.0	0.00	0.00	.0
7500.00 OTHER OUTGO-STUDENT FIN AID	44,100.00	3,526.00	17,526.00	39.7	5,094.00	21,480.00	48.7
7600.00 OTHER STUDENT AID	538,248.20	7,834.31	224,792.46	41.7	187,125.08	126,330.66	23.4
TOTAL: 7000	6,418,221.20	1,687,273.31	6,078,191.46	94.7	192,219.08	147,810.66	2.3
TOTAL: 1000-7999	98,373,814.85	11,403,854.10	50,549,695.55	51.3	6,489,747.54	41,334,371.76	42.0

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	91,470,531.40	2,903,217.83	46,628,425.76	50.9	0.00	44,842,105.64	49.0
TOTAL:	1000-5999	89,771,413.42	9,643,943.68	44,099,387.17	49.1	6,046,208.84	39,625,817.41	44.1
TOTAL:	1000-6999	91,955,593.65	9,716,580.79	44,471,504.09	48.3	6,297,528.46	41,186,561.10	44.7
TOTAL:	1000-7999	98,373,814.85	11,403,854.10	50,549,695.55	51.3	6,489,747.54	41,334,371.76	42.0
TOTAL EXPENSES	(1000 - 7999)	98,373,814.85	11,403,854.10	50,549,695.55	51.3	6,489,747.54	41,334,371.76	42.0

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED	
		CURRENT	YEAR TO DATE			BALANCE	%
8600.00 STATE REVENUES	260,000.00	0.00	0.00	.0	0.00	260,000.00	100.0
8800.00 LOCAL REVENUES	15,928,000.00	0.00	0.00	.0	0.00	15,928,000.00	100.0
TOTAL: 8000	16,188,000.00	0.00	0.00	.0	0.00	16,188,000.00	100.0
7100.00 DEBT RETIREMENT	22,437,353.00	0.00	0.00	.0	0.00	22,437,353.00	100.0
TOTAL: 7000	22,437,353.00	0.00	0.00	.0	0.00	22,437,353.00	100.0
TOTAL: 1000-7999	22,437,353.00	0.00	0.00	.0	0.00	22,437,353.00	100.0

Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	16,188,000.00	0.00	0.00	.0	0.00	16,188,000.00	100.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	22,437,353.00	0.00	0.00	.0	0.00	22,437,353.00	100.0
TOTAL EXPENSES	(1000 - 7999)	22,437,353.00	0.00	0.00	.0	0.00	22,437,353.00	100.0

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	518,782.68	0.00	335,531.96	64.6	0.00	183,250.72	35.3
8800.00 LOCAL REVENUES	634,887.00	15,098.00	625,613.28	98.5	0.00	9,273.72	1.4
8900.00 OTHER FINANCING SOURCES	1,200,000.00	1,200,000.00	1,200,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	2,353,669.68	1,215,098.00	2,161,145.24	91.8	0.00	192,524.44	8.1
4500.00 NONINSTRUCTIONAL SUPPLIES	41,600.00	3,106.70	14,153.13	34.0	6,274.17	21,172.70	50.8
TOTAL: 4000	41,600.00	3,106.70	14,153.13	34.0	6,274.17	21,172.70	50.8
5100.00 PERSON&CONSULTANT SVC-DIST USE	85,000.00	1,384.06	48,220.32	56.7	1,779.68	35,000.00	41.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	573,233.00	27,741.00	64,833.97	11.3	150,215.22	358,183.81	62.4
5800.00 OTHER OPERATING EXP-DIST. USE	52,363.39	0.00	0.00	.0	14,976.39	37,387.00	71.3
TOTAL: 5000	710,596.39	29,125.06	113,054.29	15.9	166,971.29	430,570.81	60.5
TOTAL: 1000-5999	752,196.39	32,231.76	127,207.42	16.9	173,245.46	451,743.51	60.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	100,039.66	0.00	5,985.11	5.9	0.00	94,054.55	94.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	5,685,787.43	0.00	443,354.04	7.7	1,165.50	5,241,267.89	92.1
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	2,009,450.03	413,224.00	1,493,178.58	74.3	311,851.20	204,420.25	10.1
TOTAL: 6000	7,795,277.12	413,224.00	1,942,517.73	24.9	313,016.70	5,539,742.69	71.0
TOTAL: 1000-6999	8,547,473.51	445,455.76	2,069,725.15	24.2	486,262.16	5,991,486.20	70.0
7300.00 INTERFUND TRANSFERS	52,875.00	0.00	52,875.00	100.0	0.00	0.00	.0
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	552,875.00	0.00	52,875.00	9.5	0.00	500,000.00	90.4
TOTAL: 1000-7999	9,100,348.51	445,455.76	2,122,600.15	23.3	486,262.16	6,491,486.20	71.3

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,353,669.68	1,215,098.00	2,161,145.24	91.8	0.00	192,524.44	8.1
TOTAL:	1000-5999	752,196.39	32,231.76	127,207.42	16.9	173,245.46	451,743.51	60.0
TOTAL:	1000-6999	8,547,473.51	445,455.76	2,069,725.15	24.2	486,262.16	5,991,486.20	70.0
TOTAL:	1000-7999	9,100,348.51	445,455.76	2,122,600.15	23.3	486,262.16	6,491,486.20	71.3
TOTAL EXPENSES	(1000 - 7999)	9,100,348.51	445,455.76	2,122,600.15	23.3	486,262.16	6,491,486.20	71.3

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
8800.00 LOCAL REVENUES	1,080,000.00	7,502.12	349,174.01	32.3	0.00	730,825.99	67.6
TOTAL: 8000	1,080,000.00	7,502.12	349,174.01	32.3	0.00	730,825.99	67.6
1200.00 CONTRACT CERT. ADMINSTRATORS	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
TOTAL: 1000	20,000.00	0.00	0.00	.0	0.00	20,000.00	100.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	67,752.00	5,779.20	28,896.00	42.6	0.00	38,856.00	57.3
TOTAL: 2000	67,752.00	5,779.20	28,896.00	42.6	0.00	38,856.00	57.3
3200.00 CLASSIFIED RETIREMENT	6,312.60	631.26	3,156.31	50.0	0.00	3,156.29	49.9
3300.00 OASDHI/FICA	4,421.10	442.11	2,210.55	50.0	0.00	2,210.55	50.0
3400.00 HEALTH AND WELFARE BENEFITS	8,038.00	803.80	4,019.00	50.0	0.00	4,019.00	50.0
3500.00 STATE UNEMPLOYMENT INSURANCE	930.50	93.05	465.25	50.0	0.00	465.25	50.0
3600.00 WORKERS COMPENSATION INSURANCE	1,000.00	100.00	500.00	50.0	0.00	500.00	50.0
3900.00 OTHER BENEFITS	48.70	4.87	24.35	50.0	0.00	24.35	50.0
TOTAL: 3000	20,750.90	2,075.09	10,375.46	50.0	0.00	10,375.44	49.9
4500.00 NONINSTRUCTIONAL SUPPLIES	4,000.00	0.00	0.00	.0	0.00	4,000.00	100.0
TOTAL: 4000	4,000.00	0.00	0.00	.0	0.00	4,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	819,000.00	23,401.99	55,348.08	6.7	370,428.13	393,223.79	48.0
5400.00 INSURANCES - DISTRICT USE	39,000.00	0.00	0.00	.0	0.00	39,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	522,000.00	22,784.02	86,694.07	16.6	262,015.93	173,290.00	33.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	272,420.50	38,627.23	89,916.77	33.0	51,803.23	130,700.50	47.9
5800.00 OTHER OPERATING EXP-DIST. USE	21,787.50	0.00	6,500.00	29.8	7,075.00	8,212.50	37.6
TOTAL: 5000	1,674,208.00	84,813.24	238,458.92	14.2	691,322.29	744,426.79	44.4
TOTAL: 1000-5999	1,786,710.90	92,667.53	277,730.38	15.5	691,322.29	817,658.23	45.7
6100.00 SITES & IMPROVEMENTS-DIST. USE	22,703,323.00	530,189.42	3,765,591.07	16.5	8,335,470.23	10,602,261.70	46.6
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	91,108,192.00	2,478,845.57	7,997,134.02	8.7	21,933,256.59	61,177,801.39	67.1
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	7,765,250.00	0.00	306,152.58	3.9	11,847.48	7,447,249.94	95.9
TOTAL: 6000	121,576,765.00	3,009,034.99	12,068,877.67	9.9	30,280,574.30	79,227,313.03	65.1
TOTAL: 1000-6999	123,363,475.90	3,101,702.52	12,346,608.05	10.0	30,971,896.59	80,044,971.26	64.8

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,080,000.00	7,502.12	349,174.01	32.3	0.00	730,825.99	67.6
TOTAL:	1000-5999	1,786,710.90	92,667.53	277,730.38	15.5	691,322.29	817,658.23	45.7
TOTAL:	1000-6999	123,363,475.90	3,101,702.52	12,346,608.05	10.0	30,971,896.59	80,044,971.26	64.8
TOTAL:	1000-7999	123,363,475.90	3,101,702.52	12,346,608.05	10.0	30,971,896.59	80,044,971.26	64.8
TOTAL EXPENSES	(1000 - 7999)	123,363,475.90	3,101,702.52	12,346,608.05	10.0	30,971,896.59	80,044,971.26	64.8

Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.00	166.84	100.0	0.00	166.84-	.0
TOTAL: 8000	0.00	0.00	166.84	100.0	0.00	166.84-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	166.84	100.0	0.00	166.84-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	24,000.00	0.00	2,155.46	8.9	0.00	21,844.54	91.0
8900.00 OTHER FINANCING SOURCES	1,600,468.00	0.00	1,600,468.00	100.0	0.00	0.00	.0
TOTAL: 8000	1,624,468.00	0.00	1,602,623.46	98.6	0.00	21,844.54	1.3
3300.00 OASDHI/FICA	88.00	7.26	43.55	49.4	0.00	44.45	50.5
3400.00 HEALTH AND WELFARE BENEFITS	478,772.00	40,813.27	242,048.18	50.5	0.00	236,723.82	49.4
3500.00 STATE UNEMPLOYMENT INSURANCE	144.00	12.08	72.52	50.3	0.00	71.48	49.6
3900.00 OTHER BENEFITS	1,877,672.00	750.00	343,839.00	18.3	0.00	1,533,833.00	81.6
TOTAL: 3000	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1
TOTAL: 1000-5999	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	1,624,468.00	0.00	1,602,623.46	98.6	0.00	21,844.54	1.3
TOTAL:	1000-5999	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1
TOTAL:	1000-6999	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1
TOTAL:	1000-7999	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1
TOTAL EXPENSES	(1000 - 7999)	2,356,676.00	41,582.61	586,003.25	24.8	0.00	1,770,672.75	75.1

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	850.00	0.00	138.05	16.2	0.00	711.95	83.7
TOTAL: 8000	850.00	0.00	138.05	16.2	0.00	711.95	83.7
7300.00 INTERFUND TRANSFERS	850.00	0.00	0.00	.0	0.00	850.00	100.0
TOTAL: 7000	850.00	0.00	0.00	.0	0.00	850.00	100.0
TOTAL: 1000-7999	850.00	0.00	0.00	.0	0.00	850.00	100.0

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	850.00	0.00	138.05	16.2	0.00	711.95	83.7
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	850.00	0.00	0.00	.0	0.00	850.00	100.0
TOTAL EXPENSES	(1000 - 7999)	850.00	0.00	0.00	.0	0.00	850.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	146,820.00	16,299.02	57,097.53	38.8	0.00	89,722.47	61.1
8600.00 STATE REVENUES	1,599,526.00	67,859.37	739,759.73	46.2	0.00	859,766.27	53.7
8800.00 LOCAL REVENUES	208,676.00	15,852.73	55,095.57	26.4	0.00	153,580.43	73.5
8900.00 OTHER FINANCING SOURCES	149,728.00	0.00	149,728.00	100.0	0.00	0.00	.0
TOTAL: 8000	2,104,750.00	100,011.12	1,001,680.83	47.5	0.00	1,103,069.17	52.4
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,091,038.00	82,104.47	610,097.91	55.9	0.00	480,940.09	44.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	168,238.00	11,297.90	55,419.64	32.9	0.00	112,818.36	67.0
TOTAL: 2000	1,259,276.00	93,402.37	665,517.55	52.8	0.00	593,758.45	47.1
3100.00 CERTIFICATED RETIREMENT	16,637.00	1,364.07	9,823.07	59.0	0.00	6,813.93	40.9
3200.00 CLASSIFIED RETIREMENT	87,306.00	7,053.46	52,197.08	59.7	0.00	35,108.92	40.2
3300.00 OASDHI/FICA	71,885.00	5,075.15	37,533.27	52.2	0.00	34,351.73	47.7
3400.00 HEALTH AND WELFARE BENEFITS	352,176.00	28,186.34	201,323.38	57.1	0.00	150,852.62	42.8
3500.00 STATE UNEMPLOYMENT INSURANCE	18,831.00	1,347.12	9,814.48	52.1	0.00	9,016.52	47.8
3600.00 WORKERS COMPENSATION INSURANCE	58,500.00	4,625.00	33,000.00	56.4	0.00	25,500.00	43.5
3900.00 OTHER BENEFITS	5,192.00	426.61	3,010.63	57.9	0.00	2,181.37	42.0
TOTAL: 3000	610,527.00	48,077.75	346,701.91	56.7	0.00	263,825.09	43.2
4300.00 INSTRUCTIONAL SUPPLIES	27,725.00	0.00	4,702.20	16.9	21,031.82	1,990.98	7.1
4500.00 NONINSTRUCTIONAL SUPPLIES	42,970.00	2,276.68	14,303.72	33.2	22,369.12	6,297.16	14.6
4700.00 FOOD SUPPLIES	112,697.00	5,957.91	39,492.68	35.0	42,507.32	30,697.00	27.2
TOTAL: 4000	183,392.00	8,234.59	58,498.60	31.8	85,908.26	38,985.14	21.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	2,100.00	0.00	0.00	.0	0.00	2,100.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	268.00	0.00	139.00	51.8	0.00	129.00	48.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,547.00	0.00	391.88	11.0	0.00	3,155.12	88.9
5800.00 OTHER OPERATING EXP-DIST. USE	7,678.00	212.03	1,862.03	24.2	0.00	5,815.97	75.7
TOTAL: 5000	13,593.00	212.03	2,392.91	17.6	0.00	11,200.09	82.3
TOTAL: 1000-5999	2,066,788.00	149,926.74	1,073,110.97	51.9	85,908.26	907,768.77	43.9
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	3,345.00	0.00	0.00	.0	1,847.67	1,497.33	44.7
TOTAL: 6000	3,345.00	0.00	0.00	.0	1,847.67	1,497.33	44.7
TOTAL: 1000-6999	2,070,133.00	149,926.74	1,073,110.97	51.8	87,755.93	909,266.10	43.9

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,104,750.00	100,011.12	1,001,680.83	47.5	0.00	1,103,069.17	52.4
TOTAL:	1000-5999	2,066,788.00	149,926.74	1,073,110.97	51.9	85,908.26	907,768.77	43.9
TOTAL:	1000-6999	2,070,133.00	149,926.74	1,073,110.97	51.8	87,755.93	909,266.10	43.9
TOTAL:	1000-7999	2,070,133.00	149,926.74	1,073,110.97	51.8	87,755.93	909,266.10	43.9
TOTAL EXPENSES	(1000 - 7999)	2,070,133.00	149,926.74	1,073,110.97	51.8	87,755.93	909,266.10	43.9

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	249,070.00	2,755.75	151,476.51	60.8	0.00	97,593.49	39.1
TOTAL: 8000	249,070.00	2,755.75	151,476.51	60.8	0.00	97,593.49	39.1
2100.00 CONTRACT CLASSIFIED NON-INSTR.	84,134.00	6,613.00	35,235.00	41.8	0.00	48,899.00	58.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	65,544.00	3,690.00	30,964.48	47.2	0.00	34,579.52	52.7
TOTAL: 2000	149,678.00	10,303.00	66,199.48	44.2	0.00	83,478.52	55.7
3200.00 CLASSIFIED RETIREMENT	9,190.00	722.34	3,848.74	41.8	0.00	5,341.26	58.1
3300.00 OASDHI/FICA	6,669.00	505.82	2,922.93	43.8	0.00	3,746.07	56.1
3400.00 HEALTH AND WELFARE BENEFITS	24,220.00	2,009.50	10,047.50	41.4	0.00	14,172.50	58.5
3500.00 STATE UNEMPLOYMENT INSURANCE	1,510.00	106.45	699.59	46.3	0.00	810.41	53.6
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	250.00	1,375.00	45.8	0.00	1,625.00	54.1
3900.00 OTHER BENEFITS	146.00	12.18	60.90	41.7	0.00	85.10	58.2
TOTAL: 3000	44,735.00	3,606.29	18,954.66	42.3	0.00	25,780.34	57.6
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	6,100.00	1,320.28	3,227.03	52.9	1,538.95	1,334.02	21.8
TOTAL: 4000	6,600.00	1,320.28	3,227.03	48.8	1,538.95	1,834.02	27.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	5,516.25	0.00	983.21	17.8	924.00	3,609.04	65.4
5800.00 OTHER OPERATING EXP-DIST. USE	4,800.00	0.00	0.00	.0	0.00	4,800.00	100.0
TOTAL: 5000	12,816.25	0.00	983.21	7.6	924.00	10,909.04	85.1
TOTAL: 1000-5999	213,829.25	15,229.57	89,364.38	41.7	2,462.95	122,001.92	57.0
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	58,800.75	0.00	9,732.46	16.5	18,586.85	30,481.44	51.8
TOTAL: 6000	58,800.75	0.00	9,732.46	16.5	18,586.85	30,481.44	51.8
TOTAL: 1000-6999	272,630.00	15,229.57	99,096.84	36.3	21,049.80	152,483.36	55.9
7900.00 RESERVE FOR CONTINGENCIES	3,440.00	0.00	0.00	.0	0.00	3,440.00	100.0
TOTAL: 7000	3,440.00	0.00	0.00	.0	0.00	3,440.00	100.0
TOTAL: 1000-7999	276,070.00	15,229.57	99,096.84	35.8	21,049.80	155,923.36	56.4

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	249,070.00	2,755.75	151,476.51	60.8	0.00	97,593.49	39.1
TOTAL:	1000-5999	213,829.25	15,229.57	89,364.38	41.7	2,462.95	122,001.92	57.0
TOTAL:	1000-6999	272,630.00	15,229.57	99,096.84	36.3	21,049.80	152,483.36	55.9
TOTAL:	1000-7999	276,070.00	15,229.57	99,096.84	35.8	21,049.80	155,923.36	56.4
TOTAL EXPENSES	(1000 - 7999)	276,070.00	15,229.57	99,096.84	35.8	21,049.80	155,923.36	56.4

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,103,306.54	24,415.90	902,256.44	42.8	0.00	1,201,050.10	57.1
8900.00 OTHER FINANCING SOURCES	1,659,764.00	0.00	1,659,764.00	100.0	0.00	0.00	.0
TOTAL: 8000	3,763,070.54	24,415.90	2,562,020.44	68.0	0.00	1,201,050.10	31.9
2100.00 CONTRACT CLASSIFIED NON-INSTR.	1,402,152.00	103,890.68	688,539.11	49.1	0.00	713,612.89	50.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	84,300.00	8,078.76	38,608.72	45.7	0.00	45,691.28	54.2
TOTAL: 2000	1,486,452.00	111,969.44	727,147.83	48.9	0.00	759,304.17	51.0
3200.00 CLASSIFIED RETIREMENT	156,138.00	11,347.97	74,983.68	48.0	0.00	81,154.32	51.9
3300.00 OASDHI/FICA	112,558.00	8,346.41	50,144.92	44.5	0.00	62,413.08	55.4
3400.00 HEALTH AND WELFARE BENEFITS	231,232.00	17,249.01	116,724.07	50.4	0.00	114,507.93	49.5
3500.00 STATE UNEMPLOYMENT INSURANCE	23,820.00	1,789.14	11,683.79	49.0	0.00	12,136.21	50.9
3600.00 WORKERS COMPENSATION INSURANCE	31,500.00	2,375.00	16,125.00	51.1	0.00	15,375.00	48.8
3900.00 OTHER BENEFITS	7,536.00	615.71	4,285.61	56.8	0.00	3,250.39	43.1
TOTAL: 3000	562,784.00	41,723.24	273,947.07	48.6	0.00	288,836.93	51.3
4500.00 NONINSTRUCTIONAL SUPPLIES	6,120.00	318.57	2,126.40	34.7	3,548.60	445.00	7.2
TOTAL: 4000	6,120.00	318.57	2,126.40	34.7	3,548.60	445.00	7.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,000.00	0.00	3,000.00	60.0	2,000.00	0.00	.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	29,206.14	413.19	17,618.89	60.3	8,611.11	2,976.14	10.1
5400.00 INSURANCES - DISTRICT USE	7,000.00	0.00	6,485.00	92.6	0.00	515.00	7.3
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	212,485.00	13,257.12	93,204.75	43.8	71,454.26	47,825.99	22.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	52,282.00	5,253.31	26,447.19	50.5	11,464.61	14,370.20	27.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	58,000.00	1,439.00	23,071.20	39.7	28,426.80	6,502.00	11.2
5800.00 OTHER OPERATING EXP-DIST. USE	1,340,141.40	1,545.06	563,203.70	42.0	23,806.40	753,131.30	56.1
TOTAL: 5000	1,704,114.54	21,907.68	733,030.73	43.0	145,763.18	825,320.63	48.4
TOTAL: 1000-5999	3,759,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,873,906.73	49.8
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 6000	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
TOTAL: 1000-6999	3,764,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,878,906.73	49.9

Fund: 74 KVC R FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	3,763,070.54	24,415.90	2,562,020.44	68.0	0.00	1,201,050.10	31.9
TOTAL:	1000-5999	3,759,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,873,906.73	49.8
TOTAL:	1000-6999	3,764,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,878,906.73	49.9
TOTAL:	1000-7999	3,764,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,878,906.73	49.9
TOTAL EXPENSES	(1000 - 7999)	3,764,470.54	175,918.93	1,736,252.03	46.1	149,311.78	1,878,906.73	49.9

Fund: 76 INVSTMT TRUST FUND-SAN MANUE

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,503,000.00	0.00	546.53	.0	0.00	2,502,453.47	99.9
TOTAL: 8000	2,503,000.00	0.00	546.53	.0	0.00	2,502,453.47	99.9
2100.00 CONTRACT CLASSIFIED NON-INSTR.	730,619.83	25,918.95	195,763.30	26.7	0.00	534,856.53	73.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	46,000.00	2,978.75	5,415.34	11.7	0.00	40,584.66	88.2
TOTAL: 2000	776,619.83	28,897.70	201,178.64	25.9	0.00	575,441.19	74.0
3200.00 CLASSIFIED RETIREMENT	81,316.84	2,831.13	21,246.65	26.1	0.00	60,070.19	73.8
3300.00 OASDHI/FICA	58,201.88	2,196.02	15,087.26	25.9	0.00	43,114.62	74.0
3400.00 HEALTH AND WELFARE BENEFITS	124,816.40	4,019.00	32,152.00	25.7	0.00	92,664.40	74.2
3500.00 STATE UNEMPLOYMENT INSURANCE	12,249.16	462.16	3,216.51	26.2	0.00	9,032.65	73.7
3600.00 WORKERS COMPENSATION INSURANCE	15,500.00	500.00	4,000.00	25.8	0.00	11,500.00	74.1
3900.00 OTHER BENEFITS	816.50	24.36	194.88	23.8	0.00	621.62	76.1
TOTAL: 3000	292,900.78	10,032.67	75,897.30	25.9	0.00	217,003.48	74.0
5300.00 POST/DUES/MEMBERSHIP-SIDEST. USE	10,000.00	185.18	185.18	1.8	4,814.82	5,000.00	50.0
TOTAL: 5000	10,000.00	185.18	185.18	1.8	4,814.82	5,000.00	50.0
TOTAL: 1000-5999	1,079,520.61	39,115.55	277,261.12	25.6	4,814.82	797,444.67	73.8

Fund: 76 INVSTMT TRUST FUND-SAN MANUE SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,503,000.00	0.00	546.53	.0	0.00	2,502,453.47	99.9
TOTAL:	1000-5999	1,079,520.61	39,115.55	277,261.12	25.6	4,814.82	797,444.67	73.8
TOTAL:	1000-6999	1,079,520.61	39,115.55	277,261.12	25.6	4,814.82	797,444.67	73.8
TOTAL:	1000-7999	1,079,520.61	39,115.55	277,261.12	25.6	4,814.82	797,444.67	73.8
TOTAL EXPENSES	(1000 - 7999)	1,079,520.61	39,115.55	277,261.12	25.6	4,814.82	797,444.67	73.8

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,500.00	0.00	698.87	19.9	0.00	2,801.13	80.0
8900.00 OTHER FINANCING SOURCES	750,000.00	0.00	750,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	753,500.00	0.00	750,698.87	99.6	0.00	2,801.13	.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	10,600.93	10,600.93	53.0	8,024.07	1,375.00	6.8
5400.00 INSURANCES - DISTRICT USE	600,000.00	0.00	525,586.00	87.5	9,910.00	64,504.00	10.7
5800.00 OTHER OPERATING EXP-DIST. USE	150,000.00	15,871.51	15,871.51	10.5	24,128.49	110,000.00	73.3
TOTAL: 5000	770,000.00	26,472.44	552,058.44	71.6	42,062.56	175,879.00	22.8
TOTAL: 1000-5999	770,000.00	26,472.44	552,058.44	71.6	42,062.56	175,879.00	22.8
7900.00 RESERVE FOR CONTINGENCIES	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 7000	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
TOTAL: 1000-7999	795,000.00	26,472.44	552,058.44	69.4	42,062.56	200,879.00	25.2

Fund: 78 SELF INSURANCE-LIABILITY&PRO SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	753,500.00	0.00	750,698.87	99.6	0.00	2,801.13	.3
TOTAL:	1000-5999	770,000.00	26,472.44	552,058.44	71.6	42,062.56	175,879.00	22.8
TOTAL:	1000-6999	770,000.00	26,472.44	552,058.44	71.6	42,062.56	175,879.00	22.8
TOTAL:	1000-7999	795,000.00	26,472.44	552,058.44	69.4	42,062.56	200,879.00	25.2
TOTAL EXPENSES	(1000 - 7999)	795,000.00	26,472.44	552,058.44	69.4	42,062.56	200,879.00	25.2

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,405,000.00	86,500.00	580,927.62	41.3	0.00	824,072.38	58.6
TOTAL: 8000	1,405,000.00	86,500.00	580,927.62	41.3	0.00	824,072.38	58.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	168,000.00	2,400.00	138,509.00	82.4	14,250.00	15,241.00	9.0
5400.00 INSURANCES - DISTRICT USE	120,000.00	0.00	116,707.00	97.2	0.00	3,293.00	2.7
5800.00 OTHER OPERATING EXP-DIST. USE	570,000.00	46,935.48	303,902.83	53.3	1,106.68	264,990.49	46.4
TOTAL: 5000	858,000.00	49,335.48	559,118.83	65.1	15,356.68	283,524.49	33.0
TOTAL: 1000-5999	858,000.00	49,335.48	559,118.83	65.1	15,356.68	283,524.49	33.0
7900.00 RESERVE FOR CONTINGENCIES	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 7000	500,000.00	0.00	0.00	.0	0.00	500,000.00	100.0
TOTAL: 1000-7999	1,358,000.00	49,335.48	559,118.83	41.1	15,356.68	783,524.49	57.6

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,405,000.00	86,500.00	580,927.62	41.3	0.00	824,072.38	58.6
TOTAL:	1000-5999	858,000.00	49,335.48	559,118.83	65.1	15,356.68	283,524.49	33.0
TOTAL:	1000-6999	858,000.00	49,335.48	559,118.83	65.1	15,356.68	283,524.49	33.0
TOTAL:	1000-7999	1,358,000.00	49,335.48	559,118.83	41.1	15,356.68	783,524.49	57.6
TOTAL EXPENSES	(1000 - 7999)	1,358,000.00	49,335.48	559,118.83	41.1	15,356.68	783,524.49	57.6

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	45,500.00	79.65-	5,085.35	11.1	0.00	40,414.65	88.8
8600.00 STATE REVENUES	1,321,860.00	6,533.00	67,372.54	5.0	0.00	1,254,487.46	94.9
8800.00 LOCAL REVENUES	653,029.85	32,368.08	305,574.85	46.7	0.00	347,455.00	53.2
TOTAL: 8000	2,020,389.85	38,821.43	378,032.74	18.7	0.00	1,642,357.11	81.2
1100.00 CONTRACT CLASSROOM INST.	10,417,021.40	2,038,844.54	6,148,509.38	59.0	0.00	4,268,512.02	40.9
1200.00 CONTRACT CERT. ADMINI STRATORS	3,263,762.64	568,375.31	1,870,329.00	57.3	0.00	1,393,433.64	42.6
1300.00 INSTRUCTORS DAY/HOURLY	5,260,623.00	561,785.99	2,705,446.12	51.4	0.00	2,555,176.88	48.5
1400.00 NON-INSTRUCTION HOURLY CERT.	328,932.92	31,701.02	154,707.02	47.0	0.00	174,225.90	52.9
TOTAL: 1000	19,270,339.96	3,200,706.86	10,878,991.52	56.4	0.00	8,391,348.44	43.5
2100.00 CONTRACT CLASSIFIED NON-INSTR.	5,798,636.60	523,513.06	3,612,594.31	62.3	0.00	2,186,042.29	37.6
2200.00 INSTRUCTIONAL AIDS	757,814.40	60,941.59	432,978.23	57.1	0.00	324,836.17	42.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	149,811.01	15,109.07	74,092.52	49.4	0.00	75,718.49	50.5
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	332,473.00	22,653.48	103,022.58	30.9	0.00	229,450.42	69.0
TOTAL: 2000	7,038,735.01	622,217.20	4,222,687.64	59.9	0.00	2,816,047.37	40.0
3100.00 CERTIFICATED RETIREMENT	1,496,589.22	237,035.89	797,633.58	53.2	0.00	698,955.64	46.7
3200.00 CLASSIFIED RETIREMENT	842,525.50	79,876.55	498,951.06	59.2	0.00	343,574.44	40.7
3300.00 OASDHI /FICA	852,758.68	101,281.05	493,947.50	57.9	0.00	358,811.18	42.0
3400.00 HEALTH AND WELFARE BENEFITS	3,291,954.19	406,596.73	1,900,745.35	57.7	0.00	1,391,208.84	42.2
3500.00 STATE UNEMPLOYMENT INSURANCE	425,637.36	60,736.82	239,832.70	56.3	0.00	185,804.66	43.6
3600.00 WORKERS COMPENSATION INSURANCE	473,929.96	58,931.25	273,418.71	57.6	0.00	200,511.25	42.3
3900.00 OTHER BENEFITS	109,247.97	14,298.23	63,149.15	57.8	0.00	46,098.82	42.1
TOTAL: 3000	7,492,642.88	958,756.52	4,267,678.05	56.9	0.00	3,224,964.83	43.0
4100.00 TEXTBOOKS	0.00	0.00	211.04-	.0	0.00	211.04	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	35,649.00	0.00	20,662.70	57.9	0.00	14,986.30	42.0
4300.00 INSTRUCTIONAL SUPPLIES	56,966.32	4,642.66	24,930.24	43.7	4,835.59	27,200.49	47.7
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	10,873.93	0.00	3,142.88	28.9	129.19	7,601.86	69.9
4500.00 NONINSTRUCTIONAL SUPPLIES	404,529.06	17,047.33	144,864.32	35.8	171,863.51	87,801.23	21.7
4700.00 FOOD SUPPLIES	2,000.00	0.00	1,126.73	56.3	873.27	0.00	.0
TOTAL: 4000	510,018.31	21,689.99	194,515.83	38.1	177,701.56	137,800.92	27.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	826,785.37	31,697.27	100,782.91	12.1	466,951.45	259,051.01	31.3
5200.00 TRAVEL & CONFERENCE EXPENSES	100,574.80	4,687.80	21,197.53	21.0	10,857.09	68,520.18	68.1
5300.00 POST/DUES/MEMBERSHI PS-DIST. USE	115,633.59	3,370.54	44,955.80	38.8	46,345.89	24,331.90	21.0
5400.00 INSURANCES - DISTRICT USE	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,721,268.00	177,076.25	1,008,689.19	58.6	642,751.74	69,827.07	4.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	592,727.81	45,094.88	224,022.28	37.7	279,206.53	89,499.00	15.0
5800.00 OTHER OPERATING EXP-DIST. USE	202,772.19	6,734.33	49,260.83	24.2	52,614.45	100,896.91	49.7
5900.00 INTERPROGRAM CHARGES-DIST. USE	180.00	0.00	0.00	.0	0.00	180.00	100.0
TOTAL: 5000	3,561,141.76	268,661.07	1,448,908.54	40.6	1,498,727.15	613,506.07	17.2
TOTAL: 1000-5999	37,872,877.92	5,072,031.64	21,012,781.58	55.4	1,676,428.71	15,183,667.63	40.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
		CURRENT	YEAR TO DATE				
6300.00 LIBRARY BOOKS - EXPANSION	48,703.00	5,278.56	22,683.43	46.5	25,402.47	617.10	1.2
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	144,931.08	6,438.02	27,404.05	18.9	1,171.99	116,355.04	80.2
TOTAL: 6000	193,634.08	11,716.58	50,087.48	25.8	26,574.46	116,972.14	60.4
TOTAL: 1000-6999	38,066,512.00	5,083,748.22	21,062,869.06	55.3	1,703,003.17	15,300,639.77	40.1
7300.00 INTERFUND TRANSFERS	149,728.00	0.00	149,728.00	100.0	0.00	0.00	.0
7600.00 OTHER STUDENT AID	31,462.85	2,176.50	4,678.56	14.8	0.00	26,784.29	85.1
TOTAL: 7000	181,190.85	2,176.50	154,406.56	85.2	0.00	26,784.29	14.7
TOTAL: 1000-7999	38,247,702.85	5,085,924.72	21,217,275.62	55.4	1,703,003.17	15,327,424.06	40.0

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	2,020,389.85	38,821.43	378,032.74	18.7	0.00	1,642,357.11	81.2
TOTAL:	1000-5999	37,872,877.92	5,072,031.64	21,012,781.58	55.4	1,676,428.71	15,183,667.63	40.0
TOTAL:	1000-6999	38,066,512.00	5,083,748.22	21,062,869.06	55.3	1,703,003.17	15,300,639.77	40.1
TOTAL:	1000-7999	38,247,702.85	5,085,924.72	21,217,275.62	55.4	1,703,003.17	15,327,424.06	40.0
TOTAL EXPENSES	(1000 - 7999)	38,247,702.85	5,085,924.72	21,217,275.62	55.4	1,703,003.17	15,327,424.06	40.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	25,886.00	0.00	110.69	.4	0.00	25,775.31	99.5
8900.00 OTHER FINANCING SOURCES	149,728.00	0.00	149,728.00	100.0	0.00	0.00	.0
TOTAL: 8000	175,614.00	0.00	149,838.69	85.3	0.00	25,775.31	14.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	21,130.00	0.00	0.00	.0	0.00	21,130.00	100.0
TOTAL: 2000	21,130.00	0.00	0.00	.0	0.00	21,130.00	100.0
3300.00 OASDHI/FICA	1,616.00	0.00	0.00	.0	0.00	1,616.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	340.00	0.00	0.00	.0	0.00	340.00	100.0
TOTAL: 3000	1,956.00	0.00	0.00	.0	0.00	1,956.00	100.0
TOTAL: 1000-5999	23,086.00	0.00	0.00	.0	0.00	23,086.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	175,614.00	0.00	149,838.69	85.3	0.00	25,775.31	14.6
TOTAL:	1000-5999	23,086.00	0.00	0.00	.0	0.00	23,086.00	100.0
TOTAL:	1000-6999	23,086.00	0.00	0.00	.0	0.00	23,086.00	100.0
TOTAL:	1000-7999	23,086.00	0.00	0.00	.0	0.00	23,086.00	100.0
TOTAL EXPENSES	(1000 - 7999)	23,086.00	0.00	0.00	.0	0.00	23,086.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	14,500.00	0.00	1,310.00	9.0	0.00	13,190.00	90.9
8600.00 STATE REVENUES	571,893.00	2,800.00	28,875.65	5.0	0.00	543,017.35	94.9
8800.00 LOCAL REVENUES	248,471.00	17,922.64	160,677.84	64.6	0.00	87,793.16	35.3
8900.00 OTHER FINANCING SOURCES	869.42	0.00	869.42	100.0	0.00	0.00	.0
TOTAL: 8000	835,733.42	20,722.64	191,732.91	22.9	0.00	644,000.51	77.0
1100.00 CONTRACT CLASSROOM INST.	4,515,638.50	833,157.10	2,565,659.03	56.8	0.00	1,949,979.47	43.1
1200.00 CONTRACT CERT. ADMINISTRATORS	2,576,544.00	407,845.54	1,433,057.39	55.6	0.00	1,143,486.61	44.3
1300.00 INSTRUCTORS DAY/HOURLY	1,912,905.00	228,328.28	1,047,692.54	54.7	0.00	865,212.46	45.2
1400.00 NON-INSTRUCTION HOURLY CERT.	76,420.00	5,508.68	30,560.36	39.9	0.00	45,859.64	60.0
TOTAL: 1000	9,081,507.50	1,474,839.60	5,076,969.32	55.9	0.00	4,004,538.18	44.0
2100.00 CONTRACT CLASSIFIED NON-INSTR.	3,285,572.06	281,131.84	1,964,180.75	59.7	0.00	1,321,391.31	40.2
2200.00 INSTRUCTIONAL AIDS	538,012.00	43,766.08	307,617.51	57.1	0.00	230,394.49	42.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	158,238.14	19,983.85	79,788.72	50.4	0.00	78,449.42	49.5
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	334,328.00	30,380.00	170,035.69	50.8	0.00	164,292.31	49.1
TOTAL: 2000	4,316,150.20	375,261.77	2,521,622.67	58.4	0.00	1,794,527.53	41.5
3100.00 CERTIFICATED RETIREMENT	670,707.90	109,233.36	371,371.04	55.3	0.00	299,336.86	44.6
3200.00 CLASSIFIED RETIREMENT	508,834.00	44,824.79	279,561.58	54.9	0.00	229,272.42	45.0
3300.00 OASDHI/FICA	464,705.60	51,395.57	263,563.42	56.7	0.00	201,142.18	43.2
3400.00 HEALTH AND WELFARE BENEFITS	1,716,103.10	195,983.34	951,269.34	55.4	0.00	764,833.76	44.5
3500.00 STATE UNEMPLOYMENT INSURANCE	215,555.00	29,501.38	121,096.52	56.1	0.00	94,458.48	43.8
3600.00 WORKERS COMPENSATION INSURANCE	248,758.00	29,038.13	140,255.02	56.3	0.00	108,502.98	43.6
3900.00 OTHER BENEFITS	54,814.40	7,853.87	31,894.92	58.1	0.00	22,919.48	41.8
TOTAL: 3000	3,879,478.00	467,830.44	2,159,011.84	55.6	0.00	1,720,466.16	44.3
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	7,544.00	0.00	433.75	5.7	107.95	7,002.30	92.8
4300.00 INSTRUCTIONAL SUPPLIES	52,575.00	4,096.74	26,929.07	51.2	6,911.76	18,734.17	35.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,596.00	19.13	441.70	17.0	0.00	2,154.30	82.9
4500.00 NONINSTRUCTIONAL SUPPLIES	156,013.37	10,603.60	68,576.93	43.9	59,239.19	28,197.25	18.0
TOTAL: 4000	218,728.37	14,719.47	96,381.45	44.0	66,258.90	56,088.02	25.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	72,537.64	960.00	9,980.57	13.7	18,804.38	43,752.69	60.3
5200.00 TRAVEL & CONFERENCE EXPENSES	32,000.00	3,511.60	18,302.63	57.1	1,248.83	12,448.54	38.9
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	50,872.63	508.48	24,862.27	48.8	8,785.04	17,225.32	33.8
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	837,287.00	58,906.92	438,417.30	52.3	357,345.30	41,524.40	4.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	411,967.36	62,451.13	215,034.47	52.1	130,772.40	66,160.49	16.0
5800.00 OTHER OPERATING EXP-DIST. USE	237,025.30	2,685.63	24,028.05	10.1	26,971.11	186,026.14	78.4
TOTAL: 5000	1,641,689.93	129,023.76	730,625.29	44.5	543,927.06	367,137.58	22.3
TOTAL: 1000-5999	19,137,554.00	2,461,675.04	10,584,610.57	55.3	610,185.96	7,942,757.47	41.5
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,550.00	0.00	0.00	.0	0.00	1,550.00	100.0
6300.00 LIBRARY BOOKS - EXPANSION	15,000.00	0.00	0.00	.0	0.00	15,000.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6400.00 ADDITIONAL/IMPROVED EQUIPMENT	17,046.42	0.00	2,872.13	16.8	800.01	13,374.28	78.4
TOTAL: 6000	33,596.42	0.00	2,872.13	8.5	800.01	29,924.28	89.0
TOTAL: 1000-6999	19,171,150.42	2,461,675.04	10,587,482.70	55.2	610,985.97	7,972,681.75	41.5

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
			CURRENT	YEAR TO DATE				
TOTAL INCOME	(8000 - 8999)	835,733.42	20,722.64	191,732.91	22.9	0.00	644,000.51	77.0
TOTAL:	1000-5999	19,137,554.00	2,461,675.04	10,584,610.57	55.3	610,185.96	7,942,757.47	41.5
TOTAL:	1000-6999	19,171,150.42	2,461,675.04	10,587,482.70	55.2	610,985.97	7,972,681.75	41.5
TOTAL:	1000-7999	19,171,150.42	2,461,675.04	10,587,482.70	55.2	610,985.97	7,972,681.75	41.5
TOTAL EXPENSES	(1000 - 7999)	19,171,150.42	2,461,675.04	10,587,482.70	55.2	610,985.97	7,972,681.75	41.5

Fund: 51 BOOKSTORE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.00	166.84	100.0	0.00	166.84-	.0
TOTAL: 8000	0.00	0.00	166.84	100.0	0.00	166.84-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	166.84	100.0	0.00	166.84-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	0.00	67.85	2.2	0.00	2,932.15	97.7
TOTAL: 8000	3,000.00	0.00	67.85	2.2	0.00	2,932.15	97.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 2000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
3300.00 OASDHI/FICA	153.00	0.00	0.00	.0	0.00	153.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	32.00	0.00	0.00	.0	0.00	32.00	100.0
TOTAL: 3000	185.00	0.00	0.00	.0	0.00	185.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 5000	500.00	0.00	0.00	.0	0.00	500.00	100.0
TOTAL: 1000-5999	2,685.00	0.00	0.00	.0	0.00	2,685.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	3,000.00	0.00	67.85	2.2	0.00	2,932.15	97.7
TOTAL:	1000-5999	2,685.00	0.00	0.00	.0	0.00	2,685.00	100.0
TOTAL:	1000-6999	2,685.00	0.00	0.00	.0	0.00	2,685.00	100.0
TOTAL:	1000-7999	2,685.00	0.00	0.00	.0	0.00	2,685.00	100.0
TOTAL EXPENSES	(1000 - 7999)	2,685.00	0.00	0.00	.0	0.00	2,685.00	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steven Sutorus, Business Manager
DATE: February 9, 2012
SUBJECT: Purchase Order Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

Education Code 81656 provides that all transactions entered into by an authorized officer shall be reviewed by the Board every 60 days. All Purchase Orders have been issued in accordance with the District's policies and procedures by an authorized officer of the District.

ANALYSIS

All Purchase Orders entered into from January 1, 2012 to January 22, 2012 are attached for review by the Board. Purchase Orders are detailed by number, vendor, purpose, and amount.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

As an information item, there are no financial implications.

Purchase Order Board Report
February 9, 2012

PO No.	Vendor No. and Name	Purchase Order Description	Amount
122369	034885 LANSCHOOL	Contract Services	\$ 3,226.04
122370	032062 KITCHELL CEM	New Buildings	\$ 5,594.00
122371	034495 PREPTECH CONSULTING INC	Outside Services	\$ 139,230.00
122372	009827 COMMUNITY COLLEGE LEAGUE	Contract Services	\$ 1,335.00
122373	033412 SHIMELD, LISA	Conference	\$ 500.00
122374	034880 JENNINGS-SEVERE, PEGGY	Outside Services	\$ 975.00
122375	034881 RENVILLE, ALLEN	Outside Services	\$ 975.00
122376	033915 AEI CASC	New Buildings	\$ 6,825.00
122377	034475 CAL POLY POMONA	Other Expenses & Fees	\$ 500.00
122378	030641 STEINBERG ARCHITECTS	New Buildings	\$ 428,165.00
122379	030641 STEINBERG ARCHITECTS	New Buildings	\$ 1,457,200.00
122380	015146 LEIGHTON CONSULTING INC	New Buildings	\$ 9,500.00
122381	034099 FAILSAFE TESTING	Repairs & Maintenance	\$ 1,771.60
122382	032346 LINDSTROM, EVGENIYA	Conference	\$ 725.13
122383	034891 BUITER CONSTRUCTION	Repairs & Maintenance	\$ 3,750.00
122384	000423 SBVC FOOD SERVICES	Other Expenses & Fees	\$ 816.30
122385	034892 NATIONAL ENGINEERING & CONSULT	Site Improvements	\$ 5,000.00
122386	034893 RIVERSIDE CONSTRUCTION	New Buildings	\$ 173,519.00
122387	034893 RIVERSIDE CONSTRUCTION	New Buildings	\$ 498,000.00
122388	030797 LINDSEY, CAROLYN	Conference	\$ 75.49
122389	034450 MCSHERRY, LAUREN	Independent Contractor	\$ 15,000.00
122390	034238 HOME DEPOT, THE	Equipment	\$ 747.78
122391	030185 STAPLES	Non-instructional Supplies	\$ 608.77
122392	000450 MOORE MEDICAL CORPORATION	Equipment	\$ 280.15
122393	008414 HARDY DIAGNOSTICS	Instructional Supplies	\$ 3,254.10
122394	005573 SIGMA-ALDRICH INC	Instructional Supplies	\$ 60.90
122395	013013 DELL COMPUTER COMPANY	Non-instructional Supplies	\$ 278.02
122396	030185 STAPLES	Non-instructional Supplies	\$ 208.98
122397	034110 DIAMONDBACK FIRE & RESCUE	Equipment	\$ 454.81
122398	001805 GRAINGER INC, W W	Equipment	\$ 1,125.51
122399	001593 DICK BLICK ART MATERIALS	Instructional Supplies	\$ 231.74
122400	030185 STAPLES	Non-instructional Supplies	\$ 283.66
122401	030185 STAPLES	Non-instructional Supplies	\$ 309.63
122402	030185 STAPLES	Non-instructional Supplies	\$ 70.11
122403	034874 EMERGENCY POWERS CONTROL INC	Computer Systems Maintenance Agrmts	\$ 800.00
122404	034887 MIDWEST GLOBAL GROUP INC	Other Expenses & Fees	\$ 737.50
122405	034896 ROSENDIN ELECTRIC INC	Site Improvements	\$ 6,200,000.00
122406	012633 TYPECARE OFFICE MACHINE SER	Repairs & Maintenance	\$ 200.00
122407	014000 SPICERS PAPER INC	Non-instructional Supplies	\$ 174.56
122408	016503 FLINN SCIENTIFIC INC	Capital Equipment	\$ 1,987.08
122409	034897 SOUTHWEST MATERIALS HANDLING	Capital Equipment	\$ 16,695.86
122410	034889 NABCEP	Other Expenses & Fees	\$ 300.00
122411	034898 BBC WORLDWIDE AMERICAS INC	Broadcast Program Rights	\$ 9,320.00
122412	034890 YAU, MARGARET	Conference	\$ 650.00
122413	007418 ACCCA	Conference	\$ 575.00
122414	032517 US BANK CORPORATE PMT SYSTEMS	Dues & Memberships	\$ 250.00

Purchase Order Board Report
February 9, 2012

PO No.	Vendor No. and Name	Purchase Order Description	Amount
122415	032517 US BANK CORPORATE PMT SYSTEMS	Conference	\$ 830.40
122416	034899 GENESIS INTERNATIONAL	Broadcast Program Rights	\$ 22,000.00
122417	034901 US COMMERCIAL SERVICE	Advertising	\$ 250.00
122418	030156 COLLEGE OF THE CANYONS	Conference	\$ 250.00
122419	032346 LINDSTROM, EVGENIYA	Conference	\$ 626.00
122420	030447 LEVESQUE, ROBERT	Conference	\$ 140.00
122421	034268 TRUSSELL, DEANNA	Conference	\$ 140.00
122422	032517 US BANK CORPORATE PMT SYSTEMS	Conference	\$ 358.00
122423	017550 ISAAC, MATTHEW K	Conference	\$ 720.00
122424	031103 NG, CHARLIE	Conference	\$ 3,158.00
122425	034781 STARK, SCOTT	Conference	\$ 55.00
122426	030586 FOUNDATION FOR CALIFORNIA	Conference	\$ 250.00
122427	034886 GLOBAL PROTECTION CORP	Non-instructional Supplies	\$ 500.00
122428	030185 STAPLES	Non-instructional Supplies	\$ 65.53
122429	020725 UNISOURCE PAPER	Non-instructional Supplies	\$ 1,174.48
122430	030185 STAPLES	Non-instructional Supplies	\$ 348.37
122431	034888 KING SCHOOLS INC	Capital Equipment	\$ 14,471.99
122432	030613 WEST PAYMENT CENTER	Reference Books	\$ 392.21
122433	030185 STAPLES	Non-instructional Supplies	\$ 61.58
122434	033652 AMERICAN RED CROSS	Conference	\$ 880.00
122435	031583 EDUCAUSE	Contract Services	\$ 40.00
122436	000391 AIRGAS WEST	Outside Services	\$ 246.05
122437	000261 REVOLVING CASH	Officials	\$ 4,293.00
122438	011853 GODDARD'S/NAZCO	Rentals	\$ 570.00
122439	015105 XPRESS RENT A CAR	Rentals	\$ 16,511.00
122440	014127 RAYNE WATER CONDITIONING	Water Treatment	\$ 840.00
122441	031043 SAN BERNARDINO CITY FIRE DEPT	Other Expenses & Fees	\$ 213.03
122442	016794 ARCHIVE MANAGEMENT SERVICE	Outside Services	\$ 4,590.48
122443	031219 U SAV-MOR STORES INC	Instructional Supplies	\$ 4,371.02
122444	033318 GENUINE AUTO PARTS	Equipment	\$ 2,411.11
122445	013013 DELL COMPUTER COMPANY	Capital Equipment	\$ 12,171.70
122446	034621 CLARIDGE PRODUCTS & EQUIP INC	Equipment	\$ 326.27
122447	034024 DISH FACTORY INC, THE	Instructional Supplies	\$ 4,587.76
122448	034829 ENKO SYSTEMS	Instructional Supplies	\$ 213.62
122449	015673 UNIVERSITY ENTERPRISES CORP	Outside Services	\$ 287,055.00
122450	034908 COBBLESTONE APPLIED RESEARCH	Outside Services	\$ 56,935.00
122451	032517 US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,636.80
122452	032517 US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	\$ 84.15
122453	034906 COMMUNITY BANK	New Buildings	\$ 49,800.00
122454	030185 STAPLES	Non-instructional Supplies	\$ 321.67
122455	034905 COLOR CONSULTANTS INC	Capital Equipment	\$ 6,053.99
122456	030185 STAPLES	Non-instructional Supplies	\$ 1,294.35
122457	015845 B&H PHOTO VIDEO	Equipment	\$ 3,174.63
122458	030185 STAPLES	Non-instructional Supplies	\$ 165.40
122459	013013 DELL COMPUTER COMPANY	Contract Services	\$ 14,976.39
122460	034909 TILLMAN, SHALITA	Conference	\$ 94.52

Purchase Order Board Report
February 9, 2012

PO No.	Vendor No. and Name	Purchase Order Description	Amount
122461	034910 AMERICAN ARBITRATION ASSOC	Other Expenses & Fees	\$ 75.00
122462	000320 STATE OF CALIFORNIA	Other Expenses & Fees	\$ 25.00
122463	034911 CCSC	Conference	\$ 160.00
122464	032943 BISHOP, ROBIN	Conference	\$ 990.00
122465	034882 IACLEA	Dues & Memberships	\$ 100.00
122466	032517 US BANK CORPORATE PMT SYSTEMS	Conference	\$ 4,254.00
122467	000251 UNITED PARCEL SERVICE	Postage & Freight	\$ 60.77
122468	034399 MIYAMOTO, JACK	Independent Contractor	\$ 137,325.36
122469	034771 NETWORK SOLUTIONS	Contract Services	\$ 689.70
122470	012035 COMPUTERLAND OF SILICON VALLEY	Contract Services	\$ 53,975.12
122471	012035 COMPUTERLAND OF SILICON VALLEY	Contract Services	\$ 16,748.80
122472	034857 J AND B COMMUNICATIONS INC	Repairs & Maintenance	\$ 5,110.00
122473	010282 VERIZON CALIFORNIA	Phone Utilities	\$ 30,149.13
122474	034913 DIVISION OF OCCUPATIONAL	Other Expenses & Fees	\$ 270.00
122475	034912 SPEECH, KALIAH	Other Student Aid	\$ 3,000.00
122476	034264 ROGERS, TANYA	Conference	\$ 139.42
122477	033802 I C COMPOUND CO	Non-instructional Supplies	\$ 65.00
122478	020171 COLLEGE BOARD ACCUPLACER DEPT	Non-instructional Supplies	\$ 10,001.36
122479	017105 LIFE ASSIST COMPANY	Equipment	\$ 754.04
122480	033718 SOAPTRONIC LLC	Non-instructional Supplies	\$ 483.55
122481	033471 NATIONWIDE DRAFTING SUPPLY	Non-instructional Supplies	\$ 62.02
122482	020725 UNISOURCE PAPER	Non-instructional Supplies	\$ 7,111.50
122483	030185 STAPLES	Non-instructional Supplies	\$ 656.49
122484	034660 MONOPRICE INC	Non-instructional Supplies	\$ 663.26
122485	030185 STAPLES	Non-instructional Supplies	\$ 243.33
122486	034907 WALTERS, LINDA	Other Student Aid	\$ 3,000.00
122487	008008 NLNAC	Dues & Memberships	\$ 1,325.00
122488	000320 BOARD OF REGISTERED NURSING	Other Expenses & Fees	\$ 200.00
122489	034719 GREENBERG, SANDRA	Conference	\$ 525.00
122490	034669 BASTINE, MICHAEL	Conference	\$ 250.00
122491	034750 BAUGHER, JEFF	Conference	\$ 50.00
122492	034719 GREENBERG, SANDRA	Conference	\$ 920.00
122493	007836 SAN BERNARDINO SHERIFFS DEPT	Conference	\$ 525.00
122494	000261 REVOLVING CASH	Officials	\$ 3,456.00
122495	034709 WALLING, JOYCE	Independent Contractor	\$ 1,000.00
122496	034345 EMPLOYMENT MATTERS COUNSELING	Outside Services	\$ 25,000.00
122497	001423 CITY OF SAN BERNARDINO	Other Expenses & Fees	\$ 150.00
122498	033457 MEYYAPPAN, MEYYA	Independent Contractor	\$ 1,500.00
122499	006633 YUCAIPA VALLEY CHAMBER	Dues & Memberships	\$ 70.00
122500	034686 BUILD2MEDIA	Contract Services	\$ 211.80
122501	000423 SBVC FOOD SERVICES	Refreshments	\$ 149.97
122502	000501 SESAC INC	Other Expense & Fees	\$ 309.54
122503	020586 KUCK, GLEN	Conference	\$ 350.00
122504	031221 CISOA	Conference	\$ 345.00
122505	031221 CISOA	Conference	\$ 345.00
122506	020586 KUCK, GLEN	Conference	\$ 300.00

Purchase Order Board Report
February 9, 2012

PO No.	Vendor No. and Name	Purchase Order Description	Amount
122507	033470 CHANG, ANDREW	Conference	\$ 300.00
122508	033597 RDM ELECTRIC CO INC	New Buildings	\$ 1,787.00
122509	016713 SWACC	Liability Insurance	\$ 1,285.00
122510	013882 SIERRA SCREENPRINT GRAPHICS	Advertising	\$ 906.57
122511	019992 CONNECT WIRELESS SOLUTIONS	Equipment	\$ 5,144.98
122512	033148 PEARSON ASSESSMENT	Non-instructional Supplies	\$ 853.39
122513	030185 STAPLES	Non-instructional Supplies	\$ 237.89
122514	019992 CONNECT WIRELESS SOLUTIONS	Non-instructional Supplies	\$ 5,177.56
122515	015845 B&H PHOTO VIDEO	Non instructional Supplies	\$ 538.70
122516	018304 INLAND EMPIRE TOURS & TRANSPOR	Bus Rentals	\$ 829.00
122517	033308 MIKE'S CUSTOM FLOORING INC	Building Improvements	\$ 5,162.50
122518	016192 FEDEX	Postage & Freight	\$ 500.00
122519	034915 BANOLA, EDWARD	Conference	\$ 750.00
122520	034916 HENRY-MITCHELL, VALERIE	Other Student Aid	\$ 3,500.00
122521	034917 ROLDAN, ROBERT	Independent Contractor	\$ 1,000.00
122522	034918 HATHAWAY, SAILAJA	Independent Contractor	\$ 1,000.00
122523	002451 SAN BERNARDINO AREA CHAMBER	Advertising	\$ 200.00
122524	002652 STATER BROS MARKETS	Refreshments	\$ 400.00
122525	000296 SBVC BOOKSTORE	Non-instructional Supplies	\$ 200.00
122526	034919 SOUTHERN CALIFORNIA OCCUPATION	Self Insurance Claims	\$ 372.23
122527	034920 TULEY, CASEY	Independent Contractor	\$ 1,000.00
122528	032791 PETINAK, CRAIG	Conference	\$ 975.00
122529	016245 ESRI	Contract Services	\$ 3,640.01
122530	005701 SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 40.08
122531	034921 AHSIE	Conference	\$ 125.00
122532	034876 BSW	Capital Equipment	\$ 7,804.15
122533	010677 K-LOG INC	Equipment	\$ 404.20
122534	013013 DELL COMPUTER COMPANY	Equipment	\$ 16,893.55
122535	034914 SUPER WAREHOUSE GOV	Non-instructional Supplies	\$ 1,350.00
122536	015348 GLAXOSMITHKLINE PHARMACEUTICAL	Non-instructional Supplies	\$ 1,119.85
122537	030276 INTERNATIONAL SECURITY PRODUCT	Non-instructional Supplies	\$ 1,506.78
122538	015827 SAN BERNARDINO COUNTY	Repairs & Maintenance	\$ 554.81
122539	005701 SBCCD PRINTING SERVICES	Printing, SBCCD	\$ 145.46
122540	034719 GREENBERG, SANDRA	Conference	\$ 390.00
122541	007418 ACCCA	Conference	\$ 445.00
122542	033752 SIMS, JEREMY	Conference	\$ 950.00
122543	031221 CISOA	Conference	\$ 345.00
122544	031221 CISOA	Conference	\$ 345.00
122545	033854 GARNICK, EVERETT	Conference	\$ 49.00
122546	021214 DIVISION OF STATE ARCHITECT	Site Improvements	\$ 4,200.00
122547	007418 ACCCA	Conference	\$ 395.00
122548	031945 BESTWAY LAUNDRY SOLUTIONS	Repairs & Maintenance	\$ 128.00
122549	012730 KEN'S SPORTING GOODS	Instructional Supplies	\$ 996.37
122550	034895 SENSTAR INC	Non-instructional Supplies	\$ 6,191.77
122551	030185 STAPLES	Non-instructional Supplies	\$ 203.93
122552	030212 PRINT & FINISHING SOLUTIONS	Non-instructional Supplies	\$ 710.78

Purchase Order Board Report
February 9, 2012

PO No.	Vendor No. and Name	Purchase Order Description	Amount
122553	012793 DISCOUNT SCHOOL SUPPLY	Instructional Supplies	\$ 484.02
122554	030185 STAPLES	Non-instructional Supplies	\$ 401.65
122555	011164 INLAND LIGHTING SUPPLIES	Non-instructional Supplies	\$ 395.98
122556	030101 SVM LP	Other Student Aid	\$ 3,542.91
TOTAL PURCHASE ORDERS: 188		TOTAL ENCUMBRANCES:	<u>\$ 9,910,908.50</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Crispina Ongoco, Director Fiscal Services
DATE: February 9, 2012
SUBJECT: Quarterly Investment Report

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

This report is submitted to the Board of Trustees pursuant to Government Code section 53646(b)(1) which states in part: "The treasurer or chief fiscal officer shall render a quarterly report to the chief executive officer, and/or the internal auditor and/or the legislative body of the local agency."

ANALYSIS

The report does not include funds deposited with the County of San Bernardino. Funds deposited with the County are subject to the County of San Bernardino Treasurer's Statement of Investment Policy and are available for review in the San Bernardino Community College District Fiscal Services office.

All other funds are managed in accordance with the District Investment Policy. Sufficient funds and projected incomes are available to meet the cash flow and expenditure needs of the District for the next six months.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.



Quarterly Investment and Deposit Report

Quarter Ending December 31, 2011

Account	Amount	Interest	Type	Institution
General Fund				
Clearing Account*	\$ 1,751,448.81	0.00	Checking	Citizens Business Bank, San Bernardino
Revolving Cash/Flex Fund	25,903.12	0.00	Checking	Citizens Business Bank, San Bernardino
	\$ 1,777,351.93			
Enterprise Funds				
Bookstores	\$ 724,468.48	0.00	Checking	Bank of America, Colton
Cafeterias	150,903.73	0.00	Checking	Bank of America, Colton
Bookstore CD <i>(due 2/2/2012)</i>	100,000.00	(y)2.05	CD	Inland Valley/So County Bank, Redlands
	\$ 975,372.21			
Internal Service Funds				
Workers Comp <i>(Authorized @ \$120,000 Revolving Cash)</i>	\$ 81,647.33	0.10	Checking	Union Bank, Los Angeles
Trust Funds				
Financial Aid	\$ 151,826.04	0.00	Checking	Citizens Business Bank, San Bernardino
Cal Grant Financial Aid	12,089.33	0.05	Checking	Citizens Business Bank, San Bernardino
NDSL/Perkins	92,852.34	0.00	Checking	Citizens Business Bank, San Bernardino
Scholarships	32,388.97	0.20	Checking	Community Bank, Redlands
Emergency Loan	17,389.53	0.00	Checking	Community Bank, Redlands
SBVC Clubs/Trusts	127,104.80	0.00	Checking	Wells Fargo, San Bernardino
SBVC ASB	156,055.33	0.00	Checking	Wells Fargo, San Bernardino
CHC Clubs/Trust & ASB	48,586.34	0.00	Checking	Bank of America, Yucaipa
Scholarships	89,565.92	0.75	Money Market	Inland Valley, Redlands
SBVC/CHC Student Rep Fee	129,049.63	0.00	Checking	Inland Valley, Redlands
SBVC ASB CD <i>(due 11/3/12)</i>	47,066.42	(y)0.6	CD	Inland Valley/So County Bank, Redlands
Stock [†]	0.00	n/a	Investment	Detroit Edison & Lounsbury Trust, Detroit
	\$ 903,974.65			
Total Checking, Savings & Investments	\$ 3,738,346.12			

*Unreconciled/Per Bank Statement

†Transferred to SBVC Foundation

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Charlie Ng, Vice Chancellor, Fiscal Services
PREPARED BY: Steve Sutorus, Business Manager
DATE: February 9, 2012
SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2012 Period 1

RECOMMENDATION

This item is for information only and no action is required.

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2012 Period 1 has been submitted to the State Chancellor's Office.

ANALYSIS

The Period 1 report includes preliminary figures for the period July 1, 2011 – December 31, 2011 and uses annualizers to forecast fiscal year ending data. The chart below summarizes the District's status as of P1 and provides comparison data.

Comparison – FY11 P3 vs FY12 P1						
FY 11 at Year-End (P3)			FY 12 at P1		# Change	% Change
CHC	4,683		CHC	4,128	-555	-11.85%
SBVC	10,506		SBVC	9,218	-1,288	-12.26%
Total	15,189		Total	13,346	-1,843	-12.13%
FTES at P1			13,346			
Base FTES			13,064			
FTES over funded base			282			

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

CERTIFICATION
2011-12 APPORTIONMENT ATTENDANCE

First Period

I, the District Chief Executive Officer, hereby certify that, to the best of my knowledge and belief (1) this report is true and correct, and (2) all data have been reported and compiled in accordance with provisions of the Education Code and Title 5 regulations adopted by the Board of Governors and instructions on this form.

I further certify that I have determined through consultation with staff directly responsible that (1) FTES reported on this form for State apportionments includes only courses which had received individual prior approval or were part of programs with prior approval by the governing board of the district and the Chancellor's Office; (2) no attendance has been reported for: (a) courses which do not fully comply with Title 5 Section 58051.5 relative to open enrollment and participation by any person who is otherwise qualified and eligible for admission to the college, except for inmate education courses maintained pursuant to Title 5 Section 58051.6, or (b) courses excluded from State apportionments by Education Code Section 8538 or, (c) indentured apprentices in courses of related and supplemental instruction maintained pursuant to Section 3074 of the Labor Code; and (3) all FTES eligible for State support have been reported whether or not funding is available.

The original signature of the district Chief Executive Officer is required.

San Bernardino CCD
Chief Executive Officer

Signature: _____



Typed Name: _____

Bruce Baron

Signature Date: _____

Electronic Certification Date: _____

Friday, January 13, 2012

For Supplemental Information, contact

Steve Sutorus

Name:

Business Manager

Title:

Phone Number: (909) 382-4031

Phone Extension: _____

E-Mail: ssutorus@sbccd.edu

Please return completed form to:

Chancellor's Office
California Community Colleges
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811

California Community Colleges
2011-12 APPORTIONMENT ATTENDANCE REPORT
 COMPOSITE - State Residents

First Period

Date Due in Chancellor's Office: January 15, 2012

San Bernardino CCD

Part I. Full-Time Equivalent Student	Attendance FTES* of State Residents (and Nonresidents Attending Noncredit Courses)	Factored FTES
A. Summer Intersession (Summer 2011 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3.)	0.00	0.00
2. Credit (Parts III.A.1. + IV.A.1. + VI.A.1.)	495.19	495.19
B. Summer Intersession (Summer 2012 - Prior to July 1, 2012)		
1. Noncredit (Parts IV.B.1 + VII.B.3.)	0.00	0.00
2. Credit (Parts III.B.1. + IV.B.2. + VI.B.1.)	11.49	11.49
C. Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II.)	10, 549.10	10, 549.10
(b) Daily Census Contact Hours (Part III)	1, 663.60	1, 663.60
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C.)	10.34	10.34
(b) Credit (Part IV.D.)	600.99	600.99
3. Alternative Attendance Accounting Procedure		
(a) Weekly Census Procedure Courses (Part V.)(Credit)	15.21	15.21
(b) Daily Census Procedure Courses (Part VI.)(Credit)	0.12	0.12
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C.)	0.00	0.00
D. Total FTES	13, 346.04	13, 346.04

SUPPLEMENTAL INFORMATION ***	
In-service Training Courses (FTES)	0.00
Basic Skills Courses and Immigrant Education ** (FTES)	
1. Non-Credit	0.00
2. Credit	840.62

California Community Colleges
2011-12 APPORTIONMENT ATTENDANCE REPORT
 COMPOSITE - Non-Residents

First Period

Date Due in Chancellor's Office: January 15, 2012

San Bernardino CCD

Part I. Full-Time Equivalent Student	Attendance FTES* of Non-Residents	Factored FTES
A. Summer Intersession (Summer 2011 Only)		
1. Noncredit (Parts IV.A.1 + VII.A.3.)	0.00	0.00
2. Credit (Parts III.A.2. + IV.A.2. + VI.A.2.)	6.25	6.25
B. Summer Intersession (Summer 2012 - Prior to July 1, 2012)		
1. Noncredit (Parts IV.B.1 + VII.B.3.)	0.00	0.00
2. Credit (Parts III.B.1. + IV.B.2. + VI.B.1.)	0.00	0.00
C. Primary Terms (Exclusive of Summer Intersession)		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II.)	127.82	127.82
(b) Daily Census Contact Hours (Part III)	22.03	22.03
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C.)	0.00	0.00
(b) Credit (Part IV.D.)	3.41	3.41
3. Alternative Attendance Accounting Procedure		
(a) Weekly Census Procedure Courses (Part V.)(Credit)	0.12	0.12
(b) Daily Census Procedure Courses (Part V.)(Credit)	0.00	0.00
(c) Non-credit Independent Study/Distance Education Courses (Part VII.C.)	0.00	0.00
D. Total FTES	159.63	159.63

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: February 9, 2012
SUBJECT: Applause Cards

RECOMMENDATION

This item is for information only. No action is required.

OVERVIEW

The attached individuals have received special recognition for extending that extra effort in providing quality service and valued assistance:

ANALYSIS

The *Caring Hands* Applause Card was developed so that employees, students, visitors and vendors would have the opportunity to recognize someone at SBCCD who provides outstanding quality and service.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None

SBVC

Patricia Berry
Jose Borja
Albert Camacho
John Feist
Krystal Hayman-Williams
Johnny Kates
Jimmy King
Larry Laughlin
Jerry Ohigashi
Guillermo Parra
Halle Pope
Gabriel Roseli
Ashley Salima
Sergio Trujillo
Genaro Vargas

CHC

Jackie Beccacio
John Boatman
Antonio Carrillo
Miguel Chaure
Antonio Carrillo
Larry Cook
Cheryl Cox
Tom Crane
Javier Davila
Fran Farrell
Matt Firek
Rosemarie Hansen
Patrick Kirkhart
Richard Kirkhart
Janine Ledoux
Alisa Moore
Joe Moreno
Jose Olmos
Renee Sanford
Blake Schultze
Kristi Simonson
Jimmy Urbanovich
Betty Jo Wood