

**San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, February 6, 2014 – 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: Bruce Baron and Jack Miyamoto  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees
- b. Conference with Legal Counsel – Existing Litigation  
Government Code Section 54956.9(d)(1)  
Goodson v. San Bernardino Community College District  
San Bernardino Superior Court Case #CIVDS 130619
- c. Public Employee Performance Evaluation  
Government Code 54957  
Title: Chancellor

**3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must 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. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action.

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.

**4. CONVENE CLOSED SESSION**

**5. RECONVENE PUBLIC MEETING**

**6. REPORT OF ACTION IN CLOSED SESSION (if any)**

**7. PUBLIC COMMENT**

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must 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. As a matter of law, members of the Board may not discuss

or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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.

**8. INSTITUTIONAL PRESENTATIONS**

- a. U.S. Green Building Council Leadership in Energy & Environmental Design Certification to SBVC for the Chemistry and Physical Science Building  
Mike Villegas, Kitchell/BRj Project Manager
- b. Crafton Hills College - STEM Trek and STEM Academy programs  
Jordon Von Holf, Eric Quiroz, and Alec McLellan
- c. KVCR TV/FM/FNX – Path to Increased Service and Sustainability  
Alfredo Cruz - KVCR

**9. APPROVAL OF MINUTES**

- a. January 16, 2014 (p.4)

**10. REPORTS**

- a. Board Members
- b. Student Trustees
- c. Chancellor
  - i. Board Information Requests (p.19)
- d. SBVC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- e. CHC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- f. CTA
- g. CSEA

**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**

- i. Consideration of Approval of Conference Attendance (p.23)
- ii. Consideration of Approval of District & College Expenses (p.31)
- iii. Consideration of Approval of Curriculum Modifications CHC (p.36)
- iv. Consideration of Approval of Individual Memberships (p.44)

**b. HUMAN RESOURCES**

- i. Consideration of Acceptance of Academic Employee Resignation (p.46)
- ii. Consideration of Approval of Academic Employee (p.47)

- iii. Consideration of Approval of Adjunct & Substitute Academic Employees (p.48)
- iv. Consideration of Approval of Classified Employee Promotions (p.50)
- v. Consideration of Approval of Classified Employees (p.51)
- vi. Consideration of Approval of District Volunteers (p.52)
- vii. Consideration of Approval of Employment Rescission (p.54)
- viii. Consideration of Approval of Faculty Chair Stipend (p.55)
- ix. Consideration of Approval of Management Appointment (p.56)
- x. Consideration of Approval of New Management Job Description (p.57)
- xi. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.62)
- xii. Consideration of Approval of One & Two Year Contract Academic Employees (p.65)
- xiii. Consideration of Approval of Placement of Classified Employee on the 39-Month Reemployment List (p.67)
- xiv. Consideration of Approval of Reassignment of Management Employee (p.68)
- xv. Consideration of Approval of Revision to the Professional Expert Rate of Pay Schedule (p.69)
- xvi. Consideration of Approval of Short Term, Substitute & Professional Expert Employees (p.73)
- xvii. Consideration of Approval to Grant Tenure (p.79)

**c. FISCAL SERVICES**

- i. Consideration of Approval of Professional Services Contracts (p.80)
- ii. Consideration of Approval of Routine Contracts (p.83)

**12. ACTION AGENDA**

**a. INSTRUCTIONAL/STUDENT SERVICES**

**b. HUMAN RESOURCES**

**c. FISCAL SERVICES**

- i. Consideration of Approval of Amendment 001 - HMC Architects (p.99)
- ii. Consideration of Approval of Budget Adjustments (p.103)
- iii. Consideration of Approval of Receipt of 2013-14 Prop 39 Funding and Preauthorization of Construction Contracting (p.114)
- iv. Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale (p.115)
- v. Consideration of Approval to Award Bid and Contract - Developing Leaders of Ontario CA (p.117)

**13. INFORMATION ITEMS**

- a. Administrative Policy 2120 Board Meetings (p.118)
- b. Applause Cards (p.112)
- c. Budget Report (p.131)
- d. CCFS-320 Apportionment Attendance Report for FY 2014 Period 1 (p.172)
- e. District Clery Act Compliance Report (p.176)
- f. General Fund Cash Flow Analysis (p.178)
- g. Measure M Change Orders and Amendments (p.180)
- h. Purchase Order Report (p.200)
- i. Quarterly Investment Report (p.206)

**14. ADJOURN** – the next Board of Trustees Meeting will be Thursday, March 13, 2014

**San Bernardino Community College District  
Meeting Minutes of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, January 16, 2014 – 4:00 p.m. – Board Room**

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

President Ferracone called the meeting to order at 4:00pm  
Trustee Henry led the Pledge of Allegiance.

Members Present:

Donna Ferracone, President  
Dr. Kathleen Henry, Vice President  
Joseph Williams, Clerk  
Donald Singer  
John Longville – arrived late at 4:05pm  
Gloria Macias Harrison  
Nickolas W. Zoumbos  
Rosalinda Sosa-Sanchez, Student Trustee, SBVC – arrived late at 4:04pm  
Yasmeen Flores, Student Trustee, CHC – arrived late at 4:45pm

Members Absent:

None

Administrators Present:

Bruce Baron, Chancellor  
Dr. Jack Miyamoto, Human Resources Consultant  
Dr. Gloria Fisher, Interim President, SBVC  
Dr. Cheryl Marshall, President, CHC  
Timothy L. Oliver, Interim Vice Chancellor Fiscal Services

Administrators Absent:

None

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

Conference with Labor Negotiators - Government Code 54957.6  
Agency Negotiators: Bruce Baron and Jack Miyamoto  
CTA  
CSEA  
Management/Supervisors  
Confidential Employees

Conference with Legal Counsel – Existing Litigation - Government Code Section 54956.9(a)  
Claim #475835  
Claim #446080  
Claim #467911  
Conference with Legal Counsel—Anticipated Litigation  
Significant exposure to litigation pursuant to Government Code Section 54956.9(d)(2) One case

Public Employee Performance Evaluation - Government Code 54957  
Title: Chancellor

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

None

**CONVENE CLOSED SESSION**

The board convened to closed session at 4:02pm.

Rosalinda Sosa-Sanchez, Student Trustee, SBVC – arrived late at 4:04pm  
John Longville – arrived late at 4:05pm  
Yasmeen Flores, Student Trustee, CHC – arrived late at 4:45pm

**RECONVENE PUBLIC MEETING**

The public meeting was reconvened at 5:15pm

**REPORT OF ACTION IN CLOSED SESSION**

Trustee Ferracone moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve Claim #475835 in the amount of \$7,877.50 (11%) with stipulation of future medical care open was passed by unanimous vote.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Trustee Ferracone moved, Trustee Henry seconded, and the Board members voted as follows:

To approve Claim #446080 by way of compromise & release in the amount of \$25,000 was passed by unanimous vote.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Trustee Zoumbos moved, Trustee Longville seconded, and the Board members voted as follows:

To approve Claim #467911 in the amount of \$4,830 (7%) with stipulation of future medical care open was passed by unanimous vote.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**INSTITUTIONAL PRESENTATIONS**

Dirksen Lee, English Instructor at SBVC and Mark McConnell, Music Instructor at CHC gave their 2012-2013 Sabbatical Reports. Power point presentations were submitted.

**APPROVAL OF MINUTES**

Trustee Williams moved, Trustee Harrison seconded, and the Board members voted as follows:

To approve the minutes of December 12, 2013.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

## **REPORTS**

Student Trustee Souza-Sanchez reported preparing for March of March.

Student Trustee Flores reported they are getting involved with SBVC senate events. Trustee Flores attended in-service day and sat on student panels. Trustee Flores will be working to develop an App for Crafton to better inform students.

Board Members – No reports

Chancellor Baron reported he is pleased with the Governor's budget for education. Depending on what happens at the legislature, this could be favorable with a 3% growth, a small COLA, money for student success, and funding for competitive grants for education and innovation. Most importantly is funding for student access and recouping the number of seats lost over the last few years. Chancellor Baron thanked the board members who attended the KVCR Community Matters luncheon introducing Alfredo Cruz. Alfredo reported on community issues, partnerships in the community, and a commitment to the values of KVCR. Board Information Requests were provided as attached.

### **SBVC**

President Fisher reported semester is off to a good start. According to enrollment numbers they are tracking as expected. There are plans to add additional sections based on demand. Spring semester SBVC will start College Hours Tuesdays and Thursdays 12-1:30pm. SBVC's ASG has taken on the Student Assistance Program (SAP). Assembly member Brown's office requested to partner with SBVC on a two-day information event on California's Affordable Care Act on 2/21/14.

Academic Senate V.P., Algie Au reported they are working on a coherent audit policy with Crafton and also looking at developing a grant submission process similar to Crafton's flowchart. Working on accreditation self-study document, which is on track.

Classified Senate – No report

Associated Students – No report

### **CHC**

President Marshall reported partnership with Brandman University to offer classes on the CHC campus to allow students to obtain their 4-year degree on campus. Working on accreditation and getting people's attention through comics. Crafton is sending Environmental Scan results across campus for dialogue and input. Revising educational master plan and discussing mission, vision, and values and what their new strategic goals will be.

Academic Senate – No report

Classified Senate – No report

Associated Students – Cameron Lyon reported ASG will focus on budgeting expenses where it will be most efficient. Crafton Cares will be collecting blankets for the homeless until January 31. Cameron reported Crafton's involvement with student government at the state level. Club Rush will be held February 12 with In-N-Out on campus.

CTA – No report

CSEA – No report

## **PUBLIC COMMENT**

None

**Consideration of Approval of Curriculum Modifications – CHC**

Trustee Singer moved, Trustee Longville seconded, and the Board members voted as follows:

To approve the curriculum modifications for CHC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Curriculum Modifications – SBVC**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the curriculum modifications for SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Donation – Aeronautics**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the donation from Mr. Ramiro Real to support the Aeronautics Department at San Bernardino Valley College of one (1) Luscombe Aircraft, Model 8E, N Number N2633K, Serial Number 5360.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Donation – BMMK Aircraft**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the donation from Mr. Ramiro Real to support the Aeronautics Department at San Bernardino Valley College of one (1) Bushby Midget Mustang Kit Aircraft. Not a completed registered aircraft, kit only.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Donation – Pond Propeller**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the donation from Mr. & Mrs. Malcolm Pond to support the Aeronautics Department at San Bernardino Valley College of one (1) Hartzell Composite Propeller, Model HC-CSYR-4X/C7690 EX, Serial Number 8AK.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None

ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Donation – RTVF**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the donation from Mr. Reginald Watson to support the Radio, Television and Film (RTVF) Department at San Bernardino Valley College of one (1) Sony HDR-AS15 Camera.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Substantive Change Proposal for Distance Education Programs**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve SBVC's Substantive Change Proposal for Distance Education/Distributed Education.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Acceptance of Academic Employee Resignation**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the resignation of Geoffrey Schroder, Instructor, Nursing, SBVC effective January 5, 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Acceptance of Classified Employee Resignation**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the resignation of Betty Weischadle, Instructional Assessment Technician, CHC effective January 1, 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Acceptance of Management Employee Resignation**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To accept the resignation of Maria Elena Diaz, Energy Education Administrator, District effective February 1, 2014.



AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Adjunct & Substitute Academic Employees**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the employment of adjunct and substitute academic employees as needed for the 2013-2014 academic year.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Change in Assignment for Classified Employees**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the change of assignment for Rena Allee, Child Development Assistant, SBVC, and Alicia Hallex, Student Services Technician II, CHC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Classified Employees**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the employment of Lorena Marquez, Lab Technician, Chemistry, SBVC effective February 3, 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of District Volunteers**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve district volunteers.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Head & Assistant Coach Stipends**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve head and assistant coach stipends, SBVC for the Spring 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Interim Management Contract Rescission**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To rescind the interim management contract for Guillermo Parra Jr., Maintenance & Operations Coordinator, SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Management Appointments**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the appointment of Phuong Nguyen, Tool Room Supervisor, SBVC, Laura Whitehead, Emergency Preparedness Manager, District, and Katherine Myers, Accounting Supervisor, District.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Management Tuition Reimbursement**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the request for management tuition reimbursement for Karen Childers, Director, Grant Management & Development, CHC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of New Management Job Description**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the new job description for Director, Development and Community Relations, SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Non Instructional Pay for Academic Employees**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve non-instructional pay for academic employees.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Revised Management Job Description**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the revised job description for Director, EOPS, CARE & CalWORKS, CHC & SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Revised Resignation Date for Management Employee**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the revised resignation date for Craig Petinak, Director of Marketing & Public Relations, SBVC effective December 3, 2013.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Revision to the Professional Expert Rate of Pay Schedule**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the revision to the Professional Expert Rate of Pay Schedule.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Sabbatical Leaves for 2014-2015**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the granting of sabbatical leaves for the 2014-2015 academic year. Julie McKee, Sociology Professor & Department Chair for Social Sciences, Arts & Sciences Department, CHC, Fall Semester 2014. Michael Slusser, Assistant Professor, English/Humanities, SBVC, Fall Semester 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Short Term, Substitute & Professional Expert Employees**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the employment of short-term, substitute & professional expert employees with the addition of Greg Zerovnik, Public Information Specialist, SBVC.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Conference Attendance**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the attached conference attendance requests.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of District & College Expenses**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the attached requests for District/College Expenses.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Professional Services Contracts**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To approve the attached list of Professional Services contracts/agreements.

AYES: Ferracone, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: Harrison

**Consideration of Approval of Routine Contracts**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To ratify the attached list of routine contracts/agreements and memorandums of understanding.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Trustee Harrison moved, Trustee Singer seconded, and the Board members voted to RECONSIDER the vote to ratify the attached list of routine contracts/agreements and memorandums of understanding.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To ratify the attached list of routine contracts/agreements and memorandums of understanding to exclude the contract to Inland Empire Community Newspapers.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Funding for Student Success for FY 2013-2014**

Trustee Henry moved, Trustee Singer seconded, and the Board members voted as follows:

To approve a one-time budget adjustment of \$448,000 to support expanded student success programs at Crafton Hills College and San Bernardino Valley College for FY 2013-2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Acceptance of Classified Employee Retirement**

Trustee Henry moved, Trustee Harrison seconded, and the Board members voted as follows:

To accept the retirement of Barbara Spalding, Secretary II, Student Health Services, SBVC effective January 21, 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Revised Redistricting Plan 1 and Adopt Resolution**

Trustee Longville moved, Trustee Henry seconded, and the Board members voted as follows:

To approve the revised redistricting Map 1 and adopt a resolution establishing trustee areas from which board members will be elected and approving the election of board members in a by-trustee area election process.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval to Accept Independent Audit Report – District**

Trustee Harrison moved, Trustee Longville seconded, and the Board members voted as follows:

To accept the 2012-13 independent audit report of the San Bernardino Community College District.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval to Accept Independent Audit Report - KVCR FM & KVCR TV**

Trustee Singer moved, Trustee Zombos seconded, and the Board members voted as follows:

To accept the 2012-13 independent audit report of KVCR FM and KVCR TV.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval to Accept Independent Audit Report - Prop 39**

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:

To accept the 2012-13 independent audit report of the San Bernardino Community College District Measures P and M Proposition 39 Bond Building Fund.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Adoption of Budget Calendar**

Trustee Harrison moved, Trustee Williams seconded, and the Board members voted as follows:

To adopt the attached Budget Calendar.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Board Directives for the 2014-15 Budget**

Trustee Singer moved, Trustee Harrison seconded, and the Board members voted as follows:

To approve the Board Directives for the 2014-15 Budget with the addition of the statement, "Continue toward the sustainability of KVCR."

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Agreement - Brandman University**

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:

To approve an Educational Program Agreement with Brandman University.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Amendment 001- PMSM – LADM**

Trustee Longville moved, Trustee Williams seconded, and the Board members voted as follows:

To approve Amendment 001 to the PMSM Architects contract in the amount of \$26,575.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Amendment 001- PMSM – SSA**

Trustee Longville moved, Trustee Williams seconded, and the Board members voted as follows:

To approve Amendment 001 to the PMSM Architects contract in the amount of \$4,675.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Amendment 005 – NTD**

Trustee Longville moved, Trustee Williams seconded, and the Board members voted as follows:

To approve Amendment 005 to the NTD Architecture contract in the amount of \$12,050.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Amendment 006 – Leighton**

Trustee Longville moved, Trustee Williams seconded, and the Board members voted as follows:

To approve Amendment 006 to the Leighton Consulting, Inc. contract in the amount of \$327,500.00.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
Flores (advisory), Sosa-Sanchez (advisory)  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**Consideration of Approval of Board Investment Policy 6320**

Trustee Harrison moved, Trustee Zombos seconded, and the Board members voted as follows:

To approve the attached Board Investment Policy 6320.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval of Budget Adjustments**

Trustee Longville moved, Trustee Henry seconded, and the Board members voted as follows:

To approve the attached Budget Adjustments.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval of Contract and Adopt Resolution for 457b Service Plan**

Trustee Zombos moved, Trustee Henry seconded, and the Board members voted as follows:

To approve contract and adopt resolution for 457(b) services.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zombos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval of Measure M Change Orders and Amendments**

Trustee Harrison moved, Trustee Henry seconded, and the Board members voted as follows:

To approve this single action item for the Bond Measure M construction change orders and amendments.

<b>San Bernardino Valley College – Auditorium Renovation Project</b>						
Woodcliff Corp.	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
	CO #3	6,800,000.00	75,649.00	39,176.00	6,914,825.00	1.69%

<b>San Bernardino Valley College – Gym Project-Soccer Field Renovation</b>						
Three Peaks Corp.	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
	CO #2	116,414.00	0.00	3,693.00	120,107.00	3.17%

<b>San Bernardino Valley College – Business Building (Infrastructure) and Swing Space</b>						
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	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Pacific Industrial Electric	CO #1				128,491.00	
Three Peaks	CO #2	123,600.00	0.00	4,891.00	53,028.00	3.96%
		60,528.00	0.00	-7,500.00		-12.39%

**Crafton Hills College – Occupational Education Building #2**

	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
The Richards Group	CO #1	654,000.00	0.00	22,571.02	676,571.02	3.45%

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval of Nonresident Tuition and Capital Outlay Fees**

Trustee Zoumbos moved, Trustee Henry seconded, and the Board members voted as follows:

To approve the 2014-2015 Nonresident Tuition Fee in the amount of \$186 and the Capital Outlay Fee in the amount of \$6.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval of Surplus Property**

Trustee Henry moved, Trustee Williams seconded, and the Board members voted as follows:

To declare the listed equipment and materials as surplus and direct the Business Manager to contact auction houses and appropriate salvage companies for the disposal.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**Consideration of Approval to Transfer RDA Funds to Fund 41**

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows:

To approve the transfer of Redevelopment Agency (RDA) funds received during Fiscal Year 2012-2013 from the District Unrestricted Reserves to Fund 41.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
 Flores (advisory), Sosa-Sanchez (advisory)  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**INFORMATION ITEMS**

Applause Cards

Budget Report

General Fund Cash Flow Analysis

Measure M Construction Change Summary

Purchase Order Report

**ADJOURN**

President Ferracone adjourned the meeting at 7:06pm.

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Joseph Williams, Clerk  
San Bernardino Community College District  
Board of Trustees

**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 6, 2014  
**SUBJECT:** Board of Trustees Information Requests

**RECOMMENDATION**

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

**ANALYSIS**

The Board of Trustees requested a form be developed to track requests made by the board and updates be provided at board meetings.

**BOARD IMPERATIVE**

- 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**

No impact to the budget.

**San Bernardino Community College District  
Board of Trustees Information Requests  
(Updated January 23, 2014)**

Date of Board Request	Request	Requested By	Planned Completion Date	Comments
<p>May 29, 2013</p> <p>October 10, 2013</p> <p>November 14, 2013</p>	<p>How labor market data is used to determine vocational course offerings.</p> <p>Consider Linked Learning as a strategy to teach our students.</p> <p>Track students who receive certificates and move to employment in the fields they were trained in (on a quarterly basis).</p>	Trustee Williams	<p>Board Presentation Planned March 13, 2014</p> <p>Part of presentation March 13, 2014</p> <p>Part of presentation March 13, 2014</p>	
October 10, 2013	Review current policies and bylaws to make sure they reflect current board realities.	Trustee Williams	January 2014 – June 2014 + time through collegial consultation	<p>Planned work with Community College League consultant to review all Board policies and procedures for updates based on current legal recommendations and draft policies or procedures that are required but not currently in place.</p> <p>1<sup>st</sup> committee meeting with Dr. Jane Wright on January 30, 2014.</p>
October 10, 2013	Host a Board of Trustees meeting at the college campuses.	Trustee Williams	March 13 and April 10, 2014	March 13, 2014 to be held at SBVC; April 10, 2014 to be held at CHC.
October 10, 2013	Consider succession planning at the President/CEO and Cabinet levels.	Trustee Williams	Open	For discussion with Chancellor's Cabinet.

October 10, 2013	Does SBCCD participate in the Eligible Training Provider's List	Trustee Williams	Completed	Explanation of ETPL process provided to Board with possible use by SBCCD Economic Development and Corporate Training Division on select programs.
November 14, 2013	Redistricting maps to include major streets.	Board of Trustees	Completed	
November 14, 2013	Board Meeting Position on AB 955	Board of Trustees	Completed	Board of Trustees to consider resolution.
November 14, 2013	Professional Services Contracts to reflect a total amount for multi-year contracts.	Trustee Williams	Completed	
November 14, 2013	Form a committee of three to work on future board study session contents and be the conduit to the rest of the board.	Trustee Henry	Committee to determine dates	Trustee Williams, Zoumbos, and Henry will serve on the committee.
November 14, 2013	Board of Trustees were encouraged to participate and go through safety overview training.	Trustee Williams	Board to determine date	Topics to include:
<i>December 12, 2013 revised</i>	Trustee Henry asked for clarification on topics 1-4. She understood this as more of a safety training overview and asked Trustee Williams to elaborate on what his recollection was.  Trustee Williams said his comment was structured more around what is the board's role if there is an earthquake? Could we simulate the board exercise on the Great Shakeout.  Chancellor Baron reported the items came directly from the minutes. #4 is the tabletop emergency exercise that Trustee	Trustee Henry & Williams		<ol style="list-style-type: none"> <li>1. <del>Workers' Compensations data— frequency/severity/ what the data means/process for filing a claim in the district</del></li> <li>2. <del>MSDS now SDS database— How it works</del></li> <li>3. <del>Safety training monthly statistics on training completion— What the numbers mean</del></li> <li>4. <del>Emergency preparedness/ Table-top exercise training in the Spring.</del></li> </ol> <p>Safety training overview focusing on what is the board's role if there is an</p>

	Williams asked for. When there was a discussion on Workers Comp information, Trustee Williams requested to be informed and the board to receive further data. We can remove the items to address only the safety training overview.			earthquake? Great Shake-out simulation.
December 12, 2013	Invite the presenters of the CCLC workshops to meet with both campus foundations and Trustees to talk about the role of the department as it gets integrated into campus life.	Trustee Harrison	Board to determine date	Staff to obtain more information and check availability of presenters.
December 12, 2013	Request during public comments to have CHC Basic Fire Academy fee structure changed for veterans.	Trustee Williams	February	Explanation included in January 23, 2014 Chancellor's Chat Newsletter and delivered to the board.

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 6, 2014  
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 2013-2014 budget.

**DISTRICT**

**NAME:** Wendy Zinn  
**DEPARTMENT:** Economic Development & Corporate Training  
**CONFERENCE:** The California Stem Summit 2014  
**DATES:** February 4, 2014  
**LOCATION:** Santa Clara, CA  
**PURPOSE:** Identify trends and engineering practices.  
**BENEFIT:** To increase quality, equity, and innovation in STEM education throughout. This item was not submitted earlier because the attendee did not know of the event until January 24 due to being out on medical leave.  
**ESTIMATED COST:** \$2,000.00  
**FUNDING SOURCE:** Career Technical Education Community Collaborative Grant

**NAME:** Wendy Zinn  
**DEPARTMENT:** Economic Development & Corporate Training  
**CONFERENCE:** Champions for Change  
**DATES:** February 11-13, 2014  
**LOCATION:** San Francisco, CA  
**PURPOSE:** Involvement of skills and preparation for future changes.  
**BENEFIT:** Exposure to innovative and best practices.  
**ESTIMATED COST:** \$2,400.00  
**FUNDING SOURCE:** Career Technical Education Community Collaborative Grant

**NAME:** Osman Parada  
**DEPARTMENT:** District Computing Services  
**CONFERENCE:** 2014-2015 Chief Information Officers Certification Program  
**DATES:** February 23-25, 2014, May 30-June 1, 2014, September 26-28, 2014, December 5-7, 2014,  
**LOCATION:** Anaheim, CA and Sacramento, CA  
**PURPOSE:** To sharpen skills for a successful career managing it in the California Community Colleges and to gain recognition as a well informed and knowledgeable Chief Information Systems Officer candidate.  
**BENEFIT:** To expand and enhance technical leadership for the District and to network with Senior Technical leaders for opportunities within the California Community College System.  
**ESTIMATED COST:** \$6,400  
**FUNDING SOURCE:** District Computing Services general funds

**NAME:** Trelisa Glazatov  
**DEPARTMENT:** Distance Education  
**CONFERENCE:** 2014-2015 Chief Information Officers Certification Program  
**DATES:** February 23-25, 2014, May 30-June 1, 2014, September 26-28, 2014, December 5-7, 2014,  
**LOCATION:** Anaheim, CA and Sacramento, CA  
**PURPOSE:** To sharpen skills for a successful career managing it in the California



Community Colleges and to gain recognition as a well informed and knowledgeable Chief Information Systems Officer candidate.

**BENEFIT:** To expand and enhance technical leadership for the District and to network with Senior Technical leaders for opportunities within the California Community College System.

**ESTIMATED COST:** \$6,400

**FUNDING SOURCE:** Distance Education general funds

**NAME:** Jeremy Sims

**DEPARTMENT:** District Computing Services

**CONFERENCE:** CENIC Conference

**DATES:** March 9-12, 2014

**LOCATION:** Sonoma, CA

**PURPOSE:** Jeremy will be working at the conference as part of the program committee.

**BENEFIT:** Networking with my peers and learning how the other community colleges are utilizing CENIC's services

**ESTIMATED COST:** \$1,670.00

**FUNDING SOURCE:** Distance Education general funds

**NAME:** Deanna Trussell, Wendy Zinn, and Megan Crail

**DEPARTMENT:** Economic Development & Corporate Training

**CONFERENCE:** California Community College Association For Occupational Education Spring 2014 Conference

**DATES:** March 12-14, 2014

**LOCATION:** Sacramento, CA

**PURPOSE:** Identify trends and emerging concepts networking, sharing best practices and knowledge to design effective contract training programs.

**BENEFIT:** Networking, sharing best practices & knowledge to design effective contract training programs.

**ESTIMATED COST:** \$1,300.00 each

**FUNDING SOURCE:** RFT, CTE, IDRC Grants

### **SBVC**

**NAME:** Dr. Ricky Shabazz

**DEPARTMENT:** Student Services

**CONFERENCE:** 7<sup>th</sup> Annual African American Educational Network and Development Organization (A2MEND) Summit

**DATES:** March 5-7, 2014

**LOCATION:** Los Angeles, CA

**PURPOSE:** This three-day conference will provide administrative and instructional strategies that have an impact on the success of African American male students.

**BENEFIT:** To produce positive educational outcomes for African American men

and within the persistent gap in the achievement levels in all educational indicators in comparison to other racial and gender groups.

**ESTIMATED COST:** \$1,084.41  
**FUNDING SOURCE:** Student Services General Fund

**NAMES:** Lisa Hepburn-Stroud  
**DEPARTMENT:** Bookstore  
**CONFERENCE:** CAMEX Campus Market Expo 2014  
**DATES:** March 7-11, 2014  
**LOCATION:** Dallas, TX  
**PURPOSE:** This four-day conference will give comprehensive educational sessions that address key issues facing college bookstores.  
**BENEFIT:** Learn about the latest product assortment available to college bookstores and the issues facing college bookstores.  
**ESTIMATED COST:** \$1,300.00  
**FUNDING SOURCE:** Bookstore Fund

**NAMES:** Dolores Lopez  
**DEPARTMENT:** SBVC Bookstore  
**CONFERENCE:** CAMEX Campus Market Expo 2014  
**DATES:** March 7-11, 2014  
**LOCATION:** Dallas, TX  
**PURPOSE:** This four-day conference will give comprehensive educational sessions that address key issues facing college bookstores.  
**BENEFIT:** Learn about the latest product assortment available to college bookstores and the issues facing college bookstores.  
**ESTIMATED COST:** \$825.00  
**FUNDING SOURCE:** Bookstore Fund

**NAME:** Dr. Haragewen Kinde  
**DEPARTMENT:** Instruction  
**CONFERENCE:** California Community College Chief Instructional Officers (CCCCIO) and California Community College Chief Student Services Administrators Association(CCCCSSAA) Spring 2014 Joint Conference  
**DATES:** March 12 – 14, 2014  
**LOCATION:** San Francisco, CA  
**PURPOSE:** This conference will provide information and valuable discussions with regard to AB 86, Title IX, Supplemental Instruction, Accreditation, and State Chancellor Office updates.  
**BENEFIT:** The District will benefit as the knowledge gained can be applied to SBVC Accreditation.  
**ESTIMATED COST:** \$1365.00  
**FUNDING SOURCE:** Instruction Office General Fund

**NAME:** Albert Maniaol  
**DEPARTMENT:** Applied Technology, Transportation & Culinary Arts  
**CONFERENCE:** California Community College Association for Occupational Education

**DATES:** Spring 2014 Conference  
March 12 – 14, 2014  
**LOCATION:** Sacramento, CA  
**PURPOSE:** Under the Perkins grant, Career Technical Education (CTE) Deans are encouraged to attend CCCAOE Conferences held every Spring and Fall.  
**BENEFIT:** To learn and participate in the discussions of CTE and economic and workforce development programs, support leadership and best practices.  
**ESTIMATED COST:** \$1340.50  
**FUNDING SOURCE:** Perkins Grant

### **CHC**

**NAME:** Mike Strong  
**DEPARTMENT:** Administrative Services  
**CONFERENCE:** ABCO 2013 Institute  
**DATES:** February 4-6, 2014 and March 5-6, 2014  
**LOCATION:** Sacramento, CA and San Mateo, CA  
**PURPOSE:** Enhance skills and knowledge in the field of community college business administration and Campus Business Office training.  
**BENEFIT:** Apply the latest strategies and best practices proven successful at other colleges at Crafton Hills College.  
**ESTIMATED COST:** \$2,800.00  
**FUNDING SOURCE:** President's General Fund

**NAME:** Snezana Petrovic  
**DEPARTMENT:** Fine Arts  
**CONFERENCE:** 102<sup>nd</sup> Annual Conference of College Art Association  
**DATES:** February 12-15, 2014  
**LOCATION:** Chicago, IL  
**PURPOSE:** Brings together latest innovations in art history, studio art practice, assessment methodology and the latest publishers in course books for the colleges.  
**BENEFIT:** This conference will provide me with the latest information and teaching strategies that would improve the quality of teaching and future development of Crafton's gallery program.  
**ESTIMATED COST:** \$0.00 – time only

**NAME:** Judy Giacona  
**DEPARTMENT:** Health and Wellness Center  
**CONFERENCE:** Charting the Course Towards Student Success & Wellness  
**DATES:** February 25-28, 2014  
**LOCATION:** Sacramento, CA  
**PURPOSE:** To obtain updated information on the Affordable Care Act, disaster

preparation, data and student success, gay/lesbian bisexual/transgender diversity, and wellness.

**BENEFIT:** This conference is an annual state conference which will provide the latest information in planning, policies, procedures and new laws.

**ESTIMATED COST:** \$1,500.00

**FUNDING SOURCE:** Health and Wellness Center General Fund

**NAME:** June Yamamoto

**DEPARTMENT:** Career Education and Human Development

**CONFERENCE:** Educating for Careers

**DATES:** March 2-4, 2014

**LOCATION:** Sacramento, CA

**PURPOSE:** Required attendance for CTE Transition Grant Project Director. Workshop sessions are related to career education and industry sectors.

**BENEFIT:** To remain current on issues related to the CTE Transition Grant and CTE programs.

**ESTIMATED COST:** \$1,155.00

**FUNDING SOURCE:** CTE Transition Grant

**NAME:** Carol Moreno

**DEPARTMENT:** CHC Bookstore

**CONFERENCE:** CAMEX, Campus Market Expo 2014

**DATES:** March 7-11, 2014

**LOCATION:** Dallas, TX

**PURPOSE:** This four day conference will give comprehensive educational sessions that address key issues facing college bookstores.

**BENEFIT:** Learn about the latest product assortment available to college bookstores and the issues facing college bookstores.

**ESTIMATED COST:** \$825.00

**FUNDING SOURCE:** Bookstore Fund

**NAME:** Gloriann Chavez

**DEPARTMENT:** CHC Bookstore

**CONFERENCE:** CAMEX, Campus Market Expo 2014

**DATES:** March 7-11, 2014

**LOCATION:** Dallas, TX

**PURPOSE:** This four day conference will give comprehensive educational sessions that address key issues facing college bookstores.

**BENEFIT:** Learn about the latest product assortment available to college bookstores and the issues facing college bookstores.

**ESTIMATED COST:** \$1,300.00

**FUNDING SOURCE:** Bookstore Fund

**NAME:** Rebecca Warren-Marlatt

**DEPARTMENT:** Student Services

**CONFERENCE:** California Community Colleges Chief Student Services Officers/Instructional Officers Joint Spring Conference  
**DATES:** March 12-14, 2014  
**LOCATION:** San Francisco, CA  
**PURPOSE:** Participate in discussions of practical approaches to leadership, tangible outcomes, problem-solving strategies and tools.  
**BENEFIT:** Opportunity to obtain Student Services updates and network with other Student Services Officers and Instructional Officers within region 09 and other regions.  
**ESTIMATED COST:** \$1,000.00  
**FUNDING SOURCE:** Student Services and Professional Development

**NAME:** Sean Mabey  
Andrea Luna  
**DEPARTMENT:** CHC student  
**CONFERENCE:** HSI/Title V Best Practices  
**DATES:** March 16-19, 2014  
**LOCATION:** La Verne, CA  
**PURPOSE:** Student will be co-presenting with STEM grant members. Presentation will discuss the STEM program development in which this student is a member.  
**BENEFIT:** Learn how to effectively implement proven strategies into Crafton's programs and maximize grant funding.  
**ESTIMATED COST:** \$300.00 per person  
**FUNDING SOURCE:** CHC Foundation Student Travel Fund

**NAME:** Bryan Reece  
**DEPARTMENT:** Instruction  
**CONFERENCE:** California Community Colleges Chief Student Services Officers/Instructional Officers Joint Spring Conference  
**DATES:** March 12-14, 2014  
**LOCATION:** San Francisco, CA  
**PURPOSE:** Participate in discussions of practical approaches to leadership, tangible outcomes, problem-solving strategies and tools.  
**BENEFIT:** Opportunity to obtain Student Services updates and network with other Student Services Officers and Instructional Officers within region 09 and other regions.  
**ESTIMATED COST:** \$1,400.00  
**FUNDING SOURCE:** Instruction Office General Fund

**NAME:** June Yamamoto  
**DEPARTMENT:** Career Education and Human Development  
**CONFERENCE:** California Community Colleges Association for Occupational Education  
**DATES:** March 12-14, 2014  
**LOCATION:** Sacramento, CA

**PURPOSE:** As administrator for the Perkins IV Career and Technical Education Grant, this conference provides pertinent information for grant administrators on current legislation and CTE workshops.

**BENEFIT:** To remain current on issues related to the Perkins grant and CTE programs.

**ESTIMATED COST:** \$1,110.00

**FUNDING SOURCE:** Perkins Grant and Regional Consortium

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 6, 2014  
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.

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

**DISTRICT**

**EVENT:** Deposition/Litigation – Marco Cota  
**DATES:** December 15-16, 2013  
**AMOUNT:** \$160.00  
**ITEM:** SBCCD litigation.  
**FUNDING SOURCE:** Human Resources General Fund

**EVENT:** Deposition/Litigation – Tanya Rogers  
**DATES:** December 16-17, 2013  
**AMOUNT:** \$352.05  
**ITEM:** SBCCD litigation.  
**FUNDING SOURCE:** Human Resources General Fund

**EVENT:** KVCR Welcome Luncheon for Alfredo Cruz  
**DATES:** January 16, 2014  
**AMOUNT:** \$1,500.00  
**ITEM:** NOTE: This item previously board approved on December 12, 2013.  
DATE changed from December 11, 2013 to January 16, 2014.  
**FUNDING SOURCE:** KVCR Educational Foundation

**EVENT:** San Bernardino Area Chamber of Commerce Installation Dinner/Expo  
**DATES:** January 30, 2014  
**AMOUNT:** \$165.00  
**ITEM:** Dinner expense for Alfredo Cruz, Lillian Vasquez, and Rick Dulock -  
This event notification was not received until January 15, 2014.  
**FUNDING SOURCE:** FNX/PR General Fund

**EVENT:** World Indigenous Journalism Award  
**DATES:** January 31, 2014  
**AMOUNT:** \$400.00  
**ITEM:** Fees for two award entries  
**FUNDING SOURCE:** FNX/PR General Fund



## **SBVC**

**EVENT:** AB 86 Consortium Planning Meeting  
**DATES:** February 7, 2014  
**AMOUNT:** \$2,000.00  
**ITEM:** Refreshments and Honorarium Fee  
Regional Consortium Planning Meeting - SBVC is hosting a collaborative meeting to discuss and plan for upcoming legislation, AB 86. The invitation is extended to all stakeholders. Anticipated attendance is approximately 60 community members, faculty and staff.  
**FUNDING SOURCE:** President's Office General Fund

**EVENT:** Campus Cupcake Wars  
**DATES:** February 12, 2014  
**AMOUNT:** \$1,500.00  
**ITEM:** Supplies, Decorations and Prizes  
Sponsored by Associated Student Government, this event will aim to encourage students to show off their baking skills to all of SBVC. Students will be able to display their decorated cupcakes on campus and students will be able to judge only on appearance which cupcake they think is most appealing. Anticipated attendance is 100 students. This event is mainly focused for students.  
**FUNDING SOURCE:** Associated Student Government Body

**EVENT:** Puente Students/Puente Mentors Luncheon  
**DATES:** February 12, 2014  
**AMOUNT:** \$1,200.00  
**ITEM:** Refreshments  
Sponsored by the Puente Project, the Puente students will join Puente Mentors from on-campus and the community as a part of an activity to get acquainted during a "business luncheon" and to encourage the process of networking and gaining community support and knowledge of resources. Those in attendance will include the students enrolled in SBVC's Puente Project during spring semester 2014 as well as community and on-campus professionals who have volunteered to serve as Puente mentors. There will be approximately 62 students and faculty attending this event. This event will be held at the El Torito Restaurant in San Bernardino. Chaperones will be Laura Gomez, Coordinator and Alma Lopez, Co-Coordinator.  
**FUNDING SOURCE:** Puente Project Categorical Fund

**EVENT:** Tumaini Program – Mentor/Mentee Social  
**DATES:** February 19, 2014  
**AMOUNT:** \$1,450.00  
**ITEM:** Refreshments, Decorations and Supplies  
Sponsored by the Tumaini Program, this event will bring students in the Tumaini Program and the Mentors together from on-campus and the community as part of an activity to get acquainted. This event will host approximately 60 community members, staff, faculty and students and

will be hosted on campus.

**FUNDING SOURCE:** Tumaini Program Categorical Fund

**EVENT:** "Remembering the DREAM" Breakfast  
**DATES:** February 28, 2014  
**AMOUNT:** \$3,500.00  
**ITEM:** Refreshments, Give-a ways, Decorations, Honorariums, Entertainment, Awards and Printing  
Sponsored by the Arts, Lectures and Diversity Committee and Black Faculty and Staff Association, this event will honor Martin Luther King, Jr. Anticipated attendance is 220 community members and staff.

**FUNDING SOURCE:** Diversity and Equity General Fund Account

**EVENT:** 2<sup>nd</sup> Annual Middle College High School Inspire Success Luncheon  
**DATES:** March 5, 2014  
**AMOUNT:** \$2,896.00  
**ITEM:** Refreshments/Food, Supplies, Decorations, Postage, Certificates and Invitations  
Sponsored by the Middle College High School, this event will provide an opportunity for students to talk with career professionals and college recruiters about the students' goals and ambitions. The career professionals will focus on sharing their unique experience within their field and major. Anticipated attendance is approximately 125 students, staff and non-District community members. This item was previously approved at the January 16, 2014 board meeting. Item is being amended to increase the anticipated attendance from 110 to 125 and to increase the refreshments/food expense amount by \$500.00, changing the total amount from \$2,396.00 to \$2,896.00.

**FUNDING SOURCE:** Middle College High School Chancellor's Grant Funds

**EVENT:** Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP) Graduation Ceremony  
**DATES:** April 16, 2014  
**AMOUNT:** \$748.71  
**ITEM:** Refreshments  
Sponsored by the Foster and Kinship Department, the YESS/ILP graduation celebration is held for the foster youth who have successfully completed the 14-week Independent Living Program Life Skills classes which consist of four modules: Daily Living Skills, Education, Employment and Financial Literacy. These classes help to prepare the youth to continue their educational or vocational goals and to gain employment. Anticipated attendance is 25 youth, instructors and staff.

**FUNDING SOURCE:** Youth Empowerment Strategies for Success/Independent Living Program (YESS/ILP) Categorical Fund

**EVENT:** EOP&S/CARE Awards Ceremony  
**DATES:** May 2, 2014  
**AMOUNT:** \$4,000.00

**ITEM:** Awards, Supplies and Refreshments  
Sponsored by the EOP&S/CARE program, a luncheon will be held to congratulate the 2014 graduates with awards and sashes. They will also recognize some of their high achievers as well as selected faculty members that go above and beyond to help the students succeed. Anticipated attendance is 150 students, faculty and staff.

**FUNDING SOURCE:** EOP&S Categorical Fund

**CHC**

**EVENT:** March in March

**DATES:** March 2, 2014

**AMOUNT:** \$4,100.00

**ITEM:** Chartered bus, supplies and refreshments  
Students to attend the March in March at the California State Capitol in Sacramento, CA. The purpose of the march is for students protecting public higher education.

**FUNDING SOURCE:** Student Rep Fee Account

**EVENT:** Spring 2014 Transfer Fair

**DATES:** March 12, 2014

**AMOUNT:** \$500.00

**ITEM:** Refreshments and Supplies  
Sponsored by the Transfer Center, the Transfer Fair is intended to provide an opportunity for students to meet with public, private and out-of-state universities at CHC. Exposure to a variety of institutions as well as making a connection with representatives will assist students with obtaining admissions information, getting their questions answered and ultimately transferring to a 4-year institution.

**FUNDING SOURCE:** Transfer Center General Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Cheryl A. Marshall, President, CHC  
PREPARED BY: Bryan Reece, Vice President of Instruction, CHC  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval of Curriculum Modifications

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached Curriculum Modifications.

OVERVIEW

The courses, certificates and degrees at CHC are continually being revised and updated to reflect and meet student needs.

ANALYSIS

These courses, certificates and degrees have been approved by the Curriculum Committee of the Academic Senate.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

**CRAFTON HILLS COLLEGE**  
**SUBMITTED FOR BOARD OF TRUSTEES APPROVAL**  
**February 6, 2014**

**NEW COURSES**

**DIVISION:** Biology  
**DEPARTMENT:** Biological Science  
**COURSE ID:** BIOL 131H  
**COURSE TITLE:** Populations and Organisms-Honors  
**SEMESTER UNIT:** 4  
**LECTURE:** 3 contact hours per week  
48 – 54 contact hours per semester  
**LAB:** 3 contact hours per week  
48 – 54 contact hours per semester  
**PREREQUISITE:** Acceptance into the College Honors Institute. MATH 095: Intermediate Algebra or eligibility for MATH 102 as determined through the Crafton Hills College assessment process.

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** One of a sequence of two courses required for students majoring in biology and other natural sciences, as well as pre-medicine, pre-veterinarian, and other pre-professional programs. Focus on the study of the diversity of organisms through a review of comparative structure, physiology, development, and evolution. Topics include population genetics, classification, and interactions of populations at the species, community, and ecosystem levels. This course includes content and experiences appropriate for students wishing to earn honors credit.

**SCHEDULE DESCRIPTION:** One of a sequence of two courses required for students majoring in biology and other natural sciences, as well as pre-medicine, pre-veterinarian, and other pre-professional programs. Focus on the study of the diversity of organisms through a review of comparative structure, physiology, development, and evolution. This course includes content and experiences appropriate for students wishing to earn honors credit.

**Note: Although SBVC does not have an honors version this course should be equated with BIOL 202**

**Effective: FA14**

**Rationale:** BIOL 131H is one of a sequence of two courses that satisfies the requirement for the first year of biology for biology majors and for those students who are preparing for medical, dental, veterinary, environmental science, biotechnology, physician's assistants programs, or other programs requiring a full year of general biology. BIOL 131H is a requirement for the associate degree in biology and satisfies the associate degree general education requirement for the natural sciences.

**DIVISION:** Mathematics  
**DEPARTMENT:** Mathematics  
**COURSE ID:** MATH 255  
**COURSE TITLE:** Computer-Based Problems for Calculus  
**SEMESTER UNIT:** 1-2  
**LECTURE:** 1 contact hour per week  
16 – 24 contact hours per semester  
**LAB:** 1 contact hour per week  
24 – 48 contact hours per semester  
**PREREQUISITE:** Concurrent enrollment in Math @%) or successful completion of MATH 250 or eligibility for MATH 251 as determined by the Crafton Hills College assessment process.

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** None

**CATALOG DESCRIPTION:** Introduction to the use of a computer algebra system, such as, but not limited to, Mathematica, Maple, or Matlab, to explore applications in differential and integral calculus. Projects include 2-D and 3-D graphs, animations, data manipulation, and introduction to basic programming structures.

**SCHEDULE DESCRIPTION:** Introduction to the use of a computer algebra system, such as, but not limited to, Mathematica, Maple, or Matlab, to explore applications in differential and integral calculus. Projects include 2-D and 3-D graphs, animations, data manipulation, and introduction to basic programming structures.

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** Math 255 is associate degree applicable and transfers to CSU. This course provides background for using computer algebra systems to solve difficult problems in math, engineering, physics, and other sciences.

**DIVISION:** Multicultural Studies

**DEPARTMENT:** Social Science

**COURSE ID:** MCS 132

**COURSE TITLE:** Identity and Ideology: Introduction to Chicano/a and Latino/a Studies

**SEMESTER UNIT:** 3

**LECTURE:** 3 contact hours per week  
48 – 54 contact hours per semester

**PREREQUISITE:** None

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** Multidisciplinary examination of the experience of Chicano/as and Latino/as in the United States. Introduction to the history and culture of Chicano/a communities, social movements and ideologies behind those movements, and contemporary issues facing Chicano/as and other Latino/a groups.

**SCHEDULE DESCRIPTION:** Multidisciplinary examination of the experience of Chicano/as and Latino/as in the United States.

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** MCS 132 is an introductory Chicano/a and Latino/a studies course contributes significantly to the ability to comprehend the contributions of Latino/as to the rich patchwork of American society and as such is a part of a comprehensive community college curriculum at a Hispanic-serving institution. Further, Chicano/a and Latino/a studies contributes to the understanding of the history, culture and influential social movements of Chicano/as and other Latino groups, as well as about race and ethnic diversity in general. This course will provide students an introduction to Chicano/a and Latino/a Studies with an emphasis on ethnic identity, ideology and social action. This course is associate degree applicable, transfers to CSU and is part of the transfer model curriculum for the AA-T in Spanish.

**DIVISION:** Sociology

**DEPARTMENT:** Social Science

**COURSE ID:** SOC 145

**COURSE TITLE:** Sex, Gender and Society

**SEMESTER UNIT:** 3

**LECTURE:** 3 contact hours per week  
48 – 54 contact hours per semester

**PREREQUISITE:** None

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** Successful completion of SOC 100 or SOC 100H, Eligibility for ENGL 101, Eligibility for MATH 090

**CATALOG DESCRIPTION:** Sociological study of sex and gender roles. Study of historical and contemporary constructions of masculinity and femininity, the effect of culture on gender roles and the social institutions and movements associated with sex and gender identity.

**SCHEDULE DESCRIPTION:** Sociological study of sex and gender roles. Study of historical and contemporary constructions of masculinity and femininity, the effect of culture on gender roles and the social institutions and movements associated with sex and gender identity.

**Note: Course equates with SOC 145 at SBVC**

**Effective: FA14**

**Rationale:** SOC 145 is a sociological analysis of sex and gender and as such is part of a comprehensive community college sociology curriculum. This course is one of only a few in the college's curriculum dedicated to an exploration of the issues of sex, gender and sexuality. This course is associate degree applicable, transfers to CSU and is part of the transfer model curriculum (TMC) for the AA-T in Sociology.

**DIVISION:** Social Work

**DEPARTMENT:** Social Science

**COURSE ID:** SOWO 101

**COURSE TITLE:** Introduction to Social Work

**SEMESTER UNIT:** 3

**LECTURE:** 3 contact hours per week  
48 – 54 contact hours per semester

**PREREQUISITE:** None

**COREQUISITE:** None

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** An introduction to the social work profession and social welfare within American society. Study of the history of social work, roles and responsibilities of the social worker, professional code of ethics governing the profession, and principles of social work practice.

**SCHEDULE DESCRIPTION:** An introduction to the social work profession and social welfare within American society.

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** The American social welfare system relies on the knowledge and skills of millions of professionally trained social workers. SOWO 101 provides an introduction to the social work profession and as such is a lower-division major preparation course required for those students interested in pursuing a degree in social work at a four-year institution. This course is associate degree applicable and transfers to CSU.

#### MODIFIED COURSES

COURSE ID	COURSE TITLE
BIOL 131	Populations of Organisms

**Note: Course will equate with BIOL 202 at SBVC**

**Effective: FA14**

**Rationale:** Six-year revision

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>EMS 103</b>	Emergency Medical Services

**PREREQUISITE:** As required by San Bernardino and Riverside County Emergency Medical Services: A current California R.N. license, one year experience as a registered nurse, 800 hours experience as a nurse in the emergency department, current ACLS certification, proof of successful completion of a cardiac dysrhythmia course, current employment in a base station hospital in San Bernardino, Riverside, Inyo or Mono County and the ability to complete a written screening examination with 80% accuracy.

**CATALOG DESCRIPTION:** Orientation to advanced prehospital care protocols for the ICEMA Region (San Bernardino, Inyo and Mono Counties) and Riverside County. Provides comprehensive exploration of EMS systems, medical-legal concerns, and the roles and responsibilities of the MICN. The lab sessions afford the student the opportunity to develop skills related to protocol utilization and radio communication. Graded on a Pass or No Pass basis only.

**SCHEDULE DESCRIPTON:** Orientation to advanced prehospital care protocols for the ICEMA Region (San Bernardino, Inyo and Mono Counties) and Riverside County. Provides comprehensive exploration of EMS systems, medical-legal concerns, and the roles and responsibilities of the MICN. The lab sessions afford the student the opportunity to develop skills related to protocol utilization and radio communication.

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** Six year revision

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>ENGL 101</b>	Freshman Composition

**PREREQUISITE:** ENGL 010: Preparation for College English or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process.

**Note: Course currently equates with ENGL 101 at SBVC**

**Effective: FA14**

**Rationale:** Course needs to match objectives with 010.

<b>COURSE ID</b>	<b>COURSE TITLE</b>
<b>ENGL 101H</b>	Freshman Composition - Honors

**PREREQUISITE:** ENGL 010: Preparation for College English or eligibility for ENGL 101 as determined through the Crafton Hills College assessment process. Acceptance into the College Honors Institute.

**Note: Course currently equates with ENGL 101H at SBVC**



**Effective: FA14**

**Rationale:** Course needs to match objectives with 010.

COURSE ID	COURSE TITLE
POLIT 100	American Politics

**Note: Course currently equates with POLIT 100 at SBVC**

**Effective: FA14**

**Rationale:** To meet the State requirement for articulation.

COURSE ID	COURSE TITLE
POLIT 100H	American Politics-Honors

**PREREQUISITE:** Acceptance into the College Honors Institute

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** Adding California Constitution component.

COURSE ID	COURSE TITLE
PSYCH 111	Developmental Psychology: Lifespan

**PREREQUISITE:** PSYCH 100 or PSYCH 100H

**Note: Course currently equates with PSYC 111 at SBVC**

**Effective: FA14**

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
RADIOL 111	Radiographic Image Critique I

**PREREQUISITE:** RADIOL 100, RADIOL 103, RADIOL 104, RADIOL 105, RADIOL 106, RADIOL 107, RADIOL 108, RADIOL 110, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 115, RADIOL 116 AND RADIOL 117.

**CATALOG DESCRIPTION:** Introduction to analyzing radiographic examinations with emphasis on improving image quality and using proper identification labels.

**SCHEDULE DESCRIPTON:** Introduction to analyzing radiographic examinations with emphasis on improving image quality and using proper identification labels.

**Note: Course does not currently equate with SBVC**

**Effective: FA14**

**Rationale:** Course update to change the word film to image.

COURSE ID	COURSE TITLE
RADIOL 202	Radiographic Image Critique II

**PREREQUISITE:** RADIOL 108, RADIOL 109, RADIOL 111, RADIOL 112, RADIOL 113, RADIOL 114, RADIOL 116, RADIOL 117, RADIOL 200, RADIOL 204, RADIOL 205, RADIO 213.

**CATALOG DESCRIPTION:** Analysis of radiographic examinations with emphasis on improving each student's ability to identify anatomical structures on radiographs.

**SCHEDULE DESCRIPTOR:** Analysis of radiographic examinations with emphasis on improving each student's ability to identify anatomical structures on radiographs.

**Note:** Course does not currently equate with SBVC

**Effective:** FA14

**Rationale:** Course update to change the word film to image.

COURSE ID	COURSE TITLE
THART 108	World Drama I

**Note:** Course does not currently equate with SBVC

**Effective:** FA14

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
THART 120	Beginning Acting

**Note:** Course currently equates with THART 120 at SBVC

**Effective:** FA14

**Rationale:** To meet C-ID descriptor requirements.

COURSE ID	COURSE TITLE
THART 124x2	Beginning Performance Workshop

**PREREQUISITE:** THART 134x4

**Note:** Course currently equates with THART 114x4 at SBVC

**Effective:** FA14

**Rationale:** To meet C-ID descriptor requirements.

<b>PROGRAM MODIFICATION</b>
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The Associate in Arts in Business Administration for Transfer degree was approved by the Curriculum Committee on January 19, 2012. The degree was submitted to the State Chancellor's Office and approved on June 27, 2012. However, the degree is listed on the State Program Inventory List as an Associate in Science in Business Administration for Transfer. The degree is being resubmitted through Curriculum to reflect the change. The committee agreed to approve the Associate in Science in Business Administration for Transfer retroactive to the 2012-2013 Catalog.

**ASSOCIATE IN SCIENCE IN BUSINESS ADMINISTRATION FOR TRANSFER**

The Associate in Science-Transfer (AS-T) degree in Business Administration at Crafton Hills College is designed to meet the needs of students transferring to a California State University who intend to

major in accounting, finance, international business, management, marketing or other business-related field of study.

**REQUIRED COURSES:**

		<b>UNITS</b>
ACCT 208	Introduction to Financial Accounting	4.00
ACCT 209	Introduction to Managerial Accounting	4.00
BUSAD 210	Business Law	3.00
ECON 200	Principles of Macroeconomics	3.00
ECON 201	Principles of Microeconomics	3.00
MATH 108	Statistics	(4.00)
<b>OR</b>		
PSYCH 108	Statistics	(4.00)

**Students must complete at least six units from the following courses:** **UNITS**

BUSAD 100	Introduction to Business	3.00
CIS 101	Introduction to Computer and Information Technology	(3.00)
<b>OR</b>		
BUSAD 230	Using Computers for Business	(3.00)
BUSAD 145	Business Communication	(4.00)
<b>OR</b>		
COMMST 145	Business Communication	(4.00)

**TOTAL UNITS: 27.00**

**Effective: SP 12**

**Rationale:** Was incorrectly called Associate in Arts in Business for Transfer

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 6, 2014  
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

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

OVERVIEW

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 2013-2014 budget.

**SBVC**

**NAME:** Greg Zerovnik, Public Information Specialist  
**MEMBERSHIP:** National Council for Marketing & Public Relations (NCMPR)  
**PURPOSE:** Individual membership for Public Information Specialist. The National Council for Marketing & Public Relations is the only organization of its kind that represents marketing and Professional Relations (PR) professionals at community and technical colleges. NCMPR's primary focus is on supporting professional growth. Members will connect with colleagues that understand the issues facing two-year college communicators in the 21<sup>st</sup> century.  
**AMOUNT:** \$225.00  
**FUNDING SOURCE:** Marketing and Public Relations General Fund

**NAME:** Greg Zerovnik, Public Information Specialist  
**MEMBERSHIP:** Community College Public Relations Organization (CCPRO)  
**PURPOSE:** Individual membership for Public Information Specialist. CCPRO is a network of planners and researchers from the 58 community colleges across the state of California. These professionals support each other and the work of their colleagues at their respective colleges. The organization is an excellent venue for sharing best practices, exchanging of ideas, and networking with fellow professionals.  
**AMOUNT:** \$50.00  
**FUNDING SOURCE:** Marketing and Public Relations General Fund

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 6, 2014  
SUBJECT: Consideration of Acceptance of Academic Employee Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Berenice Manzo, HSI STEM PASS GO Counselor, SBVC.

OVERVIEW

Berenice Manzo, HSI STEM PASS GO Counselor, SBVC, submitted her letter of resignation effective January 18, 2014. Her last day of employment with the District was January 17, 2014.

ANALYSIS

The Human Resources Department provided the employee acceptance of her resignation.

BOARD IMPERATIVE

None.

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. Jack Miyamoto  
Human Resources Consultant  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval of Academic Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the academic appointment of Trinette Barrie, Counselor, CHC.

OVERVIEW

Trinette Barrie, Counselor, CHC, 200 service day position, effective 2/24/2014. Salary placement pending receipt of official transcripts and verification of work experience. New position.

ANALYSIS

All requirements for employment have been completed and Human Resources has cleared the individual for employment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, Interim President, SBVC

DATE: February 6, 2014

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 2013-2014 academic year.

OVERVIEW

The following 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 2013-2014 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.



**San Bernardino Valley College  
Adjunct & Substitute Academic Employees  
Academic Year 2013-2014  
February 6, 2014**

NAME	DISCIPLINE
<b>Burris, Andrew</b>	Chemistry
<b>Cacho, Bryce</b>	Welding
<b>Chemama, Maryline</b>	Chemistry
<b>DuBois-Eastman, Kim</b>	Nursing
<b>Dudash, Leigh Wood</b>	Geology
<b>Maez, Gilbert</b>	Counseling
<b>Manzo, Berenice</b>	Counseling
<b>Raval, Gira</b>	Chemistry
<b>Schroder, Geoffrey</b>	Nursing
<b>Shweikeh, Jamal</b>	Chemistry
<b>Taylor, Rutina</b>	Counselor

**Crafton Hills College  
Adjunct & Substitute Academic Employees  
Spring 2014**

NAME	DISCIPLINE
<b>Buchholz, James</b>	Astronomy
<b>Cook, Natalie</b>	English
<b>Crews, Carly</b>	EMS
<b>Curry, Victoria</b>	Adjunct Counselor
<b>Dudash, Leigh</b>	Geology
<b>Flynn, Teresa</b>	English
<b>Morning, Sara</b>	EMS
<b>Patton, Randall</b>	Adjunct Librarian
<b>Natividad, Beverly</b>	Communication Studies
<b>Sandez, Ann</b>	EMS
<b>Works, Bethany</b>	Communication Studies

**Crafton Hills College  
Adjunct & Substitute Academic Employees  
Fall 2013**

NAME	DISCIPLINE
<b>Patton, Randall</b>	Adjunct Librarian

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 6, 2014

SUBJECT: Consideration of Approval of Classified Employee Promotions

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Jessica Rodriguez, Child Development Teacher, SBVC, and Ronald Gordin, Lead Grounds Caretaker, SBVC.

OVERVIEW

Jessica Rodriguez promoted from Child Development Assistant, SBVC, to Child Development Teacher (221 days per year) effective February 7, 2014 at Child Development Salary Schedule Range 1, Step B, at \$2,748.00 per month. New position.

Ronald Gordin promoted from Grounds Caretaker, SBVC, to Lead Grounds Caretaker effective February 7, 2014 at Classified Salary Schedule Range 31, Step D, \$3,263.00 per month. New position.

ANALYSIS

The employees went through the recruitment process and are being recommended for promotion.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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 6, 2014  
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Crystal Frontino, Child Development Teacher, SBVC.

OVERVIEW

Crystal Frontino, Child Development Teacher (221 days per year), SBVC, effective February 24, 2014 at Child Development Salary Schedule, Range 1, Step A, at \$2,617.00 per month. New position.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, Interim President, SBVC

DATE: February 6, 2014

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

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

OVERVIEW

The individuals on the following 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.

**San Bernardino Valley College  
Volunteers  
Academic Year 2013-2014  
February 6, 2014**

NAME	ASSIGNMENT	DATE
<b>Barrett, Christina</b>	Science/Biology	02/10/2014-05/23/2014
<b>Burquez, Edgardo</b>	President's Office/Police Academies	02/07/2014-06/30/2014
<b>Hanna, Benjamin J.</b>	President's Office/Research, Planning & Institutional Effectiveness	02/07/2014-06/30/2014
<b>Reyes, Isidro</b>	Science/Biology	02/10/2014-05/23/2014
<b>Sahi, Mamta</b>	President's Office/Research, Planning & Institutional Effectiveness	02/07/2014-06/30/2014
<b>Sanchez, Giselle</b>	Science/Biology	02/10/2014-05/23/2014

**Crafton Hills College  
Volunteers  
Spring 2014**

NAME	ASSIGNMENT	DATE
<b>El-Sherif, Tahirah</b>	Counseling	01/13/2014-06/30/2014
<b>Skelton, Jeffery</b>	Microbiology	01/13/2014-06/30/2014

**District  
Volunteers**

NAME	ASSIGNMENT	DATE
<b>Britt, Roshyn</b>	FNX-KVCR	02/15/2014-06/30/2014

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 6, 2014  
SUBJECT: Consideration of Approval of Employment Rescission

RECOMMENDATION

It is recommended that the Board of Trustees rescind the employment of Lorena Marquez, Lab Tech, Chemistry, SBVC.

OVERVIEW

Rescind the employment of Lorena Marquez, Lab Technician, Chemistry, SBVC, effective February 3, 2014.

ANALYSIS

On January 16, 2014, the Board of Trustees approved the employment of Lorena Marquez. Ms. Marquez accepted full-time employment elsewhere and is declining the position.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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. Cheryl Marshal, President, CHC  
Dr. Gloria Fisher, Interim President, SBVC  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval of Faculty Chair Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve Faculty Chair Stipends.

OVERVIEW

Breanna Andrews will serve as CHC Communication and Language Faculty Chair during the Spring 2014 semester with a stipend of \$3000. She is replacing Jeff Schmidt who will be teaching in Spain as part of the study abroad program during the Spring 2014 semester, effective January 10, 2014.

Dr. Ailsa Aguilar-Kitibutr, Counselor, will serve as faculty chair with an annual stipend of \$9,000.00 for the 2013-2014 academic year. This item was previously board approved at the June 13, 2013 meeting. Item is being amended to reflect an increase in the annual stipend amount from \$8,000.00 to \$9,000.00.

ANALYSIS

Faculty chairs are selected by faculty in accordance with an established campus process. Stipends for Faculty 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 2013-2014 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 6, 2014  
SUBJECT: Consideration of Approval of Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Greg Allred, Accounting Manager, District.

OVERVIEW

Greg Allred, Accounting Manager, District, full-time, 12-month position, Management Salary Schedule, Range 13, Step A, \$6,240 per month, effective February 24, 2014. Replacement for Eloise Sifford.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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 6, 2014

SUBJECT: Consideration of Approval of the New Management Job Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the new management job description for Vice Chancellor, Business & Fiscal Services, District.

OVERVIEW

The new job description for Vice Chancellor, Business & Fiscal Services is consistent with the District's overall operations and clearly defines the duties and responsibilities.

ANALYSIS

The assignment for the current Interim Vice Chancellor, Fiscal Services, will end on June 30, 2014, making it necessary to begin recruitment to fill this position prior to his departure. A more strategic and less operational job description has been created to aid in this recruitment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**VICE CHANCELLOR, BUSINESS & FISCAL SERVICES**

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**

The Vice Chancellor of Fiscal Services serves as the Chief Financial and Administrative Officer of the District, reports to the Chancellor, serves as a member of the Chancellor's Cabinet and is responsible for planning, organizing, and directing all financial operations of the San Bernardino Community College District (District); ~~for supervising the functions and staff of the including but not limited to, financial planning and budgeting,~~ accounting, ~~accounts payable, accounts receivable, and payroll, purchasing, budgeting,~~ auditing, ~~purchasing and~~ contracts, facilities, ~~and planning,~~ risk management, ~~management information systems, and printing/publications departments;~~ ~~environmental health and safety, energy administration, legal affairs and compliance and general administration;~~ and ~~is responsible for reviewing and advising,~~ advises District management on business and financial matters and the effective utilization of resources utilization.

**REPRESENTATIVE DUTIES:**

*Duties may include, but are not limited to, the following:*

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- ~~1. Serves as the Chief Financial Officer, plans, organizes, directs and controls financial transactions and financial management to assure the fiscal integrity of the institution.~~
- ~~2. Provides strategic direction and operational guidance to the District's fiscal services areas.~~
- ~~3. Advises and assists the Chancellor and Board of Trustees in business related legal and financial matters including property acquisition, lease agreements, cost studies and long range fiscal planning.~~
- ~~4. Ensures the fiscal stability of the District through the use of sound, value added management practices, allocation of resources, integration of education and facilities master plans and identification of alternative funding resources.~~
- ~~5. Designs, and implements, District procedures and systems for all fiscal areas and financial activities.~~
- ~~6. Assists in the development of District financial and budgeting policies.~~
- ~~7. Oversees facilities planning, operations and management as well as provides direction and leadership for the Facilities Bond Construction Program.~~
- ~~8. Anticipates, prevents and resolves conflicts and problems under areas of supervision.~~
- ~~9. Supervises the preparation of routine reports as well as special financial or statistical studies needed to assist District management and the Board in the formulation of new policies in the planning of new or revised programs.~~

- ~~10. Recommends the selection of managers and staff in the areas of supervision.~~
- ~~11. Leads, manages, trains, instructs, and supervises subordinate staff.~~
- ~~12. Controls and directs the preparation of all federal, State, and other special financial — claims or reports.~~
- ~~13. Provides assistance to District and college managers on financial management, collective bargaining and on the District's and Colleges' business, financial and equipment needs.~~
- ~~14. Coordinates and supervises the fiscal and accounting systems required for the operation — of the bookstores, cafeterias, and student body organizations.~~
- ~~15. Analyzes financial legislation affecting the District.~~
- ~~16. Participates in community, state and national organizations and meetings to represent and advocate for the District and maintains liaison with various governmental agencies.~~
- ~~17. Plans, organizes, and directs the overall internal and external audits of the District's operations, including the student financial aid programs.~~
- ~~18. Directs the development and administration of the District budget including a budget allocation model; and recommends to the Chancellor an annual budget.~~
- ~~19. Learns, interprets, and applies Education Code, Title V and federal, state and county regulations as related to the areas of responsibilities.~~
- ~~20. Maintains currency of knowledge and skills related to the duties and responsibilities.~~

1. Develops strategic business, financial and budget plans.
2. Serves as Chairperson of the District Strategic Planning Committee and the District Budget Committee.
3. Directs the design and implementation of strategies, procedures and systems for District-wide business and financial activities.
4. Directs the development and administration of the District budget; and recommends an annual budget to the Chancellor and the Board.
5. Directs internal and external audits of the District's operations.
6. Directs the planning, design and construction of the District's facilities and capital improvement projects, including voter-approved construction bond programs.
7. Directs and oversees the District's Employee Health & Safety and Energy Administration programs.
8. Directs the preparation of all federal, State, and other special financial claims or reports.
9. Provides leadership and assistance to District and college managers on business, financial and facilities management issues.

10. Analyzes business, fiscal and facilities legislation affecting the District, and makes related recommendations to the Chancellor and District managers.

11. Maintains liaison with various governmental agencies and may serve on agency boards and commissions as a representative of the District.

12. Oversees the preparation of reports and special studies to assist District management and the Board in the formulation or modification of strategies, policies and programs.

13. Trains, instructs, and manages subordinate staff.

14. Performs other 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:**

- Policies, procedures, principles, and practices used in professional budgeting, purchasing, accounting, and auditing work – especially as same pertains to governmental and college district operations.
- Principles of California accounting and reporting requirements.
- Principles of California Community College finance.
- Business applications of data processing.
- Business office management, strategic planning and financial planning, investment management, budgeting and accounting principles and practices.
- Leadership, supervision and training principles.
- Design and development of financial systems management.
- Contract management; facilities and construction procedures.
- Management information systems. and printing and publishing capabilities.

**Ability to:**

- Plan, direct, coordinate, and control all activities of the fiscal services staff; supervise and perform professional accounting, statistical and auditing work involving the establishment, maintenance, and interpretation of interrelated financial policies and procedures.
- Assemble, analyze, and interpret data, and make appropriate recommendations for fiscal and budget actions.
- Interpret State, County, and District policies, legal documents, reports, and legislation.
- Speak and write effectively; prepare and present written and oral reports.
- Develop and sustain interpersonal skills to relate to District staff, State and local officials, and vendors.
- Demonstrate effective time management and organizational skills.
- Provide leadership based on ethics and principles as they relate to the functions and operations of the assigned area.
- Demonstrate professionalism, fairness and honesty in all aspects of the performance of the duties.
- Participate in the development and administration of goals, objectives, and procedures for assigned area.
- Communicate clearly and concisely, both orally and in writing.
- Establish and maintain effective working relationships with those contacted in the course of work.
- Lead, manage, supervise, train, and evaluate staff.

**EDUCATION AND EXPERIENCE GUIDELINES**

**REQUIRED QUALIFICATIONS:**

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**Education/Training:**

A Master’s Degree in accounting or business administration or a related field with significant course work in financial management.

**Experience:**

1. A minimum of ~~five-four~~ (4) years of increasingly responsible experience in general accounting, budget development, auditing, ~~and~~ financial systems design, ~~and facilities planning and development~~, including ~~three-two~~ (2) years at a managerial/~~supervisory~~ level, preferably in a college or governmental setting.
2. A sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and employees, including those with physical or learning disabilities.

**PREFERRED QUALIFICATIONS:**

1. Demonstrated knowledge of community college funding and finance in California.
2. Experience working in an educational institution preferably a community college.

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**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.*

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**Environment:** Work is performed primarily in a standard office setting with extended periods of time viewing computer monitor.

**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: May 11, 2000

Revised: April 2009, ~~February 2014~~

Management Salary Schedule Range: 26

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Dr. Jack Miyamoto  
Human Resources Consultant

PREPARED BY: Dr. Cheryl Marshall, President, CHC  
Dr. Gloria Fisher, Interim President, SBVC

DATE: February 6, 2014

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 following 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 2013-2014 budget.

**San Bernardino Valley College  
Non-Instructional Pay  
Academic Year 2013-2014  
February 6, 2014**

**Blackman, Sandra**, to participate in the Tumaini Program as an History Coach, 2-7-14 to 5-23-14, not to exceed 16 hours per semester at \$43.16 per hour.

**Chaney, Nikia**, to participate in the Tumaini Program as an English Coach, 2-7-14 to 5-23-14, not to exceed 48 hours per semester at \$43.16 per hour.

**Ferri-Milligan, Paula**, provide coordination of learning communities, and supplemental instruction programs associated with the Learning Compass program, 2-7-14 to 6-30-14, to be paid a flat rate of \$5,500.00.

**Hernandez, Ramiro**, to participate in the Counseling Department's Project ASSETS, 2-7-14 to 5-23-14, not to exceed 147 hours per semester at \$43.16 per hour.

**Jones, Patricia**, to participate in the Counseling Department's Project ASSETS, 2-7-14 to 5-23-14, not to exceed 147 hours per semester at \$43.16 per hour.

**Orozco, Debbie**, to participate in the Counseling Department, 2-7-14 to 5-23-14, not to exceed 320 hours per semester at \$43.16 per hour.

**Robinson, James**, Facilitator for the Great Teachers' Retreat, 2-21-14 to 2-22-14, to be paid a flat rate of \$1,000.00.

**Crafton Hills College  
Non-Instructional Pay  
Fall 2013**

<b>Bedoya, Rosemary</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Cummings, Lou'Rie</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Fry, Maureen</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Schoenfeld, Raquel</b>	Title V Counselor Training	\$250.00	8/19/13-12/20/13
<b>Singh, Manika</b>	Title V Counselor Training	\$500.00	8/19/13-12/20/13
<b>Sternard, Evan</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Washburn, Ben</b>	Title V Counselor Training	\$250.00	8/19/13-12/20/13
<b>Wilson, Debbie</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Horn, Chuck</b>	Title V Counselor Training	\$375.00	8/19/13-12/20/13
<b>Xayaphanthong, Souts</b>	Title V Counselor Training	\$500.00	8/19/13-12/20/13
<b>Phillips, Jasmine</b>	Title V Counselor Training	\$500.00	8/19/13-12/20/13
<b>Vasquez, Violeta</b>	Title V Counselor Training	\$500.00	8/19/13-12/20/13

**Crafton Hills College  
Non-Instructional Pay  
Spring 2014**

<b>Roche, Joshua</b>	STEM Pathways	\$600.00	01/13/14-05/23/14
<b>Ruiz, Ruben</b>	STEM Pathways	\$600.00	01/13/14-05/23/14

**District  
Non Instructional Pay**

**Caldwell-Betties, Melita**, representative on two screening committees outside of her regular work schedule, for a total of 5.75 hours from January 7, 2014 through January 8, 2014, at the hourly rate of \$43.16.



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron  
Chancellor

REVIEWED BY: Dr. Jack Miyamoto  
Human Resources Consultant

PREPARED BY: Dr. Gloria Fisher, Interim President, SBVC

DATE: February 6, 2014

SUBJECT: Consideration of Approval of One and Two Year Contract Academic  
Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve tenure track contracts for academic employees.

OVERVIEW

The following employees on the attached list have been recommended by their division chair/manager to enter into one-year and two-year contracts.

ANALYSIS

The Board of Trustees regularly grants one-year contracts to first year contract employees and two-year contracts to second year faculty per AB-1725.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

**San Bernardino Valley College  
One & Two Year Contract Academic Employees  
February 6, 2014**

**The following first-year contract employees have been recommended to receive second year probationary status:**

Halabi, Tarif	Electricity/Electronics/HVAC-R
Jakpor, Raise	Political Science
King, Melissa	Anthropology
Manzo, Berenice	HIS STEM Counselor
Melancon, Berchman	Diesel
Sanker, Eddie	Welding
Stiltner, Carol	Nursing

**The following second-year contract employees have been recommended to enter into a two-year probationary contract for years three and four:**

Caldwell-Betties, Melita	Water Supply Technology
Curasi, Gina	Counseling
Dunn, Natalia	Science
Fogle-Oliver, Melinda	Theater Arts
Lopez, Alma	English
Ramsey, Daniele	STEM Counselor

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 6, 2014

SUBJECT: Consideration of Approval of Placement of Classified Employee on the  
39-Month Reemployment List

RECOMMENDATION

It is recommended that the Board of Trustees approve the placement of Jose Borja, Custodian I, SBVC, District, on the 39-month reemployment list.

OVERVIEW

Jose Borja, Custodian I, SBVC, placement on the 39-Month Reemployment list effective January 16, 2014.

ANALYSIS

The classified employee has exhausted 100 days of extended illness and is unable to return to work. Therefore, it is necessary to place him on the 39-month reemployment list.

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. Jack Miyamoto  
Human Resources Consultant  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval of Reassignment of Management Employee

RECOMMENDATION

It is recommended that the Board of Trustees approve the reassignment of Alan Braggins, Logistics Technology Manager & Deputy Sector Navigator (DSN) ICT/Digital Media, District.

OVERVIEW

Alan Braggins, Logistics Technology Manager & Deputy Sector Navigator (DSN) ICT/Digital Media, District, effective February 7, 2014. No change in salary.

ANALYSIS

The Office of the Deputy Sector Navigator (DSN) for the ICT/Digital Media is a specially funded program of the State Chancellors Office. Albert Maniaol formerly held this position before he transferred to SBVC as an Interim Dean. Alan Braggins, who is currently our Logistics Technology Manager, will assume this assignment.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 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 6, 2014

SUBJECT: Consideration of Revision to the Professional Expert Rate of Pay  
Schedule

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision to the Professional Expert Rate of Pay Schedule.

OVERVIEW

The following classification has been added to the Professional Expert Rate of Pay Schedule:  
Adult Education Planning Grant Coordinator at the hourly rate of \$40.00.

ANALYSIS

The Adult Education Planning Grant Coordinator will work with the school districts within the SBCCD, as well as with regional adult education providers and community organizations. This position will involve setting up meetings with stakeholders and conducting a planning process following the guidelines of the consortium plan drawn up by the member institutions.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

PROFESSIONAL EXPERT RATES OF PAY  
Revised July 2013

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
3D Animator	\$25.00 to \$40.00
<b>Adult Education Planning Grant Coordinator</b>	<b>\$40.00</b>
Assistant Instructor	\$20.00
Background Investigator	\$30.00
Bilingual Translator/Interviewer	\$20.00
CAHSEE Facilitator	\$50.00
Camera & Lighting Technician	\$10.00 to \$20.00
Clinical Instructor	\$20.00
Content Specialist (FNX)	\$15.00 to \$40.00
Counseling Trainee	\$12.00
Criminal Justice Academy Liaison	\$30.00
Editor (KVCR, FNX, Pledge Drive)	\$18.00 to \$30.00
EMT-1 Skills Laboratory Assistant	\$12.00
Fire Agility Group Leader/Proctor	\$12.50
Fire Agility Instructor	\$30.00
Flight Simulator Repair	\$30.00
Foster Parenting Education	\$45.00
GIS Technician	\$18.00 to \$24.00
Grant Writer I	\$30.00
Grant Writer II	\$40.00
Grant Writer III	\$55.00
Human Resources Recruiter	\$20.00
Interpreting/Transliterating Level I	\$24.00
Interpreting/Transliterating Level II	\$21.00
Interpreting/Transliterating Level III	\$18.00
Interpreting/Transliterating Level IV	\$15.00
Laboratory Instructor	\$20.00

Mental Health Educator/Counselor Intern	\$35.00
Nurse Practitioner	\$50.00
Physician/EMT(EMS)/Respiratory Care/Fire Tech	
PE/ASL Specialist	\$30.00
Police Science Facilitator/Instructor	\$35.00
Post Masters Counseling Intern	\$25.00
Primary Instructor	\$25.00
Public Information Specialist	\$60.00
Radiologic Technology Specialist	\$30.00
Respiratory Care Clinical	\$40.00
RTVF Intern I	\$11.00
RTVF Intern II	\$12.00
RTVF Intern III	\$13.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
Social Media Specialist (FNX)	\$21.00 to \$25.00
Special Events Planner	\$25.00 to \$35.00
Staff Writer/Photographer	\$16.00 to \$20.00
Tactical Officer/Police	\$28.00
Tactical Officer/Fire	\$23.00
Tech Prep	\$30.00
Training Specialist	\$19.00
TV Closed Captioning	\$10.00 to \$15.00
Veteran's Resource Specialist	\$50.00
Workforce Development /PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net
PROFESSIONAL EXPERT ASSIGNMENT	SESSION RATE
Foster Parent Host	\$25.00
Musician	\$75.00
	DAILY RATE
Evaluator ( <i>per scenario</i> )	\$105.00
Theatre Production Assistant	\$500.00
CPR/Lifeguard Certification Facilitator	\$200.00 to \$300.00
Consultant	\$300.00 to \$500.00

SEMESTER RATE

Faculty Intern	\$600.00
Future Teacher Intern	\$300.00
Grant Assignment	\$300.00
Medical Director (EMT)	\$3,500.00
Medical Director (Respiratory Care)	\$3,000.00

Board Approved: January 17, 2013

Revised: February 6, 2014



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 6, 2014  
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 following list of short-term, substitute and professional expert employees is submitted for approval.

ANALYSIS

Approval of Short-Term, Substitute and Professional Expert employees is essential to the operation and needs of the District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Professional Expert Hourly Employees**  
**February 6, 2014**

<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>
DeWitt, Janelle K	DSPTS	CHC	Interpreter / Transliterating Level I	1/14/14	6/30/14	\$24.00
Nguyen, Phong K	Emergency Medical Services	CHC	Medical Director (EMT)	1/2/14	6/30/14	\$3,500/per Semester
Newsom, Helen	Health & Wellness Center	CHC	Nurse Practitioner	1/1/14	6/30/14	\$50.00
Shaikh, Munir	Office of Resource Development & Grants	CHC	Grant Writer I	2/7/14	6/30/14	\$30.00
Anderson, Christopher	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	2/7/14	6/30/14	\$20./ 25./30.
Drazin, Noelle S	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	2/7/14	6/30/14	\$20./ 25./30.
Kendall, Holly	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	2/7/14	6/30/14	\$20./ 25./30.
Moore, Steven	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	2/7/14	6/30/14	\$20./ 25./30.
Stinnett, Brian J	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	11/1/13	11/14/13	\$20./ 25./30.
Amaya, Teresa D	Professional Development Center	DIST	Workforce Development/PDC Trainer	1/2/14	6/30/14	\$40.00
Cain, Marlene F	Professional Development Center	DIST	Workforce Development/PDC Trainer	2/7/14	6/30/14	\$50.00

Daraei, Kaykhosrow	Professional Development Center	DIST	Workforce Development / PDC Trainer	2/7/14	6/30/14	\$50.00
Hornyak, David R	Professional Development Center	DIST	Workforce Development/PDC Trainer	2/7/14	6/30/14	\$75.00
Jameson-Meledy, Kathryn	Chancellor	DIST	Grant Writer III	1/28/14	6/30/14	\$55.00
Melancon, Berchman K	Professional Development Center	DIST	Workforce Development/PDC Trainer	2/7/14	6/30/14	\$46.85

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Short Term Hourly Employees**  
**February 6, 2014**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Smith, Veronica	Public Safety & Emergency Services	CHC	Project Assistant III	1/2/14	6/30/14	\$13.00
Pineda, Evangelina	Instruction Office	SBVC	Tutor II	2/7/14	6/30/14	\$11.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Substitute Employees**  
**February 6, 2014**

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Matthews, Gabriel	District Computing Services	ANNEX	Senior Programmer Analyst	1/17/14	3/17/14	\$28.59
Henson, Heather Q	Admissions & Records	CHC	Admissions & Records Technician	1/2/14	2/28/14	\$16.61
Heilgeist, Kristina A	Instruction	CHC	Administrative Secretary	1/2/14	2/28/14	\$18.78
Adams, Raquel A	Resource Development & Grants	CHC	Account Clerk II	1/9/14	3/10/14	\$15.81
Kellingsworth, Karen L	Transfer Center	CHC	Secretary I	3/17/14	5/17/14	\$15.43

Scudder, Robert	Distributed Education	DIST	Instructional Support Specialist	1/17/14	3/17/14	\$28.59
Lopez, Rosa	Facilities	DIST	Lead Custodian	3/1/14	4/30/14	\$16.20
De La Cruz, Nikole	Police	DIST	College Security Officer	12/28/13	2/28/14	\$15.43
Dececio, Anthony J	Police	DIST	College Security Officer	12/10/13	2/7/14	\$15.43
Medina, Miguel	Police	DIST	College Police Officer	12/28/13	2/28/14	\$22.33
Willming, Aaron	Police	DIST	College Security Officer	12/28/13	2/28/14	\$15.43
Jackson, Rayshana	Administrative Services	SBVC	Mail Clerk	3/3/14	5/5/14	\$13.97
Miller, Beth	Administrative Services	SBVC	Switchboard Operator	3/5/14	5/4/14	\$13.97
Campos, Norma A	Applied Technology, Transportation & Culinary Arts Department	SBVC	Secretary II	2/25/14	4/25/14	\$17.02
Molina, Liliana	Campus Business Office	SBVC	Account Clerk I	3/4/14	5/4/14	\$14.31
Al Jafri, Ebtesam A	Child Development Center	SBVC	Child Development Teacher	12/22/13	2/22/14	\$17.76
Delgado, Betsabe	Child Development Center	SBVC	Child Development Assistant	1/10/14	3/10/14	\$12.35
Laque-Ogea, Valerie	Child Development Center	SBVC	Child Development Assistant	1/11/14	3/11/14	\$12.35
McClain, Nancy K	Child Development Center	SBVC	Child Development Teacher	1/13/14	3/13/14	\$17.76
Moreno, Juana	Child Development Center	SBVC	Child Development Teacher	1/21/14	3/21/14	\$17.76
Poynter, Wonder M	Child Development Center	SBVC	Child Development Assistant	1/11/14	3/11/14	\$12.35

Ruiz, Lalanie M	Child Development Center	SBVC	Clerical Assistant I	1/11/14	3/11/14	\$12.65
Belman, Juan G	Custodial	SBVC	Custodian	3/9/14	5/9/14	14.68/Day 15.05/Swing
Beltran, Estela	Custodial	SBVC	Custodian	3/7/14	5/7/14	14.68/Day 15.05/Swing
Bennington III, David S	Custodial	SBVC	Custodian	3/8/14	4/8/14	14.68/Day 15.05/Swing
Carnero, Viviana L	Custodial	SBVC	Custodian	3/4/14	5/4/14	14.68/Day 15.05/Swing
Cespedes, Carlos G	Custodial	SBVC	Custodian	3/1/14	5/1/14	14.68/Day 15.05/Swing
Garcia Duran, Enrique Ernesto	Custodial	SBVC	Custodian	3/7/14	5/7/14	14.68/Day 15.05/Swing
Kirwan, Paul A	Custodial	SBVC	Custodian	3/9/14	5/9/14	14.68/Day 15.05/Swing
Martinez-Guzman, Luisa	Custodial	SBVC	Custodian	3/13/14	5/13/14	14.68/Day 15.05/Swing
Murillo, Rosa M	Custodial	SBVC	Custodian	2/24/14	4/24/14	14.68/Day 15.05/Swing
Rodriguez, Victoria	Custodial	SBVC	Custodian	3/4/14	5/4/14	14.68/Day 15.05/Swing
Salinas, Lupita	Custodial	SBVC	Custodian	3/7/14	5/7/14	14.68/Day 15.05/Swing
Sanchez, Mark C	Custodial	SBVC	Custodian	3/4/14	5/4/14	14.68/Day 15.05/Swing
Martin, Boramy	Food Service	SBVC	Food Service Worker	12/16/13	2/16/14	\$11.75
Reynolds, Valen L	Food Service	SBVC	Food Service Worker	3/4/14	5/4/14	\$11.75

Rykbos, Tiffany R	Food Service	SBVC	Food Service Worker	3/4/14	5/4/14	\$11.75
Jones, Michelle Y	Office of Student Life	SBVC	Secretary II	1/16/14	3/15/14	\$17.02
Heller, Brandon L	STAR Program	SBVC	Secretary I	1/25/14	3/21/14	\$15.43
Caines, Daniel L	Tool Room	SBVC	Tool Room Specialist	1/17/14	3/16/14	\$14.31

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto  
Human Resources Consultant

PREPARED BY: Dr. Gloria Fisher  
Interim President, SBVC

DATE: February 6, 2014

SUBJECT: Consideration of Approval to Grant Tenure

RECOMMENDATION

It is recommended that the Board of Trustees approve tenure for academic employees.

OVERVIEW

The Tenure Review Committee at San Bernardino Valley College was convened as per Agreement between the San Bernardino Community College District and the San Bernardino Community College District Chapter CTA/NEA, and is recommending approval of tenure to Rochelle Fender, Science, SBVC.

ANALYSIS

Per Article 16, Evaluation Procedure, Section (f), of the CTA Agreement, upon completion of four consecutive satisfactory evaluations, the Tenure Review Committee shall recommend faculty members for tenure.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Steven J. Sutorus, Business Manager  
DATE: February 6, 2014  
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, agreements and their associated purchase orders are for fiscal audits, legal services, consultants and other professional services that are needed by the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

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.



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## *Contracts for Approval*

*Scheduled Board Date 2/6/2014*

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### *Contract Type*

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b>Legal</b>				
Dow Lohnes PLLC	(7370) Legal services for KVCR in connection with educational broadband services (EBS) matters; Contract canceled as of 02/01/2014 the firm was bought by the firm of Gray Miller Persh LLP Term: 7/1/2011 - 2/1/2014 Note - This is an acceptable use of categorical/grant/bond funds Funding Source: Federal Grant	KVCR/SBCCD	\$14,000.00	SSutorus
Gray Miller Persh LLP	(9890) legal services for KVCR in connection with educational broadband services (EBS) matters Term: 1/1/2014 - 6/30/2015 Note – Program manager states this is an acceptable use of funding source; Total contract value is an estimate based on rate schedule Funding Source: KVCR - CPB Grant - TV	KVCR/SBCCD	\$14,000.00	SSutorus

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***SubTotal for Legal: 2***

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### ***Professional Services***

<i>Contract Type</i>			<i>Amount</i>	<i>Signed</i>
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>		
ADF - Networking Consultancy, Inc	(9904) Develop a economic and technical assistance programs in support of new Board Policy for local hire/local vendors and the new delivery system Term: 2/1/2014 - 6/30/2014 Note - Contract authorized to start prior to Board Meeting per BP6340 Funding Source: General Funds	Chancellor/SBCCD	\$27,000.00	SSutorus

***SubTotal for Professional Services: 1***

***Grand Total Contracts for Board Date 2/6/2014: 3***

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Steven J. Sutorus, Business Manager  
DATE: February 6, 2014  
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, agreements and their associated purchase orders are routine, customary and necessary for the on-going operations of the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

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.

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## ***Routine Contracts and Agreements***

***Scheduled Board Date 2/6/2014***

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### ***Contract Type***

<b><i>Firm</i></b>	<b><i>Purpose and Information</i></b>	<b><i>Department / Location</i></b>	<b><i>Amount</i></b>	<b><i>Signed</i></b>
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### ***Bond Measure Funded***

AEI CASC Consulting	(6472) Perform survey services for Measure M projects at CHC; Amendment 7 - Change the end term date from 2/12/2016 to 2/10/2015 in order to stay in compliance with Ed Code 81644 Term: 2/12/2010 - 2/10/2015  Funding Source: Bond Funded	Kitchell/CHC	\$217,008.76	BBaron
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***SubTotal for Bond Measure Funded: 1***

***\$217,008.76***

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### ***CalWorks Child Care***

Sloane, Thomas	(9858) CalWorks Grant to cover cost of Childcare for participating Students; Parent - Martin, Wilda Term: 1/13/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: CalWorks	Calworks/SBVC	\$7,328.88	SSutorus
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***SubTotal for CalWorks Child Care: 1***

***\$7,328.88***

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<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><i>CalWorks Off-Campus Work Study</i></b>				
St. John's Community Success Center	(9855) Off-Campus workstudy for student, Alcantara, Lorena; reimbursed at 75% of \$10 per hour rate for 26 weeks Term: 1/10/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: CalWorks	Calworks/SBVC	\$6,240.00	SSutorus
St. John's Community Success Center	(9856) Off-Campus workstudy for student, Garcia, Crystal; reimbursed at 75% of \$10 per hour rate for 26 weeks Term: 1/10/2014 - 1/10/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: CalWorks	Calworks/SBVC	\$6,240.00	SSutorus
St. John's Community Success Center	(9857) Off-Campus workstudy student, Garcia, Gilbert; reimbursed at 75% of \$10 per hour rate for 26 weeks Term: 1/10/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: CalWorks	Calworks/SBVC	\$6,240.00	SSutorus
<b><i>SubTotal for CalWorks Off-Campus Work Study: 3</i></b>			<b><i>\$18,720.00</i></b>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
AT&T Corp	(9864) Serial component video services which allows for high definition video transport (HDVT) of KVCR programs Term: 2/1/2014 - 1/31/2019 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - CPB Grant - TV	KVCR-TV/SBCCD	\$21,960.00	SSutorus
C Shaw DJ Services	(9879) Entertainment services for Veterans Day Event Term: 11/7/2013 - 11/7/2013  Funding Source: General Funds	Veterans/SBCCD	\$300.00	SSutorus
Chaffey College Foundation	(9877) Sponsorship agreement for Inland Empire Manufacturer's Summit; cost covered by Employment Training Panel Grant Term: 2/21/2014 - 2/21/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: State Grant	PDC/SBCCD	\$5,000.00	SSutorus
Coverall Health-Based Cleaning System	(9110) Janitorial service for the ATPC site in Camarillo; Amendment 1 - Extend term from 12/31/2013 to 6/30/2014; cost covered by Alternative Text Production Grant Term: 7/1/2013 - 6/30/2014 Note – Program manager states this is an acceptable use of categorical, grant, bond, or trust funds Funding Source: State Grant	DETS/ATPC/SBCCD	\$1,908.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Developing Leaders, Inc	(9880) Provide assistance in grant funding training and compliance; cost is covered by Job Development Incentive program Term: 1/7/2014 - 2/13/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: State Grant	PDC/SBCCD	\$7,920.00	SSutorus
Developing Leaders, Inc	(9330) Provide training in global logistics supervisory skills and organizational leadership; Amendment 1 - Extend term date from 01/31/2014 to 06/30/2014; cost covered by Job Development Incentive program Term: 7/15/2013 - 6/30/2014 Note – Program manager states this is an acceptable use of categorical, grant, bond, or trust funds Funding Source: State Grant	PDC/SBCCD	\$8,280.00	SSutorus
Direct Connection	(9885) Convert and format mail list file for June fundraising campaign targeting past members to become members again Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$3,402.43	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>					
Direct Connection		(9883) Convert and format mail list for addressing mailer for March fundraiser campaign targeting past members to become members again Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$3,402.43	SSutorus
Direct Connection		(9886) Convert and format mail list for June "Add a Gift" campaign targeting current members Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$2,107.08	SSutorus
Direct Connection		(9884) Convert and format mail list for March "Add a Gift" campaign for TV and FM targeting current members Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$2,107.08	SSutorus
Direct Connection		(9868) Printing and mailing of fundraising campaign materials Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$10,995.21	SSutorus



<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Direct Connection	(9867) Printing production services for reply envelopes Term: 1/14/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - Foundation	KVCR/SBCCD	\$316.10	SSutorus
Duthie Power Services	(9902) Service to chart recording for amps and voltage at the Computing Services Building on SBVC campus Term: 2/7/2014 - 3/31/2014  Funding Source: General Funds	DETS/SBCCD	\$2,000.00	SSutorus
Environmental Management Technologies	(9892) Removal of solid and liquid hazardous waste from Annex Term: 1/21/2014 - 2/28/2014  Funding Source: General Funds	Fiscal Services/SBCCD	\$1,153.60	SSutorus
Events by Lavonne	(9875) Catering for CARE/CalWorks students for Spring 2014 Mini Conference Term: 1/8/2014 - 1/8/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: CalWorks	EOP&S/CHC	\$1,485.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Hilton - San Bernardino	(9860) Catering and room rental for the Chancellor's Cabinet Retreat Term: 1/23/2014 - 1/23/2014  Funding Source: General Funds	Chancellor/SBCCD	\$1,000.00	SSutorus
Hoffman, Jay N	(9891) Facilitator for workshop on AB86 Term: 2/7/2014 - 2/7/2014  Funding Source: General Funds	Grants/SBVC	\$1,000.00	SSutorus
Inland Empire Tours & Transportation	(9899) Bus rental for March in March in Sacramento, CA Term: 3/2/2014 - 3/4/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: Trust Account	Student Life/SBVC	\$7,544.00	SSutorus
Party Plus Rentals	(9893) Rental of carnival food machines and games for Veteran's Day Event Term: 11/7/2013 - 11/7/2013  Funding Source: General Funds	Veterans/SBCCD	\$944.16	SSutorus
Party Plus Rentals	(9894) Rental of helium tanks with accessories for Veteran's Day Event Term: 11/7/2013 - 11/7/2013  Funding Source: General Funds	Veterans/SBCCD	\$1,056.24	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>				
Pat's Pots	(9869) Rental of two portable toilets for graduation Term: 5/23/2014 - 5/23/2014  Funding Source: General Funds	Student Life/CHC	\$165.00	SSutorus
Petals The Clown	(9870) Perform balloon twisting and face painting for Veteran's Day Art Show Term: 11/7/2013 - 11/7/2013  Funding Source: General Funds	Veterans/SBCCD	\$420.00	SSutorus
Positive Promotions	(9888) Production of give away items to promote SBVC and Financial Aid; cost covered through Board Financial Assistance Program - Student Financial Aid Administration (BFAP-SFAA) allowance Term: 9/25/2013 - 2/28/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: State Grant	Financial Aid/SBVC	\$7,987.50	SSutorus
Quantum Group, The	(9887) Production of give away items to promote SBVC and Financial Aid; cost covered through Board Financial Assistance Program - Student Financial Aid Administration (BFAP-SFAA) allowance Term: 10/3/2013 - 11/7/2013 Note – Program manager states this is an acceptable use of funding source Funding Source: State Grant	Financial Aid/SBVC	\$3,573.32	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>					
	Rise Interpreting, Inc	(9863) Sign language interpreting services for ASL courses Term: 1/13/2014 - 1/30/2014  Funding Source: General Funds	Art/SBCCD	\$1,000.00	SSutorus
	Sun Newspaper, The	(9881) Advertisement for CHC and SBVC Spring 2014 enrollment with two print advertisements and two weeks of E-Blast advertising Term: 12/8/2013 - 12/31/2013  Funding Source: General Funds	Chancellor/SBCCD	\$5,028.00	SSutorus
	Technical Employment Training	(9874) Provide hands-on forklift training for the Logistics Technology Program; cost covered through Logistics Technology grant Term: 2/6/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: Federal Grant	PDC/SBCCD	\$21,000.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>					
	Valley Alarm	(9122) Alarm monitoring service; Amendment 1 - Extend contract term date from 12/31/2013 to 06/30/2014; cost covered through Alternative Text Production grant Term: 7/1/2013 - 6/30/2014  Note – Program manager states this is an acceptable use of categorical, grant, bond, or trust funds  Funding Source: State Grant	DETS/ATPC/SBCCD	\$420.00	SSutorus
	Verizon California	(9876) Service - One direction video circuit as part of the high definition upgrade project Term: 2/1/2014 - 1/31/2019  Note – Program manager states this is an acceptable use of funding source  Funding Source: KVCR - CPB Grant - TV	KVCR-TV/SBCCD	\$64,500.00	SSutorus
<b><i>SubTotal for General: 29</i></b>				<b><i>\$187,975.15</i></b>	
<b><u>Income - Facilities Use</u></b>					
	LaVerne University - Inland Empire Regional Campus	(9878) Facility Use - Use of NH 128 on Tuesday evenings to offer a Child Development Degree Program Term: 1/7/2014 - 2/13/2014  Funding Source: N/A	Administrative Services/SBVC	\$1,750.00	SSutorus
<b><i>SubTotal for Income - Facilities Use: 1</i></b>				<b><i>\$1,750.00</i></b>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - General</u></b>					
	California Department of Ed	(8069) Alternative Text Production Center to provide State of California Department of Education with Braille transcription and embossing services: Amendment 1 - reduction of services and funding by \$220,000 from \$450,000 to \$230,000.00 Term: 1/1/2012 - 11/30/2014  Funding Source: N/A	DETS/ATPC/SBCCD	\$230,000.00	SSutorus
<b><i>SubTotal for Income - General: 1</i></b>				<b><i>\$230,000.00</i></b>	
<b><u>Income - Grant</u></b>					
	California Department of Ed	(8691) Grant for Child Care Center for CSPP- California State Preschool Program; Amendment 1 - Increase funding by \$123,235; total grant amount increased from \$1,454,148 to \$1,577,383 Term: 7/1/2013 - 6/30/2014  Funding Source: N/A	Child Care Center/SBVC	\$1,577,383.00	SSutorus
<b><i>SubTotal for Income - Grant: 1</i></b>				<b><i>\$1,577,383.00</i></b>	
<b><u>Income - Underwriter</u></b>					
	Ballard Rehabilitation Hospital	(9897) Program sponsorship underwriting for "Morning Edition" for one year Term: 1/27/2014 - 6/30/2015  Funding Source: N/A	KVCR-FM/SBCCD	\$16,800.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - Underwriter</u></b>				
<b><i>SubTotal for Income - Underwriter: 1</i></b>			<b><i>\$16,800.00</i></b>	
<b><u>Leases</u></b>				
Scantron Service Group	(9898) Equipment Loan Program Agreement - Free use of test scoring machine for Social Sciences, Human Services and Physical Education, with the condition that the SBVC Bookstore sells more than \$750 worth of Scantron supplies Term: 2/1/2013 - 1/31/2019  Funding Source: N/A	Social Science/SBVC		SSutorus
<b><i>SubTotal for Leases: 1</i></b>				
<b><u>Program Acquisition</u></b>				
George, Robin	(9882) Programming acquisition rights for "Tezcatlipoca" Term: 2/15/2014 - 2/15/2019 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - FNX Grant	KVCR-FNX/SBVC	\$1,750.00	BBaron
<b><i>SubTotal for Program Acquisition: 1</i></b>			<b><i>\$1,750.00</i></b>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Program Rights</u></b>				
American Public Television - Create TV	(9865) Programs rights for a library of programs, how-to-videos, American Public Television (APT) Exchanged, National Educational Telecommunications Association (NETA) and Public Broadcasting Systems (PBS) programs that can be aired on KVCR for one year Term: 1/1/2014 - 12/31/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - CPB Grant - TV	KVCR-TV/SBCCD	\$3,647.00	SSutorus
<b><i>SubTotal for Program Rights: 1</i></b>			<b><i>\$3,647.00</i></b>	
<b><u>Software/Online Services</u></b>				
Constant Contact	(9900) Software license for e-mail marketing Term: 3/1/2014 - 2/28/2015 Note – Program manager states this is an acceptable use of funding source Funding Source: KVCR - CPB Grant - Radio	KVCR-FM/SBCCD	\$1,302.00	SSutorus
Insight Integrated Systems/Insight Investments LLC	(9889) Annual software "NETAPP" licensing; network storage device software used to keep network storage devices software current and provide warranty services for system hardware Term: 1/4/2014 - 12/31/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: Capital Outlay	Technology Services/CHC	\$6,217.28	SSutorus



<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Software/Online Services</u></b>					
	lynda.com	(9901) Software license for unlimited access to all online training courses for various technologies for the CHC campus Term: 12/20/2013 - 12/19/2014  Funding Source: General Funds	DETS/CHC	\$3,250.00	SSutorus
	Symmetry Data, Inc	(9866) Software to run wireless data network Term: 1/1/2014 - 12/31/2015 Note – Program manager states this is an acceptable use of funding source Funding Source: Capital Outlay	Tech Services/CHC	\$1,360.80	SSutorus
<b><i>SubTotal for Software/Online Services: 4</i></b>				<b><i>\$12,130.08</i></b>	
<b><i>Grand Total Contracts for Board Date 2/6/2014: 45</i></b>					

## Routine Contracts - Summary

Scheduled Board Meeting 02/06/2014

### EXPENSES

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i>Bond Measure Funded</i>	1	\$217,008.76
<i>CalWorks Child Care</i>	1	\$7,328.88
<i>CalWorks Off-Site Work Study</i>	3	\$18,720.00
<i>General</i>	29	\$187,975.15
<i>Leases</i>	1	\$0.00
<i>Program Aquisition</i>	1	\$1,750.00
<i>Program Rights</i>	1	\$3,647.00
<i>Software/Online Services</i>	4	\$12,130.08
	41	
		<b>Total Expenses</b>
		<b><u><u>\$448,559.87</u></u></b>

### INCOME

<u>Category</u>	<u>Number of Contracts</u>	<u>Contract Value</u>
<i>Income - Facilities Use</i>	1	\$1,750.00
<i>Income - General</i>	1	\$230,000.00
<i>Income - Grant</i>	1	\$1,577,383.00
<i>Income - Underwriter</i>	1	\$16,800.00
	4	
		<b>Total Income</b>
<b>Total Number of Contracts</b>	<b><u><u>45</u></u></b>	<b><u><u>\$1,825,933.00</u></u></b>

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
**PREPARED BY:** Diana Johnson, Bond Program Manager, Kitchell/BRj  
**DATE:** February 6, 2014  
**SUBJECT:** Consideration of Approval of Amendment 001 to the HMC Architects Contract for the Technical Building Project at SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 001 to the HMC Architects contract for the Technical Building project at SBVC in the amount of \$25,500.00.

### **OVERVIEW**

On October 10, 2013, the Board of Trustees approved a contract with HMC Architects for architectural services on the Technical Building Project at SBVC.

This amendment is for additional design services to assess the building's main air handler and mechanical system. The verification process will include an air-balance survey of the existing multi-zone air-handling units by American Air Balance Company.

### **ANALYSIS**

The effect of this amendment will be an addition of \$25,500.00 to the HMC Architects contract, resulting in a revised contract amount of \$308,900.00. There is no increase in length of contract.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in 2013-14 Measure M budget.

# Kitchell/BRj

# Project Memo

701 S Mount Vernon Ave, San Bernardino, CA 92410

Ph: 909.693.3160 Fax: 909.889.9952

DATE: December 30, 2013

No. VC 264

TO: Timothy Oliver  
Interim Vice Chancellor  
San Bernardino Community College District (SBCCD)

FROM: Michael Villegas  
Project Manager  
Kitchell/BRj

RE: San Bernardino Valley College  
Measure M Technical Building  
HMC Architecture for Technical Building – Air Handler Assessment

### SCOPE:

SBCCD approval of HMC Architecture proposal to conduct an assessment on the Main Technical Building air Handler and mechanical system.

### NARRATIVE:

This proposal is for additional design services for the Measure M Technical Building Project for San Bernardino Valley College. Additional services to provide an assessment of the main technical building's air handler and mechanical system. The investigation will verify the installed equipment and analyze whether it is operating properly given the original design parameters and also evaluate that the equipment meets the needs of the current usage. The verification process will also include an air balance survey of the existing multi-zone AHU by American Air Balance, Co.

With your concurrence with this recommendation HMC Architecture Amendment No. 01 will be presented to the SBCCD board at the upcoming February 06, 2014 board meeting.

### RECOMMENDATION:

Kitchell/BRj recommends that SBCCD authorize the execution of a PO to the HMC Architecture in the amount of \$25,500.00

### BUDGET INFORMATION:

#### Technology Building

Original Project Budget amount:	\$	3,658,000.00
Spent to Date:	\$	8,000.29
Project Current Estimate of Complete Costs:	\$	4,777,658.00
Project Memo Forecast Cost:	\$	25,500.00
Project Change Amount:	\$	0.00

Budget Line Item: 42-50-31-8119-0257.5800.00-7100 (Soft Cost Contingency)

<input checked="" type="radio"/> I concur with this recommendation	<i>Diana Johnson</i>	1/6/14
<input type="radio"/> I do not concur with this recommendation	Diana Johnson, Program Manager, KB	

<input checked="" type="radio"/> I concur with this recommendation	<i>Timothy Oliver</i>	1/8/14
<input type="radio"/> I do not concur with this recommendation	Timothy Oliver, Interim Vice Chancellor, Fiscal Services	

Attachments: HMC Architects assessment proposal dated 12/19/13; CC: Diana Johnson, Sheila Nelson, Felisa Whitfield, File

*[Handwritten signature]*  
1/13/14

**CONSULTANT CONTRACT AMENDMENT FOR ARCHITECTURAL SERVICES  
CONTRACT AMENDMENT: 001**

**PROJECT:** San Bernardino Valley College (SBVC)  
701 S. Mount Vernon Avenue  
San Bernardino, CA 92410

**OWNER:** San Bernardino Community College District  
114 S. Del Rosa Avenue  
San Bernardino, CA 92408

**TO:** HMC Architects, Inc.  
3546 Concourse Street  
Ontario, CA 91764

**Brief Description:**

This contract amendment is for architectural and engineering assessment studies for the Measure M Technical Building Project for San Bernadino Valley College. Additional services to provide an assessment of the main technical building's air handler and mechanical system. The investigation will verify the installed equipment and analyze whether it is operating properly given the original design parameters and also evaluate that the equipment meets the needs of the current usage. The verification process will also include an air balance survey of the existing multi-zone AHU by American Air Balance, Co.

**Attachment:**

HMC Architects, Inc. proposal letter dated 12/19/2013

**Costs:**

**\$25,500** = Total of this requested Consultant Contract Amendment: 01

The original Contract Sum	\$283,400.00
Net change by previous Amendments	\$0.00
The Contract Sum prior to this Amendment	\$283,400.00
The Contract Sum will be increased by this Amendment	\$25,500.00
The new Contract Sum including this Amendment	\$308,900.00
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 HMC Architects, Inc. 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 HMC Architects, Inc. for architectural services contract with SBCCD.

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

**Authorized:**

**CONSULTANT**  
HMC Architects, Inc.

By: *Kennedy*  
DATE: 1/3/14

**PROGRAM MANAGER**  
Kitchell CEM

By: *Diana Johnson*  
DATE: 1/21/14

**OWNER**  
SBCCD

By: \_\_\_\_\_  
DATE: \_\_\_\_\_

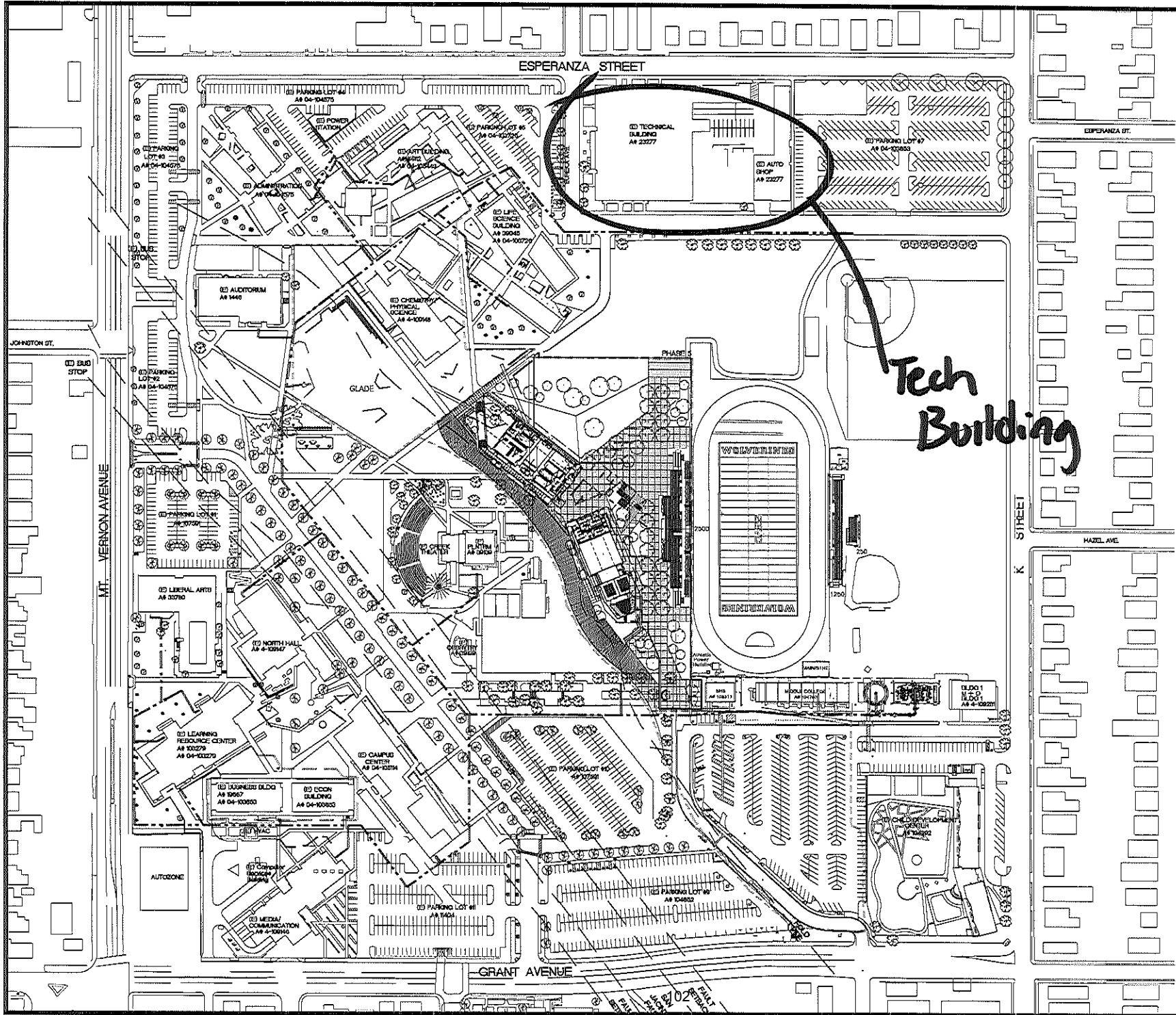
**LEGEND**

PROJECT LIMITS OF WORK: \_\_\_\_\_

OF PAVING: \_\_\_\_\_

**SCALE**

1" = 60'



*Tech Building*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: February 6, 2014  
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 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**

Date	Location	Responsibility Center Manager	President
12/10/2013	SBVC	Achala Chatterjee <i>Achala Chatterjee ASC</i>	

*H. K. de 12/17/13 528*

**INCOME**

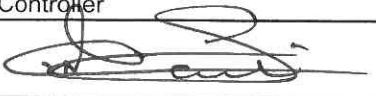
Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	6681	0000	8823.00	0000	Private Contributions	45,000

**EXPENSES**

01	00	01	6681	0000	6400.00	0950	Equipment	45,000


**JUSTIFICATION**

To set up income and expense budget for donation of Hartzell Composite Propeller, Model HC-C3YR-4X/C7690EX to SBVC Aeronautics Department, donated by Mr. & Mrs. Malcolm Pond.  
Board approved on January 16, 2014.

Controller 	Chancellor	Board Action Date <i>2/4/14</i>
Batch Transfer Number/Reference #	Posted By:	Date:



**BUDGET ADJUSTMENT**

Date	Location	Responsibility Center Manager	President
12/10/2013	SBVC	<del>Achala Chatterjee</del> Achala Chatterjee	

*H. Knapp 12/17/13*

**INCOME**


Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	6681	0000	8823.00	0000	Private Contributions	15,000

**EXPENSES**


01	00	01	6681	0000	6400.00	0950	Equipment	15,000

**JUSTIFICATION**

To set up income and expense budget for donation of Luscombe Aircraft, Model 8E, N Number N2633K, Serial Number 5360 to SBVC Aeronautics Department, donated by Mr. Ramiro Real.  
Board approved on January 16, 2014.

Controller 	Chancellor	Board Action Date 2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:

### BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
12/10/2013	SBVC	Achala Chatterjee <i>H. K. ... 12/17/13</i>	

#### INCOME


Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	6681	0000	8823.00	0000	Private Contributions	4,000

#### EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	00	01	6681	0000	6400.00	0950	Equipment	4,000

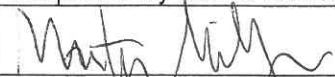


#### JUSTIFICATION

To set up income and expense budget for donation of Bushby Midget Mustang Kit Aircraft to SBVC Aeronautics Department, donated by Mr. Ramiro Real.  
Board approved on January 16, 2014.

Controller 	Chancellor	Board Action Date <b>2/6/14</b>
Batch Transfer Number/Reference #	Posted By:	Date:

**BUDGET ADJUSTMENT**

JAN 08 2014

Date	Location	Responsibility Center Manager	President	Student Services
1/8/2014	SBVC/DSPS			

**Account**

FU	LS	SI	PROG	SUBP	OBJECT	TYPE	ACCOUNT NAME	AMOUNT IN \$'s
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**INCOME**

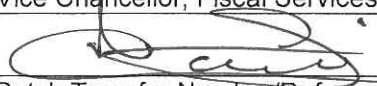
FU	LS	SI	PROG	SUBP	OBJECT	TYPE	ACCOUNT NAME	AMOUNT IN \$'s
01	50	01	8204	0202	8621.00	0000	DSPS ALLOCATION	123,519.00
<b>TOTAL</b>								<b>\$123,519.00</b>

**EXPENSE**

FU	LS	SI	PROG	SUBP	OBJECT	TYPE	ACCOUNT NAME	AMOUNT IN \$'s
01	50	01	8204	0202	2381.00	6420	NON STUDENT HOURLY	80,000.00
01	50	01	8204	0202	1480.00	6420	NON INSTRUCTIONAL HOURLY	20,000.00
01	50	01	8204	0202	3000.00	6420	BENEFITS	5,000.00
01	50	01	8204	0202	4500.00	6420	NON-INSTRUCTIONAL SUPPLIES	10,000.00
01	50	01	8204	0202	6400.00	6420	ADDITIONAL IMPROVED EQUIPMENT	5,000.00
01	50	01	8204	0202	4551.00	6420	PRINTING	3,519.00
<b>TOTAL</b>								<b>123,519.00</b>

**JUSTIFICATION**

Increase in DSPS Allocation, Deaf & Hard of Hearing, and Access to Print & Electronic Information funding.

Vice Chancellor, Fiscal Services	Chancellor	Board Action Date
		2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:

JAN 15 14

# Budget Adjustment 2013-2014

OFFICE OF  
CalWorks

Date	Location	Responsibility Center Manager	Vice President
11/8/2013	San Bernardino Valley College	Shalita Tillman <i>Shalita Tillman</i>	Joe Cabaños <i>Joe Cabaños</i> Rickey Shabazz Scott Stark <i>Scott Stark</i>

**INCOME**

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	50	01	8120	0265	8140.00	0000	TANF Federal	\$ (5,999.50)
01	50	01	8120	0265	8625.00	0000	TANF State	\$ (5,999.50)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
							<b>TOTAL</b>	<b>\$ (11,999.00)</b>

**EXPENSES**

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	50	01	8120	0265	7600.00	7320	Other Student Aid	\$ (7,999.00)
01	50	01	8120	0265	2181.00	6499	Class Unit Member Non-Instr	\$ (4,000.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
							<b>TOTAL</b>	<b>\$ (11,999.00)</b>

**JUSTIFICATION**

Adjustment made to reflect decrease in TANF budget for fiscal year 2013/2014.

Controller <i>[Signature]</i>	Chancellor	Board Action Date 2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:

Office of the Vice President

JAN 15 2014

Student Services

*mailed to Marcos Cota 11/8/13*

# Budget Adjustment 2013-2014

RECEIVED

JAN 15 14

Date	Location	Responsibility Center Manager	Office of Vice President
11/8/2013	San Bernardino Valley College	Shalita Tillman	Joe Cabralos
		<i>Shalita Tillman</i>	Scott Stark

*Ricky Strazz*

### INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	46	01	8120	0266	8626.00	0000	CalWORKs	\$ (38,088.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL</b>								<b>\$ (38,088.00)</b>

### EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	46	01	8120	0266	1283.00	6499	Cert. Non-Mngr. Non-Teach	\$ (38,088.00)
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL</b>								<b>\$ (38,088.00)</b>

### JUSTIFICATION

Adjustment made to reflect the decrease in CalWORKs Program budget allocation for fiscal year 2013-2014.

Controller	Chancellor	Board Action Date
<i>[Signature]</i>		2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:

Office of the Vice President

JAN 15 2014

Student Services

*Mailed to Marco Pota 1/8/13*

RECEIVED -

JAN 15 14

# Budget Adjustment 2013-2014

OFFICE OF  
CalWORKs

Date <u>01/15/13</u>	Location <u>SBVC/CalWORKs</u>	Responsibility Center Manager <u>Shalita Tillman</u>	Vice President <u>Dr. Ricky Shabazz</u> <u>Scott Stark</u>
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## INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	50	01	8120	0267	8199.00	0000	TAD (MOU Work-Study)	\$ 100,000.00
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL</b>								<b>\$ 100,000.00</b>

## EXPENSES

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	50	01	8120	0267	2383.00	6910	Work-Study - Bookstore	\$ 5,909.00
01	50	01	8120	0267	2383.00	6940	Work-Study - Food Services	\$ 5,909.00
01	50	01	8120	0267	2383.00	6920	Work-Study - Child Development Crt	\$ 5,909.00
01	50	01	8120	0267	2383.00	6310	Work-Study - Counseling	\$ 5,909.00
01	50	01	8120	0267	2383.00	0701	Work-Study - Information Technology	\$ 5,909.00
01	50	01	8120	0267	2383.00	7099	Work-Study - Other Aux. Operations	\$ 5,909.00
01	50	01	8120	0267	2383.00	6840	Work-Study - Economic Development	\$ 5,909.00
01	50	01	8120	0267	2383.00	0604	Work-Study - Radio & TV	\$ 5,909.00
01	50	01	8120	0267	2383.00	6960	Work-Study - Student Life	\$ 5,909.00
01	50	01	8120	0267	2383.00	6770	Work-Study - Logistical Services	\$ 5,909.00
01	50	01	8120	0267	2383.00	4930	Work-Study - General Studies	\$ 5,909.00
01	50	01	8120	0267	2383.00	6499	Work-Study - STAR	\$ 5,001.00
01	50	01	8120	0267	5113.00	6470	Consultants & Other Services	\$ 30,000.00
								\$ -
								\$ -
								\$ -
								\$ -
<b>TOTAL</b>								<b>\$ 100,000.00</b>


## JUSTIFICATION

Adjustment made to reflect Transitional Assistance Department (TAD) supplemental work-study fund allocation for fiscal year 2013/2014. See attached MOU (#T-1081-06).

Office of the Vice President

JAN 15 2014

Student Services

Controller 	Chancellor	Board Action Date 2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:

# Budget Adjustment 2013/2014

Date	Location	Responsibility Center Manager	
1/13/2014	District	_____	

### INCOME

Fund	Lf Sp	Site	Program	Subpro	Object	Type	Account Name	Amount in \$'s
01	50	01	0000	0457	8170.00	0000	VTEA	(\$10,456.00)
(\$10,456.00)								

### EXPENSES

01	50	01	8111	0457	5620.00	0604	Radio and TV	(\$17.00)
01	50	01	6685	0457	5200.00	0934	Electronics	(\$425.00)
01	50	01	6661	0457	6400.00	0947	Diesel	(\$5,480.00)
01	50	01	6683	0457	6400.00	0948	Auto	(\$351.00)
01	50	01	6683	0457	6400.00	0948	Auto Body	(\$10,296.00)
01	50	01	6681	0457	4300.00	0950	Aero	(\$2,980.00)
01	50	01	6686	0457	2401.00	0956	Machine	(\$712.00)
01	50	01	6625	0457	4300.00	0956	Weld	\$2,685.00
01	50	01	3540	0457	2401.00	1030	Graphic Arts	(\$638.00)
01	50	01	5620	0457	6400.00	1230	Nursing	(\$2,905.00)
01	50	01	2527	0457	2401.00	1307	Cullinary Arts	\$327.00
01	50	01	7671	0457	2401.00	2104	Human Services	\$11,141.00
01	50	01	8102	0457	5200.00	6199	Across Programs	(\$805.00)
\$ -								(\$10,456.00)

### JUSTIFICATION

Budget adjustment is needed to bring Perkins funded programs budgets in compliance with State approved funding levels

Controller	Chancellor	Board Action Date
		2/6/14
Batch Transfer Number/Reference #	Posted By:	Date:



# BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
1-7-14	SBVC	Scott Stark	<i>SAS all</i>

## ACCOUNT

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

### INCOME

01	00	00	0000	0000	9797.00	0000	Fund Balance	250,000.00

### EXPENSE

01	00	01	9520	0000	5809.00	6599	Other Expenses and Fees	250,000.00

### JUSTIFICATION

To Fund One Time Needs of SBVC Campus Programs and Departments from SBVC prior year reserve funds.

Fiscal Services	Board Action Date
<i>[Signature]</i>	2/6/14

Batch Transfer Number/Reference #	Posted By:	Date:



# BUDGET ADJUSTMENT

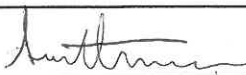
Date	Location	Responsibility Center Manager	President
01/22/13	District	Jose Torres	

## ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>INCOME</b>								
<b>EXPENSE</b>								
68	00	00	0000	0000	9751.00	0000	Fund Balance	-965,440.00
68	00	03	9750	0000	3940.00	6740	Retiree Incentive - Classified	356,723.00
68	00	03	9750	0000	3941.00	5900	Retiree Incentive - Academic	405,717.00
68	00	03	9006	0000	3447.00	6740	Retiree Benefits	157,000.00
68	00	03	9006	0000	3444.00	5900	Retiree Benefits	46,000.00

## JUSTIFICATION

To fund benefits for additional retirements FY2014 and last SERP installment (5 of 5) to United of Omaha.

	Board Action Date <span style="font-size: 1.5em;">2/6/14</span>
--	--

Batch Transfer Number/Reference #	Posted By:	Date:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval to Receive 2013-14 Prop 39 Funding and  
Preauthorization of Construction Contracting

RECOMMENDATION

It is recommended that the Board of Trustees approve receipt of Prop 39 energy program funds from the State Chancellor's Office for projects to be completed in fiscal year 2013-14 in an approximate amount not to exceed \$478,000; and authorize the Vice Chancellor, Fiscal Services to execute the contract(s) and notice(s) to proceed required to implement the Prop 39 projects, subject to ratification by the Board.

OVERVIEW

Prop 39 funding is issued annually over a five-year period for approved projects, which must be completed by June 30 of each year. Time is of the essence, therefore the above recommendation is being made to help ensure that Prop 39 projects are completed by June 30 and that State funding is secured.

ANALYSIS

The State Chancellor's Office issues Prop 39 funds monthly as part of its district allocation process. SBCCD has completed technical analysis of four projects, which have been reviewed by Southern California Edison (SCE) and Newcomb Anderson McCormick (NAM), the State Chancellor's Prop 39 technical advisor. The projects are awaiting approval and funding by the State Chancellor's Office, which is expected to be finalized by the end of January. Kitchell is providing project management services and preparing to issue the required Request for Qualifications/Request for Proposals documents. The lowest qualified bidder(s) will be selected to provide construction, installation and retrofit services. All submitted Prop 39 energy savings projects are at San Bernardino Valley College.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Receipt of Prop 39 funds not to exceed approximately \$478,000; expenditure of Capital Outlay Fund 41 funds not to exceed approximately \$100,000; and receipt of SCE energy incentives in amounts to be determined.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** February 6, 2014  
**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 6, 2014

1. Cisco 3550 Switch	1 ea
2. Dell Optiplex 745 Computers	1 ea
3. Dell Optiplex 755 Computers	1 ea
4. Dell Optiplex 780 Computers	1 ea
5. Miscellaneous Power Cables	15 ea
6. Computer Mice	2 ea
7. Monitor Stands	16 ea
8. HP Laserjet 4200N Printer	1 ea
9. Mac Mini Apple Computer	1 ea
10. Speaker Bars	5 ea
11. Keyboards	4 ea
12. Hard Drives	3 ea
13. Apple Monitor	1 ea
14. Dell 1908 fp Monitor	7 ea
15. Dell 1703 fp Monitor	1 ea
16. Dell 1708 fp Monitor	1 ea
17. Sony Audio/Video Control Center	1 ea
18. Digital Satellite Receive	1 ea
19. Pelco TV	1 ea
20. Panasonic VHS Recorder	1 ea
21. RCA Video Camera	1 ea
22. MegaVox	1 ea
23. American DJ CD Player	2 ea
24. American DJ Deck	1 ea

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Steven J. Sutorus, Business Manager  
DATE: February 6, 2014  
SUBJECT: Consideration of Approval to Award Bid and Contract to  
Developing Leaders of Ontario, California

RECOMMENDATION

It is recommended that the Board of Trustees award Request for Proposals (RFP) 2014-01 PDC Training Partner, and approve contract to Developing Leaders for the purpose of providing professional training for the Professional Development Center (PDC).

OVERVIEW

The San Bernardino Community College District's (SBCCD) Professional Development Center (PDC) is anticipating the receipt of a large Employment Training Panel (ETP) contract. The intent of this contract is to provide skill upgrade training to incumbent workers. The classes offered will range in length from 24 to 72 hours to be provided on an as-needed basis.

ANALYSIS

The District received one responsive and responsible bid:

<b>Vendor</b>	<b>Total Bid Cost</b>
Developing Leaders	\$500,000 (estimated during three year contract period)

An analysis of the bid received indicates that Developing Leaders is the vendor that will best meet the needs of the District. Developing Leaders provides a cost effective, thorough curriculum that meets all of the needs of the PDC. In addition, Developing Leaders facilitates all of the necessary documentation required by the ETP funding grant. The initial term of this contract is three years, with two optional one year renewal periods.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2013/2014 budget.

**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 6, 2014  
**SUBJECT:** Administrative Policy 2120 Board Meetings

**RECOMMENDATION**

This is for informational purposes only.

**ANALYSIS**

The change to this policy was revised to agree with the Board Policy 2120.

**BOARD IMPERATIVE**

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

**FINANCIAL IMPLICATIONS**

None.

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5 **BOARD MEETINGS**  
6

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8 **A. Minutes of the Meetings**  
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10 Minutes of official actions taken at all regular and special meetings of the Board shall be kept  
11 on file in the Chancellor's Office.  
12

13 **B. The Agenda**  
14

15 The agenda is the official document under which business is transacted. The official agenda  
16 shall be posted on the bulletin board in the District Administration Building and the  
17 Administration Building of each campus at least 72 hours prior to each Regular Meeting and  
18 24 hours prior to each Special Meeting of the Board. Copies of the agenda shall be  
19 available in the Chancellor's Office during regular office hours prior to the Board Meeting and  
20 in the Board Room prior to the start of each meeting.  
21

22 **C. Agenda Development**  
23

24 The agenda is prepared by the Secretary to the Board (the Chancellor) in consultation with  
25 the Board President and the Chancellor's Cabinet. Requests for placing items directly  
26 related to District business on the agenda can be submitted by any individual or group.  
27 Requests should include the name, address and telephone number of the person submitting  
28 the request, the name of any organization represented, a statement of action requested of  
29 the Board, and pertinent background material leading to the request. The Chancellor will  
30 place the item on the agenda and notify the individual or group of the time and place the  
31 item will be heard. The right is reserved to defer requests to a later date or to exclude items  
32 unrelated to District business.  
33

34 **D. Addressing the Board**  
35

36 Any individual or group spokesperson may address the Board. To present a matter before  
37 the Board, the procedures listed below should be followed:  
38

39 **1. Agenda Items**  
40

41 Persons wishing to address the Board concerning an item, which is listed on the  
42 agenda, shall notify the Chancellor prior to the start of the meeting by completing a  
43 speaker's card. The Board President shall recognize such persons at the time the  
44 subject is under consideration. Individuals who address the Board should do so  
45 from the lectern provided for speakers. Such person shall identify him/herself for  
46 the public record.  
47

48 **2. Nonagenda Items**  
49

50 The Board may only take action on items not posted on the agenda by a two-thirds  
51 vote or a unanimous vote when a simple majority exists under the following  
52 conditions: (a) an emergency situation exists; (b) there is a need to take immediate  
53 action and that the need for action came to the attention of the local agency  
54 subsequent to the agenda being posted; and (c) the item was continued from a  
55 previous meeting at which action is being taken.  
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~~The Board on any item, which does not appear on the agenda, can take no action. An urgent matter may be raised during the section entitled "Letters and Remarks From Interested Citizens." Comments may be made and a request may be submitted that the item be placed on a subsequent agenda.~~

3. **Discussion Items**

An individual may address the Board during the discussion of a specific agenda item. The individuals must first be recognized by the President of the Board and then should give his/her name when invited to speak. The Board President reserves the right to limit such discussion. A speaker's card shall be completed and submitted to the Chancellor for the record.

4. **Other Procedures for Public Comment**

Members of the public are subject to the following procedures related to public comment:

A. The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must 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. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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B. 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.

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A.C. No person may present orally or discuss at any Board meeting charges or complaints against individual employees of the District or the public. All such charges or complaints shall be presented to the Board through the Chancellor in writing and shall be signed and verified by the person making the charge or complaint.

~~A. Remarks by any person addressing the Board, which reflects adversely upon the character or motives of any person, are out of order.~~

~~A. Attacks in the form of inferences, insinuations, and innuendoes against the character or motives of any person are out of order.~~

D. It shall be in order for Board members to interrupt a speaker at any time to ask questions or to make comments as frequently as is necessary to clarify the discussion.

5. **Orderly Conduct**

The Board shall not allow interruption or other interference with the orderly conduct of official business. Defamatory or abusive remarks are out of order as are remarks by any person, which reflect adversely upon the religion, race or nationality of another. Persistence in such remarks shall be grounds for termination of that person's privilege of address. Boisterous, disorderly conduct of any kind is not permitted.



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**6. Recognition**

An individual who is recognized to speak shall direct questions or comments to the President of the Board. Questions or comments shall not be directed to individual members of the Board or the administrative staff unless invited to do so by the Board President. The Board reserves the right to interrupt a speaker at any time to ask questions, to make comments in order to clarify the discussion, or to terminate the discussion.

**7. Reading from Prepared Text**

Individuals appearing before the Board and reading from a prepared text shall provide a copy of the text to each Board member and the Secretary of the Board. Failure to provide a copy of the text shall result in no record of the statement being maintained in the records of the meeting.

**8. Use of Recording Devices**

Recording devices may be used unless the Board of Trustees make a reasonable finding that the recording cannot continue without noise, illumination or obstruction of view that constitutes or would constitute a persistent disruption of the meeting.

References:

Education Code §§ 72120, 72121.5, 72122, 72125, 72126, 72129, 72130, 72131, 72132, and 85003  
Government Code §§ 7130, 54954.554957, and 54957.6

Approved: April, 2004  
Revised: February 6, 2014

**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 6, 2014  
**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.

**Caring Hands Applause Cards – February 2014**

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.

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

**DISTRICT**

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Dulock	Rick	KVCR	Rick, you seem to be the person who fills the gap when someone is away, and I want you to know that someone notices the long days that you frequently endure with grace and good humor. Thanks for being there!	Loleta Cruse
Elizalde	Noemi	Accounting	One of the hardest workers at the district office. Your hard work has been noticed.	Angela Lujan
Espinoza	Clara	Payroll	Thank you for hanging in there and doing a great job.	Angela Lujan
Gamboa	Colleen	Payroll	Thank you for hanging in there and doing a great job.	Angela Lujan
Nichols	Barbara	KVCR	Recognizing Barbara's attention to detail for the Riverside Municipal Museum's Cahuilla Continuum Committee meeting held at KVCR.	Terria Smith

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Perez	Amalia	Human Resources	Thank you Amalia for your assistance and demonstrated leadership with ensuring compliance with TB/clinical program vaccinations for SBCCD employees. I appreciate your service and commitment.	Whitney Fields
Prater	Rhonda	Payroll	Thank you for helping when we needed you and thanks for taking the job seriously and learning fast.	Angela Lujan
Smith	Damon	Purchasing	For always going above and beyond the call of duty and providing service with a smile.	Sheri Blackwell
Smith	Sally	Accounts Payable & Payroll	Thank you for your help and ability to be diverse and a good sport.	Angela Lujan
Vasquez	Lillian	KVCR	Her hard work on the Community Matters Luncheon and her devotion and dedication to KVCR and its success!	Barbara Nichols

**SBVC**

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Alex-Schiel	Valerie	Food Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Bojorquez	Ana	DSP&S	Thank you is the two easiest words in any language to say, but in today's society they are a forgotten commodity. Great Customer Service ever I have gotten in SBVC.	Anonymous, Student
Candelaria	Bridget	Instruction Office	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams
Chavira	Sharen	Applied Technology, Transportation & Culinary Arts Division	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams
Dean	Rebecca	Food Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Flaa	Jonathan	Campus Technology Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Gallagher	Debby	President's Office	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Gallagher	Debra	President's Office	For your outstanding service to students, staff and faculty.	Nicole Williams
Garcia	Rose	Science Division	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Garcia	Stacy	President's Office	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Garcia	Stacy	President's Office	For your outstanding service to students, staff and faculty.	Nicole Williams
Gonzales	Michael	Theatre Arts/Audio Department	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Gowen	Laura	Community Relations & Resource Development/SBVC Foundation	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Gutierrez	Albert	Custodial Department	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Hamdy	Rania	Professional and Organizational Department	Her commitment and professionalism in organizing and executing successful faculty in-service meeting.	Dr. Haragewen Kinde
Huston	Celia	Library	Her commitment and professionalism in organizing and executing successful faculty in-service meeting.	Dr. Haragewen Kinde
Jackson	Dr. Jack	Philosophy	His commitment and excellence work in the production of the Substantive Change Proposal.	Dr. Haragewen Kinde

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Kracher	Gloria	Custodial Department	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Lopez	Paul	Campus Technology Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Losee	Caleab	Reading	He did an outstanding job re-designing the reading lab and open lab space to better meet the needs of the student population and the reading program over the semester break.	Dr. Kay Weiss
Luna	Linda	Food Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Mason	Jerry	Custodial Department	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Morrison	Tracy	Food Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Morrison	Tracy	Food Services	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams
Nguyen	Hai	Food Services	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Pasillas	Karol	Administrative Services Office	Helping make the President's Opening Day a success.	Dr. Gloria Fisher

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Pasillas	Karol	Administrative Services Office	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams
Pasillas	Karol	Administrative Services Office	She goes above and beyond in helping us at Crafton! Thank you Karol.	Tina Marie Gimple
Rodriguez	Judy	Science Division	For your exemplary service and assistance with the Adjunct Faculty Orientation.	Nicole Williams
Smith	Dr. James	Research, Planning and Institutional Effectiveness	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Stark	Scott	Administrative Services Office	Helping make the President's Opening Day a success.	Dr. Gloria Fisher
Tymchek	Linda	Arts and Humanities Division	Provided exceptional service to students registering in learning communities within the Arts and Humanities and Social Science Divisions.	Dr. Kay Weiss
Weiss	Dr. Kay	Arts and Humanities Division	Her commitment and excellence work in the production of the Substantive Change Proposal.	Dr. Haragewen Kinde
Williams	Nicole	Instruction Office	For organizing and executing successful Adjunct Orientation day – January 8, 2014.	Dr. Haragewen Kinde



LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Zerovnik	Dr. Greg	Marketing & Public Relations	Helping make the President's Opening Day a success.	Dr. Gloria Fisher

**CHC**

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Bidney	Cynthia	Respiratory Care	For designing the various recognition certificates for the Respiratory Care graduation ceremony.	Anonymous, Employee
Bidney	Cynthia	Respiratory Care	Thank you for planning and coordinating Ken's retirement party and for designing the scrapbook that was presented to him upon retirement.	Anonymous, Employee
Contreras	Amber	Respiratory Care	The Respiratory Care student graduation was a huge success thanks to Amber Contreras' expertise in planning this event.	Cynthia Bidney
Contreras	Amber	Respiratory Care	I would like to recognize Amber for volunteering to attend high school job and education fairs. Her desire to help young people is commendable.	Cynthia Bidney
Palkki	Kevin	Theater Arts	Thank you for setting up the Performing Arts Center for the Respiratory Care graduation. You are a huge asset to making graduation a success!	Amber Contreras

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Simonson	Kristi	Marketing	Thank you Kristi for developing the most amazing website for our Foundation.	Michelle Riggs
Strong	Michael	Administrative Services	Thank you Mike for being a safety leader. I appreciate your dedication, commitment and service. You have demonstrated proven leadership in assisting Environmental Health and Safety.	Whitney Fields
Urbanovich	Jimmy	Communication and Language	He gave a great workshop on CWAVE, helping other professors prepare students for advocacy speeches.	T. L. Brink
White	Anthony	Technology Services	Anthony was very persistent in figuring out the problem with my computer. His help is very much appreciated.	Cyndi Gundersen

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: February 6, 2014  
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 its review.

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2013-14 fiscal year through January 21, 2014. It reflects summary information for all District funds, grouped by category within each fund.

As of January 21, the District was 56.1% through the fiscal year and had spent and encumbered about 46.6% of its budgeted general funds. This would indicate that the District's spending is in line with the budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

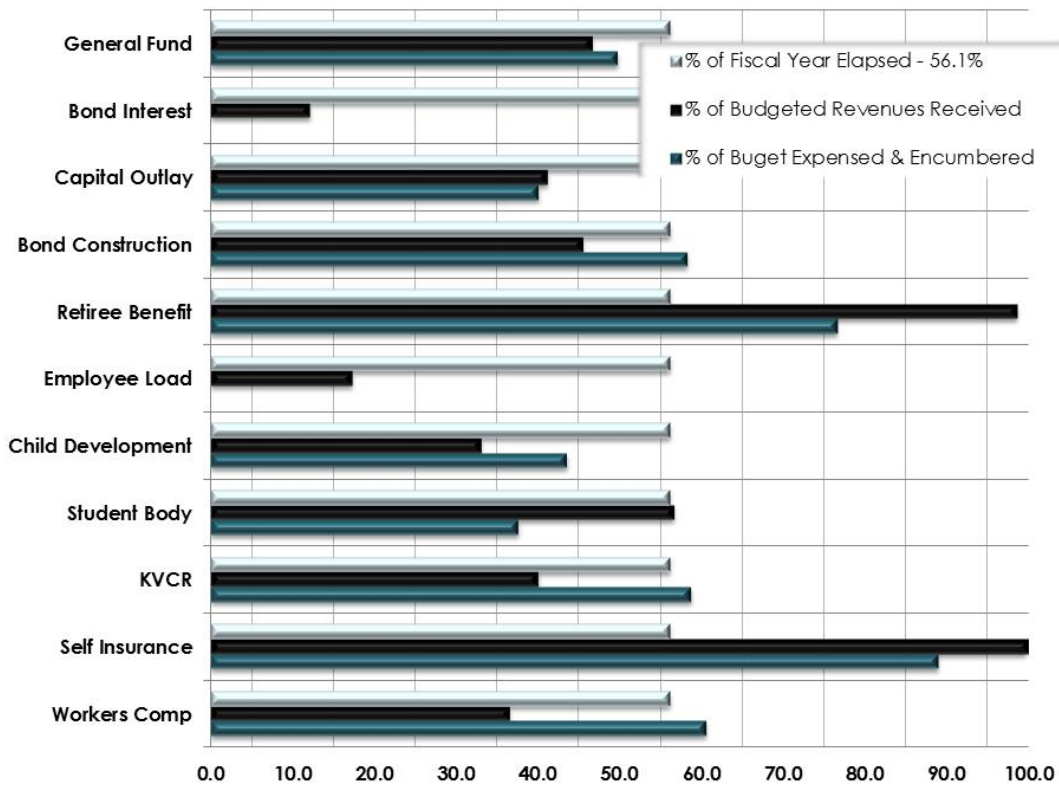
FINANCIAL IMPLICATIONS

There are no financial implications.

# Budget Revenue & Expenditure Summary

Year to Date 1/21/2014  
56.1% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD	%	Budget	Expensed/ Encumbered YTD	%	
01 General Fund	\$95,852,932	\$44,679,071	46.6%	\$97,348,635	\$48,432,449	49.8%	Regular patterns of activity throughout the year.
21 Bond Interest & Redemption	\$24,226,400	\$ 2,932,299	12.1%	\$24,226,400	\$15,282,886	63.1%	Majority of revenues to be received April-June of 2014.
41 Capital Outlay Projects	\$ 676,215	\$ 278,284	41.2%	\$ 2,642,816	\$ 1,059,359	40.1%	Expenses in this fund are sporadic.
42 Bond Construction	\$ 125,000	\$ 56,834	45.5%	\$91,067,714	\$53,031,371	58.2%	Expensed/Encumbered is comprised of \$6,697,825 in expenditures (7.4% of budget) and \$46,333,546 in encumbrances.
68 Retiree Benefit	\$ 763,000	\$ 752,116	98.6%	\$ 336,561	\$ 257,652	76.6%	20 additional retirees than anticipated; budget adjustment submitted at February Board meeting.
69 Employee Load	\$ 450	\$ 78	17.3%	\$ 450	\$ -	0.0%	
72 Child Development	\$ 2,749,090	\$ 907,832	33.0%	\$ 2,747,790	\$ 1,196,849	43.6%	Regular patterns of activity throughout the year.
73 Student Body Center Fee	\$ 272,952	\$ 154,501	56.6%	\$ 272,952	\$ 102,649	37.6%	
74 KVCR	\$ 5,900,437	\$ 2,364,132	40.1%	\$ 6,292,244	\$ 3,694,835	58.7%	Revenues are sporadic. Expensed/Encumbered comprised of \$2,936,330 in expenditures (46.7% of budget), and \$785,506 in encumbrances.
78 Self Insurance-Liability	\$ 603,000	\$ 600,906	99.7%	\$ 600,000	\$ 533,636	88.9%	Annual premiums paid at beginning of fiscal year.
84 Workers Compensation	\$ 1,250,000	\$ 456,295	36.5%	\$ 1,250,000	\$ 756,304	60.5%	Regular patterns of revenue activity throughout the year. Expenses are sporadic; encumbrances account for \$27,602.



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	5,955,861.70	1,124,096.61	1,124,096.61	18.8	0.00	4,831,765.09	81.1
8600.00 STATE REVENUES	67,221,850.30	33,908,899.65	33,908,899.65	50.4	0.00	33,312,950.65	49.5
8800.00 LOCAL REVENUES	22,651,893.00	9,622,439.32	9,622,439.32	42.4	0.00	13,029,453.68	57.5
8900.00 OTHER FINANCING SOURCES	23,326.60	23,635.37	23,635.37	100.0	0.00	308.77-	.0
TOTAL: 8000	95,852,931.60	44,679,070.95	44,679,070.95	46.6	0.00	51,173,860.65	53.3
1100.00 CONTRACT CLASSROOM INST.	14,932,876.12	7,482,601.01	7,482,601.01	50.1	0.00	7,450,275.11	49.8
1200.00 CONTRACT CERT. ADMINISTRATORS	8,266,130.81	3,647,620.26	3,647,620.26	44.1	0.00	4,618,510.55	55.8
1300.00 INSTRUCTORS DAY/HOURLY	7,442,865.00	4,253,331.25	4,253,331.25	57.1	0.00	3,189,533.75	42.8
1400.00 NON-INSTRUCTION HOURLY CERT.	1,650,364.84	736,922.47	736,922.47	44.6	0.00	913,442.37	55.3
TOTAL: 1000	32,292,236.77	16,120,474.99	16,120,474.99	49.9	0.00	16,171,761.78	50.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	16,324,564.26	7,970,442.35	7,970,442.35	48.8	0.00	8,354,121.91	51.1
2200.00 INSTRUCTIONAL AIDS	1,346,779.90	552,075.32	552,075.32	40.9	0.00	794,704.58	59.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,384,647.84	1,168,813.72	1,168,813.72	49.0	0.00	1,215,834.12	50.9
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,391,262.00	566,286.56	566,286.56	40.7	0.00	824,975.44	59.2
TOTAL: 2000	21,447,254.00	10,257,617.95	10,257,617.95	47.8	0.00	11,189,636.05	52.1
3100.00 CERTIFICATED RETIREMENT	2,102,515.96	1,159,076.72	1,159,076.72	55.1	0.00	943,439.24	44.8
3200.00 CLASSIFIED RETIREMENT	2,346,061.33	1,072,498.59	1,072,498.59	45.7	0.00	1,273,562.74	54.2
3300.00 OASDHI /FICA	2,070,018.42	978,032.05	978,032.05	47.2	0.00	1,091,986.37	52.7
3400.00 HEALTH AND WELFARE BENEFITS	8,696,148.15	3,765,031.32	3,765,031.32	43.2	0.00	4,931,116.83	56.7
3500.00 STATE UNEMPLOYMENT INSURANCE	27,306.01	68,333.14	68,333.14	100.0	0.00	41,027.13-	.0
3600.00 WORKERS COMPENSATION INSURANCE	1,000,677.15	444,750.00	444,750.00	44.4	0.00	555,927.15	55.5
3900.00 OTHER BENEFITS	191,877.57	98,878.46	98,878.46	51.5	0.00	92,999.11	48.4
TOTAL: 3000	16,434,604.59	7,586,600.28	7,586,600.28	46.1	0.00	8,848,004.31	53.8
4100.00 TEXTBOOKS	53,780.77	20,721.50	20,721.50	38.5	9,254.70	23,804.57	44.2
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	79,149.46	35,528.37	35,528.37	44.8	6,359.09	37,262.00	47.0
4300.00 INSTRUCTIONAL SUPPLIES	456,559.88	137,424.94	137,424.94	30.1	86,119.40	233,015.54	51.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	39,512.00	1,013.05	1,013.05	2.5	580.94	37,918.01	95.9
4500.00 NONINSTRUCTIONAL SUPPLIES	1,371,579.44	320,270.27	320,270.27	23.3	450,096.58	601,212.59	43.8
4700.00 FOOD SUPPLIES	8,943.00	2,007.92	2,007.92	22.4	6,135.08	800.00	8.9
TOTAL: 4000	2,009,524.55	516,966.05	516,966.05	25.7	558,545.79	934,012.71	46.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	7,070,457.78	1,332,190.65	1,332,190.65	18.8	2,953,233.35	2,785,033.78	39.3
5200.00 TRAVEL & CONFERENCE EXPENSES	866,407.65	245,680.32	245,680.32	28.3	125,418.39	495,308.94	57.1
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	354,845.09	159,033.69	159,033.69	44.8	66,749.05	129,062.35	36.3
5400.00 INSURANCES - DISTRICT USE	146,000.00	123,773.00	123,773.00	84.7	0.00	22,227.00	15.2
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,541,009.30	1,423,120.87	1,423,120.87	56.0	1,026,340.17	91,548.26	3.6
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,116,067.04	1,571,526.23	1,571,526.23	50.4	666,900.15	877,640.66	28.1
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	532,000.00	254,538.72	254,538.72	47.8	80,031.28	197,430.00	37.1
5800.00 OTHER OPERATING EXP-DIST. USE	5,947,906.18	420,620.72	420,620.72	7.0	126,988.43	5,400,297.03	90.7
TOTAL: 5000	20,574,693.04	5,530,484.20	5,530,484.20	26.8	5,045,660.82	9,998,548.02	48.5

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	92,758,312.95	40,012,143.47	40,012,143.47	43.1	5,604,206.61	47,141,962.87	50.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	110,002.00	0.00	0.00	.0	0.00	110,002.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	75,626.97	2,596.00	2,596.00	3.4	20,140.00	52,890.97	69.9
6300.00 LIBRARY BOOKS - EXPANSION	112,390.44	64,584.17	64,584.17	57.4	33,456.75	14,349.52	12.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,615,550.69	272,341.88	272,341.88	16.8	255,156.27	1,088,052.54	67.3
TOTAL: 6000	1,913,570.10	339,522.05	339,522.05	17.7	308,753.02	1,265,295.03	66.1
TOTAL: 1000-6999	94,671,883.05	40,351,665.52	40,351,665.52	42.6	5,912,959.63	48,407,257.90	51.1
7300.00 INTERFUND TRANSFERS	2,050,000.00	1,699,999.00	1,699,999.00	82.9	0.00	350,001.00	17.0
7500.00 OTHER OUTGO-STUDENT FIN AID	50,322.10	29,575.00	29,575.00	58.7	40.00	20,707.10	41.1
7600.00 OTHER STUDENT AID	576,430.00	262,751.89	262,751.89	45.5	175,457.69	138,220.42	23.9
TOTAL: 7000	2,676,752.10	1,992,325.89	1,992,325.89	74.4	175,497.69	508,928.52	19.0
TOTAL: 1000-7999	97,348,635.15	42,343,991.41	42,343,991.41	43.4	6,088,457.32	48,916,186.42	50.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	95,852,931.60	44,679,070.95	44,679,070.95	46.6	0.00	51,173,860.65	53.3
TOTAL:	1000-5999	92,758,312.95	40,012,143.47	40,012,143.47	43.1	5,604,206.61	47,141,962.87	50.8
TOTAL:	1000-6999	94,671,883.05	40,351,665.52	40,351,665.52	42.6	5,912,959.63	48,407,257.90	51.1
TOTAL:	1000-7999	97,348,635.15	42,343,991.41	42,343,991.41	43.4	6,088,457.32	48,916,186.42	50.2
TOTAL EXPENSES	(1000 - 7999)	97,348,635.15	42,343,991.41	42,343,991.41	43.4	6,088,457.32	48,916,186.42	50.2

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	256,400.00	0.00	0.00	.0	0.00	256,400.00	100.0
8800.00 LOCAL REVENUES	23,970,000.00	2,932,299.03	2,932,299.03	12.2	0.00	21,037,700.97	87.7
TOTAL: 8000	24,226,400.00	2,932,299.03	2,932,299.03	12.1	0.00	21,294,100.97	87.8
7100.00 DEBT RETIREMENT	24,226,400.00	15,282,885.61	15,282,885.61	63.0	0.00	8,943,514.39	36.9
TOTAL: 7000	24,226,400.00	15,282,885.61	15,282,885.61	63.0	0.00	8,943,514.39	36.9
TOTAL: 1000-7999	24,226,400.00	15,282,885.61	15,282,885.61	63.0	0.00	8,943,514.39	36.9



Fund: 21 BOND INTEREST AND REDEMPTION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	24,226,400.00	2,932,299.03	2,932,299.03	12.1	0.00	21,294,100.97	87.8
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	24,226,400.00	15,282,885.61	15,282,885.61	63.0	0.00	8,943,514.39	36.9
TOTAL EXPENSES	(1000 - 7999)	24,226,400.00	15,282,885.61	15,282,885.61	63.0	0.00	8,943,514.39	36.9

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	71,091.15	71,091.15	71,091.15	100.0	0.00	0.00	.0
8800.00 LOCAL REVENUES	605,123.60	207,192.85	207,192.85	34.2	0.00	397,930.75	65.7
TOTAL: 8000	676,214.75	278,284.00	278,284.00	41.1	0.00	397,930.75	58.8
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	1,250.00	0.00	0.00	.0	0.00	1,250.00	100.0
4500.00 NONI NSTRUCTIONAL SUPPLI ES	10,241.00	0.00	0.00	.0	2,160.04	8,080.96	78.9
TOTAL: 4000	11,491.00	0.00	0.00	.0	2,160.04	9,330.96	81.2
5100.00 PERSON&CONSULTANT SVC-DI ST USE	79,630.00	36,288.47	36,288.47	45.5	62,341.53	19,000.00-	.0
5600.00 RENTS, LEASES&REPAI RS-DI ST. USE	192,405.64	147,276.10	147,276.10	76.5	14,506.55	30,622.99	15.9
5800.00 OTHER OPERATING EXP-DI ST. USE	3,123.60	0.00	0.00	.0	0.00	3,123.60	100.0
TOTAL: 5000	275,159.24	183,564.57	183,564.57	66.7	76,848.08	14,746.59	5.3
TOTAL: 1000-5999	286,650.24	183,564.57	183,564.57	64.0	79,008.12	24,077.55	8.3
6100.00 SITES & IMPROVEMENTS-DI ST. USE	30,219.83	0.00	0.00	.0	0.00	30,219.83	100.0
6200.00 BUI LDI NGS&I MPROVEMENT-DI ST. USE	1,087,350.26	0.00	0.00	.0	0.00	1,087,350.26	100.0
6400.00 EQUI P/FURNITURE (EXCLD COMPTR)	1,238,595.42	502,348.09	502,348.09	40.5	294,438.02	441,809.31	35.6
TOTAL: 6000	2,356,165.51	502,348.09	502,348.09	21.3	294,438.02	1,559,379.40	66.1
TOTAL: 1000-6999	2,642,815.75	685,912.66	685,912.66	25.9	373,446.14	1,583,456.95	59.9

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)	676,214.75	278,284.00	278,284.00	41.1	0.00	397,930.75	58.8
TOTAL:	1000-5999	286,650.24	183,564.57	183,564.57	64.0	79,008.12	24,077.55	8.3
TOTAL:	1000-6999	2,642,815.75	685,912.66	685,912.66	25.9	373,446.14	1,583,456.95	59.9
TOTAL:	1000-7999	2,642,815.75	685,912.66	685,912.66	25.9	373,446.14	1,583,456.95	59.9
TOTAL EXPENSES	(1000 - 7999)	2,642,815.75	685,912.66	685,912.66	25.9	373,446.14	1,583,456.95	59.9

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	125,000.00	56,833.58	56,833.58	45.4	0.00	68,166.42	54.5
TOTAL: 8000	125,000.00	56,833.58	56,833.58	45.4	0.00	68,166.42	54.5
2300.00 NON-INSTRUCTION HOURLY CLASS.	3,013.96	1,986.48	1,986.48	65.9	0.00	1,027.48	34.0
TOTAL: 2000	3,013.96	1,986.48	1,986.48	65.9	0.00	1,027.48	34.0
3300.00 OASDHI/FICA	225.18	148.21	148.21	65.8	0.00	76.97	34.1
3500.00 STATE UNEMPLOYMENT INSURANCE	1.48	0.97	0.97	65.5	0.00	0.51	34.4
TOTAL: 3000	226.66	149.18	149.18	65.8	0.00	77.48	34.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,349,244.69	133,953.35	133,953.35	9.9	870,664.61	344,626.73	25.5
5200.00 TRAVEL & CONFERENCE EXPENSES	6,000.00	0.00	0.00	.0	0.00	6,000.00	100.0
5400.00 INSURANCES - DISTRICT USE	2,780,938.69	365,144.36	365,144.36	13.1	36,226.21	2,379,568.12	85.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	120,000.00	39,872.03	39,872.03	33.2	17,087.97	63,040.00	52.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	475,000.00	28,917.01	28,917.01	6.0	230,895.09	215,187.90	45.3
5800.00 OTHER OPERATING EXP-DIST. USE	5,004,721.00	750.00	750.00	.0	21,400.00	4,982,571.00	99.5
TOTAL: 5000	9,735,904.38	568,636.75	568,636.75	5.8	1,176,273.88	7,990,993.75	82.0
TOTAL: 1000-5999	9,739,145.00	570,772.41	570,772.41	5.8	1,176,273.88	7,992,098.71	82.0
6100.00 SITES & IMPROVEMENTS-DIST. USE	1,842,400.00	9,163.95	9,163.95	.0	96,605.37	1,754,958.58	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	77,743,085.00	6,125,355.07	6,125,355.07	7.8	45,059,904.36	26,557,825.57	34.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,743,084.00	10,861.84	10,861.84	.6	762.48	1,731,459.68	99.3
TOTAL: 6000	81,328,569.00	6,127,052.96	6,127,052.96	7.5	45,157,272.21	30,044,243.83	36.9
TOTAL: 1000-6999	91,067,714.00	6,697,825.37	6,697,825.37	7.3	46,333,546.09	38,036,342.54	41.7

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	125,000.00	56,833.58	56,833.58	45.4	0.00	68,166.42	54.5
TOTAL:	1000-5999	9,739,145.00	570,772.41	570,772.41	5.8	1,176,273.88	7,992,098.71	82.0
TOTAL:	1000-6999	91,067,714.00	6,697,825.37	6,697,825.37	7.3	46,333,546.09	38,036,342.54	41.7
TOTAL:	1000-7999	91,067,714.00	6,697,825.37	6,697,825.37	7.3	46,333,546.09	38,036,342.54	41.7
TOTAL EXPENSES	(1000 - 7999)	91,067,714.00	6,697,825.37	6,697,825.37	7.3	46,333,546.09	38,036,342.54	41.7

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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	95.37	95.37	100.0	0.00	95.37-	.0
TOTAL: 8000	0.00	95.37	95.37	100.0	0.00	95.37-	.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	95.37	95.37	100.0	0.00	95.37-	.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	13,000.00	2,116.08	2,116.08	16.2	0.00	10,883.92	83.7
8900.00 OTHER FINANCING SOURCES	750,000.00	750,000.00	750,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	763,000.00	752,116.08	752,116.08	98.5	0.00	10,883.92	1.4
3300.00 OASDHI /FICA	0.00	54.43	54.43	100.0	0.00	54.43-	.0
3400.00 HEALTH AND WELFARE BENEFITS	333,559.00	251,594.54	251,594.54	75.4	0.00	81,964.46	24.5
3500.00 STATE UNEMPLOYMENT INSURANCE	2.00	3.07	3.07	100.0	0.00	1.07-	.0
3900.00 OTHER BENEFITS	3,000.00	6,000.00	6,000.00	100.0	0.00	3,000.00-	.0
TOTAL: 3000	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4
TOTAL: 1000-5999	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4



Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	763,000.00	752,116.08	752,116.08	98.5	0.00	10,883.92	1.4
TOTAL:	1000-5999	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4
TOTAL:	1000-6999	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4
TOTAL:	1000-7999	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4
TOTAL EXPENSES	(1000 - 7999)	336,561.00	257,652.04	257,652.04	76.5	0.00	78,908.96	23.4

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	450.00	77.71	77.71	17.2	0.00	372.29	82.7
TOTAL: 8000	450.00	77.71	77.71	17.2	0.00	372.29	82.7
7300.00 INTERFUND TRANSFERS	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 7000	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL: 1000-7999	450.00	0.00	0.00	.0	0.00	450.00	100.0

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	450.00	77.71	77.71	17.2	0.00	372.29	82.7
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	450.00	0.00	0.00	.0	0.00	450.00	100.0
TOTAL EXPENSES	(1000 - 7999)	450.00	0.00	0.00	.0	0.00	450.00	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	71,981.31	71,981.31	49.0	0.00	74,838.69	50.9
8600.00 STATE REVENUES	2,378,527.00	824,899.16	824,899.16	34.6	0.00	1,553,627.84	65.3
8800.00 LOCAL REVENUES	223,743.00	10,951.91	10,951.91	4.8	0.00	212,791.09	95.1
TOTAL: 8000	2,749,090.00	907,832.38	907,832.38	33.0	0.00	1,841,257.62	66.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,181,721.00	511,303.92	511,303.92	43.2	0.00	670,417.08	56.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	340,844.00	148,003.64	148,003.64	43.4	0.00	192,840.36	56.5
TOTAL: 2000	1,522,565.00	659,307.56	659,307.56	43.3	0.00	863,257.44	56.6
3100.00 CERTIFICATED RETIREMENT	16,709.00	8,519.69	8,519.69	50.9	0.00	8,189.31	49.0
3200.00 CLASSIFIED RETIREMENT	95,431.00	45,926.66	45,926.66	48.1	0.00	49,504.34	51.8
3300.00 OASDHI/FICA	76,910.00	33,184.32	33,184.32	43.1	0.00	43,725.68	56.8
3400.00 HEALTH AND WELFARE BENEFITS	452,126.00	192,402.41	192,402.41	42.5	0.00	259,723.59	57.4
3500.00 STATE UNEMPLOYMENT INSURANCE	639.00	282.54	282.54	44.2	0.00	356.46	55.7
3600.00 WORKERS COMPENSATION INSURANCE	61,500.00	26,125.00	26,125.00	42.4	0.00	35,375.00	57.5
3900.00 OTHER BENEFITS	5,358.00	3,025.38	3,025.38	56.4	0.00	2,332.62	43.5
TOTAL: 3000	708,673.00	309,466.00	309,466.00	43.6	0.00	399,207.00	56.3
4300.00 INSTRUCTIONAL SUPPLIES	91,877.00	15,042.76	15,042.76	16.3	39,709.36	37,124.88	40.4
4500.00 NONINSTRUCTIONAL SUPPLIES	107,295.00	26,623.40	26,623.40	24.8	46,493.51	34,178.09	31.8
4700.00 FOOD SUPPLIES	88,000.00	57,173.11	57,173.11	64.9	26,576.89	4,250.00	4.8
TOTAL: 4000	287,172.00	98,839.27	98,839.27	34.4	112,779.76	75,552.97	26.3
5200.00 TRAVEL & CONFERENCE EXPENSES	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	19,575.00	1,480.40	1,480.40	7.5	1,571.18	16,523.42	84.4
5800.00 OTHER OPERATING EXP-DIST. USE	121,844.00	1,650.00	1,650.00	1.3	440.00	119,754.00	98.2
TOTAL: 5000	144,919.00	3,130.40	3,130.40	2.1	2,011.18	139,777.42	96.4
TOTAL: 1000-5999	2,663,329.00	1,070,743.23	1,070,743.23	40.2	114,790.94	1,477,794.83	55.4
6100.00 SITES & IMPROVEMENTS-DIST. USE	25,000.00	0.00	0.00	.0	0.00	25,000.00	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	59,461.00	2,657.07	2,657.07	4.4	8,657.93	48,146.00	80.9
TOTAL: 6000	84,461.00	2,657.07	2,657.07	3.1	8,657.93	73,146.00	86.6
TOTAL: 1000-6999	2,747,790.00	1,073,400.30	1,073,400.30	39.0	123,448.87	1,550,940.83	56.4

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,749,090.00	907,832.38	907,832.38	33.0	0.00	1,841,257.62	66.9
TOTAL:	1000-5999	2,663,329.00	1,070,743.23	1,070,743.23	40.2	114,790.94	1,477,794.83	55.4
TOTAL:	1000-6999	2,747,790.00	1,073,400.30	1,073,400.30	39.0	123,448.87	1,550,940.83	56.4
TOTAL:	1000-7999	2,747,790.00	1,073,400.30	1,073,400.30	39.0	123,448.87	1,550,940.83	56.4
TOTAL EXPENSES	(1000 - 7999)	2,747,790.00	1,073,400.30	1,073,400.30	39.0	123,448.87	1,550,940.83	56.4

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	272,952.00	154,500.66	154,500.66	56.6	0.00	118,451.34	43.3
TOTAL: 8000	272,952.00	154,500.66	154,500.66	56.6	0.00	118,451.34	43.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	84,504.00	42,498.00	42,498.00	50.2	0.00	42,006.00	49.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	40,000.00	27,218.00	27,218.00	68.0	0.00	12,782.00	31.9
TOTAL: 2000	124,504.00	69,716.00	69,716.00	55.9	0.00	54,788.00	44.0
3200.00 CLASSIFIED RETIREMENT	9,680.00	4,862.42	4,862.42	50.2	0.00	4,817.58	49.7
3300.00 OASDHI/FICA	6,464.00	3,251.10	3,251.10	50.2	0.00	3,212.90	49.7
3400.00 HEALTH AND WELFARE BENEFITS	28,982.00	14,491.08	14,491.08	50.0	0.00	14,490.92	49.9
3500.00 STATE UNEMPLOYMENT INSURANCE	42.00	21.30	21.30	50.7	0.00	20.70	49.2
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	1,500.00	1,500.00	50.0	0.00	1,500.00	50.0
3900.00 OTHER BENEFITS	148.00	73.68	73.68	49.7	0.00	74.32	50.2
TOTAL: 3000	48,316.00	24,199.58	24,199.58	50.0	0.00	24,116.42	49.9
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	15,423.00	927.50	927.50	6.0	0.00	14,495.50	93.9
TOTAL: 4000	17,423.00	927.50	927.50	5.3	0.00	16,495.50	94.6
5200.00 TRAVEL & CONFERENCE EXPENSES	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,500.00	0.00	0.00	.0	0.00	1,500.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	9,733.00	0.00	0.00	.0	0.00	9,733.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	15,000.00	0.00	0.00	.0	0.00	15,000.00	100.0
TOTAL: 5000	28,233.00	0.00	0.00	.0	0.00	28,233.00	100.0
TOTAL: 1000-5999	218,476.00	94,843.08	94,843.08	43.4	0.00	123,632.92	56.5
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	54,476.00	7,806.24	7,806.24	14.3	0.00	46,669.76	85.6
TOTAL: 6000	54,476.00	7,806.24	7,806.24	14.3	0.00	46,669.76	85.6
TOTAL: 1000-6999	272,952.00	102,649.32	102,649.32	37.6	0.00	170,302.68	62.3

Fund: 73 STUDENT BODY CENTER FEE FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	272,952.00	154,500.66	154,500.66	56.6	0.00	118,451.34	43.3
TOTAL:	1000-5999	218,476.00	94,843.08	94,843.08	43.4	0.00	123,632.92	56.5
TOTAL:	1000-6999	272,952.00	102,649.32	102,649.32	37.6	0.00	170,302.68	62.3
TOTAL:	1000-7999	272,952.00	102,649.32	102,649.32	37.6	0.00	170,302.68	62.3
TOTAL EXPENSES	(1000 - 7999)	272,952.00	102,649.32	102,649.32	37.6	0.00	170,302.68	62.3

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,200,436.97	2,014,133.37	2,014,133.37	38.7	0.00	3,186,303.60	61.2
8900.00 OTHER FINANCING SOURCES	700,000.00	349,999.00	349,999.00	49.9	0.00	350,001.00	50.0
TOTAL: 8000	5,900,436.97	2,364,132.37	2,364,132.37	40.0	0.00	3,536,304.60	59.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,764,116.00	734,815.77	734,815.77	41.6	0.00	1,029,300.23	58.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	438,229.00	388,370.68	388,370.68	88.6	0.00	49,858.32	11.3
TOTAL: 2000	2,202,345.00	1,123,186.45	1,123,186.45	50.9	0.00	1,079,158.55	49.0
3200.00 CLASSIFIED RETIREMENT	222,601.00	97,697.27	97,697.27	43.8	0.00	124,903.73	56.1
3300.00 OASDHI/FICA	154,841.00	74,514.78	74,514.78	48.1	0.00	80,326.22	51.8
3400.00 HEALTH AND WELFARE BENEFITS	314,302.00	138,998.00	138,998.00	44.2	0.00	175,304.00	55.7
3500.00 STATE UNEMPLOYMENT INSURANCE	1,092.00	573.38	573.38	52.5	0.00	518.62	47.4
3600.00 WORKERS COMPENSATION INSURANCE	40,500.00	16,625.00	16,625.00	41.0	0.00	23,875.00	58.9
3900.00 OTHER BENEFITS	7,991.00	4,285.92	4,285.92	53.6	0.00	3,705.08	46.3
TOTAL: 3000	741,327.00	332,694.35	332,694.35	44.8	0.00	408,632.65	55.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	100.00	19.95	19.95	19.9	0.00	80.05	80.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	13,500.00	1,731.73	1,731.73	12.8	3,390.61	8,377.66	62.0
4500.00 NONINSTRUCTIONAL SUPPLIES	58,665.00	13,955.57	13,955.57	23.7	17,364.95	27,344.48	46.6
TOTAL: 4000	72,265.00	15,707.25	15,707.25	21.7	20,755.56	35,802.19	49.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	322,500.00	167,044.58	167,044.58	51.7	106,595.30	48,860.12	15.1
5200.00 TRAVEL & CONFERENCE EXPENSES	65,400.00	17,704.28	17,704.28	27.0	3,533.07	44,162.65	67.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	163,690.00	75,383.05	75,383.05	46.0	27,966.55	60,340.40	36.8
5400.00 INSURANCES - DISTRICT USE	10,100.00	9,961.00	9,961.00	98.6	0.00	139.00	1.3
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	261,580.18	104,021.44	104,021.44	39.7	104,888.82	52,669.92	20.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	254,476.41	122,137.30	122,137.30	47.9	48,143.69	84,195.42	33.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	85,000.00	15,111.18	15,111.18	17.7	45,326.82	24,562.00	28.8
5800.00 OTHER OPERATING EXP-DIST. USE	2,056,148.38	945,515.10	945,515.10	45.9	397,614.33	713,018.95	34.6
TOTAL: 5000	3,218,894.97	1,456,877.93	1,456,877.93	45.2	734,068.58	1,027,948.46	31.9
TOTAL: 1000-5999	6,234,831.97	2,928,465.98	2,928,465.98	46.9	754,824.14	2,551,541.85	40.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	57,412.00	7,863.61	7,863.61	13.6	3,681.39	45,867.00	79.8
TOTAL: 6000	57,412.00	7,863.61	7,863.61	13.6	3,681.39	45,867.00	79.8
TOTAL: 1000-6999	6,292,243.97	2,936,329.59	2,936,329.59	46.6	758,505.53	2,597,408.85	41.2



Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,900,436.97	2,364,132.37	2,364,132.37	40.0	0.00	3,536,304.60	59.9
TOTAL:	1000-5999	6,234,831.97	2,928,465.98	2,928,465.98	46.9	754,824.14	2,551,541.85	40.9
TOTAL:	1000-6999	6,292,243.97	2,936,329.59	2,936,329.59	46.6	758,505.53	2,597,408.85	41.2
TOTAL:	1000-7999	6,292,243.97	2,936,329.59	2,936,329.59	46.6	758,505.53	2,597,408.85	41.2
TOTAL EXPENSES	(1000 - 7999)	6,292,243.97	2,936,329.59	2,936,329.59	46.6	758,505.53	2,597,408.85	41.2

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	3,000.00	906.27	906.27	30.2	0.00	2,093.73	69.7
8900.00 OTHER FINANCING SOURCES	600,000.00	600,000.00	600,000.00	100.0	0.00	0.00	.0
TOTAL: 8000	603,000.00	600,906.27	600,906.27	99.6	0.00	2,093.73	.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	8,881.46	8,881.46	44.4	8,916.54	2,202.00	11.0
5400.00 INSURANCES - DISTRICT USE	505,000.00	465,838.00	465,838.00	92.2	0.00	39,162.00	7.7
5800.00 OTHER OPERATING EXP-DIST. USE	50,000.00	16,156.21	16,156.21	32.3	33,843.79	0.00	.0
TOTAL: 5000	575,000.00	490,875.67	490,875.67	85.3	42,760.33	41,364.00	7.1
TOTAL: 1000-5999	575,000.00	490,875.67	490,875.67	85.3	42,760.33	41,364.00	7.1
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	600,000.00	490,875.67	490,875.67	81.8	42,760.33	66,364.00	11.0

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)	603,000.00	600,906.27	600,906.27	99.6	0.00	2,093.73	.3
TOTAL:	1000-5999	575,000.00	490,875.67	490,875.67	85.3	42,760.33	41,364.00	7.1
TOTAL:	1000-6999	575,000.00	490,875.67	490,875.67	85.3	42,760.33	41,364.00	7.1
TOTAL:	1000-7999	600,000.00	490,875.67	490,875.67	81.8	42,760.33	66,364.00	11.0
TOTAL EXPENSES	(1000 - 7999)	600,000.00	490,875.67	490,875.67	81.8	42,760.33	66,364.00	11.0

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,250,000.00	456,294.96	456,294.96	36.5	0.00	793,705.04	63.4
TOTAL: 8000	1,250,000.00	456,294.96	456,294.96	36.5	0.00	793,705.04	63.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	165,000.00	126,969.10	126,969.10	76.9	9,380.90	28,650.00	17.3
5400.00 INSURANCES - DISTRICT USE	145,000.00	133,458.00	133,458.00	92.0	6,687.00	4,855.00	3.3
5800.00 OTHER OPERATING EXP-DIST. USE	610,000.00	468,275.60	468,275.60	76.7	11,533.82	130,190.58	21.3
TOTAL: 5000	920,000.00	728,702.70	728,702.70	79.2	27,601.72	163,695.58	17.7
TOTAL: 1000-5999	920,000.00	728,702.70	728,702.70	79.2	27,601.72	163,695.58	17.7
7900.00 RESERVE FOR CONTINGENCIES	330,000.00	0.00	0.00	.0	0.00	330,000.00	100.0
TOTAL: 7000	330,000.00	0.00	0.00	.0	0.00	330,000.00	100.0
TOTAL: 1000-7999	1,250,000.00	728,702.70	728,702.70	58.2	27,601.72	493,695.58	39.4

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,250,000.00	456,294.96	456,294.96	36.5	0.00	793,705.04	63.4
TOTAL:	1000-5999	920,000.00	728,702.70	728,702.70	79.2	27,601.72	163,695.58	17.7
TOTAL:	1000-6999	920,000.00	728,702.70	728,702.70	79.2	27,601.72	163,695.58	17.7
TOTAL:	1000-7999	1,250,000.00	728,702.70	728,702.70	58.2	27,601.72	493,695.58	39.4
TOTAL EXPENSES	(1000 - 7999)	1,250,000.00	728,702.70	728,702.70	58.2	27,601.72	493,695.58	39.4

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	53,500.00	2,403.30	2,403.30	4.4	0.00	51,096.70	95.5
8600.00 STATE REVENUES	1,366,097.00	106,010.78	106,010.78	7.7	0.00	1,260,086.22	92.2
8800.00 LOCAL REVENUES	627,512.00	201,164.58	201,164.58	32.0	0.00	426,347.42	67.9
TOTAL: 8000	2,047,109.00	309,578.66	309,578.66	15.1	0.00	1,737,530.34	84.8
1100.00 CONTRACT CLASSROOM INST.	10,417,495.00	5,127,050.90	5,127,050.90	49.2	0.00	5,290,444.10	50.7
1200.00 CONTRACT CERT. ADMINI STRATORS	3,403,871.00	1,582,412.19	1,582,412.19	46.4	0.00	1,821,458.81	53.5
1300.00 INSTRUCTORS DAY/HOURLY	5,089,677.00	3,071,610.14	3,071,610.14	60.3	0.00	2,018,066.86	39.6
1400.00 NON-INSTRUCTION HOURLY CERT.	422,594.86	177,398.39	177,398.39	41.9	0.00	245,196.47	58.0
TOTAL: 1000	19,333,637.86	9,958,471.62	9,958,471.62	51.5	0.00	9,375,166.24	48.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	5,594,359.16	2,928,095.99	2,928,095.99	52.3	0.00	2,666,263.17	47.6
2200.00 INSTRUCTIONAL AIDS	761,171.90	328,115.83	328,115.83	43.1	0.00	433,056.07	56.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	426,028.84	226,301.31	226,301.31	53.1	0.00	199,727.53	46.8
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	228,336.00	110,313.18	110,313.18	48.3	0.00	118,022.82	51.6
TOTAL: 2000	7,009,895.90	3,592,826.31	3,592,826.31	51.2	0.00	3,417,069.59	48.7
3100.00 CERTIFICATED RETIREMENT	1,344,987.00	721,466.45	721,466.45	53.6	0.00	623,520.55	46.3
3200.00 CLASSIFIED RETIREMENT	875,280.06	420,753.72	420,753.72	48.0	0.00	454,526.34	51.9
3300.00 OASDHI /FICA	863,555.03	428,334.42	428,334.42	49.6	0.00	435,220.61	50.3
3400.00 HEALTH AND WELFARE BENEFITS	4,232,594.95	1,945,137.57	1,945,137.57	45.9	0.00	2,287,457.38	54.0
3500.00 STATE UNEMPLOYMENT INSURANCE	13,487.53	6,713.90	6,713.90	49.7	0.00	6,773.63	50.2
3600.00 WORKERS COMPENSATION INSURANCE	484,937.00	223,525.40	223,525.40	46.0	0.00	261,411.60	53.9
3900.00 OTHER BENEFITS	89,491.68	47,390.15	47,390.15	52.9	0.00	42,101.53	47.0
TOTAL: 3000	7,904,333.25	3,793,321.61	3,793,321.61	47.9	0.00	4,111,011.64	52.0
4100.00 TEXTBOOKS	20,760.77	1,291.06	1,291.06	6.2	9,254.70	10,215.01	49.2
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	33,403.00	17,593.19	17,593.19	52.6	1,051.05	14,758.76	44.1
4300.00 INSTRUCTIONAL SUPPLIES	69,003.11	28,750.51	28,750.51	41.6	10,454.99	29,797.61	43.1
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	9,626.00	0.00	0.00	.0	149.04	9,476.96	98.4
4500.00 NONINSTRUCTIONAL SUPPLIES	447,936.99	125,250.55	125,250.55	27.9	185,243.39	137,443.05	30.6
4700.00 FOOD SUPPLIES	3,043.00	1,785.12	1,785.12	58.6	457.88	800.00	26.2
TOTAL: 4000	583,772.87	174,670.43	174,670.43	29.9	206,611.05	202,491.39	34.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	988,755.56	55,887.00	55,887.00	5.6	755,239.36	177,629.20	17.9
5200.00 TRAVEL & CONFERENCE EXPENSES	146,112.56	49,760.43	49,760.43	34.0	26,112.28	70,239.85	48.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	129,504.00	47,897.64	47,897.64	36.9	49,201.09	32,405.27	25.0
5400.00 INSURANCES - DISTRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,475,697.00	953,702.15	953,702.15	64.6	497,524.18	24,470.67	1.6
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	905,621.49	278,632.40	278,632.40	30.7	307,407.07	319,582.02	35.2
5800.00 OTHER OPERATING EXP-DIST. USE	326,624.52	23,840.27	23,840.27	7.2	42,342.16	260,442.09	79.7
TOTAL: 5000	3,973,315.13	1,409,719.89	1,409,719.89	35.4	1,677,826.14	885,769.10	22.2
TOTAL: 1000-5999	38,804,955.01	18,929,009.86	18,929,009.86	48.7	1,884,437.19	17,991,507.96	46.3

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6100.00 SITES & IMPROVEMENTS-DIST. USE	5,000.00	0.00	0.00	.0	0.00	5,000.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	19,280.00	0.00	0.00	.0	19,280.00	0.00	.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	446,709.46	88,623.48	88,623.48	19.8	68,573.63	289,512.35	64.8
TOTAL: 6000	470,989.46	88,623.48	88,623.48	18.8	87,853.63	294,512.35	62.5
TOTAL: 1000-6999	39,275,944.47	19,017,633.34	19,017,633.34	48.4	1,972,290.82	18,286,020.31	46.5
7600.00 OTHER STUDENT AID	1,814.00	0.00	0.00	.0	0.00	1,814.00	100.0
TOTAL: 7000	1,814.00	0.00	0.00	.0	0.00	1,814.00	100.0
TOTAL: 1000-7999	39,277,758.47	19,017,633.34	19,017,633.34	48.4	1,972,290.82	18,287,834.31	46.5

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,047,109.00	309,578.66	309,578.66	15.1	0.00	1,737,530.34	84.8
TOTAL:	1000-5999	38,804,955.01	18,929,009.86	18,929,009.86	48.7	1,884,437.19	17,991,507.96	46.3
TOTAL:	1000-6999	39,275,944.47	19,017,633.34	19,017,633.34	48.4	1,972,290.82	18,286,020.31	46.5
TOTAL:	1000-7999	39,277,758.47	19,017,633.34	19,017,633.34	48.4	1,972,290.82	18,287,834.31	46.5
TOTAL EXPENSES	(1000 - 7999)	39,277,758.47	19,017,633.34	19,017,633.34	48.4	1,972,290.82	18,287,834.31	46.5



Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	164,913.19	164,913.19	100.0	0.00	164,913.19-	.0
TOTAL: 8000	0.00	164,913.19	164,913.19	100.0	0.00	164,913.19-	.0

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)	0.00	164,913.19	164,913.19	100.0	0.00	164,913.19-	.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	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	26,573.00	144.59	144.59	.5	0.00	26,428.41	99.4
TOTAL: 8000	26,573.00	144.59	144.59	.5	0.00	26,428.41	99.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
TOTAL: 2000	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
3300.00 OASDHI /FICA	1,831.00	0.00	0.00	.0	0.00	1,831.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	12.00	0.00	0.00	.0	0.00	12.00	100.0
TOTAL: 3000	1,843.00	0.00	0.00	.0	0.00	1,843.00	100.0
TOTAL: 1000-5999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDING/	UNENCUMBERED	
=====		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
SUMMARY BY OBJECT		=====						
=====		=====						
TOTAL INCOME	(8000 - 8999)	26,573.00	144.59	144.59	.5	0.00	26,428.41	99.4
TOTAL:	1000-5999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-6999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-7999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL EXPENSES	(1000 - 7999)	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	20,067.00	654.49	654.49	3.2	0.00	19,412.51	96.7
8600.00 STATE REVENUES	554,913.00	38,617.42	38,617.42	6.9	0.00	516,295.58	93.0
8800.00 LOCAL REVENUES	598,697.00	417,712.14	417,712.14	69.7	0.00	180,984.86	30.2
8900.00 OTHER FINANCING SOURCES	10,876.60	10,879.60	10,879.60	100.0	0.00	3.00-	.0
TOTAL: 8000	1,184,553.60	467,863.65	467,863.65	39.4	0.00	716,689.95	60.5
1100.00 CONTRACT CLASSROOM INST.	4,428,349.12	2,313,002.19	2,313,002.19	52.2	0.00	2,115,346.93	47.7
1200.00 CONTRACT CERT. ADMINISTRATORS	2,586,837.28	1,062,796.10	1,062,796.10	41.0	0.00	1,524,041.18	58.9
1300.00 INSTRUCTORS DAY/HOURLY	2,321,836.00	1,181,721.11	1,181,721.11	50.8	0.00	1,140,114.89	49.1
1400.00 NON-INSTRUCTION HOURLY CERT.	136,713.00	58,010.42	58,010.42	42.4	0.00	78,702.58	57.5
TOTAL: 1000	9,473,735.40	4,615,529.82	4,615,529.82	48.7	0.00	4,858,205.58	51.2
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,316,301.00	1,764,714.44	1,764,714.44	53.2	0.00	1,551,586.56	46.7
2200.00 INSTRUCTIONAL AIDS	573,284.00	217,859.50	217,859.50	38.0	0.00	355,424.50	61.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	133,745.00	124,589.47	124,589.47	93.1	0.00	9,155.53	6.8
2400.00 INST AIDS-HOURLY- DIR. INSTRU	368,959.00	208,004.43	208,004.43	56.3	0.00	160,954.57	43.6
TOTAL: 2000	4,392,289.00	2,315,167.84	2,315,167.84	52.7	0.00	2,077,121.16	47.2
3100.00 CERTIFICATED RETIREMENT	515,151.39	342,458.44	342,458.44	66.4	0.00	172,692.95	33.5
3200.00 CLASSIFIED RETIREMENT	533,848.00	252,302.57	252,302.57	47.2	0.00	281,545.43	52.7
3300.00 OASDHI/FICA	484,124.00	237,747.04	237,747.04	49.1	0.00	246,376.96	50.8
3400.00 HEALTH AND WELFARE BENEFITS	2,211,469.00	940,502.34	940,502.34	42.5	0.00	1,270,966.66	57.4
3500.00 STATE UNEMPLOYMENT INSURANCE	7,230.00	3,443.57	3,443.57	47.6	0.00	3,786.43	52.3
3600.00 WORKERS COMPENSATION INSURANCE	261,276.00	115,542.73	115,542.73	44.2	0.00	145,733.27	55.7
3900.00 OTHER BENEFITS	57,174.00	31,641.13	31,641.13	55.3	0.00	25,532.87	44.6
TOTAL: 3000	4,070,272.39	1,923,637.82	1,923,637.82	47.2	0.00	2,146,634.57	52.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	1,680.00	763.89	763.89	45.4	56.94	859.17	51.1
4300.00 INSTRUCTIONAL SUPPLIES	51,741.00	24,139.07	24,139.07	46.6	6,548.85	21,053.08	40.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	6,325.00	211.17	211.17	3.3	71.90	6,041.93	95.5
4500.00 NONINSTRUCTIONAL SUPPLIES	155,283.81	53,184.34	53,184.34	34.2	65,714.57	36,384.90	23.4
TOTAL: 4000	215,029.81	78,298.47	78,298.47	36.4	72,392.26	64,339.08	29.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	61,897.00	11,628.97	11,628.97	18.7	27,606.62	22,661.41	36.6
5200.00 TRAVEL & CONFERENCE EXPENSES	72,768.19	20,739.51	20,739.51	28.5	9,582.17	42,446.51	58.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	45,420.00	35,209.35	35,209.35	77.5	1,116.35	9,094.30	20.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	724,737.00	351,124.02	351,124.02	48.4	353,162.98	20,450.00	2.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	426,250.80	173,914.92	173,914.92	40.8	156,127.77	96,208.11	22.5
5800.00 OTHER OPERATING EXP-DIST. USE	163,875.00	8,989.12	8,989.12	5.4	8,972.40	145,913.48	89.0
TOTAL: 5000	1,494,947.99	601,605.89	601,605.89	40.2	556,568.29	336,773.81	22.5
TOTAL: 1000-5999	19,646,274.59	9,534,239.84	9,534,239.84	48.5	628,960.55	9,483,074.20	48.2
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	600.00	0.00	0.00	.0	0.00	600.00	100.0
6300.00 LIBRARY BOOKS - EXPANSION	10,000.00	3,238.25	3,238.25	32.3	6,761.75	0.00	.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	68,806.20	25,146.75	25,146.75	36.5	10,981.66	32,677.79	47.4
TOTAL: 6000	79,406.20	28,385.00	28,385.00	35.7	17,743.41	33,277.79	41.9
TOTAL: 1000-6999	19,725,680.79	9,562,624.84	9,562,624.84	48.4	646,703.96	9,516,351.99	48.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,184,553.60	467,863.65	467,863.65	39.4	0.00	716,689.95	60.5
TOTAL:	1000-5999	19,646,274.59	9,534,239.84	9,534,239.84	48.5	628,960.55	9,483,074.20	48.2
TOTAL:	1000-6999	19,725,680.79	9,562,624.84	9,562,624.84	48.4	646,703.96	9,516,351.99	48.2
TOTAL:	1000-7999	19,725,680.79	9,562,624.84	9,562,624.84	48.4	646,703.96	9,516,351.99	48.2
TOTAL EXPENSES	(1000 - 7999)	19,725,680.79	9,562,624.84	9,562,624.84	48.4	646,703.96	9,516,351.99	48.2

BDX110  
 CHC UNRESTRICTED  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2013 TO 06/30/2014

#J892

01/21/2014

PAGE 4

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	95.37	95.37	100.0	0.00	95.37-	.0
TOTAL: 8000	0.00	95.37	95.37	100.0	0.00	95.37-	.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	95.37	95.37	100.0	0.00	95.37-	.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	92.44	92.44	3.0	0.00	2,907.56	96.9
TOTAL: 8000	3,000.00	92.44	92.44	3.0	0.00	2,907.56	96.9
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	1.00	0.00	0.00	.0	0.00	1.00	100.0
TOTAL: 3000	154.00	0.00	0.00	.0	0.00	154.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	346.00	0.00	0.00	.0	0.00	346.00	100.0
TOTAL: 5000	346.00	0.00	0.00	.0	0.00	346.00	100.0
TOTAL: 1000-5999	2,500.00	0.00	0.00	.0	0.00	2,500.00	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	92.44	92.44	3.0	0.00	2,907.56	96.9
TOTAL:	1000-5999	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
TOTAL:	1000-6999	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
TOTAL:	1000-7999	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
TOTAL EXPENSES	(1000 - 7999)	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Steve Sutorus, Business Manager  
DATE: February 6, 2014  
SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2014 Period 1

RECOMMENDATION

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

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2014 Period 1 has been submitted to the State Chancellor's Office.

ANALYSIS

The Period 1 report includes preliminary figures for the period July 1, 2013 – December 31, 2013 and uses annualizers to forecast fiscal year end data. The chart below summarizes the District's status as of P1 and provides comparison data.

<b>Comparison – FY13 P3 vs FY14 P1</b>					
<b>FY 13 at Year End (P3)</b>			<b>FY 14 at P1</b>		<b>% Change</b>
CHC	3,830		CHC	4,383	14.44%
SBVC	9,410		SBVC	9,830	4.46%
Total	13,240		Total	14,213	7.35%

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

**CERTIFICATION**  
**2013-14 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:** 1-14-14

**Electronic Certification Date:** Tuesday, January 14, 2014

<b>For Supplemental Information, contact</b>	
<b>Name:</b>	Steven Sutorus
<b>Title:</b>	Business Manager
<b>Phone Number:</b>	(909) 382-4031
<b>Phone Extension:</b>	
<b>E-Mail:</b>	ssutorus@sbccd.edu

<b>Please return completed form to:</b>
Chancellor's Office
California Community Colleges
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811

**California Community Colleges**  
**2013-14 APPORTIONMENT ATTENDANCE REPORT**  
**COMPOSITE - State Residents**

**First Period**

**Date Due in Chancellor's Office: January 15, 2014**

**San Bernardino CCD**

<b>Part I. Full-Time Equivalent Student</b>	Attendance FTES* of State Residents (and Nonresidents Attending Noncredit Courses)	Factored FTES
A. Summer Intersession (Summer 2013 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.)	692.69	692.69
B. Summer Intersession (Summer 2014 - Prior to July 1, 2014)		
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.)	10, 212.04	10, 212.04
(b) Daily Census Contact Hours (Part III)	1, 188.36	1, 207.81
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C.)	4.74	4.74
(b) Credit (Part IV.D.)	795.81	798.93
3. Alternative Attendance Accounting Procedure		
(a) Weekly Census Procedure Courses (Part V.)(Credit)	898.36	898.36
(b) Daily Census Procedure Courses (Part VI.)(Credit)	397.42	398.66
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C.)	0.00	0.00
D. Total FTES	14, 189.42	14, 213.23

<b>SUPPLEMENTAL INFORMATION ***</b>	
In-service Training Courses (FTES)	0.00
Basic Skills Courses and Immigrant Education ** (FTES)	
1. Non-Credit	0.00
2. Credit	895.46

California Community Colleges  
**2013-14 APPORTIONMENT ATTENDANCE REPORT**  
**COMPOSITE - Non-Residents**

First Period

Date Due in Chancellor's Office: January 15, 2014

**San Bernardino CCD**

<b>Part I. Full-Time Equivalent Student</b>	Attendance FTES* of Non-Residents	Factored FTES
A. Summer Intersession (Summer 2013 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.)	19.60	19.60
B. Summer Intersession (Summer 2014 - Prior to July 1, 2014)		
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.)	237.88	237.88
(b) Daily Census Contact Hours (Part III)	29.60	30.08
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C.)	2.13	2.13
(b) Credit (Part IV.D.)	22.58	22.66
3. Alternative Attendance Accounting Procedure		
(a) Weekly Census Procedure Courses (Part V.)(Credit)	10.84	10.84
(b) Daily Census Procedure Courses (Part V.)(Credit)	8.08	8.11
(c) Non-credit Independent Study/Distance Education Courses (Part VII.C.)	0.00	0.00
D. Total FTES	330.71	331.30

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Pierre Galvez, Police Chief  
DATE: February 6, 2014  
SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

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

OVERVIEW

Postsecondary educational institutions (institutions) that participate in student aid programs under Title IV of the federal Higher Education Act of 1965, as amended, are required by the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (Clery Act) to create an annual security report by October 1 of each year. This security report must contain required crime statistics of the institution as well as certain security policy disclosures. When institutions do not comply with the Clery Act, they inhibit the ability of students and others to make informed decisions about campus security. Further, the U.S. Department of Education can impose financial penalties of up to \$27,500 per violation against noncompliant institutions.

ANALYSIS

Monthly Report of Clery Crimes for JANUARY

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
CLERY ACT CRIMES  
January 2014

Case#	Reported	Reportable Clery Crimes	Location	Date (s)	Time (s)	Disposition
<b>CRAFTON HILLS</b>						
14C-002	01/09/14	BURGLARY	SOCCER FIELD	01/09/14	0750 AM	REPORT TAKEN
<b>DISTRICT</b>						
<b>NO CLERY CRIMES</b>						
<b>VALLEY</b>						
14-001	01/02/14	BURGLARY	AUDITORIUM	01/02/14	8:03 AM	REPORT TAKEN
14-002	01/06/14	BURGLARY	CONSTRUCTION YARD	01/06/14	6:47 AM	REPORT TAKEN
14-012	01/12/14	BURGLARY	TECH BLDG.	01/12/14	4:30 AM	REPORT TAKEN
14-014	01/13/14	POSS. OF MARIJUANA	LOT 9	01/13/14	9:13 AM	CITED
14-017	01/13/14	VEHICLE THEFT	SWAP LOT	01/13/14	1:14 PM	REPORT TAKEN
14-020	01/14/14	VEHICLE THEFT	SWAP LOT	01/14/14	1:33 PM	REPORT TAKEN

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: February 6, 2014  
SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

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

OVERVIEW

The District's budget is a financial plan based on estimated revenues and expenditures for the fiscal year, which runs from July 1 through June 30. Cash refers to what is actually in the District's treasury on a day-to-day and month-to-month basis. Monitoring the amount of cash available to meet the District's financial obligations is the core responsibility of the Fiscal Services Department. Attached is the General Fund monthly cash flow analysis for the District.

ANALYSIS

The General Fund cash balance as of June 30, 2014 is estimated to be \$8,909,716.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

# General Fund Cash Flow Analysis<sup>†</sup>

## Fiscal Year 2013-14

	ACTUALS						PROJECTIONS						ACCRUALS	TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
<b>Beginning Cash Balance</b>	19,523	34,567	23,350	25,739	25,044	25,370	27,534	20,738	20,697	22,983	24,741	22,211		
<b>Receipts</b>														
<b>Federal</b>	11		172	15	12	914	3	24	896	467	1,014	2,473		6,002
<b>State</b>	4,255	4,449	9,455	5,388	4,789	4,895	4,828	4,205	7,627	3,560	3,597	2,013		59,059
<b>State Deferrals</b>													8,023	8,023
<b>Local</b>	765	3	1,207	385	1,980	4,714	495	3,467	1,445	6,158	1,191	713		22,524
<b>Temporary Borrowings</b>														
<b>Inc Transfer &amp; Sale of Assets</b>		16					8							23
<b>Accounts Receivable/Accruals</b>	15,593	346	1,783	1,073	929	86								19,810
<b>Total Receipts</b>	20,623	4,814	12,617	6,861	7,711	10,609	5,333	7,696	9,968	10,185	5,803	5,199	8,023	115,441
<b>Disbursements</b>														
<b>Academic Salaries</b>	-4	1,131	2,813	2,958	3,086	3,001	3,078	2,753	2,969	3,016	3,009	4,051		31,862
<b>Classified Salaries</b>	1,400	1,510	1,602	1,695	1,791	1,918	1,903	1,700	1,678	1,874	1,638	2,730		21,440
<b>Benefits</b>	651	1,103	1,251	1,275	1,345	1,328	1,411	1,367	1,354	1,393	1,337	2,637		16,452
<b>Supplies &amp; Materials</b>	5	79	133	123	56	91	156	102	170	179	215	663		1,973
<b>Other Operating Exp</b>	171	1,234	1,287	1,113	902	329	1,375	1,462	1,277	1,691	1,866	7,730		20,438
<b>Capital Outlay</b>	33	32	46	141	26	37	68	275	94	115	116	530		1,512
<b>Other Outgo</b>		50	738	130	179	771	4,138	79	140	158	151	159		6,694
<b>Loan Repayment</b>														
<b>Accounts Payable/Accruals</b>	3,322	10,891	2,358	119		970								17,660
<b>Total Disbursements</b>	5,579	16,031	10,228	7,555	7,385	8,444	12,129	7,737	7,682	8,427	8,333	18,501		118,031
<b>Increase / (Decrease) in Cash Balance</b>	15,044	-11,217	2,389	-694	326	2,164	-6,796	-41	2,285	1,759	-2,530	-13,302		
<b>Ending Cash Balance</b>	34,567	23,350	25,739	25,044	25,370	27,534	20,738	20,697	22,983	24,741	22,211	8,910	*	

\*The District has a projected deferred apportionment payment in the amount of \$8 MM which reduces the revenues for the month of June, 2014.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: February 06, 2014  
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.

ANALYSIS

The analysis shows that construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$2,140,659.85 which is only 2.53% of the project cost of \$84,494,722.45.

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 02/6/14  
agenda)

February 6, 2014

**CONTRACT AMENDMENTS**

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 52,414,057.50	\$ 402,801.00	\$ -	\$ 52,816,858.50	0.77%
SBVC-San Bernardino Valley College	\$ 32,080,664.95	\$ 130,483.49	\$ -	\$ 32,211,148.44	0.41%
				\$ -	
<b>TOTAL for CONTRACT AMENDMENTS</b>	<b>\$ 84,494,722.45</b>	<b>\$ 533,284.49</b>	<b>\$ -</b>	<b>\$ 85,028,006.94</b>	<b>0.63%</b>

**CHANGE ORDERS**

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 52,816,858.50	\$ 586,268.78	\$ -	\$ 53,403,127.28	1.11%
SBVC-San Bernardino Valley College	\$ 32,211,148.44	\$ 1,021,106.58	\$ -	\$ 33,232,255.02	3.17%
<b>TOTAL for CHANGE ORDERS</b>	<b>\$ 85,028,006.94</b>	<b>\$ 1,607,375.36</b>	<b>\$ -</b>	<b>\$ 86,635,382.30</b>	<b>1.89%</b>

**CHANGE SUMMARY by PROJECT**

(Including any contract amendments and change orders on the 2/6/14 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	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%
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%
SOLAR FARM	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	0.00%
OE 2	\$ 16,534,000.00	\$ -	\$ -	\$ 22,571.02	\$ -	\$ 16,556,571.02	0.00%
OE 1 Roofing Package	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	0.00%
PE Complex	\$ 4,511,070.00	\$ -	\$ -	\$ -	\$ -	\$ 4,511,070.00	0.00%
Science Building	\$ 18,729,831.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 18,730,323.89	0.00%
Crafton Center	\$ 141,480.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 144,982.49	2.48%
<b>TOTAL</b>	<b>\$ 52,414,057.50</b>	<b>\$ 402,801.00</b>	<b>\$ -</b>	<b>\$ 586,268.78</b>	<b>\$ -</b>	<b>\$ 53,403,127.28</b>	<b>1.11%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**PAL PROJECT**

February 6, 2014

(Including any contract amendments and change orders on the 02/6/14 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	\$ -	\$ 94,560.00		\$ 3,555,361.00	2.73%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,260.00		\$ 605,710.00	6.37%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 165,524.00		\$ 2,684,524.00	6.57%
<b>TOTAL</b>	<b>\$ 6,146,450.00</b>	<b>\$ 402,801.00</b>	<b>\$ -</b>	<b>\$ 296,344.00</b>	<b>\$ -</b>	<b>\$ 6,845,595.00</b>	<b>4.82%</b>

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**M S ANNEX**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/2014 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%
<b>TOTAL</b>	<b>\$ 2,270,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 189,545.00</b>	<b>\$ -</b>	<b>\$ 2,460,045.00</b>	<b>8.35%</b>

**NO NEW CHANGE ORDERS**



Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**MPOE-DATA**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 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%
<b>TOTAL</b>	<b>\$ 527,700.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 37,234.00</b>	<b>\$ -</b>	<b>\$ 564,934.00</b>	<b>7.06%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**LIBRARY DEMOLITION**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 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%
<b>TOTAL</b>	<b>\$ 574,576.50</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 574,576.50</b>	<b>0.00%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**SOLAR FARM**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Rosendin Electric, Inc. ***	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	2.32%
<b>TOTAL</b>	<b>\$ 2,700,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 62,678.76</b>	<b>\$ -</b>	<b>\$ 2,762,678.76</b>	<b>2.32%</b>

**NO NEW CHANGE ORDERS**

\*\*\*NOTE: \$3,500,000 OF THIS CONTRACT WAS IN MEASURE P --- THE TOTAL BASE AMOUNT OF THE CONTRACT IS \$6,200,000.

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**OE 2**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 2 Demo Pkg.</u>							
The Richards Group	\$ 654,000.00	\$ -	\$ -	\$ 22,571.02	\$ -	\$ 676,571.02	3.45%
<u>Building Pkg.</u>							
Sinanian Development, Inc.	\$ 15,880,000.00	\$ -	\$ -	\$ -	\$ -	\$ 15,880,000.00	0.00%
<b>TOTAL</b>	<b>\$ 16,534,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 22,571.02</b>	<b>\$ -</b>	<b>\$ 16,556,571.02</b>	<b>0.14%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**OE 1**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>OE 1 Roof Pkg.</i>							
Best Contracting Services	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	-9.37%
<b>TOTAL</b>	<b>\$ 278,450.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (26,099.38)</b>	<b>\$ -</b>	<b>\$ 252,350.62</b>	<b>-9.37%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PE BUILDING**  
 (Including any contract amendments and change orders on the 2/6/16  
 agenda)

February 6, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minako Construction	\$ 4,511,070.00	\$ -	\$ -	\$ -	\$ -	\$ 4,511,070.00	0.00%
<b>TOTAL</b>	<b>\$ 4,511,070.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,511,070.00</b>	<b>0.00%</b>

NO NEW CHANGE ORDERS

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**Science Building**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Circuit C</i>							
RDM Electric	\$ 65,700.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 66,192.89	0.75%
<i>Building</i>							
Earl Corporation	\$ 18,664,131.00	\$ -	\$ -	\$ -	\$ -	\$ 18,664,131.00	0.00%
<b>TOTAL</b>	<b>\$ 18,729,831.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 492.89</b>	<b>\$ -</b>	<b>\$ 18,730,323.89</b>	<b>0.00%</b>

**NO NEW CHANGE ORDERS**

Crafton Hills College  
**CHANGE SUMMARY by PROJECT**  
**New Crafton Center**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>CIRCUIT A</i>							
Dalke & Sons Construction	\$ 141,480.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 144,982.49	2.48%
<b>TOTAL</b>	<b>\$ 141,480.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,502.49</b>	<b>\$ -</b>	<b>\$ 144,982.49</b>	<b>2.48%</b>

**NO NEW CHANGE ORDERS**



San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,820,565.00	\$ 83,941.49	\$ -	\$ 57,815.00	\$ -	\$ 11,962,321.49	0.49%
HVAC Cafeteria & Health Science	\$ 325,000.00	\$ -	\$ -	\$ -	\$ -	\$ 325,000.00	0.00%
Gym Demo	\$ 625,485.00	\$ -	\$ -	\$ (47,212.00)	\$ -	\$ 578,273.00	3.17%
Business Building Remodel	\$ 9,886,651.95	\$ 12,209.00	\$ -	\$ 850,839.00	\$ -	\$ 10,749,699.95	8.60%
Site Signage	\$ 2,622,963.00	\$ 34,333.00	\$ -	\$ 44,839.58	\$ -	\$ 2,702,135.58	1.69%
Auditorium	\$ 6,800,000.00	\$ -	\$ -	\$ 114,825.00	\$ -	\$ 6,914,825.00	1.69%
	<b>\$ 32,080,664.95</b>	<b>\$ 130,483.49</b>	<b>\$ -</b>	<b>\$ 1,021,106.58</b>	<b>\$ -</b>	<b>\$ 33,232,255.02</b>	<b>3.17%</b>

San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**CENTRAL PLANT**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 122,077.00	\$ -	\$ 11,000,077.00	1.12%
<i>Grant Street Sewer Project</i>							
Tyco General Engineering	\$ 567,780.00	\$ -	\$ -	\$ (85,500.00)	\$ -	\$ 482,280.00	-15.06%
Braughton - ADA Access	\$ 26,485.00	\$ -	\$ -	\$ (5,568.00)	\$ -	\$ 20,917.00	-21.02%
<b>TOTAL</b>	<b>\$ 11,820,565.00</b>	<b>\$ 83,941.49</b>	<b>\$ -</b>	<b>\$ 57,815.00</b>	<b>\$ -</b>	<b>\$ 11,962,321.49</b>	<b>0.49%</b>



San Bernardino Valley College  
**CHANGE SUMMARY by PROJECT**  
**GYM DEMO**

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 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%
JM Builders	\$ 256,000.00	\$ -	\$ -	\$ (35,905.00)	\$ -	\$ 220,095.00	-14.03%
Three Peaks (Soccer Field)	\$ 116,414.00	\$ -	\$ -	\$ 3,693.00	\$ -	\$ 120,107.00	3.17%
				\$ -			
<b>TOTAL</b>	<b>\$ 625,485.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ (47,212.00)</b>	<b>\$ -</b>	<b>\$ 578,273.00</b>	<b>-7.55%</b>

NO NEW CHANGE ORDERS



San Bernardino Valley College  
CHANGE SUMMARY by PROJECT  
SITE SIGNAGE/ADA

February 6, 2014

(Including any contract amendments and change orders on the 2/6/14 agenda)

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ 34,333.00	\$ -	\$ 73,884.58	\$ -	\$ 1,473,993.58	5.28%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (8,543.00)	\$ -	\$ 78,644.00	-9.80%
*Note: \$71,836.58 - claim settlement							
<b>TOTAL</b>	<b>\$ 2,622,963.00</b>	<b>\$ 34,333.00</b>	<b>\$ -</b>	<b>\$ 44,839.58</b>	<b>\$ -</b>	<b>\$ 2,702,135.58</b>	<b>1.69%</b>

**NO NEW CHANGE ORDERS**



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** February 6, 2014  
**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**

Purchase Orders between the range 142746 – 142963 are attached for review, except those reviewed through the contract agenda items. Purchase Orders are detailed by number, vendor, purpose, and amount.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

This is an information item. There are no financial implications.



**Purchase Order Board Report**  
**February 6, 2014**

<b>PO No.</b>	<b>Vendor Name</b>	<b>Purchase Order Description</b>	<b>Amount</b>
142758	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,210.00
142759	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,210.00
142760	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,925.00
142761	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 1,925.00
142762	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 351.68
142763	COMMUNITY COLLEGE LEAGUE	Conference	\$ 325.00
142764	COMMUNITY COLLEGE LEAGUE	Conference	\$ 425.00
142767	AHSIE	Conference	\$ 1,000.00
142768	BURNS, SANDRA	Conference	\$ 395.00
142769	DIPONIO, GWEN	Conference	\$ 1,400.00
142770	FENDER, ROCHELLE	Conference	\$ 497.68
142771	HALABI, TARIF	Conference	\$ 210.00
142772	HERNANDEZ, RAMON	Conference	\$ 210.00
142773	MACK, GAIL	Conference	\$ 737.68
142774	MAURIZI, TAMARA	Conference	\$ 627.68
142776	OBRA, VIOLETA	Conference	\$ 627.68
142777	RATCLIFF, JOSEPH	Conference	\$ 210.00
142778	ROMERO, MARKAZAN	Conference	\$ 210.00
142780	SHERATON GRAND SACRAMENTO	Conference	\$ 531.72
142781	SHERATON GRAND SACRAMENTO	Conference	\$ 177.24
142782	SIMENTAL, YOLANDA	Conference	\$ 988.80
142783	SINGER, DONALD L	Conference	\$ 550.00
142784	SINGER, DONALD L	Conference	\$ 75.00
142790	STILTNER, CAROL	Conference	\$ 577.68
142792	TUVIDA, ALICIA	Conference	\$ 627.68
142793	UNIVERSITY OF REDLANDS	Conference	\$ 3,700.00
142795	WELLS, CAROL	Conference	\$ 627.68
142799	COMMUNITY COLLEGE LEAGUE	Conference	\$ 75.00
142800	COMMUNITY COLLEGE LEAGUE	Conference	\$ 1,395.00
142801	CRAFTON HILLS COLLEGE	Conference	\$ 1,500.00
142802	CRESCENDO INTERACTIVE INC	Conference	\$ 250.00
142803	FERRACONE, DONNA	Conference	\$ 100.00
142804	GLAZATOV, TRELISA	Conference	\$ 514.00
142805	PETROVIC, SNEZANA	Conference	\$ 500.00
142806	SHERATON GRAND SACRAMENTO	Conference	\$ 177.24
142807	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 181.30
142808	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 159.00
142809	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 159.00
142848	RIGGS, MICHELLE A	Conference	\$ 450.00
142849	TORRES, JOSE	Conference	\$ 1,250.00
142857	MARRIOTT WARDMAN PARK HOTEL	Conference	\$ 299.99
142858	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 357.10
142863	COMMUNITY COLLEGE LEAGUE	Conference	\$ 150.00
142864	COMMUNITY COLLEGE LEAGUE	Conference	\$ 150.00

**Purchase Order Board Report  
February 6, 2014**

142865	COMMUNITY COLLEGE LEAGUE	Conference	\$	150.00
142866	COMMUNITY COLLEGE LEAGUE	Conference	\$	150.00
142880	FRED PRYOR SEMINARS	Conference	\$	199.00
142887	INLAND EMPIRE ECONOMIC PARTNER	Conference	\$	55.00
142888	HILTON HOTEL - SAN BERNARDINO	Conference	\$	1,000.00
142889	CAREER TRACK	Conference	\$	1,890.00
142910	ACCCA	Conference	\$	625.00
142911	US BANK CORPORATE PMT SYSTEMS	Conference	\$	550.00
142912	FISHER, GLORIA	Conference	\$	409.09
142914	INLAND EMPIRE ECONOMIC PARTNER	Conference	\$	55.00
142915	SAN BERNARDINO AREA CHAMBER	Conference	\$	55.00
142948	ACCCA	Conference	\$	1,000.00
142949	SAN BERNARDINO AREA CHAMBER	Conference	\$	50.00
142950	CCLC	Conference	\$	150.00
142956	HILTON HOTEL - SAN BERNARDINO	Conference	\$	1,000.00
142775	NATIONAL COLLEGIATE	Dues & Membership	\$	500.00
142812	AHEAD	Dues & Membership	\$	595.00
142779	RP GROUP, THE	Dues & Membership	\$	350.00
142892	NACCE	Dues & Membership	\$	750.00
142877	SOUTHERN CALIFORNIA BLACK	Dues & Membership	\$	200.00
142791	TEC-EASE INC	Equipment	\$	1,616.76
142842	STAPLES	Equipment	\$	644.67
142853	PRIMEX WIRELESS INC	Equipment	\$	249.00
142893	STAPLES	Equipment	\$	348.72
142917	DESERT BUSINESS INTERIORS	Equipment	\$	4,617.00
142952	10-8 RETROFIT INC	Equipment	\$	8,643.39
142755	KESLING, SUSANIEL	Instructional Supplies	\$	68.85
142788	STAPLES	Instructional Supplies	\$	66.79
142813	FISHER SCIENTIFIC	Instructional Supplies	\$	730.94
142814	FLINN SCIENTIFIC INC	Instructional Supplies	\$	2,042.96
142815	NKC ELECTRONICS	Instructional Supplies	\$	1,302.80
142816	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$	1,451.47
142817	WEST COAST STANDARDS	Instructional Supplies	\$	1,134.00
142876	TORCHMATE	Instructional Supplies	\$	115.98
142882	EUROSPORT	Instructional Supplies	\$	221.98
142885	DISCOUNT SCHOOL SUPPLY	Instructional Supplies	\$	502.69
142918	AMAZON.COM	Instructional Supplies	\$	48.55
142919	FLINN SCIENTIFIC INC	Instructional Supplies	\$	168.00
142947	DICK BLICK	Instructional Supplies	\$	959.37
142894	AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	\$	1,301.18
142860	BIO-RAD LABORATORIES	Instructional Supplies	\$	181.76
142861	BIOTIUM INC	Instructional Supplies	\$	113.40
142862	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$	404.82
142867	DELTA BIOLOGICALS	Instructional Supplies	\$	189.00
142886	AMAZON.COM	Instructional Supplies	\$	272.09
142746	AMAZON.COM	Instructional Supplies	\$	58.19
142747	AMAZON.COM	Instructional Supplies	\$	165.28

**Purchase Order Board Report  
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142846	ASME	Instructional Supplies	\$ 218.80
142884	REDLEAF PRESS	Instructional Supplies	\$ 531.68
142943	CHC BOOKSTORE	Instructional Supplies	\$ 409.05
142753	DELL COMPUTER COMPANY	IT Equipment	\$ 3,175.91
142754	APPLE COMPUTER INC	IT Equipment	\$ 3,645.60
142818	B&H PHOTO VIDEO	IT Equipment	\$ 2,327.03
142819	B&H PHOTO VIDEO	IT Equipment	\$ 11,611.95
142820	BEST BUY	IT Equipment	\$ 2,482.92
142821	BEST BUY GOV LLC	IT Equipment	\$ 1,511.98
142843	APPLE COMPUTER INC	IT equipment	\$ 4,164.16
142895	NEWEGG BUSINESS	IT Equipment	\$ 259.18
142920	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$ 1,918.08
142921	APPLE COMPUTER INC	IT Equipment	\$ 3,963.12
142922	B&H PHOTO VIDEO	IT Equipment	\$ 4,690.81
142923	SATARII INC	IT Equipment	\$ 752.34
142946	NEWEGG BUSINESS	IT Equipment	\$ 409.32
142945	US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	\$ 299.99
142963	US BANK CORPORATE PMT SYSTEMS	Magazines & Subscriptions	\$ 139.95
142796	WISEGARVER, LINDSEY	Mileage Reimbursement	\$ 8.00
142938	MORENO, MARIANA	Mileage Reimbursement	\$ 72.86
142939	MARTINEZ, MICHELLE	Mileage Reimbursement	\$ 49.18
142926	RABON, DEANNE	Mileage Reimbursement	\$ 71.59
142959	STAPLES	Non-Instructional Supplies	\$ 237.67
142960	STAPLES	Non-Instructional Supplies	\$ 77.82
142898	HOME DEPOT, THE	Non-Instructional Supplies	\$ 140.14
142897	SPICERS PAPER INC	Non-Instructional Supplies	\$ 6,951.15
142925	CLERY CENTER FOR SECURITY	Non-Instructional Supplies	\$ 75.00
142787	STAPLES	Non-Instructional Supplies	\$ 1,058.38
142913	STAPLES	Non-Instructional Supplies	\$ 219.63
142824	AMAZON.COM	Non-Instructional Supplies	\$ 51.85
142750	STAPLES	Non-Instructional Supplies	\$ 129.58
142751	STAPLES	Non-Instructional Supplies	\$ 336.73
142752	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	\$ 250.00
142786	STAPLES	Non-Instructional Supplies	\$ 414.29
142789	STAPLES	Non-Instructional Supplies	\$ 89.54
142825	ETR ASSOCIATES	Non-Instructional Supplies	\$ 467.96
142826	I C COMPOUND CO	Non-Instructional Supplies	\$ 43.16
142827	REVOLVING CASH	Non-Instructional Supplies	\$ 85.32
142828	SPICERS PAPER INC	Non-Instructional Supplies	\$ 5,270.40
142850	BRODART COMPANY	Non-Instructional Supplies	\$ 593.43
142871	BADGE EXPRESS	Non-Instructional Supplies	\$ 21.15
142879	STAPLES	Non-Instructional Supplies	\$ 64.54
142881	STAPLES	Non-Instructional Supplies	\$ 86.35
142899	STAPLES	Non-Instructional Supplies	\$ 107.99
142900	STAPLES	Non-Instructional Supplies	\$ 2,682.04
142927	STAPLES	Non-Instructional Supplies	\$ 461.01
142928	PEARSON ASSESSMENT	Non-Instructional Supplies	\$ 775.11

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142929	BADGE EXPRESS	Non-Instructional Supplies	\$ 21.15
142930	STAPLES	Non-Instructional Supplies	\$ 70.90
142931	STAPLES	Non-Instructional Supplies	\$ 177.79
142932	REECE, BRYAN	Non-Instructional Supplies	\$ 14.02
142933	STAPLES	Non-Instructional Supplies	\$ 308.07
142944	THANE INTERNATIONAL INC	Non-Instructional Supplies	\$ 1,000.00
142829	SEHI COMPUTER PRODUCTS INC	Non-Instructional Supplies	\$ 586.98
142830	STAPLES	Non-Instructional Supplies	\$ 286.22
142883	KEN'S SPORTING GOODS	Non-Instructional Supplies	\$ 205.21
142958	STAPLES	Non-Instructional Supplies	\$ 214.17
142961	STAPLES	Non-Instructional Supplies	\$ 273.33
142901	REVOLVING CASH	Officials	\$ 3,360.00
142902	REVOLVING CASH	Officials	\$ 500.00
142903	REVOLVING CASH	Officials	\$ 500.00
142940	REVOLVING CASH	Officials	\$ 1,800.00
142941	REVOLVING CASH	Officials	\$ 1,800.00
142904	REVOLVING CASH	Officials	\$ 2,400.00
142905	REVOLVING CASH	Officials	\$ 3,888.00
142765	NORRIS, JUDITH	Operational Expenses & Fees	\$ 350.00
142766	BURRIS, CHAD	Operational Expenses & Fees	\$ 350.00
142797	BLACKHORSE LOWE	Operational Expenses & Fees	\$ 350.00
142798	VTAPE	Operational Expenses & Fees	\$ 1,500.00
142845	GEORGE, ROBIN	Operational Expenses & Fees	\$ 350.00
142934	DEPT OF INDUSTRIAL RELATIONS	Operational Expenses & Fees	\$ 7,642.44
142847	MAILFINANCE	Operational Expenses & Fees	\$ 1,602.00
142951	ANACA TECHNOLOGIES	Operational Expenses & Fees	\$ 12,375.00
142822	COMMUNITY COLLEGE LEAGUE OF CA	Operational Expenses & Fees	\$ 2,018.00
142823	GRANTSTATION	Operational Expenses & Fees	\$ 149.00
142851	INSIGHT INVESTMENTS LLC	Operational Expenses & Fees	\$ 6,217.28
142852	SYMMETRY DATA INC	Operational Expenses & Fees	\$ 1,360.80
142896	LONGTAIL VIDEO	Operational Expenses & Fees	\$ 500.00
142859	AMERICAN PUBLIC TELEVISION	Operational Expenses & Fees	\$ 3,972.00
142749	KAET TV	Operational Expenses & Fees	\$ 1,000.00
142831	CRUZ, ALFREDO	Operational Expenses & Fees	\$ 349.92
142854	CHICOBAG COMPANY	Operational Expenses & Fees	\$ 3,526.80
142855	DELGADO, DOLORES	Operational Expenses & Fees	\$ 100.00
142832	EVENTS BY LAVONNE	Operational Expenses & Fees	\$ 1,485.00
142954	FOX OCCUPATIONAL MEDICAL CTR	Operational Expenses & Fees	\$ 120.00
142953	SIGMANET INC	Operational Expenses & Fees	\$ 190.00
142909	ENVIRONMENTAL MANAGEMENT TECH	Operational Expenses & Fees	\$ 1,153.60
142841	PAT'S POTS	Operational Expenses & Fees	\$ 165.00
142873	CITY OF YUCAIPA	Operational Expenses & Fees	\$ 386.01
142833	CRAFTON HILLS COLLEGE	Other Student Aid	\$ 40.00
142834	CRAFTON HILLS COLLEGE	Other Student Aid	\$ 420.00
142906	CHC BOOKSTORE	Other Student Aid	\$ 10,100.00
142936	SLOANE, THOMAS	Other Student Aid	\$ 2,500.00
142840	SBCCD FINANCIAL AID	Other Student Aid	\$ 7,000.00

**Purchase Order Board Report  
February 6, 2014**

142844	YRC FREIGHT	Postage & Freight	\$	168.12
142874	WISEGARVER, LILLIAN	Postage & Freight	\$	334.12
142756	BON APPETIT AT	Refreshments	\$	2,290.09
142757	BON APPETIT AT	Refreshments	\$	1,124.02
142835	BAHNER, DANIEL	Refreshments	\$	267.02
142836	SBVC FOOD SERVICES	Refreshments	\$	150.00
142837	STATER BROS MARKETS	Refreshments	\$	150.00
142935	SBVC FOOD SERVICES	Refreshments	\$	1,360.42
142838	SBVC FOOD SERVICES	Refreshments	\$	2,193.12
142839	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	27.58
142942	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	27.58

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: February 6, 2014  
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, 2013

<b>Account</b>	<b>Amount</b>	<b>Interest</b>	<b>Type</b>	<b>Institution</b>
<b>General Fund</b>				
Clearing Account	\$ 2,104,943.73	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	24,325.79	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 2,129,269.52</u>			
<b>Bond Fund</b>	\$ 143,336,741.00	0.00	Investment	Bank of New York Mellon, Los Angeles CA
<b>Enterprise Funds</b>				
Bookstore	\$ 161,824.57	0.00	Checking	Bank of America, Colton CA
Cafeteria	244,834.02	0.00	Checking	Bank of America, Colton CA
Bookstore CD ( <i>due 2/2/2014</i> )	104,140.01	(y)0.80	CD	Inland Valley Bank, Redlands CA
	<u>\$ 510,798.60</u>			
<b>Internal Service Funds</b>				
Workers Comp	120,000.00	0.05	Checking	Union Bank, Los Angeles CA
Property & Liability	25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 145,000.00</u>			
<b>Trust Funds</b>				
Financial Aid	\$ 41,864.31	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	42,971.45	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	60,193.78	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	19,385.37	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	17,601.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	234,944.34	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	44,281.57	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	102,471.31	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	90,862.24	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	96,821.13	0.00	Checking	Inland Valley Bank, Redlands CA
SBVC ASB CD ( <i>due 12/3/13</i> )	47,579.99	(y)0.40	CD	Inland Valley Bank, Redlands CA
	<u>\$ 798,977.02</u>			
<b>Total Checking, Savings &amp; Investments</b>	<u>\$ 146,920,786.14</u>			