

**San Bernardino Community College District  
Regular Meeting of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, May 8, 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 54956.9(a)  
Case #472464, Case #481232
- 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. Safety Update (15 minute maximum)  
Whitney Fields, Environmental Health & Safety Manager
- b. SBVC Student Athletes (15 minute maximum)

**9. APPROVAL OF MINUTES**

- a. April 24, 2014 (p.5)

**10. REPORTS**

*Under Section 54954.2(a)(2) of the Brown Act, trustees are permitted to make a brief announcement or to make a brief report on his or her own activities.*

- a. Board Members
- b. Student Trustees
- c. Chancellor
  - i. Board Information Requests (p.7)
- d. CHC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- e. SBVC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- f. CSEA
- g. CTA

**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 a Facility Use Fee Waiver – SBVC (p.12)
- ii. Consideration of Approval of Curriculum Modifications – CHC (p.13)
- iii. Consideration of Approval of Curriculum Modifications – SBVC (p.17)

- iv. Consideration of Approval of Donation – San Bernardino Valley College (p.33)

**b. HUMAN RESOURCES**

- i. Consideration of Acceptance of Academic Resignation (p.34)
- ii. Consideration of Acceptance of Classified Resignations (p.35)
- iii. Consideration of Approval of Increase in Classified Employee Contract (p.36)
- iv. Consideration of Approval of Adjunct & Substitute Academic Employees (p.37)
- v. Consideration of Approval of Classified Employees (p.44)
- vi. Consideration of Approval of District Volunteers (p.46)
- vii. Consideration of Approval of Management Appointments (p.48)
- viii. Consideration of Approval of Management Tuition Reimbursement (p.49)
- ix. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.50)
- x. Consideration of Approval of Placement of Classified Employee on the 39-Month Reemployment List (p.55)
- xi. Consideration of Approval of Retreat Rights for Management Employees (p.56)
- xii. Consideration of Approval of Revised Management Job Description (p.57)
- xiii. Consideration of Approval of Short-Term, Substitute & Professional Expert Employees (p.61)

**c. FISCAL SERVICES**

- i. Consideration of Approval of Conference Attendance (p.69)
- ii. Consideration of Approval of District & College Expenses (p.74)
- iii. Consideration of Approval of Individual Memberships (p.78)
- iv. Consideration of Approval of Professional Services Contracts (p.80)
- v. Consideration of Approval of Routine Contracts (p.83)
- vi. Consideration of Approval of Surplus Property (p.108)

**12. ACTION AGENDA**

**a. INSTRUCTIONAL/STUDENT SERVICES**

**b. HUMAN RESOURCES**

- i. Consideration of Acceptance of Classified Employee Retirement (p.110)
- ii. Consideration of Approval to Extend Agreement with Miyamoto Consulting (p.111)
- iii. Consideration of Approval to Extend Interim Management Appointment (p.112)
- iv. Consideration of Approval of Ratification of CSEA Tentative Agreement (p.113)
- v. Consideration of Approval of Salary Schedule Increase for Confidential Employees (p.115)
- vi. Consideration of Approval of Salary Schedule Increase for Management Employees (p.115)
- vii. Consideration of Ratification of CTA Tentative Agreement (p.117)

viii. Consideration to Approve Chancellor's Contract (p.121)

**c. FISCAL SERVICES**

- i. Consideration of Approval of Amendment 005 – Citadel (p.122)
- ii. Consideration of Approval of Amendment 009 - P2S (p.126)
- iii. Consideration of Approval of Board Policy 3570 Smoking on Campus (p.130)
- iv. Consideration of Approval of Budget Adjustments (p.135)
- v. Consideration of Approval of Measure M Construction Contract Changes (p.141)
- vi. Consideration of Approval of the Revised EDCT Foundation Documents (p.152)
- vii. Consideration of Approval to Adopt Resolution for Classified School Employee Week (p.177)
- viii. Consideration of Approval to Adopt Resolution re Cinco de Mayo May 2014 (p.179)
- ix. Consideration of Approval to Ratify Contract - Anderson Air Conditioning (p.181)
- x. Consideration of Approval to Ratify Contract - Inland Building - Baseball Netting (p.185)
- xi. Consideration of Approval to Ratify Contract - Inland Building - Directional Signage (p.188)
- xii. Consideration of Approval to Ratify Contract - Mission Paving (p.192)
- xiii. Consideration to Reconfirm Student Trustee Privileges (p.197)
- xiv. Consideration of Approval of Payment of Post-Retirement Health Benefits (p.198)

**13. INFORMATION ITEMS**

- a. Advancement in Rank – SBVC (p.200)
- b. Applause Cards (p.202)
- c. Budget Report (p.219)
- d. CCFS-320 Apportionment Attendance Report for FY 2014 Period 2 (p.261)
- e. Conflict of Interest (p.265)
- f. General Fund Cash Flow Analysis (p.266)
- g. Measure M Construction Contract Change Summary (p.268)
- h. Purchase Order Report (p.291)
- i. Quarterly Investment Report (p.303)

**14. ADJOURN** – the next Board of Trustees Meeting will be Thursday, May 29, 2014 at SBCCD Board Room. Study Session: 2014-2015 Budget and approval of Preliminary Budget.



**San Bernardino Community College District  
Meeting Minutes of the Board of Trustees  
114 S. Del Rosa Drive, San Bernardino, CA 92408  
Thursday, April 24, 2014 – 4:00 p.m. – Board Room**

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

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

Members Present:

Donna Ferracone, President  
Dr. Kathleen Henry, Vice President  
Joseph Williams, Clerk  
Donald Singer  
Nickolas W. Zoumbos  
Gloria Macias Harrison  
John Longville – arrived late at 4:09pm

Members Absent:

Yasmeen Flores, Student Trustee  
Rosalinda Sosa-Sanchez, Student Trustee, SBVC

Administrators Present:

Bruce Baron, Chancellor  
Dr. Gloria Fisher, Interim President, SBVC  
Dr. Jack Miyamoto, Human Resources Consultant – left early  
Timothy L. Oliver, Interim Vice Chancellor Fiscal Services

Administrators Absent:

Dr. Cheryl Marshall, President, CHC

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

Public Employee Performance Evaluation, Government Code 54957, Title: Chancellor  
Public Employee Discipline/Dismissal/Release, Government Code 54957  
Conference with Legal Counsel – Existing Litigation, Government Code 54956.9(d)(1)  
Bell vs. SBCCD, San Bernardino County Superior Court Case #CIVDS1208425

**PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS**

None.

**CONVENE CLOSED SESSION**

The board convened to closed session at 4:01pm

**RECONVENE PUBLIC MEETING**

The public meeting was reconvened at 6:06pm

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

The Board unanimously took action to certify the matter of employee #25896 to the office of administrative hearings and to request the appointment of an administrative law judge pursuant to education code 87672.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

The board voted 5-2, with the Board President and Trustee Harrison voting against, to employ the Chancellor for an additional four year term subject to a written contract to be ratified at a later date.

AYES: Henry, Longville, Singer, Williams, Zoumbos  
NOES: Ferracone, Harrison  
ABSENT: None  
ABSTENTIONS: None

**PUBLIC COMMENT**

None.

**APPROVAL OF MINUTES**

Trustee Singer moved, Trustee Williams seconded, and the Board members voted as follows:  
To approve the minutes of April 10, 2014.

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Zoumbos  
NOES: None  
ABSENT: Soza-Sanchez (Student Trustee), Flores (Student Trustee)  
ABSTENTIONS: None

**ACCREDITATION WORKSHOP ON BOARD RELATED ACCREDITATION STANDARDS AND FINAL DRAFT SELF-STUDY**

San Bernardino Valley College – Dr. Haragewen Kinde  
Crafton Hills College – Dr. Rebeccah Warren-Marlatt  
90% complete present at the July Board.

**ADJOURN**

President Ferracone adjourned the meeting at 7:40pm  
In the memory of Allan Gresham, community activist and long-time board member.

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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: May 8, 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 April 28, 2014)**

Date of Board Request	Request	Requested By	Planned Completion Date	Comments
May 29, 2013	How labor market data is used to determine vocational course offerings.	Trustee Williams	Completed	
October 10, 2013	Consider Linked Learning as a strategy to teach our students.			
November 14, 2013	Track students who receive certificates and move to employment in the fields they were trained in (on a quarterly basis).			
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. Multiple meetings with various work groups have taken place and are scheduled to go</p>

				through the collegial consultation process.  District Assembly adopted a new review process and has implemented for a more expeditious process as of 4/1/14.
October 10, 2013	Host a Board of Trustees meeting at the college campuses.	Trustee Williams	Completed	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. Policies are being developed through CCLC Consultant
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	
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	Completed	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: 1. <del>Workers' Compensations data-</del> frequency/severity
<i>December</i>		Trustee Henry & Williams		

<p>12, 2013 revised</p>	<p>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.</p> <p>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.</p> <p>Chancellor Baron reported the items came directly from the minutes. #4 is the tabletop emergency exercise that Trustee 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.</p>			<p><del>1. what the data means/process for filing a claim in the district</del></p> <p>2. <del>MSDS now SDS database—How it works</del></p> <p>3. <del>Safety training monthly statistics on training completion—What the numbers mean</del></p> <p>4. <del>Emergency preparedness/Table-top exercise training in the Spring.</del></p> <p>Safety training overview focusing on what is the board's role if there is an earthquake? Great Shake-out simulation.</p>
<p>December 12, 2013</p>	<p>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.</p>	<p>Trustee Harrison</p>	<p>Completed</p>	<p>The (not-so-secret) Secrets: building a Productive college fundraising program by Dr. Francisco Rodriguez. All Foundation Boards and Board of Trustees were invited to attend.</p>
<p>December</p>	<p>Request during public</p>	<p>Trustee Williams</p>	<p>Completed</p>	<p>Explanation included</p>

12, 2013	comments to have CHC Basic Fire Academy fee structure changed for veterans.			in January 23, 2014 Chancellor's Chat Newsletter and delivered to the board.
February 6, 2014	Request board to take action on KVCR funding to be included in District budget.	Trustee Longville	Completed	The decision about KVCR will be made before the May tentative budget.
February 6, 2014	Requested District to look into \$250M allocated for the Career Pathways Trust Fund.	Trustee Williams	Completed	Chancellor sent this item in Chancellor's Chat 2/21/14.
February 6, 2014	Requested FTES conversion.	Trustee Williams	Completed	Chancellor emailed the board on 2/20/14.
February 6, 2014	Requested a response in writing from both colleges and the District to the recommendations of the Brain Trust. Also include Chancellor and Senior Management reports on how they plan to address not having criteria for the allocation for the District office.	Trustee Ferracone/Trustee Harrison	Completed	Chancellor emailed the report to the board on 2/19/14.
March 13, 2014	Would like to have further research on Guided Pathways to Success (GPS) and would like to see what the colleges and Chancellor think about this program.	Trustee Williams	May 2014	Chancellor's Cabinet will review.
March 13, 2014	Would like the board to consider sponsoring students to attend and/or organize a group to present at the A2Men Conference next year.	Trustee Williams	Date to be determined 2015	
April 10, 2014	ID card machine for OmniTrans was reported broken and needing repair.	Trustee Flores	May 2014	College President reports that a new machine is being purchased.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria Fisher, Interim President, SBVC  
**PREPARED BY:** Scott Stark, Vice President of Administrative Services, SBVC  
**DATE:** May 8, 2014  
**SUBJECT:** Consideration of Approval of a Facility Use Fee Waiver - SBVC

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve a facility use fee waiver for the Fair Rental Value for the San Bernardino County Department of Child and Family Services in partnership with San Bernardino Valley College for the Foster Kinship Youth Sports Faire to be held on Saturday, June 21, 2014.

### **OVERVIEW**

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

### **ANALYSIS**

San Bernardino County Department of Child and Family Services provide family-centered programs and services designed to ensure safe, permanent, nurturing families for San Bernardino County's children while strengthening and attempting to preserve the family unit. They will be using all athletic fields, Greek Theatre, Women's Gym 13, Snyder Gym 2, CDC Center, and seven class rooms.

The Civic Center and Other Facilities Use Board Policy (BP) 6700, Administrative Procedure (AP) 6700 states that the district may waive facility use fees for certain community events, but may not waive the direct costs to district such as utilities, custodial or other district costs.

### **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:** Cheryl A. Marshall, President, CHC  
**PREPARED BY:** Bryan Reece, Vice President of Instruction, CHC  
**DATE:** May 8, 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**  
**May 8, 2014**

<b>MODIFY COURSE</b>
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COURSE ID	COURSE TITLE
<b>CIS 140</b>	Introduction to Networks (Cisco CCNA 1)

**SEMESTER UNIT:** 4

**LECTURE:** 64

**PREREQUISITE:** None

**CATALOG DESCRIPTION:** First of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Hands-on introduction to the architecture, structure, functions, components, and models of the Internet and other computer networks. Introduction to principles and structure of IP addressing and the fundamentals of Ethernet concepts, media, and operations. Development of skills needed to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.

**SCHEDULE DESCRIPTION:** First of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Hands-on introduction to the architecture, structure, functions, components, and models of the Internet and other computer networks. Development of skills needed to build simple LANs, perform basic configurations for routers and switches, and implement IP addressing schemes.

**Rationale:** To align to the updated Cisco Networking Academy Course content.

**SBVC Equate:** CIT 091

**Repeatability:** None

**Effective:** SP15

COURSE ID	COURSE TITLE
<b>CIS 141</b>	Basic Routing and Switching (Cisco CCNA2)

**SEMESTER UNIT:** 4

**LECTURE:** 64

**PREREQUISITE:** CIS 140: Introduction to Networks (Cisco CCNA 1)

**CATALOG DESCRIPTION:** Second of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Introduction to the architecture, components, and operations of routers and switches in a small network. Development of skills needed to configure a router and switch for basic functionality, troubleshoot routers and switches and resolve common issues with RIPv1, RIPv2, single-area and multi-area OSPF, virtual LANs, and inter-VLAN routing in both IPv4 and IPv6 networks.

**SCHEDULE DESCRIPTION:** Second of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Introduction to the architecture, components, and operations of routers and switches in a small network. Development of skills needed to configure a router and switch for basic functionality.

**Rationale:** To align to the updated Cisco Networking Academy Course content.

**SBVC Equate:** CIT 092

**Repeatability:** None

**Effective:** SP15

COURSE ID	COURSE TITLE
<b>CIS 142</b>	Advanced Routing and Switching (Cisco CCNA 3)

Curriculum Meeting: 01-21-14; 04-14-14

Conjoint Meeting: 4/21/14

Board of Trustees Meeting: 05/8/14

2 of 4

**SEMESTER UNIT:** 4

**LECTURE:** 64

**PREREQUISITE:** CIS 141: Basic Routing and Switching (Cisco CCNA 2)

**CATALOG DESCRIPTION:** Third of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Study of the architecture, components, and operations of routers and switches in larger and more complex networks. Development of skills needed to configure and troubleshoot routers and switches and resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks. Advanced exploration of the networking field and preparation for employment or further education and/or training.

**SCHEDULE DESCRIPTION:** Third of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Study of the architecture, components, configuration and troubleshooting of routers and switches in a larger and more complex network. Development of skills needed to resolve common issues with OSPF, EIGRP, STP, and VTP in both IPv4 and IPv6 networks.

**Rationale:** To align to the updated Cisco Networking Academy Course content.

**SBVC Equate:** CIT 093

**Repeatability:** None

**Effective:** SP15

COURSE ID	COURSE TITLE
CIS 143	WAN Technologies and Network Services (Cisco CCNA 4)

**SEMESTER UNIT:** 4

**LECTURE:** 64

**PREREQUISITE:** CIS 142: Advanced Routing and Switching (Cisco CCNA 3)

**CATALOG DESCRIPTION:** Last of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Study of WAN technologies and network services required by converged applications in a complex network including selection criteria of network devices and WAN technologies to meet user requirements. Development of skills needed to configure and troubleshoot network devices and resolve common issues with data link protocols and implement IPsec and virtual private network (VPN) operations in a complex network. Preparation for CCNA examination.

**SCHEDULE DESCRIPTION:** Last of four courses leading to the Cisco Certified Network Associate (CCNA) designation. Study of WAN technologies and network services required by converged applications in a complex network. Development of skills needed to configure and troubleshoot network devices and resolve common issues with data link protocols and implement IPsec and virtual private network (VPN). Preparation for CCNA examination.

**Rationale:** To align to the updated Cisco Networking Academy Course content.

**SBVC Equate:** CIT 094

**Repeatability:** None

**Effective:** SP15

COURSE ID	COURSE TITLE
EMS 020	Emergency Medical Technician

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

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

**Effective:** FA14

**Rationale:** This course revision was approved earlier this academic year; however, the prerequisite was written incorrectly. We no longer offer READ 100, so this change must be reflected.

Curriculum Meeting: 01-21-14; 04-14-14

Conjoint Meeting: 4/21/14

Board of Trustees Meeting: 05/8/14

3 of 4

## AMMENDMENT

At the last board meeting, April 10, 2014, CD 132 Creative Experiences for Children Across the Curriculum was equated with CD 130 at SBVC. These courses do not equate.

**Effective: FA14**

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Dr. Gloria Fisher, Interim President, SBVC  
PREPARED BY: Dr. Haragewen Kinde, Vice President, Instruction SBVC  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval of Curriculum - SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBVC curriculum modifications.

OVERVIEW

The courses, certificates and degrees at SBVC are continually created, 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 and will be included in the 2014-2015 College Catalog.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

**SAN BERNARDINO VALLEY COLLEGE**  
**SUBMITTED FOR BOARD OF TRUSTEE APPROVAL**  
**May 8, 2014**

**NEW COURSE**

**Course ID:** ART 175B

**Course Title:** Intermediate Sculpture

**Units:** 3

**Lecture:** 2 contact hour(s) per week  
32 - 36 contact hours per semester

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** ART 175A

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

**Catalog Description:** This course is the study of intermediate level sculpture techniques relating to three dimensional composition, spatial relationships, and imagery, with a focus on modeling techniques in clay and mixed media construction. A continued focus of attention to creative self-expression within both a historical and contemporary context is emphasized.

**Schedule Description:** This course is the study of intermediate level sculpture techniques relating to three dimensional composition, spatial relationships, and imagery, with a focus on modeling techniques in clay and mixed media construction. A continued focus of attention to creative self-expression within both a historical and contemporary context is emphasized.

**Rationale:** Leveling ART 175x4

**SBVC Equate:** NO **CHC Equate:** REMOVE

**Repeatability:** None

**Effective:** FA14

**Course ID:** ART 175C

**Course Title:** Advanced Sculpture

**Units:** 3

**Lecture:** 2 contact hour(s) per week  
32 - 36 contact hours per semester

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** ART 175B

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

**Catalog Description:** This course focuses on how to develop an original body of sculptural objects that reflects knowledge of advanced sculptural techniques. Students prepare their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students' personal style, portfolio development for upper division coursework, gallery preparation, and writing a formal artist statement.

**Schedule Description:** This course focuses on how to develop an original body of sculptural objects that reflects knowledge of advanced sculptural techniques. Students prepare their portfolio for upper division courses at the university and college level and display in the gallery environment. Typical subjects covered in this class will include developing a body of original artwork that expresses the students' personal style, portfolio development for upper division coursework, gallery preparation, and writing a formal artist statement.

**Rationale:** Leveling ART 175x4

**SBVC Equate:** NO **CHC Equate:** REMOVE

**Repeatability:** None

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

## NEW COURSE

**Course ID:** ART 212B

**Course Title:** Intermediate Ceramics

**Units:** 3

**Lecture:** 2 contact hour(s) per week  
32 - 36 contact hours per semester

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** ART 212A

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course builds on and extends skills and abilities students gain from the introduction course. Emphasis is placed on projects that require students to collaborate and explore a wide variety of topics. Students will use methods and fabrication techniques that are focused on production and have commercial applications.

**Schedule Description:** This course builds on and extends skills and abilities students gain from the introduction course. Emphasis is placed on projects that require students to collaborate and explore a wide variety of topics. Students will use methods and fabrication techniques that are focused on production and have commercial applications.

**Rationale:** Leveling ART 212x4

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

**Course ID:** ART 212C

**Course Title:** Intermediate/Advanced Ceramics

**Units:** 3

**Lecture:** 2 contact hour(s) per week  
32 - 36 contact hours per semester

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** ART 212B

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course focuses on the science of ceramic art. Students will study, classify, and understand information/data related to the history and chemistry of clay and glazes. They will learn classic methods of compounding glazes by mathematical and chemical calculation; deducing facts and basic principles essential to glaze analysis of constituent materials. Under supervision students will experiment, assess and gain knowledge that applies to the maintenance, operation, and controlled results of firing kilns.

**Schedule Description:** This course focuses on the science of ceramic art. Students will study, classify, and understand information/data related to the history and chemistry of clay and glazes. They will learn classic methods of compounding glazes by mathematical and chemical calculation; deducing facts and basic principles essential to glaze analysis of constituent materials.

**Rationale:** Leveling ART 212x4

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

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## NEW COURSE

**Course ID:** ART 212D

**Course Title:** Advanced Ceramics

**Units:** 3

**Lecture:** 2 contact hour(s) per week  
32 - 36 contact hours per semester

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** ART 212C

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course examines ideas, activities, and circumstances that lead to pre-professional ends with an emphasis on developing a personal style and artistic vision. Demonstrations of advanced levels with a focus on portfolio development along with studio operations will be explored. This course is designed for the advanced student who is motivated to pursue a professional path. A written analysis of a current ceramic exhibition is required.

**Schedule Description:** This course examines ideas, activities, and circumstances that lead to pre-professional ends with an emphasis on developing a personal style and artistic vision. Demonstrations of advanced levels with a focus on portfolio development along with studio operations will be explored.

**Rationale:** Leveling ART 212x4

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

**Course ID:** DANCE 105B

**Course Title:** Beginning/Intermediate Jazz Dance

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** DANCE 105A

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 and ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course is a comprehensive survey of beginning/intermediate techniques of Jazz Dance with a focus on vocabulary, placement, centering, balance, alignment, strength, flexibility, and across the floor progressions in preparation for the intermediate level.

**Schedule Description:** This course is a comprehensive survey of beginning/intermediate techniques of Jazz Dance with a focus on vocabulary, placement, centering, balance, alignment, strength, flexibility, and across the floor progressions in preparation for the intermediate level.

**Rationale:** Leveling DANCE 105x2

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** DANCE 106B

**Course Title:** Intermediate/Advanced Jazz Dance

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** DANCE 106A

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 and ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course provides a continuing study of jazz dance techniques including the styles and techniques of jazz innovators such as Gillian Lynne, Debbie Allen, Michael Bennet, Luigi, Jerome Robbins, Bob Fosse, and Joe Tremaine. Contemporary and commercial styles will also be introduced. Historical and theoretical understandings of jazz techniques related to the dancers' expressive skills are the primary focus. Concert performance is required to pass this class.

**Schedule Description:** This course provides a continuing study of jazz dance techniques including the styles and techniques of jazz innovators such as Gillian Lynne, Debbie Allen, Michael Bennet, Luigi, Jerome Robbins, Bob Fosse, and Joe Tremaine. Contemporary and commercial styles will also be introduced. Historical and theoretical understandings of jazz techniques related to the dancers' expressive skill are the primary focus. Concert performance is required to pass this class.

**Rationale:** Leveling DANCE 106x2

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

**Course ID:** KINX 110Bx3

**Course Title:** Intercollegiate Cross Country - Men Pre-Season Athletics

**Units:** 1

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 110Cx3

**Course Title:** Intercollegiate Cross Country - Men Off-Season Athletics

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 111Bx3

**Course Title:** Intercollegiate Cross Country Women Pre-Season Athletics

**Units:** 1

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 111Cx3

**Course Title:** Intercollegiate Cross Country - Women Off-Season Athletics

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 116Bx3

**Course Title:** Intercollegiate Volleyball - Women Pre-Season Athletics

**Units:** 1

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 116Cx3

**Course Title:** Intercollegiate Volleyball - Women Off-Season Athletics

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 120Ax3

**Course Title:** Intercollegiate Basketball - Men, Fall

**Units:** 1.5

**Laboratory:** 81 contact hour(s) per semester

**Prerequisite:** None

**Catalog Description:** This course is intended for members of the Men's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is intended for members of the Men's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 120Bx3

**Course Title:** Intercollegiate Basketball - Men, Spring

**Units:** 1.5

**Laboratory:** 94 contact hour(s) per semester

**Catalog Description:** This course is intended for members of the Men's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is intended for members of the Men's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 120Cx3

**Course Title:** Intercollegiate Basketball - Men Pre-Season Athletics

**Units:** 1.5 - 2

**Laboratory:** 4.5 - 6 contact hour(s) per week

Min: 72 - 81 contact hours per semester

Max: 96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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**Course ID:** KINX 120Dx4

**Course Title:** Intercollegiate Basketball - Men Off-Season Athletics

**Units:** 0.5 - 1

**Laboratory:** 1.5 - 3 contact hour(s) per week  
 Min: 24 - 27 contact hours per semester  
 Max: 48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x4

**Effective:** FA14

**Course ID:** KINX 121Ax3

**Course Title:** Intercollegiate Basketball - Women, Fall

**Units:** 1.5

**Laboratory:** 81 contact hour(s) per semester

**Prerequisite:** None

**Catalog Description:** This course is intended for members of the Women's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is intended for members of the Women's Intercollegiate Basketball team. The course will provide instruction and training in the skills, knowledge, techniques, strategies, conditioning and teamwork required for intercollegiate basketball competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 121Bx3  
**Course Title:** Intercollegiate Basketball - Women, Spring  
**Units:** 1.5  
**Laboratory:** 94 contact hour(s) per semester  
**Prerequisite:** None

**Catalog Description:** This course is intended for members of the Women's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.

**LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is intended for members of the Women's Intercollegiate Basketball team. The course is the second of the sequence that focuses on conference and postseason competition.

**LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 121Cx3  
**Course Title:** Intercollegiate Basketball - Women Pre-Season Athletics  
**Units:** 1.5 - 2  
**Laboratory:** 4.5 - 6 contact hour(s) per week  
Min: 72 - 81 contact hours per semester  
Max: 96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season athletics basketball training which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season athletics basketball training which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition.

**LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14  
Conjoint Meeting: 04-17-14  
Board of Trustees Meeting: May 8, 2014  
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## NEW COURSE

**Course ID:** KINX 121Dx4

**Course Title:** Intercollegiate Basketball - Women Off-Season Athletics

**Units:** 0.5 - 1

**Laboratory:** 1.5 - 3 contact hour(s) per week

Min: 24 - 27 contact hours per semester

Max: 48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season basketball skill development in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season basketball skill development in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x4

**Effective:** FA14

**Course ID:** KINX 132Bx3

**Course Title:** Intercollegiate Track and Field - Men Pre-Season Athletics

**Units:** 2

**Laboratory:** 6 contact hour(s) per week

96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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**Course ID:** KINX 132Cx3

**Course Title:** Intercollegiate Track and Field - Men Off-Season Athletics

**Units:** 1

**Laboratory:** 3 contact hour(s) per week  
48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

**Course ID:** KINX 133Bx3

**Course Title:** Intercollegiate Track and Field - Women Pre-Season Athletics

**Units:** 2

**Laboratory:** 6 contact hour(s) per week  
96 - 108 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for pre-season intercollegiate athletics conditioning which includes: strength training, cardiovascular conditioning, drill techniques and game play in preparation for competition. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## NEW COURSE

**Course ID:** KINX 133Cx3

**Course Title:** Intercollegiate Track and Field - Women Off-Season Athletics

**Units:** 1

**Laboratory:** 3 contact hour(s) per week

48 - 54 contact hours per semester

**Prerequisite:** None

**Catalog Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Schedule Description:** This course is designed for off-season sports conditioning in preparation for athletic participation. The course includes sport specific training with the purpose of developing areas of individual weaknesses. **LIMITATION ON ENROLLMENT: ENROLLMENT IS BASED ON A SUCCESSFUL TRYOUT.**

**Rationale:** New course created to align content with updated TOPS codes for physical education and athletics courses.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** x3

**Effective:** FA14

## MODIFY COURSE

COURSE ID	COURSE TITLE
ART 175x4	SCULPTURE

**Course ID:** ART 175A

**Course Title:** Beginning Sculpture

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process.

**Catalog Description:** This course is an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. (Formerly ART 175x4)

**Schedule Description:** This course is an introduction to three-dimensional sculptural principles, techniques, and concepts utilizing a wide range of materials and practices. Various sculpture methods are practiced with attention to creative self-expression and historical context. (Formerly ART 175x4)

**Rationale:** Leveling ART 175x4; modification to course ID, course title, department advisory and descriptions.

**SBVC Equate:** NO **CHC Equate:** REMOVE

**Repeatability:** None

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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## MODIFY COURSE

COURSE ID	COURSE TITLE
ART 212x4	CERAMICS

**Course ID:** ART 212A

**Course Title:** Beginning Ceramics

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course is an introduction to ceramics materials, concepts, and processes including basic design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures. (Formerly ART 212x4)

**Schedule Description:** This course is an introduction to ceramics materials, concepts, and processes including basic design principles, creative development, hand-building, throwing, glaze techniques, firing and ceramic terminology. The course covers aesthetics and creative development of clay objects examining historical, contemporary, and personal modes of expression across cultures. (Formerly ART 212x4)

**Rationale:** Leveling ART 212x4; modification to course ID, course title, department advisory and descriptions.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

COURSE ID	COURSE TITLE
DANCE 105X2	BEGINNING JAZZ DANCE

**Course ID:** DANCE 105A

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 and ENGL 101H as determined by the SBVC assessment process

**Catalog Description:** This course is an introduction to the beginning techniques of Jazz Dance with a focus on movement vocabulary, placement, centering, balance, alignment, strength, flexibility, and across the floor progressions. Concert performance is optional for this class. (Formerly Dance 105x2)

**Schedule Description:** This course is an introduction to the beginning techniques of Jazz Dance with a focus on movement vocabulary, placement, centering, balance, alignment, strength, flexibility, and across the floor progressions. Concert performance is optional for this class. (Formerly Dance 105x2)

**Rationale:** Leveling DANCE 105x2; modification to course ID, department advisory and descriptions.

**SBVC Equate:** NO **CHC Equate:** NO

**Repeatability:** None

**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

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**MODIFY COURSE**

COURSE ID	COURSE TITLE
DANCE 106X2	INTERMEDIATE JAZZ DANCE

**Course ID:** DANCE 106A**Prerequisite:** DANCE 105B**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 and ENGL 101H as determined by the SBVC assessment process**Catalog Description:** This course provides a continuing study of jazz dance techniques including the styles and techniques of jazz innovators such as Jack Cole, Gus Giordano, Luigi, Jerome Robbins, Bob Fosse, and Joe Tremaine. Historical and theoretical understandings of jazz technique from film, television, and stage are a primary focus as well as the development of the dancer's technical and expressive skills. Concert performance is required to pass this class. (Formerly Dance 106x2)**Schedule Description:** This course provides a continuing study of jazz dance techniques including the styles and techniques of jazz innovators such as Jack Cole, Gus Giordano, Luigi, Jerome Robbins, Bob Fosse, and Joe Tremaine. Historical and theoretical understandings of jazz technique from film, television, and stage are a primary focus as well as the development of the dancer's technical and expressive skills. Concert performance is required to pass this class. (Formerly Dance 106x2)**Rationale:** Leveling DANCE 106x2; modification to course ID, prerequisite, department advisory and descriptions.**SBVC Equate:** NO **CHC Equate:** NO**Repeatability:** None**Effective:** FA14

COURSE ID	COURSE TITLE
DANCE 200	DANCE HISTORY AND APPRECIATION

**Prerequisite:** ENGL 015 or eligibility for ENGL 101 or ENGL 101H as determined by the SBVC assessment process**Department Advisory:** None**Catalog Description:** This course is a comprehensive survey of dance from primitive times up to the 21st Century. Emphasis is placed on historical perspectives revealing dance as an emerging art form. Course material also includes the relation of dance to religion, culture, politics, social attitudes and its relation to other art forms.**Schedule Description:** This course is a comprehensive survey of dance from primitive times up to the 21st Century. Emphasis is placed on historical perspectives revealing dance as an emerging art form. Course material also includes the relation of dance to religion, culture, politics, social attitudes and its relation to other art forms.**Rationale:** Modification to prerequisite, department advisory and descriptions.**SBVC Equate:** YES **CHC Equate:** YES**Repeatability:** None**Effective:** FA14

Curriculum Meeting: 03-31-14

Conjoint Meeting: 04-17-14

Board of Trustees Meeting: May 8, 2014

15 of 15

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria Fisher, Interim President, SBVC  
**PREPARED BY:** Dr. Haragewen Kinde, Vice President, Instruction, SBVC  
**DATE:** May 8, 2014  
**SUBJECT:** Consideration of Approval of Donation – San Bernardino Valley College

### **RECOMMENDATION**

It is recommended that the Board of Trustees accepts the following donation from Mari Mantle to support the Diesel Department at San Bernardino Valley College.

### **OVERVIEW**

A donation of two (2) Cummins Pacific Removed Emission Replacement (RER) Engines is being made to the Diesel Department.

<u>Item</u>	<u>Source</u>
(2) Cummins Pacific RER Engines	Mari Mantle

### **ANALYSIS**

A donation of two (2) Cummins Pacific RER Engines, ESN (Electronic Serial Number) 79432722 and 75001104 is being made to the Diesel Department for instructional purposes. This item is very useful to our instructional program.

### **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: May 8, 2014  
SUBJECT: Consideration of Acceptance of Academic Resignation

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Natalia Dunn, Instructor, Chemistry, SBVC.

OVERVIEW

Natalia Dunn, Instructor, Chemistry, submitted her letter of resignation effective July 1, 2014, after two years of service to the District. Her last day of employment with the District is June 30, 2014.

ANALYSIS

The Human Resources Department provided employee acceptance of her resignation from employment.

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: May 8, 2014

SUBJECT: Consideration of Acceptance of Classified Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Karen Taylor, Child Development Teacher, SBVC, and Diana Garza, Lab Technician, Anatomy & Physiology, SBVC.

OVERVIEW

Karen Taylor, Child Development Teacher, submitted her letter of resignation effective May 1, 2014, after three years of service to the District. Her last day of employment with the District was April 30, 2014.

Diana Garza, Lab Technician, submitted her letter of resignation effective July 11, 2014, after four years of service to the District. Her last day of employment with the District will be July 10, 2014.

ANALYSIS

The Human Resources Department provided employees acceptance of their resignation from employment.

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: May 8, 2014  
SUBJECT: Consideration of Approval of Increase in Classified Employee Contracts

RECOMMENDATION

It is recommended that the Board of Trustees approve the increase in employee contracts for Maria C. Gonzalez, Secretary II, SBVC, Christina Johle, Child Development Teacher, CHC, Alisa Holtegaard, Child Development Teacher, CHC and Stephanie Carlson, Child Development Teacher, CHC.

OVERVIEW

Maria C. Gonzalez, Secretary II, Transfer Center/Matriculation, SBVC, increase in work year from 11 months (239 days per year) to 12 months (260 days per year) effective Mary 12, 2014.

Christina Johle, Alisa Holtegaard, and Stephanie Carlson, Child Development Teachers, CHC, contract days for the 203-2014 academic year will end on June 16, 2014. The employees will work an additional three days beyond their work calendar for 2013-2014. It is requested they be paid for additional days worked at the hourly rate of \$21.58.

ANALYSIS

It is recommended that the Ms. Gonzalez' contract be increased to accommodate the needs of the Transfer Center/Matriculation Department at SBVC.

Students enrolled at the Child Care Center will be in attendance on June 17 and 18, 2014. The additional days allows the Child Development Teachers to clean and organize their room for the summer months.

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: May 8, 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 & 2014-2015 academic years.

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 & 2014-2015 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 & 2014-2015 budgets.

San Bernardino Valley College  
 Adjunct & Substitute Academic Employees  
 Academic Year 2013-2014 (Summer 14)  
 May 8, 2014

<b>NAME</b>	<b>DISCIPLINE</b>
<b>Adams, Kathryn</b>	Child Development
<b>Adler, Dawn</b>	Physical Education
<b>Al-Husseini, Maha</b>	Computer Information Technology
<b>Alblinger, Diana</b>	Communication Studies
<b>Alexander, Horace</b>	English
<b>Allen, Tammy</b>	Reading & Study Skills
<b>Allen Roper, Carolyn D.</b>	Reading & Study Skills
<b>Alvarez, Alexis</b>	Sociology
<b>Alvarez, Vicente</b>	Mathematics
<b>Anemelu, Victoria</b>	Mathematics
<b>Ariza, Ernest</b>	Water Supply Technology
<b>Assumma, Michael</b>	Business Administration
<b>Avelar, Amy</b>	Chemistry
<b>Awunganyi, John</b>	Mathematics
<b>Bachman, Bruce</b>	Art
<b>Bahk, Sarah</b>	Mathematics
<b>Ballardo, Jose</b>	Administration of Justice
<b>Banola, Erwin</b>	Physical Education
<b>Barajas-Zapata, Lydia</b>	Modern Languages
<b>Barnett, Kellie</b>	Child Development
<b>Batalo, Manuela</b>	Art
<b>Becker, Paul</b>	Psychiatric Technology
<b>Beebe, Yvonne</b>	Mathematics
<b>Blackman, Sandra</b>	History
<b>Blalock, Ashley</b>	Art
<b>Boccumini, Paul</b>	Psychology
<b>Brewer, Quincy</b>	Physical Education
<b>Briggs, Stephanie</b>	Mathematics
<b>Brown, Joshua</b>	Physical Education
<b>Burnham, Lorrie A.</b>	Biology
<b>Burns-Peters, Davena</b>	Modern Languages
<b>Burris, Andrew</b>	Chemistry
<b>Butris, Nabil</b>	Welding Technology
<b>Cacho, Bryce</b>	Welding Technology
<b>Calderon, Colleen</b>	History
<b>Caldwell-Betties, Melita</b>	Water Supply Technology
<b>Cervantes, Charles</b>	Human Services
<b>Chang, Wenli</b>	Mathematics
<b>Chapman, Sharon J.</b>	English
<b>Chatterjee, Achala</b>	Water Supply Technology
<b>Chavoushi, Maria</b>	Modern Languages
<b>Che, Yon</b>	Modern Languages
<b>Chen, Hsu-Chia</b>	Mathematics

<b>Chitrathorn, Puttachart</b>	Nursing
<b>Christman, Carl</b>	Communication Studies
<b>Clearman, Alice</b>	Psychology
<b>Cooper, Brian</b>	Art
<b>Copeland, Mary</b>	English
<b>Courts, Janet M.</b>	Accounting
<b>Cox, Maria</b>	Human Services
<b>Crebbin, Susan</b>	Physical Education
<b>Curasi, Gina</b>	Student Development
<b>Demsky, Jeffrey</b>	History
<b>Downey, Jennifer R.</b>	Psychology
<b>Dulgeroff, James E.</b>	Economics
<b>Dunn, Frank P.</b>	Psychology
<b>Dunn, Natalia</b>	Chemistry
<b>Dusick, Diane M.</b>	Radio, Television & Film
<b>Edwards, Julie G.</b>	Music
<b>Emerson, Kevin</b>	Physical Education
<b>Engstrom, Vanessa</b>	Geography
<b>Etherton, Debra</b>	Psychiatric Technology
<b>Fender, Rochelle</b>	Nursing
<b>Ferri-Milligan, Paula</b>	English
<b>Fogle Oliver, Melinda</b>	Theater Arts
<b>Fossum, Louis</b>	Theater Arts
<b>Free, Sheela</b>	English
<b>Glass, Nancy</b>	Biology
<b>Gomez, Edward</b>	History
<b>Gordon, Aleida</b>	Food and Nutrition
<b>Hadden, Jay</b>	Anthropology
<b>Hauge, Kristin</b>	Physical Education
<b>Hayes, Shonia</b>	Chemistry
<b>Hector, Leticia</b>	Communication Studies
<b>Heibel, Todd</b>	Geography
<b>Henkle, Lisa</b>	Political Science
<b>Herrera, Jamie</b>	Student Development
<b>Hoage, Scott</b>	Human Services
<b>Hoang, Dung</b>	Mathematics
<b>Holstrom, Geoffrey</b>	Physics/Astronomy
<b>Hope, Allen</b>	Food and Nutrition
<b>Hullings, Ginger</b>	Nursing
<b>Israeil, Abeir</b>	Mathematics
<b>Iyengar, Melissa</b>	Biology
<b>Jackson, Dennis</b>	Psychiatric Technology
<b>Jackson, Julius</b>	Philosophy/Religious Studies
<b>Jacobo, Magdalena</b>	Reading & Study Skills
<b>Jacques, Paul</b>	Theater Arts
<b>Jakpor, Riase</b>	Political Science
<b>Jefferson, Kimberly</b>	Reading & Study Skills
<b>Jenkins, Theodore</b>	Mathematics
<b>Jones, Edward</b>	English
<b>Kanawati, Moustafa</b>	Mathematics
<b>Kassab, Mohamad</b>	Mathematics

<b>King, Melissa</b>	Anthropology
<b>Klingstrand, Marianne</b>	Psychiatric Technology
<b>Knight, Denise</b>	Child Development
<b>Lai, Karen</b>	Mathematics
<b>Lamore, Joel</b>	English
<b>Lavruk, Alexander</b>	Music
<b>Lawler, Kenneth</b>	Physical Education
<b>Lawton, Phillip</b>	Heating, Ventilation, Air Conditioning & Refrigeration
<b>Le, Tom</b>	Mathematics
<b>Leatham, Wallace</b>	Geology
<b>Lee, Chongui Keith</b>	Mathematics
<b>Lee, Dirkson</b>	English
<b>Leighton, Nita</b>	Electricity/Electronics
<b>Liscum, Huong</b>	Mathematics
<b>Litel, Gerald S.</b>	Accounting
<b>Loera, Manuel M.</b>	Automotive
<b>Lopez, Alma G.</b>	English
<b>Lopez, Leonard</b>	Philosophy/Religious Studies
<b>Lysak, Michael J.</b>	Physics/Astronomy
<b>Mai, Hao</b>	Mathematics
<b>Mattson, Susan</b>	Communication Studies
<b>Maurizi, Tamara</b>	Nursing
<b>Mayne, Michael</b>	Mathematics
<b>Medina, William</b>	History
<b>Melancon, Berchman</b>	Diesel
<b>Mendoza, Maria</b>	Mathematics
<b>Metu, Reginald</b>	Student Development
<b>Meyer, Stacy</b>	Culinary Arts
<b>Millican, Edward</b>	Political Science
<b>Moneymaker, Melinda</b>	Human Services
<b>Montgomery, William</b>	Electricity/Electronics
<b>Morales, Jason</b>	Chemistry
<b>Ngobi, Said</b>	Mathematics
<b>Nguyen, Benny</b>	Mathematics
<b>Notarangelo, Joseph</b>	English
<b>Obien, Lorna M.</b>	Mathematics
<b>Ogbuchiekwe, Edmund</b>	Geography
<b>Orton, Renee</b>	Communication Studies
<b>Paine, Kristy K.</b>	Administration of Justice
<b>Perkins, Leo</b>	Political Science
<b>Phillips, Anthony W.</b>	Psychiatric Technology
<b>Philip, Michael</b>	Biology
<b>Pielke, Janet</b>	Sociology
<b>Pires, Romana</b>	Sociology
<b>Powell, Michael L.</b>	Physical Education
<b>Rahman, Mustafizur</b>	Mathematics
<b>Ramirez, Richard</b>	Automotive
<b>Ratigan, James</b>	Physical Education
<b>Recinos, Jose</b>	Modern Languages
<b>Reid, Zadock</b>	Mathematics
<b>Robinson, James</b>	Human Services

<b>Rossman, Patricia</b>	Physical Education
<b>Rounds, Michael</b>	History
<b>Sadjadi, Shahla</b>	Mathematics
<b>Sadler, Roger</b>	Biology
<b>Sanker, Eddie</b>	Welding Technology
<b>Scaletta, Dominick</b>	Mathematics
<b>Scalisi, Carlos R.</b>	Political Science
<b>Schmidt, Lisa</b>	Physical Science
<b>Scully, Mathew</b>	Music
<b>Shedd, Dana</b>	Reading & Study Skills
<b>Shereen, Yasmine</b>	Anthropology
<b>Sherrill, Daniel</b>	Geographic Information Systems
<b>Smith, David</b>	Mathematics
<b>Smith, James</b>	Political Science
<b>Smith-Trafzer, Lee Ann</b>	History
<b>Snider, Derrell</b>	Academic Advancement
<b>Sobhanian, Soha</b>	Biology
<b>Stanskas, Peter-John</b>	Chemistry
<b>Stauble, Vernon</b>	Business Administration
<b>Stewart, James</b>	Art
<b>Strong, Teri</b>	Mathematics
<b>Timberlake, Corey</b>	Counseling STEM
<b>Ting, Lycretia</b>	Mathematics
<b>Tolstova, Anna</b>	Mathematics
<b>Turner, Joseph</b>	Aeronautics
<b>Udupa, Srikrishna K.</b>	Mathematics
<b>Underwood, Bruce</b>	Business Calculations
<b>Valcarcel, David</b>	Music
<b>Valdez, Maria</b>	Psychiatric Technology
<b>Valle, Samuel</b>	Electricity/Electronics
<b>Vasquez, Leo</b>	Business Administration
<b>Vasquez, Mary Lou C.</b>	Computer Information Technology
<b>Wen, Edward</b>	Chemistry
<b>Wilhite, Cynthia</b>	Human Services
<b>Williams, Mark</b>	Automotive
<b>Wilson, Donald</b>	Automotive
<b>Yarnelle, E.</b>	Psychology
<b>Yoon, Choon</b>	Music
<b>Zografos, Peter</b>	Psychiatric Technology
<b>Zurita, Marcial</b>	Mathematics

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

<b>NAME</b>	<b>DISCIPLINE</b>
<b>Alder, Michael</b>	Fire Technology Program
<b>Allison, George</b>	Accounting
<b>Aniello, Lisa</b>	Physical Education
<b>Atkinson, Anne</b>	Health Education
<b>Begley, David</b>	Mathematics
<b>Berube, Melissa</b>	Biology
<b>Bullock, Scott</b>	Mathematics
<b>Cabanilla, Cliff</b>	Theatre Arts
<b>Cameron, Carly</b>	EMS
<b>Chairez, Octavio</b>	Mathematics
<b>Chittenden, Heather</b>	Public Safety and Services
<b>Clarke, Sally</b>	Allied Health
<b>Clayton, Michael</b>	Mathematics
<b>Curnyn, Katie</b>	Microbiology
<b>Denson, Tommie</b>	Mathematics
<b>Dudash, Leigh</b>	Geology
<b>Estrada, Colleen</b>	Fire Technology
<b>Estus, Steven</b>	English
<b>Firtna, Farrah</b>	Chemistry
<b>Gairson, Philip</b>	Fire Technology
<b>Galvan, Raquel</b>	Spanish
<b>Grazhdansky, Anna</b>	Theatre Arts
<b>Hadden, Jay</b>	Anthropology
<b>Hamilton, David</b>	ASL
<b>Hamlett, Cynthia</b>	English
<b>Hansler, Kathryn</b>	English
<b>Hardin, Corey</b>	Engineering
<b>Harmoush, Mahmoud</b>	Arabic
<b>Hayes, Ashley</b>	English
<b>Hayes, Chauncey</b>	Health Education
<b>Jacinto, Christopher</b>	Mathematics
<b>Johnsen, Torgeir</b>	Anatomy
<b>Karim, Fahima</b>	Mathematics
<b>Keys, Scott</b>	History
<b>Kowach, Melody</b>	English
<b>Leon, Ralph</b>	Mathematics
<b>Linfield, Leon</b>	Philosophy
<b>Lowe, Lynn</b>	Reading
<b>Madrigal, Ea</b>	History
<b>McNamara, Laurence</b>	Art
<b>Musch, German</b>	Anatomy
<b>Nelson, Wendy</b>	Business Administration
<b>Ogden, John</b>	Physical Education
<b>O'Shaughnessy, Vonda</b>	Communication Studies

<b>Overstreet-Murphy, Penni</b>	Fire Technology
<b>Papas, Dean</b>	English
<b>Piluso, Robert</b>	English
<b>Pritchard, Bekki</b>	Sociology
<b>Purves, Dianne</b>	Biology
<b>Ramirez, Robert</b>	Mathematics
<b>Roche, Joshua</b>	Mathematics
<b>Romano, Nicholas M.</b>	Computer Information Systems
<b>Shelton II, Stephen A.</b>	Communication Studies
<b>Snow, Stephen</b>	History
<b>Spencer, Emily</b>	Chemistry
<b>Tasaka, Bethany</b>	Mathematics
<b>Vasquez, Alta</b>	Mathematics
<b>Veldhuis, Stefan</b>	Political Science
<b>Walter, Michael D.</b>	Computer Information
<b>Wise, Louise</b>	Reading

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

<b>NAME</b>	<b>DISCIPLINE</b>
<b>Chhuon, Ny</b>	Sociology
<b>Gutierrez, Ruben P.</b>	Psychology

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: May 8, 2014  
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of Elizabeth Villegas, Secretary I, HSI STEM PASS Go, SBVC, Karen McCartney, Laboratory Technician, Biology, CHC, Rhiannon Lares, Instructional Technology Specialist, Distributed Education, District, Deneatrice Lewis, Recruitment Specialist, (Confidential), Human Resources, District, Nikole De La Cruz, College Security Officer, Police Department, District, Ryan Garcia, College Security Officer, Police Department, District, Nicholas Leshner, College Security Officer, Police Department, District, and Aaron Willming, College Security Officer, Police Department, District,

OVERVIEW

The classified employees on the attached list are submitted for approval.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2013-2014 budget.



**Classified Employees  
May 8, 2014**

Elizabeth Villegas, Secretary I, SBVC, full-time, 12 month position, Classified Salary Schedule, Range 29, Step A, \$2685.00 per month, effective May 27, 2014. Replacement for Natalie Minucci.

Karen McCartney, Laboratory Technician, Biology, Crafton Hills College, full-time 12 month position, Classified Salary Schedule, Range 38, Step A, \$3,350.00 per month, effective May 9, 2014. Replacement for David Molnar.

Rhiannon Lares, Instructional Technology Specialist, Distributed Education, District, full-time, 12 month position, Classified Salary Schedule, Range 54, Step A, \$4,974.00 per month, effective May 27, 2014. New Position.

Deneatrice Lewis, Recruitment Specialist, Human Resources, District, full-time, 12 month position, Confidential Salary Schedule Range 2, Step A, \$3,943.00 per month, effective May 27, 2014. New Position.

Nikole De La Cruz, College Security Officer, Police Department, District, full-time, 12 month position, Classified Salary Schedule, Range 29, Step A, \$2,685.00 per month, effective May 27, 2014. Replacement for Eduardo Palomares.

Ryan Garcia, College Security Officer, Police Department, District, full-time, 12 month position, Classified Salary Schedule, Range 29, Step A, \$2,685.00 per month, effective May 27, 2014. Replacement for William Sheble.

Nicholas Leshar, College Security Officer, Police Department, District, full-time, 12 month position, Classified Salary Schedule, Range 29, Step A, \$2,685.00 per month, effective May 27, 2014. Vacant position.

Aaron Willming, College Security Officer, Police Department, District, full-time, 12 month position, Classified Salary Schedule, Range 29, Step A, \$2,685.00 per month, effective May 9, 2014. Replacement for Dewaina Oliver.

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: May 8, 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  
May 8, 2014**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>DATE</b>
<b>Botten, Nathan</b>	President's Office/Police Academies	05/09/2014-06/30/2014
<b>Carias, Joselyn</b>	President's Office/Marketing & Public Relations	05/09/2014-06/30/2014
<b>Castillo, Miguel</b>	President's Office/Police Academies	05/09/2014-06/30/2014
<b>Florea, George</b>	President's Office/Police Academies	05/09/2014-06/30/2014
<b>Maulid, Ismail</b>	Applied Tech/Automotive	05/12/2014-06/30/2014
<b>Nunez, Abdel</b>	President's Office/Marketing & Public Relations	05/09/2014-06/30/2014
<b>Ulloa, Anthony</b>	President's Office/Police Academies	05/09/2014-06/30/2014

**Crafton Hills College  
Volunteers  
Academic Year 2013-2014  
May 8, 2014**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>DATE</b>
<b>Coyocar, Magdalena</b>	Anatomy	05/09/14-06/30/14
<b>Crawford, Robin</b>	Microbiology	05/09/14-06/30/14
<b>Fyfe, Brooke</b>	Counseling	05/09/14-06/30/14
<b>Gomez, Larissa</b>	Counseling	05/09/14-06/30/14
<b>Höehn, Marisela</b>	Counseling	05/09/14-06/30/14
<b>Höehn, Marisela</b>	Counseling	07/01/14-08/15/14

**DISTRICT  
Volunteers  
Academic Year 2013-2014  
April 10, 2014**

<b>NAME</b>	<b>ASSIGNMENT</b>	<b>DATE</b>
<b>Sandoval, Manuel</b>	KVCR-FM	05/09/2014-06/30/2014
<b>Burroughs, Ashley</b>	KVCR-FM	05/15/2014-06/30/2014

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: May 8, 2014  
SUBJECT: Consideration of Approval of Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Amber Gallagher, Director, Financial Aid, SBVC, John Grow, Director, Facilities Planning & Construction, District, and Ron Hastings, Director, Library and Learning Support Services, SBVC.

OVERVIEW

Amber Gallagher, Director, Financial Aid, SBVC, full-time, 12-month position, Management Salary Schedule, Range 14, Step A, \$6,552.00 per month, effective May 27, 2014. Replacement for Thang Nguyen.

John Grow, Director, Facilities Planning & Construction, District, full-time, 12-month position, Management Salary Schedule, Range 19, Step B, \$8,780.00 per month, effective May 28, 2014. Replacement for Scott Stark.

Ron Hastings, Director, Library and Learning Support Services, SBVC, full-time, 12 month position, Management Salary Schedule, Range 16, Step A, \$7,224.00 per month, effective July 1, 2014. New position.

ANALYSIS

All requirements for employment processing have been completed and Human Resources has cleared the individuals 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: May 8, 2014

SUBJECT: Consideration of Approval of Management Tuition Reimbursement

RECOMMENDATION

It is recommended that the Board of Trustees approve the management tuition reimbursement for Eupeterson Lewis, Veterans Affairs Administrator.

OVERVIEW

Eupeterson Lewis is requesting tuition reimbursement for coursework completed at the University of Phoenix MBA (Project Management) Program.

ANALYSIS

This request is in compliance with Board Policy 7260 which states that management personnel shall be eligible for tuition cost and reimbursement from an accredited institution and no tuition cost paid by the District is to exceed 80% of a per unit basis cost of similar course work at the University of California.

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: May 8, 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.

**Crafton Hills College  
Non-Instructional Pay  
Academic Year 2013-2014  
Spring 2014**

**Allen, Denise**, stipend for ROP articulation agreements, \$300.00 per agreement, 5-9-14 to 6-30-14, not to exceed \$1,500.00. Funding source is CTE Transition Grant.

**Anderson, Jonathan**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$300.00. Funding source is Title V grant.

**Andrews, Breanna**, stipend for ROP articulation agreements, \$300.00 per agreement, 5-9-14 to 6-30-14, not to exceed \$1,500.00. Funding source is CTE Transition Grant.

**Beard, Joseph**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V grant.

**Bedoya, Rosemary**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Beitscher, Jane**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$400.00. Funding source is Title V grant.

**Brink, T.L.**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$100.00. Funding source is Title V grant.

**Cannon, Judy**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Cervantez, Jeff**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$400.00. Funding source is Title V grant.

**Cook, Natalie**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative

**Costello, Gerarda**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$300.00. Funding source is Title V grant.

**Cummings, Lou'Rie**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Cummings, Lou'Rie**, stipend for attending counselor training, April 25, 2014, paid at \$43.16 per hours, not to exceed 3 hours. Funding source is CTE Transition Grant.

**Curry, Vicki**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Curry, Vicki**, stipend for attending counselor training, April 25, 2014, paid at \$43.16 per hours, not to exceed 3 hours. Funding source is CTE Transition Grant.

**Dobbs, Anne**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Ford, Jacquelyn**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Franklin, Brad**, stipend for ROP articulation agreements, \$300.00 per agreement, 5-9-14 to 6-30-14, not to exceed \$1,500.00. Funding source is CTE Transition Grant.

**Koeper, Terry**, stipend for ROP articulation agreements, \$300.00 per agreement, 5-9-14 to 6-30-14, not to exceed \$1,500.00. Funding source is CTE Transition Grant.

**Hadden, Jay**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$600.00. Funding source is Title V grant.

**Hamlett, Cynthia**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$400.00. Funding source is Title V grant.

**Hawkins, Damaris**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$100.00. Funding source is Title V grant.

**Hawkins, Damaris**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Holder, Amber**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Horn, Chuck**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Hughes, Richard**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$200.00. Funding source is Title V grant.

**Jones, JoAnn**, stipend for ROP articulation agreements, \$300.00 per agreement, 5-9-14 to 6-30-14, not to exceed \$1,500.00. Funding source is CTE Transition Grant.

**Kowach, Melody**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**LaPointe, Stacy**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Lehar, Jade**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Linfield, Richard Leon**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.



**Lopez, Monica**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**McKee, Julie**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$600.00. Funding source is Title V grant.

**Murphy, Ryan**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Natividad, Beverly**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V grant.

**Phillips, Jasmine**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Purves, Dianne**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$200.00. Funding source is Title V grant.

**Quintanar, Brittnee**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Quintanar, Brittnee**, stipend for attending counselor training, April 25, 2014, paid at \$43.16 per hours, not to exceed 3 hours. Funding source is CTE Transition Grant.

**Sabbah, Manar**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Shelton, Steve**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V grant.

**Singh, Manika**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Singh, Manika**, stipend for attending counselor training, April 25, 2014, paid at \$43.16 per hours, not to exceed 3 hours. Funding source is CTE Transition Grant.

**Snowwhite, Mark**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Sonica, Melissa**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours. Funding source is Basic Skills Initiative.

**Sternard, Evan**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Swanson, William**, stipend for Title V Honors component, 1-13-14 to 5-22-14, not to exceed \$200.00. Funding source is Title V grant.

**Vasquez, Violeta**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Vasquez, Violeta**, stipend for attending counselor training, April 25, 2014, paid at \$43.16 per hour, not to exceed 3 hours. Funding source is CTE Transition Grant.

**Washburn, Ben**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Wilson, Debbie**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Wise, Louise**, stipend for attending 976 Grade Norming Session, May 2, 2014, paid at \$43.16 per hour, not to exceed 2 hours.

**Word, Dan**, to promote and work on the Cadet Medic Program, 5-9-14 to 6-30-14, \$43.16 per hour, not to exceed \$2,071.68. Funding source is CTE Transition Grant.

**Xayaphanthong, Souts**, stipend for attending Title V Counselor training, 1-13-14 to 5-22-14, not to exceed \$500.00. Funding source is Title V Grant.

**Crafton Hills College  
Non-Instructional Pay  
Academic Year 2014-2015  
Summer 2014**

**Shimeld, Lisa**, to plan and facilitate Micro Biology works, 6-1-2014 – 7-1-2014, not to exceed \$4,000.00, funding source is CHC STEM Pathways grant.

**San Bernardino Valley College  
Non-Instructional Pay  
Academic Year 2013-2014  
May 8, 2014**

**Huston, Celia**, to finalize accreditation report and evidence, 6-02-14 to 6-16-14, not to exceed 80 hours at \$43.16 per hour. Funding source is the Instruction Office Accreditation 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: May 8, 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, 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: May 8, 2014  
SUBJECT: Consideration of Approval of Retreat Rights for Management Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve administrator retreat rights Carolyn Lindsey, Director, Student Life, SBVC and Bharadwaj Hegde, Dean, Math, English, Reading & Instructional Support Division, CHC.

OVERVIEW

Carolyn Lindsey, Counselor, SBVC, Faculty Salary Schedule, Column D, Step 24, \$99,490.00 (200 days) effective July 1, 2014.

Bharadwaj Hegde, Developmental Studies Specialist, CHC, (177 days), effective July 1, 2014. Salary placement to be determined.

ANALYSIS

Ms. Lindsey and Mr. Hegde have elected to exercise their retreat rights and return to a faculty position per their employment agreement.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 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: May 8, 2014

SUBJECT: Consideration of Approval of Revised Management Job  
Description

RECOMMENDATION

It is recommended that the Board of Trustees approve the retitling of the Occupational Advancement Department Manager to Manager, CalWORKs and Workforce Development and revisions to the job description.

OVERVIEW

The retitling and revisions to Occupational Advancement Department Manager job description provides for a more accurate title and description of duties and responsibilities.

ANALYSIS

The revisions provide a clear and more defined job description.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

There is no financial implication to the revision of the management job description.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**OCCUPATIONAL ADVANCEMENT DEPARTMENT MANAGER MANAGER, CALWORKS  
AND WORKFORCE DEVELOPMENT**

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

**SUMMARY DESCRIPTION**

Under the direction of ~~the appropriate Dean~~ the Director, EOPS/CARE and CalWORKs., the ~~Occupational Advancement Department Manager~~, CalWORKs and Workforce Development is responsible for the supervision, development, and implementation of the CalWORKs Program and the WorkAbility III Program. ~~The Occupational Advancement Department Manager position is responsible for a variety of will coordinate duties in support of CalWORKs and WorkAbility III students in meeting educational goals and securing meaningful employment; job development and placement programs; outreach and recruitment; expanding supportive services, developing effective job placement methods; maintain relationships with placement sites; training and supervising assigned staff. This position is responsible for performing a variety of coordination and supervisory duties related to the development and provisions of appropriate educational and support services to students participating in the CalWORKs (California Work Opportunity and responsibility to Kids) program and the WorkAbility Workforce Development Program.~~

**REPRESENTATIVE DUTIES**

*The following duties are typical for this classification.*

1. Provides leadership and administrative direction, organization, and development of the college's CalWORKs program, WorkAbility Workforce Development Program, to the Occupational Advancement Department (CalWORKs and WorkAbility III Programs) and all other functional areas of assignment and responsibility.
2. Develop program plans, program objectives, policies and procedures to assure consistency with the mission of the college and the District.
3. ~~Supervise, direct and train assign staff.~~
4. ~~Assess overall student needs to discover barriers to success.~~
5. 4. Work with CalWORKs counselors, CalWORKs/WorkAbility III Job Developers, Transitional Assistance Department and the Department of Vocational Rehabilitation to ensure that the student's job placement matches educational plans and employment objectives.
6. 5. Represent the department program(s) or campus at meetings, conferences, and training programs related to employment and work search programs.
7. 6. Assures compliance with district, federal state, and local laws, codes, and regulations in relation to assigned programs; prepares and submits related reports to stakeholders.
8. 7. Coordinates services with college departments and programs such as EOPS/CARE, Tutorial Services, DSP&S, and Financial Aid, and with public and private agencies serving CalWORKs and WorkAbility III students.
9. 8. Provide guidance for internal and external program audits and reviews.
10. 9. Serves as the liaison to the County CalWORKs/TANF, Department of Vocational Rehabilitation, and Workforce Development Departments in the development of job training programs.
11. 10. Manages budgets for areas of assignment and responsibility and serves as categorical fund manager for all grants procured and managed within assigned programs.
12. 11. Develops and generates statistical data and reports for the completion of annual and program

reports as required by the funding agencies.

13. 12. Develops and implements accountability procedures and systems.
14. 13. Serves as the line supervisor and evaluator for all classified staff reporting to the assigned programs maintaining strict adherence to scheduled evaluation intervals.
15. 14. Serves as the administrative representative on screening committees for new contract faculty and classified staff assigned full-time to the program, and oversee the hiring of hourly support staff adhering to District employment policies.
16. 15. Provides information to students and to members of a diverse public who may be interested in enrolling in a program or service offered by the department.
17. 16. Represents the perspectives of the department when attending college meetings and shares information obtained in college meetings with departmental faculty and staff.
18. 17. Direct office record-keeping and filing activities; assemble data and prepare reports.
19. 18. Maintain current knowledge of procedures, regulations, and laws related to areas supervised.
20. 19. Serves on campus-wide committees as assigned.
21. 20. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
22. 21. Supervise, direct and trains assigned staff.
23. 22. Assess overall student needs to discover barriers to success.
24. 23. Performs related duties as required.

### **QUALIFICATIONS**

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

#### **Knowledge of:**

- Operational characteristics, services, and activities of the ~~Occupational Advancement Department~~ CalWORKs and WorkAbility Workforce Development programs.
- Principles and practices of program development and administration.
- Principles and practices of budget preparation and administration.
- Principles of supervision, training, and performance evaluation.
- Pertinent federal, state, and local laws, codes, and regulations relating to job placement.

#### **Ability to:**

- Oversee and participate in the management of a comprehensive job development and placement program.
- Oversee, direct, and coordinate the work of lower level staff.
- Participate in the selection and recommendation, supervision, training, and evaluation of staff.
- Participate in the development and administration of goals, objectives, and procedures for assigned area.
- Gather and analyze data and situations and make appropriate decisions.
- Prepare and present comprehensive, concise, clear oral and written reports.
- Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
- Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.
- Demonstrate a sensitivity to, and understanding of the diverse academic, socioeconomic, cultural, and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.
- Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.
- Provide leadership based on ethics and principles as they relate to job development and placement functions and operations.

Communicate clearly and concisely, both orally and in writing.  
Establish and maintain effective working relationships with those contacted in the course of work.

**Education and Experience Guidelines**

**Education/Training:**

A Bachelor's degree from an accredited college or university.

**Required Experience:**

Three (3) years of experience in program and job development, including job placement with state, county, and city agencies and one year of administrative and supervisory responsibility.

**Preferred Experience:**

1. Experience in the California Community College System.

**PHYSICAL DEMANDS AND WORKING ENVIRONMENT**

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

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

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

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

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

Board Approved: July 12, 2012

Revised: May 8, 2014

Range: 11



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: May 8, 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**  
**May 8, 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>
Newsom, Helen	Health & Wellness Center	CHC	Nurse Practitioner	5/9/14	6/30/14	\$65.00
Sandy, Hannah	Health & Wellness Center	CHC	Nurse Practitioner	5/9/14	6/30/14	\$60.00
Cantarini, Derek Q	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	5/9/14	6/30/14	\$20./25./30
Estanque, Rudy J	Public Safety & Emergency Services	CHC	Lab Instructor/ Primary Instructor/ EMS Specialist	5/9/14	6/30/14	\$20./25./30
Arechiga, Alejandro	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15.00
Blong, Lauren A	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$20./\$30.
Bragdon, Khrystal L	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$20./\$25
Chavez, Miguel A	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$20./\$25.
Enos, David W	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$50.00
Garcia-Tanchez, Nastazha S	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15.20

Leighton, Nita	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$50.00
Maloney, Natalie K	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15.00
McCutcheon, Maria	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$50.00
Mendoza Jr., Sergio	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15/\$20
Mendoza, Agustin	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15.00
Moran Garcia, Francisco M	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$15.00
Romero, Markazan	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$50.00
Schulz, Julie A	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$40.00
Valdez, John F	Professional Development Center	DIST	Workforce Development/ PDC Trainer	6/1/14	6/30/14	\$20./\$30.
Mendoza Macias, Jorge Armando	Disabled Student Programs & Services	SBVC	Assistant Instructor	5/26/14	6/30/14	\$20.00
Escloven-Dexter, Lionel	Human Services	SBVC	Training Specialist	5/9/14	6/30/14	\$19.00
Nyiraday, Laura	Student Health Services	SBVC	Nurse Practitioner	5/9/14	6/30/14	\$55.00
Newson, Helen	Student Health Services	SBVC	Nurse Practitioner	5/9/14	6/30/14	\$65.00
Sandy, Hannah	Student Health Services	SBVC	Nurse Practitioner	5/9/14	6/30/14	\$60.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**  
**Short Term Hourly Employees**  
**May 8, 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>
Sheble, Adam	Admin Services/ Aquatics	CHC	Lifeguard	6/1/14	6/30/14	\$10.00
Buiter, Rachel D	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Fogarty, Kelsey	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Hernandez Garcia, Mariana	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Krupka, Kimberly N	Tutoring Center	CHC	Tutor II	6/2/14	6/30/14	\$11.00
Neal, Jennifer	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Pasillas, Michael	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Smith, Stephen K	Tutoring Center	CHC	Tutor II	6/2/14	6/30/14	\$11.00
Young, Leslie	Tutoring Center	CHC	Tutor I	6/2/14	6/30/14	\$9.00
Merriam, Marissa	Fiscal Services	DIST	Project Assistant I	5/9/14	6/30/14	\$9.00

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**Substitute Employees**

May 8, 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>	<b>Justification</b>
Long, Mariella	Admin Services	CHC	Account Clerk I	2/22/14	4/10/14	\$14.31	Extension: Position has been filled 4/11/14.
Book, Paula J	Child Development Center	CHC	Child Development Assistant	4/30/14	6/18/14	\$12.35	Extension: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t). Insufficient pool, reposted.
Luther, Lorie	Child Development Center	CHC	Child Development Assistant	4/15/14	6/12/14	\$12.35	Extension: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t). Insufficient pool, reposted.
Quadri, Samina	Child Development Center	CHC	Child Development Assistant	4/15/14	6/12/14	\$12.35	Extension: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t). Insufficient pool, reposted.
Sampson, Blanca O	Child Development Center	CHC	Child Development Assistant	4/14/14	6/12/14	\$12.35	Extension: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t). Insufficient pool, reposted.
Sampson, Blanca O	Child Development Center	CHC	Child Development Teacher	4/14/14	6/12/14	\$17.76	Extension: Sick / Vac Coverage

Wallace, Melinda Y	Child Development Center	CHC	Child Development Teacher	4/14/14	6/12/14	\$17.76	Extension: Sick / Vac Coverage
Wallace, Melinda Y	Child Development Center	CHC	Child Development Assistant	4/15/14	6/12/14	\$12.35	Extension: Sick / Vac Coverage
Hagin, Deborah J	Copy Center	CHC	Secretary I	4/7/14	6/7/14	\$15.43	New: Vacancy- (N. Rodriguez). CSEA 10 day.
Lara, Naomi	EMS / FIRE	CHC	Secretary II	4/5/14	6/5/14	\$17.02	Extension: Vacancy (A. Moreno) Resigned. Posted.
Cortez, Yecenia	EDCT	DIST	Administrative Assistant I	4/15/14	6/15/14	\$20.74	Extension: Vacancy (M. Bender) - In committee stage.
Addington, April A	Fiscal Services	DIST	Payroll Accountant	3/24/14	5/23/14	\$18.78	New: Vacancy. Failed recruitment. Job Description being revised.
Miller, Donald	KVCR	DIST	Broadcast Operator	4/15/14	6/15/14	\$19.25	Extension: Vacancy back up sub for one vacancy; position requires continuous coverage. Position Posted.
Porter, Janine	KVCR	DIST	Broadcast Operator	5/6/14	6/30/14	\$19.25	Extension: Vacancy Need multiple subs for coverage – 24/7 position. Position posted.

Rosales Jr, Manuel	KVCR	DIST	Broadcast Operator	5/6/14	6/30/14	\$19.25	Extension: Vacancy Need multiple subs for coverage – 24/7 position. Position posted.
Dececio, Anthony J	Police	DIST	College Security Officer	2/7/14	4/6/14	\$15.43	Extension: 5- vacancies (D. Oliver, W. Sheble, E. Palomares & 2 new positions) Posted until filled.
Carranza, Francisco	TESS	DIST	Telecommunication Specialist	4/15/14	6/14/14	\$27.21	Extension: Vacancy - (J. Kyle). Posted.
Gonzales, Amelia	Admission and Records	SBVC	Admission and Records Technician	4/19/14	6/19/14	\$16.61	Extension: Vacancy (S. Romo). Maternity Leave scheduled through 5/12/14.
Lee, Takara C	Admissions and Records	SBVC	Admission and Records Technician	3/24/14	5/24/14	\$16.61	New: Vacancy (K. Marmolejo) working out of class.
Thomas Jr., Larry	Computer Technology Services	SBVC	Multimedia Specialist	5/18/14	6/30/14	\$17.44	Extension: Vacancy (J. Flaa) working out of class.
Martin, Boramy	Food Service	SBVC	Food Service Worker	6/19/14	6/30/14	\$11.75	Extension: Sick / Vac Coverage
Villegas, Elizabeth	HSI STEM PASS GO	SBVC	Secretary I	4/14/14	6/30/14	\$15.43	New: Vacancy. Subbing until becoming permanent on 5/27/14

Fierro, Dorothy N	Student Health Services	SBVC	Clerical Assistant I	4/14/14	6/30/14	\$12.65	New: Vacancy (K. Yarbrough).
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 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:** Joseph Williams  
**DEPARTMENT:** Board of Trustees  
**CONFERENCE:** ACCT New Trustee Academy/Legislative Summit  
**DATES:** February 10-13, 2014  
**LOCATION:** Washington, DC  
**PURPOSE:** To attend sessions to receive a briefing on the new 2014 legislative priorities. This item was previously approved on 11/13/13. Trustee signed up on site.  
**BENEFIT:** To learn best practices of new trustees.  
**ESTIMATED COST:** \$100.00  
**FUNDING SOURCE:** Board of Trustees General Fund

**NAME:** Jeremiah Gilbert  
**DEPARTMENT:** Mathematics Department  
**CONFERENCE:** NAFSA Annual Conference  
**DATES:** May 27-30, 2014  
**LOCATION:** San Diego, CA  
**PURPOSE:** The NAFSA annual conference brings together more than 8,400 professionals in the field of International Education. Attendance will allow me to identify current goals and initiatives of the District and the challenges we may face.  
**BENEFIT:** Attendance will assist the District in launching the International Students program.  
**ESTIMATED COST:** \$1,620.00  
**FUNDING SOURCE:** Outreach and Recruitment general fnd

**NAME:** Terria O. Smith  
**DEPARTMENT:** KVCR  
**CONFERENCE:** National Indian Gaming Association  
**DATES:** May 11 – 14, 2014  
**LOCATION:** San Diego, CA  
**PURPOSE:** Meet with Tribal Leaders to promote FNX  
**BENEFIT:** On-going support and networking  
**ESTIMATED COST:** \$2,000.00  
**FUNDING SOURCE:** KVCR Educational Foundation

**NAME:** Ben Holland  
**DEPARTMENT:** KVCR-TV/FM  
**CONFERENCE:** 2014 PBS Annual Meeting  
**DATES:** May 11 - 16, 2014  
**LOCATION:** San Francisco, CA  
**PURPOSE:** Meet with PBS affiliates  
**BENEFIT:** To keep KVCR TV and FM up to date on the latest TV trends  
**ESTIMATED COST:** \$2,350.00  
**FUNDING SOURCE:** KVCR Fund Television

**NAME:** Terria O. Smith  
Frank Blanquet  
Art Macelma  
Alfredo Cruz  
**DEPARTMENT:** KVCR  
**CONFERENCE:** 2014 National Native Media Conference  
**DATES:** July 9 – 13, 2014  
**LOCATION:** Santa Clara, CA  
**PURPOSE:** Promote FNX  
**BENEFIT:** On-going support and networking  
**ESTIMATED COST:** \$2,000.00 per person  
**FUNDING SOURCE:** KVCR Educational Foundation

### **CHC**

**NAME:** Dan Word  
**DEPARTMENT:** EMS  
**CONFERENCE:** Designated Infection Control Officer Training  
**DATES:** May 19-22, 2014  
**LOCATION:** Palm Springs, CA  
**PURPOSE:** Receive updates to local industry standards and networking with agency administrators and policy makers.  
**BENEFIT:** Bring back current information for use at Crafton Hills College.  
**ESTIMATED COST:** \$1,100.00  
**FUNDING SOURCE:** Emergency Medicine Program General Fund

**NAME:** Mariana Moreno  
**DEPARTMENT:** Title V – Transfer Center  
**CONFERENCE:** SACAC Annual Conference and IDEA Institute 2014  
**DATES:** June 9-11, 2014  
**LOCATION:** San Jose, CA  
**PURPOSE:** This conference combines workshops and roundtable discussion focused on underrepresented students and solutions to serving them.  
**BENEFIT:** To increase awareness on the issues facing the underrepresented student population.  
**ESTIMATED COST:** \$1,800.00  
**FUNDING SOURCE:** Title V Grant and Transfer Center General Fund

**NAME:** Ericka Paddock, Patrick Dorsey, Yasmeen Flores, Cameron Lyons, Annaly Medrano, Esmeralda Vazquez, Alexis Panagutun, JR Gutierrez, Jade Murguia, Faraz Abbasi, Marissa Perez, Kayla Daniels, Crystal Sultzbaugh  
**DEPARTMENT:** Department of Student Life

**CONFERENCE:** 2013/2014 Associated Students End of Year Trip  
**DATES:** May 27, 2014  
**LOCATION:** Valencia, CA  
**PURPOSE:** This is the end of year trip to Magic Mountain for the 2013/2014 Associated Students.  
**BENEFIT:** For team building and to celebrate all the work accomplished this year by the Associated Students.  
**ESTIMATED COST:** \$800.00  
**FUNDING SOURCE:** Trust Account #027

**NAME:** Mariana Moreno  
**DEPARTMENT:** Title V Transfer Center  
**CONFERENCE:** 2014 AACRAO Transfer Conference  
**DATES:** July 6-8, 2014  
**LOCATION:** Ft. Lauderdale, FL  
**PURPOSE:** This conference combines workshops and roundtable discussion in best practices and challenges regarding student transfer.  
**BENEFIT:** To increase knowledge regarding student transfer.  
**ESTIMATED COST:** \$2,500.00  
**FUNDING SOURCE:** Title V Grant

**NAME:** Steve Rush  
**DEPARTMENT:** Admissions and Records  
**CONFERENCE:** 2014 Western Association of Veterans Education Specialists (WAVES) Annual Conference  
**DATES:** July 23-26, 2014  
**LOCATION:** Irving, TX  
**PURPOSE:** Provides an opportunity for training and networking among school VA certifying officials at post-secondary institutions.  
**BENEFIT:** Training on certifying procedures for Veterans Administration Education Benefits.  
**ESTIMATED COST:** \$1,700.00  
**FUNDING SOURCE:** Veterans Education General Fund

**NAME:** Dianne Purves  
**DEPARTMENT:** Arts and Sciences  
**CONFERENCE:** Zion National Park Field Trip  
**DATES:** October 2-5., 2014  
**LOCATION:** Springdale, UT  
**PURPOSE:** Interdisciplinary field studies opportunity for biology and geology majors and professional development for faculty. Student tour of four year university.  
**BENEFIT:** Information acquired will be used in the classroom to enhance student success.  
**ESTIMATED COST:** \$2,560.00  
**FUNDING SOURCE:** Campus President General Fund

**NAME:** Lisa Shimeld  
**DEPARTMENT:** Physical and Biological Sciences  
**CONFERENCE:** Campus Sustainability Innovation Training  
**DATES:** June 1, 2014-November 30, 2014  
**LOCATION:** University of Vermont – Online Programs  
**PURPOSE:** Receive campus sustainability innovation training through the on-line program at the University of Vermont. Training in sustainable campus trends and techniques needed to maximize campus operations efficiency and boost student and community engagement using the latest sustainability strategies, tools and best practices.  
**BENEFIT:** Integrate sustainability into our curriculum to encourage student involvement and increased knowledge in sustainability innovation for our campus.  
**ESTIMATED COST:** \$4,238.00  
**FUNDING SOURCE:** Campus President General Fund

### **SBVC**

**NAMES:** Dr. Kathleen Rowley  
**DEPARTMENT:** Grant Development and Management  
**CONFERENCE:** National Science Foundation Grants Conference  
**DATES:** June 22-25, 2014  
**LOCATION:** Denver, CO  
**PURPOSE:** The conference will provide up-to-date information and guidelines for making the most of grant opportunities, allowing us to plan in advance of announcements.  
**BENEFIT:** This conference will inform the Director of Grant Development and Management of new funding opportunities from the National Science Foundation (NSF), allowing SBVC to pursue grants.  
**ESTIMATED COST:** \$2,472.01  
**FUNDING SOURCE:** Grant Development & Management General Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 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:** Lindsey Wagner Fundraiser Event at SBVC  
**DATES:** April 25, 2014  
**AMOUNT:** \$140.29  
**ITEM:** Promotional Giveaways  
**FUNDING SOURCE:** Chancellor – General Fund

**EVENT:** American Parlor  
**DATES:** April 25, 2014  
**AMOUNT:** \$1,500.00  
**ITEM:** KVCR donor audience viewing of American Parlor Songbook  
**FUNDING SOURCE:** KVCR Educational Foundation

**EVENT:** Give Big San Bernardino  
**DATES:** May 4 – 8, 2014  
**AMOUNT:** \$800.00  
**ITEM:** Application fee and related expenses for the San Bernardino County-wide fundraiser for non-profits  
**FUNDING SOURCE:** KVCR Educational Foundation

**EVENT:** Meeting with the Tribal Alliance of Sovereign Indian Nations (TASIN)  
**DATES:** May 5, 2014  
**AMOUNT:** \$250.00  
**ITEM:** Meet with the Tribal Alliance of Sovereign Indian Nations (TASIN)  
**FUNDING SOURCE:** KVCR Educational Foundation

**EVENT:** Deposition/Litigation – Renee Brunelle  
**DATES:** March 18-19, 2014  
**AMOUNT:** \$350.00  
**ITEM:** SBCCD litigation  
**FUNDING SOURCE:** Human Resources General Fund

## SBVC

**EVENT:** Spanish Club Taco Sale  
**DATES:** May 14, 2014  
**AMOUNT:** \$300.00  
**ITEM:** Refreshments  
Sponsored by the Spanish Club, this event will aim to be a fundraiser for the organization. The Spanish Club's mission is to celebrate Latin American culture language and diversity. The club will host events to support their mission statement with the profits from this fundraiser. Anticipated attendance is 100 students, faculty and staff.  
**FUNDING SOURCE:** Student Clubs & Trust/Spanish Club Account.

**EVENT:** Celebration of the Black Graduates  
**DATES:** May 15, 2014  
**AMOUNT:** \$2,500.00  
**ITEM:** Decorations, Kinte Cloths, Awards, Entertainment and Independent Contractor/Speaker  
Sponsored by the Black Faculty and Staff Association along with the Arts, Lectures & Diversity Committee; this is an annual event that supports the diversity of San Bernardino Valley College students with the recognition of the accomplishments of the Black Graduates of SBVC. Anticipated attendance is 300 faculty, staff and students. This item was previously board approved at the April 10, 2014 meeting. Item is being revised to reflect the date change for this event from April 10, 2014 to May 15, 2014.  
**FUNDING SOURCE:** Arts, Lectures & Diversity Committee General Fund.

**EVENT:** All Student Services Meeting  
**DATES:** May 16, 2014  
**AMOUNT:** \$1,430.78  
**ITEM:** Refreshments  
Sponsored by the Office of the Vice President, Student Services, this meeting will allow Student Services staff and student workers to come together and collaborate and form discussions on information pertaining to the Student Services division. Anticipated attendance is 175 faculty, staff and students.  
**FUNDING SOURCE:** Student Services General Fund Account.

**EVENT:** University of California, San Diego Field Trip  
**DATES:** May 28, 2014  
**AMOUNT:** \$1,275.00  
**ITEM:** Transportation  
Sponsored by the EOP&S program, this event will allow students to tour the campus of University of California, San Diego (UCSD) and learn more about the programs and services available to the students. Students will be able to speak to current professors, staff and students about expectations for prospective transfer students. Anticipated attendance is 53 students, faculty and staff. Chaperones will be Maria Del Carmen Rodriguez and Marie Fierro.  
**FUNDING SOURCE:** EOPS Categorical Fund.

**EVENT:** Spanish Club's Magic Mountain Field Trip  
**DATES:** May 30, 2014  
**AMOUNT:** \$950.00  
**ITEM:** Admission Fee and Mileage  
Sponsored by the Spanish Club, this trip is to celebrate and recognize the members who participated and committed their time throughout the year. This trip will motivate members to participate in the Spanish Club and look forward to upcoming events and the end of the year trip. The



trip will enhance their leadership and personal responsibility skills. Anticipated attendance is 21 faculty and students. Chaperone will be Jose Recinos.

**FUNDING SOURCE:** Student Clubs & Trust/Spanish Club Account.

**EVENT:** California State University, Long Beach Field Trip

**DATES:** May 30, 2014

**AMOUNT:** \$869.00

**ITEM:** Transportation

Sponsored by the EOP&S program, this event will allow students to tour the campus of California State University, Long Beach (CSULB) and learn more about the programs and services available to the students. Students will be able to speak to current professors, staff and students about expectations for prospective transfer students. Anticipated attendance is 53 students, faculty and staff. Chaperones will be Maria Del Carmen Rodriguez and Marie Fierro.

**FUNDING SOURCE:** EOPS Categorical Fund.

**EVENT:** Student Success Center Students to Museum of Natural History, Los Angeles

**DATES:** June 3, 2014

**AMOUNT:** \$990.00

**ITEM:** Transportation

Sponsored by the SBVC Student Success Center, students will visit the Museum of Natural History in Los Angeles to provide students opportunities to expand their knowledge of potential academic and career fields. Anticipated attendance is approximately 55 students, 1 faculty member, Glenn Drewes, and 1 staff chaperone, Rose King.

**FUNDING SOURCE:** Tutorial Center General Fund

**EVENT:** University of Southern California Field Trip

**DATES:** June 5, 2014

**AMOUNT:** \$869.00

**ITEM:** Transportation

Sponsored by the EOP&S program, this event will allow students to tour the campus of University of Southern California (USC) and learn more about the programs and services available to the students. Students will be able to speak to current professors, staff and students about expectations for prospective transfer students. Anticipated attendance is 53 students, faculty and staff. Chaperones will be Maria Del Carmen Rodriguez and Maribel Cisneros.

**FUNDING SOURCE:** EOPS Categorical Fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 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.

## CHC

**NAME:** Karen Childers, Director of Resource Development and Grants  
**MEMBERSHIP:** Grant Professionals Association  
**PURPOSE:** Grant Professionals Association (GPA) is an association of local grant writing professionals. Membership includes free access to GrantStation, an online grant search service that is used by Crafton Hills College. GrantStation membership is valued at \$600. Other benefits included with GPA membership are networking, workshops, and meetings of grant professionals in the region.  
**AMOUNT:** \$209.00  
**FUNDING SOURCE:** Resource Development General Fund

**NAME:** Margaret Yau, Department of Business, Economics and Information Technology  
**MEMBERSHIP:** Association for Computing Machinery  
**PURPOSE:** The Association for Computing Machinery (ACM) is the world's largest educational and scientific computing society. Professional membership benefits include timely access to information and journals relevant to computing as well as other learning resources for computing. Being a member of ACM will provide useful resources for staying current in the computing science profession.  
**AMOUNT:** \$99.00  
**FUNDING SOURCE:** Perkins Title I Grant

## SBVC

**NAME:** Jeanne Marquis, International Student Counselor  
**MEMBERSHIP:** National Association of Foreign Student Advisors (NAFSA)  
**PURPOSE:** National Association of Foreign Student Advisors (NAFSA) is a membership that provides access to the information, professional development, peer networks and leadership opportunities. Institutions are not members of NAFSA; instead an institution designates one or more representatives and receives memberships in the name of the staff member.  
**AMOUNT:** \$445.00  
**FUNDING SOURCE:** Counseling General Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Steven J. Sutorus, Business Manager  
DATE: May 08, 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 5/8/2014*

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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>
<b><i>Consultants</i></b>				
Erickson Consulting Services	(10167) Provide consultation and test scores for proposed projects Term: 5/9/2014 - 6/30/2014 Funding Source: General Funds	Grants/CHC	\$4,000.00	SSutorus

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***SubTotal for Consultants: 1***

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### ***Legal***

Fullerton, Lemann, Schaefer & Dominick, LLP	(10178) Legal services for KVCR Term: 4/2/2014 - 6/30/2014 Note - Contract authorized to start prior to Board Meeting per BP6340 Funding Source: KVCR - CPB Grant - TV	KVCR/SBCCD	\$15,000.00	SSutorus
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***SubTotal for Legal: 1***

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### ***Professional Services***

AppleOne	(10220) Use of temporary employee hire service to fill HR Generalist vacant positions until permanent replacements are hired Term: 5/12/2014 - 6/30/2015 Funding Source: General Funds	Human Resources/SBCCD	\$75,000.00	Ssutorus
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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>
ARUP North America Limited	(10221) Provide analysis of buildings for two year energy projects Term: 4/11/2014 - 6/30/2015 Funding Source: Capital Outlay	Fiscal Services/SBCCD	\$65,000.00	TOliver
Harris, Dennis L. M.S., M.F.T	(10122) Provide assistance in crisis intervention and short term psychotherapy; hourly rate of \$60 per professional hour and total funding of \$24,000 per year Term: 7/1/2014 - 6/30/2019 Funding Source: Student Health Fee	Health Center/SBVC	\$120,000.00	SSutorus
Merriwether & Williams Insurance Services	(10179) Implementation of a contractor bonding assistance program Term: 4/11/2014 - 4/10/2017 Funding Source: Bond Funded	Kitchell/SBCCD	\$684,350.00	TOliver
<b><i>SubTotal for Professional Services: 4</i></b>				
<b><i>Grand Total Contracts for Board Date 5/8/2014: 6</i></b>				

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Steven J. Sutorus, Business Manager  
DATE: May 08, 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 5/8/2014***

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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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**Broadcasting Rights**

American Public Television	(10170) Program rights for Vera IV as part of program exchange Term: 5/1/2014 - 4/30/2016	KVCR/SBCCD	\$2,576.00	SSutorus
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Funding Source: KVCR - CPB Grant - TV

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New Zealand Film Commission	(10193) Broadcast program rights for the film "Two Cars, One Night" Term: 3/31/2014 - 3/30/2015	KVCR-FNX/SBCCD	\$350.00	SSutorus
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Funding Source: KVCR - FNX Grant

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***SubTotal for Broadcasting Rights: 2******\$2,926.00***

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**Clinicals**

Riverside, City of, Fire Department	(10177) Clinical Site for EMS Paramedic program participants at no charge to District Term: 4/16/2014 - 6/30/2019	Program Development/CHC		SSutorus
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Funding Source: N/A

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***SubTotal for Clinicals: 1***

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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><u>FNX License Agreement</u></b>					
	KUAC and University of Alaska Fairbanks	(10121) Program license agreement for KUAC-DT to air KVCR-FNX programming; no charge to vendor Term: 1/1/2014 - 8/12/2014  Funding Source: N/A	KVCR-FNX/SBCCD		SSutorus
<b><u>SubTotal for FNX License Agreement: 1</u></b>					
<b><u>General</u></b>					
	4 Imprint	(10184) Production of flash drives for EOP&S starter kits; funded through EOP&S grant Term: 4/23/2014 - 6/30/2014  Funding Source: State Grant	EOP&S/CHC	\$2,679.38	SSutorus
	4 Imprint	(10129) Production of giveaway items; 110 steel tumblers with SBVC logo, 110 leather coasters with SBVC logo Term: 3/31/2014 - 6/30/2014  Funding Source: General Funds	Student Services/SBVC	\$874.81	SSutorus
	4 Imprint	(10174) Production of pen and pencil set for EOP&S starter kits; funded through EOP&S grant Term: 4/9/2019 - 6/30/2014  Funding Source: State Grant	EOP&S/CHC	\$306.15	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	4 Imprint	(10183) Production of pencils for EOP&S starter kits; funded through EOP&S grant Term: 4/23/2014 - 6/30/2014  Funding Source: State Grant	EOP&S/CHC	\$171.39	SSutorus
	ARC Point Labs	(10161) Provide assistance in administering drug tests to parolees participating in the Caltrans Work Crew Project; funded through CalTrans Work Crew Project Term: 1/1/2014 - 6/30/2014  Funding Source: Local Grant	PDC/SBCCD	\$15,000.00	SSutorus
	Assistance League of San Bernardino	(10218) Advertisement in Autism Initiative to promote KVCR stations and programs Term: 4/12/2014 - 4/12/2014  Funding Source: KVCR - Autism Fund 0142	KVCR/SBCCD	\$350.00	SSutorus
	Balloons of California	(10182) Balloon sculpture for High School Counselor's Conference event; funded through Matriculation funds Term: 4/11/2014 - 4/11/2014  Funding Source: Other Non-General	Counseling/SBVC	\$550.80	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>					
	Banjoman, Inc	(10151) Production of KVCR pledge drive giveaways Term: 4/8/2014 - 6/30/2014  Funding Source: KVCR - Foundation	KVCR-TV/SBCCD	\$582.50	SSutorus
	Bose, Shonali	(10181) Speaker - topic "Decision Making Process of a Director" Term: 5/5/2014 - 5/5/2014  Funding Source: General Funds	Arts & Lecture/SBVC	\$1,000.00	SSutorus
	Caribbean Pacific Bus, LLC	(10209) Bus rental for field trip to University of California at San Diego; funded through EOP&S grant Term: 5/28/2014 - 5/28/2014  Funding Source: State Grant	EOP&S/SBVC	\$1,275.00	SSutorus
	Caribbean Pacific Bus, LLC	(10207) Bus rental for field trip to University of Southern California; funded through EOP&S grant Term: 6/5/2014 - 6/5/2014  Funding Source: State Grant	EOP&S/SBVC	\$869.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>General</i></u>					
	CCC Chancellor's Office	(10166) Letter of agreement for SBVC to be participant in the Foster and Kinship Care Education Program; no charge to District Term: 7/1/2013 - 6/30/2014  Funding Source: N/A	Student Life/SBVC		SSutorus
	Christian Counseling Service	(10212) Provide classes, counseling and supportive services to Veteran students and their families at no cost to District Term: 5/9/2014 - 6/30/2015  Funding Source: N/A	Health Center/SBVC		SSutorus
	Cirilian, Inc DBA REC1	(10139) Recreation management software access; used for program registration functions at the pool Term: 5/1/2014 - 6/30/2014  Funding Source: Income & Expense	Pool/CHC	\$200.00	SSutorus
	College Health Services, LLC	(10164) Student Health 101 program agreement on-line health magazine for students Term: 9/1/2014 - 6/30/2019  Funding Source: General Funds	Health Center/SBVC	\$17,212.60	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Colton Joint USD	(10110) MOU for SBVC to offer ESL Classes on the McKinley Elementary School campus; no cost to District Term: 8/1/2014 - 5/31/2015  Funding Source: N/A	Humanities/SBVC		SSutorus
	Comm-Pre-Tech	(10215) Install data cables, racks and accessories at Annex new location Term: 5/9/2014 - 6/30/2014  Funding Source: Capital Outlay	DETS/SBCCD	\$14,394.80	SSutorus
	David F Trujillo and Associates	(10159) Provide consultation and test scores for proposed projects Term: 5/9/2014 - 6/30/2014  Funding Source: General Funds	Grant/CHC	\$2,000.00	SSutorus
	Donor Perfect	(10154) On-line software training for use of Donor Perfect software Term: 4/16/2014 - 4/15/2015  Funding Source: General Funds	Instruction/SBVC	\$700.00	SSutorus
	Espinoza, Alex	(10134) Speaker - reading of his latest novel, "The Five Acts of Diego Leon" Term: 5/8/2014 - 5/8/2014  Funding Source: General Funds	Arts & Lecture/SBVC	\$1,000.00	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>				
Give Big San Bernardino County	(10191) Advertisement at the "San Bernardino County Give Big" fundraising event Term: 5/8/2014 - 5/8/2014  Funding Source: KVCR - Foundation	KVCR-TV/SBCCD	\$100.00	SSutorus
Graphic Solutions, The	(10124) Imprinted T-shirt advertisement for SBVC Science Department; funded through BFAP Grant Term: 4/1/2014 - 5/1/2014  Funding Source: State Grant	Science/SBVC	\$1,298.03	SSutorus
Herff Jones Inc	(10188) Rental of Board Member regalia for 2014 graduation ceremonies Term: 5/20/2014 - 6/10/2014  Funding Source: General Funds	Chancellor/SBCCD	\$850.00	SSutorus
Inland Computer Systems	(10130) Repair of two copiers Term: 3/31/2014 - 6/30/2014  Funding Source: KVCR - Foundation	KVCR-TV/SBCCD	\$354.86	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>				
Inland Valley News Group	(10149) Ad campaign for digital display, social media mobile and e-mail solutions Term: 4/16/2014 - 6/30/2014  Funding Source: General Funds	Marketing/SBVC	\$6,550.00	SSutorus
iPartadigms, LLC	(10175) Online dedicated institutional training and live expert training; funded through EMG planning grant Term: 5/21/2014 - 7/31/2014  Funding Source: State Grant	TESS/SBCCD	\$1,000.00	SSutorus
Johnson Power Systems	(10135) Repair and maintenance on generator at KVCR and Box Springs Term: 4/8/2014 - 5/30/2014  Funding Source: KVCR - Foundation	KVCR-TV/SBCCD	\$650.00	SSutorus
Konica Minolta	(10219) Lease agreement for color and black and white copiers Term: 4/4/2014 - 6/30/2014  Funding Source: KVCR - FNX Grant	KVCR/SBCCD	\$7,962.50	SSutorus
Lamar Advertising Company	(10133) Shelter advertisement to promote CHC programs Term: 4/7/2014 - 4/5/2017  Funding Source: General Funds	Marketing/CHC	\$5,321.00	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>				
LeMay Construction	(10190) Provide and install custodial floor sink and remodel custodial room Term: 4/23/2014 - 6/30/2014  Funding Source: Capital Outlay	TESS/SBCCD	\$4,465.00	SSutorus
LeMay Construction	(10142) Relocation of items and furniture from old print shop to new Annex location Term: 4/8/2014 - 6/30/2014  Funding Source: General Funds	TESS/SBCCD	\$3,430.00	SSutorus
Lock N Door Man	(10143) Installation of interior wood door at new annex building Term: 4/8/2014 - 6/30/2014  Funding Source: Capital Outlay	DETS/SBCCD	\$2,655.62	SSutorus
Maldonado, Gabriel	(10194) Speaker - topic "Racial Justice and LGBTQ Equality" Term: 4/30/2014 - 4/30/2014  Funding Source: General Funds	Arts & Lecture/SBCCD	\$250.00	SSutorus
Movie Magic	(10165) Entertainment partners has agreed to promote SBVC Student Film Festival event; at no cost to District Term: 3/31/2014 - 6/30/2014  Funding Source: N/A	Communications/SBVC		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>				
Napoli Italian Restaurant	(10127) Refreshments for employees and students at appreciation luncheon Term: 5/16/2014 - 5/16/2014  Funding Source: General Funds	Counseling/CHC	\$685.90	SSutorus
Nederlander Concerts - West	(10125) Letter of agreement - KVCR to promote "Il VOLO Concert"; in return KVCR to receive concert tickets to use as thank you gifts during pledge drive; no cost to District Term: 6/7/2014 - 6/7/2014  Funding Source: N/A	KVCR/SBCCD		SSutorus
Party Plus Rentals	(10210) Rental of balloon arch for SBVC Commencement brunch Term: 5/22/2014 - 5/22/2014  Funding Source: Trust Account	Student Life/SBVC	\$282.54	SSutorus
Redlands USD	(10189) Full page advertisement in the Redlands 2014 High School yearbook promoting CHC programs Term: 6/1/2014 - 7/1/2014  Funding Source: General Funds	Marketing/CHC	\$250.00	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>				
Research and Planning Group For CCC	(10213) MOU - dual enrollment quantitative analysis study; no cost to District Term: 3/1/2014 - 7/31/2014  Funding Source: N/A	Student Services/SBVC		SSutorus
Rim of the World USD	(10128) MOU - Inland Empire Media Academy participation by Rim of the World students; no cost to District Term: 3/15/2014 - 12/31/2014  Funding Source: N/A	Humanities/SBVC		SSutorus
River Springs Charter School	(10186) Reimbursement to high school for cost of transportation to CHC for Senior Day; funded by CTE Transitions grant Term: 4/11/2014 - 4/11/2014  Funding Source: State Grant	Program Development/CHC	\$702.55	SSutorus
Riverside, University of California	(10155) Full page advertisement in University newspaper Term: 4/1/2014 - 4/8/2014  Funding Source: General Funds	Marketing/SBVC	\$800.00	SSutorus
Rosendin Electric, Inc	(10126) Electrical repairs at CHC Solar Farm Term: 3/6/2014 - 6/30/2014  Funding Source: General Funds	Administrative Services/CHC	\$6,000.00	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>					
	San Bernardino County Sheriff's Department	(6711) Training Agreement for Police Science Program: Rate \$3.93 Per Student Per Instructional Hour; Amendment 7 - To extend contract to 06/30/2015 and set student contact hours for Fiscal Year 2013-2014 to 183,750 hours at a cost of \$722,137.50 and for Fiscal Year 2014-2015 to 157,500 hours at a cost of \$618.975.00 Term: 7/1/2010 - 6/30/2015  Funding Source: General Funds	Police Science/SBVC	\$2,991,712.50	SSutorus
	San Bernardino County Sun, The	(10141) Advertising in the Sun newspaper 1/2 page aid for four weeks plus targeted E-Blast Term: 5/4/2014 - 5/25/2014  Funding Source: Local Grant	Marketing/SBCCD	\$6,760.00	SSutorus
	School Datebooks	(10173) Production of student planner as part of academic starter kits; funded by EOP&S grant Term: 4/9/2014 - 6/30/2014 Note – Program manager states this is an acceptable use of funding source Funding Source: State Grant	EOP&S/CHC	\$1,025.74	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>					
	Screenvision	(10116) Advertising in movie theaters to promote CHC programs Term: 4/18/2014 - 9/19/2014  Funding Source: General Funds	Marketing/CHC	\$6,356.00	SSutorus
	Shalimar Tours & Charter	(10168) Bus rental for field trip to UC Santa Barbara for EOP&S Students; funded through EOP&S grant Term: 4/23/2014 - 4/23/2014  Funding Source: State Grant	EOP&S/SBVC	\$1,650.00	SSutorus
	Shalimar Tours & Charter	(10169) Bus rental for field trip to UCLA for EOP&S Students; funded through EOP&S grant Term: 3/19/2014 - 3/19/2014  Funding Source: State Grant	EOP&S/SBVC	\$1,207.24	SSutorus
	Shields, Julie	(10137) Speaker for the "Women in Mathematics and Science" event Term: 4/25/2014 - 4/25/2014  Funding Source: STEM Grant	Mathematics/SBVC	\$300.00	SSutorus
	Stanley Convergent Solutions	(10156) Furnish and install security alarm systems at new TESS location Term: 4/16/2014 - 6/30/2014  Funding Source: Capital Outlay	TESS/SBCCD	\$12,305.00	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>				
Stanley Convergent Solutions	(10148) Furnish and install Sonotrol intrusion detection system at the SBVC Auditorium Term: 3/27/2014 - 7/1/2019  Funding Source: Bond Funded	Administrative Services/SBVC	\$44,726.00	TOliver
Taco Village	(10123) Catering for EOP&S/CARE awards ceremony; funded through EOP&S grant Term: 5/2/2014 - 5/2/2014  Funding Source: State Grant	EOP&S/SBVC	\$1,900.00	SSutorus
Taco Village	(10152) Catering for SBVC Middle School Students for Science and Technology Day event; funded by Science Improvement grant Term: 5/7/2014 - 5/7/2014  Funding Source: State Grant	Grants/SBVC	\$1,566.00	SSutorus
Taco Village	(10185) Catering for Transfer Center Day Celebration Term: 5/9/2014 - 5/9/2014  Funding Source: General Funds	Transfer Center/SBVC	\$1,458.00	SSutorus
Take 5 Solutions	(10211) E-mail advertising to high school students to promote CHC Summer and Fall programs Term: 5/15/2014 - 6/30/2014  Funding Source: General Funds	Marketing/CHC	\$1,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>General</u></b>					
	Telos Educational Services	(10150) Provide assistance in the facilitation of the Business/Finance Industry Skill panel event; funded by the Community Tech Education grant Term: 4/15/2014 - 6/30/2015  Funding Source: State Grant	EDCT/SBCCD	\$9,865.00	SSutorus
	Thibodreauz, La Toya	(10180) Speaker - topic "LGBTQ Racial Justice and Equality" Term: 4/30/2014 - 4/30/2014  Funding Source: General Funds	Arts & Lecture/SBVC	\$250.00	SSutorus
	Turnitin.com	(10192) Participation agreement for SBCCD to be included in the CCC Consortium program with purchase of Turnitin subscription; no cost to District Term: 4/23/2014 - 12/31/2014  Funding Source: N/A	TESS/SBCCD		SSutorus
	Victor Valley CCD	(10158) MOU - California career pathways program participation agreement; no cost to District Term: 4/10/2014 - 6/30/2015  Funding Source: N/A	Resource Dev/CHC		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>				
Weatherproofing Tech, Inc	(10131) Repair roof at SBVC Child Development Center, Library and HLS building Term: 3/31/2014 - 6/30/2014  Funding Source: Capital Outlay	Administrative Services/CHC	\$3,575.00	SSutorus
WI Media Lab	(10171) Musical composition and recordings licensing for airing on KVCR-FNX station; no cost to District Term: 4/30/2014 - 4/29/2014  Funding Source: N/A	KVCR-FNX/SBCCD		SSutorus
Wolfe Simon, Garrett	(10117) Musician to play acoustic music at the "Student Art Show" Term: 5/5/2014 - 5/5/2014  Funding Source: General Funds	Arts & Lecture/SBVC	\$250.00	SSutorus
Wolverton, Jason	(10118) Musician to play acoustic music at the "Student Art Show" Term: 5/5/2014 - 5/5/2014  Funding Source: General Funds	Arts & Lecture/SBVC	\$250.00	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>				
Yucaipa & Calimesa News Mirror	(10157) 1/2 page advertisement in Music Festival to promote CHC Summer and Fall programs Term: 5/2/2014 - 5/4/2014  Funding Source: General Funds	Marketing/CHC	\$575.00	SSutorus
<b><i>SubTotal for General: 65</i></b>			<b><i>\$3,190,005.91</i></b>	
<b><u>Income - Contract Ed</u></b>				
Arrowhead Christian Academy	(10140) Provide fee-based summer courses for high school students Term: 6/9/2014 - 7/25/2014  Funding Source: N/A	PDC/SBCCD	\$2,400.00	SSutorus
<b><i>SubTotal for Income - Contract Ed: 1</i></b>			<b><i>\$2,400.00</i></b>	
<b><u>Income - Facilities Use</u></b>				
LaVerne University	(10113) Facility Use - Use of NH 128 on Tuesday evenings to offer a Child Development Degree Program Term: 3/25/2014 - 5/27/2014  Funding Source: N/A	Administrative Services/SBVC	\$1,750.00	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 - Facilities Use</u></b>					
	STAR Aquatics	(10114) Facilities use of pool for swim practice Term: 4/12/2014 - 7/19/2014  Funding Source: N/A	Administrative Services/CHC	\$942.14	SSutorus
	US Sports Camp, Inc	(10214) Facility use for US Sports swim camp project Term: 3/25/2014 - 8/1/2014  Funding Source: N/A	Aquatic Center/CHC	\$2,310.00	SSutorus
<b><i>SubTotal for Income - Facilities Use: 3</i></b>				<b><i>\$5,002.14</i></b>	
<b><u>Income - Underwriter</u></b>					
	La Sierra University	(10172) Underwriter for programs "ROS" and "SOC" and "HUSING" Term: 4/8/2014 - 5/12/2014  Funding Source: N/A	KVCR/SBCCD	\$6,000.00	SSutorus
<b><i>SubTotal for Income - Underwriter: 1</i></b>				<b><i>\$6,000.00</i></b>	
<b><u>Joint Power/Piggyback Purchase</u></b>					
	Dell Computer Company	(10216) Quest NetVault Software used to make backups of vital data;WSCA B27160; funded by 3C Media grant Term: 1/31/2014 - 4/30/2015  Funding Source: State Grant	TESS/SBCCD	\$2,586.75	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>Joint Power/Piggyback Purchase</u></b>					
	Dell Computer Company	(10112) Software license for "Forticare", maintenance and support for the wireless access points; WSCA B27160 Term: 3/28/2014 - 3/27/2015  Funding Source: Capital Outlay	TESS/SBCCD	\$3,258.57	SSutorus
	Dell Computer Company	(10146) Software licensing for "Virtual Desktop" which allows end users to connect to the server in the data center; WSCA B27160 Term: 4/8/2014 - 4/7/2015  Funding Source: Capital Outlay	Technology Services/CHC	\$32,650.56	SSutorus
	Dell Computer Company	(10147) Software licensing for "Virtual Desktop" which provides virtual desktop connections from the client to a back-end server; WSCA B27160 Term: 4/8/2014 - 4/7/2015  Funding Source: Capital Outlay	Technology Services/CHC	\$14,640.48	SSutorus
	Dell Computer Company	(10145) Software licensing for "Virtual Servers" which provides an environment for physical servers to host multiple virtual servers; WSCA B27160 Term: 4/8/2014 - 6/30/2014  Funding Source: Capital Outlay	Technology Services/CHC	\$32,619.44	SSutorus
<b><i>SubTotal for Joint Power/Piggyback Purchase: 5</i></b>				<b><i>\$85,755.80</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>PO as Contract</u></b>				
Air Conditioning Control Systems, Inc.	(10196) Mechanical controls support services for power shut down for the Auditorium Renovation Project at SBVC Term: 4/23/2014 - 6/30/2014  Funding Source: Bond Funded	Kitchell/SBCCD	\$1,440.00	SSutorus
Caribbean Pacific Bus, LLC	(10208) Bus Rental for field trip to California State University at Long Beach; funded through EOP&S grant Term: 5/30/2014 - 5/30/2014  Funding Source: State Grant	EOP&S/SBVC	\$869.00	SSutorus
Mowbray's Tree Service	(10195) Tree service for new Crafton Center at CHC Term: 3/13/2014 - 4/15/2014  Funding Source: Bond Funded	Kitchell/SBCCD	\$5,850.00	SSutorus
<b><i>SubTotal for PO as Contract: 3</i></b>			<b><i>\$8,159.00</i></b>	
<b><u>Program Acquisition</u></b>				
Lakeland Public Television	(10115) Rights for the program "Birch Bark Canoe" and "Regaining Food Sovereignty"; at no cost to District Term: 5/1/2014 - 4/30/2019  Funding Source: N/A	KVCR-FNX/SBCCD		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>Program Acquisition</u></b>					
<b><i>SubTotal for Program Acquisition: 1</i></b>					
<b><u>Software/Online Services</u></b>					
	Avid Technology, Inc	(10136) Services to convert stand alone Avid Software licenses to server based licenses Term: 4/8/2014 - 4/7/2015  Funding Source: General Funds	Technology Services/SBVC	\$2,210.76	SSutorus
	CCC Information Services Inc	(10119) Software license for "Collision Estimating Database"; automotive services master training software for use by the Auto Body program; at no cost to District Term: 3/28/2014 - 3/27/2015  Funding Source: N/A	PDC/SBVC		SSutorus
	Dell Computer Company	(10109) Software license for NetVault backup software for e-mail servers Term: 5/8/2014 - 5/7/2015  Funding Source: Capital Outlay	DETS/SBCCD	\$5,964.00	SSutorus
	Educause	(10162) Registration for the domain name sbccd.edu Term: 3/1/2014 - 2/28/2015  Funding Source: General Funds	TESS/SBCCD	\$40.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Software/Online Services</u></b>				
El Cajon Aircraft Supply	(10217) Software used for aeronautics classes Term: 4/24/2014 - 6/30/2015  Funding Source: General Funds	Aeronautics/SBVC	\$318.60	SSutorus
Ellucian, Inc	(9567) Master agreement for Datatel System; student management software used throughout the District for managing enrollment and scheduling; Amendment 3 - Auto packaging for improving Financial Aid award processing, to include on-site setup and training; 32 licenses at 312.50 per copy for a total of \$10,000 added to this contract Term: 7/1/2013 - 6/30/2018  Funding Source: General Funds	TESS/SBCCD	\$2,160,000.00	SSutorus
IBM - International Business Machines Corp.	(10160) IBM SPSS software subscription renewal; funded through Title V grant Term: 4/1/2014 - 3/31/2015  Funding Source: Federal Grant	Title V/CHC	\$2,914.60	SSutorus
Ipswitch, Inc	(10138) Software maintenance for "What's Up Gold" software used to monitor network activities Term: 5/8/2014 - 5/8/2015  Funding Source: General Funds	TESS/SBCCD	\$2,123.75	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>					
	Symantec Corp	(10187) Software SSL Certificate used to support KVCR pledge web page Term: 4/29/2014 - 4/28/2015  Funding Source: KVCR - Foundation	KVCR/SBCCD	\$1,790.00	SSutorus
	TechSmith	(10153) Maintenance agreement renewal for Camtasia software relay used to allow faculty and staff the ability to record and share video Term: 4/26/2014 - 2/26/2015  Funding Source: General Funds	TESS/SBCCD	\$1,248.75	SSutorus
	Valentine & Company	(10120) Software license for database management for CHC catalogs and schedules Term: 4/1/2014 - 3/31/2015  Funding Source: General Funds	Instruction/CHC	\$29,500.00	SSutorus
<b><i>SubTotal for Software/Online Services: 11</i></b>				<b><i>\$2,206,110.46</i></b>	

***Grand Total Contracts for Board Date 5/8/2014: 94***

## **Routine Contracts - Summary**

Scheduled Board Meeting 05/08/2014

### **EXPENSES**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<i>Broadcasting Rights</i>	2	\$2,926.00
<i>Clinicals</i>	1	\$0.00
<i>FNX License Agreement</i>	1	\$0.00
<i>General</i>	65	\$3,190,005.91
<i>Joint Powers/Piggyback Purchase</i>	5	\$85,755.80
<i>PO as Contract</i>	3	\$8,159.00
<i>Program Acquisition</i>	1	\$0.00
<i>Software/Online Services</i>	11	\$2,206,110.46
	89	
		<b>Total Expenses</b>
		<b><u><u>\$5,492,957.17</u></u></b>

### **INCOME**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<i>Income - Contract Ed</i>	1	\$2,400.00
<i>Income - Facilities Use</i>	3	\$5,002.14
<i>Income - Underwriter</i>	1	\$6,000.00
	5	
		<b>Total Income</b>
<b>Total Number of Contracts</b>	<b><u><u>94</u></u></b>	<b><u><u>\$13,402.14</u></u></b>

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services

**PREPARED BY:** Steven J. Sutorus, Business Manager

**DATE:** May 8, 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.



**Fixed Asset Surplus Report**

**May 8, 2014**

<b>Asset Number</b>	<b>Date Retired</b>	<b>Location</b>	<b>Description</b>	<b>Date In Service</b>	<b>Initial Value</b>	<b>Current Value</b>
17731	4/7/2014	Crafton	Dell Computer	2/29/2008	\$1,344.29	\$0.00

**Non-Fixed Asset Surplus List**

**May 8,2014**

3M Overhead Projectors	2ea
Speaker Bar	1ea
Hard Drives	2ea
Apple iMac Computer	1ea
Panasonic TV	2ea
Panasonic HD Deck	1ea

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: May 8, 2014  
SUBJECT: Consideration of Acceptance of Classified Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Janet Burnham, Instructional Assessment Technician, CHC.

OVERVIEW

Janet Burnham, Instructional Assessment Technician, submitted her letter of retirement with an effective date of July 1, 2014, after fifteen years of service to the District. Her last date of employment with the District will be June 30, 2014.

ANALYSIS

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

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval of Extending Agreement with Miyamoto Consulting

RECOMMENDATION

It is recommended that the Board of Trustees approve the agreement with Miyamoto Consulting for special Human Resources services for an amount not to exceed \$171,656.70, effective July 1, 2014 through December 30, 2014.

OVERVIEW

Government Code 53060 provides that the legislative body of any public or municipal corporation or district may contract with and employ any persons for the furnishing to the corporation or district special services and advice in financial, economic, accounting, engineering, legal, or administrative matters if such persons are specially trained and experienced and competent to perform the special services required.

ANALYSIS

It is anticipated that recruitment for the Vice Chancellor, Human Resources & Employee Relations, will take place in Fall 2014 with a candidate to begin employment by January 2015. Until that time, Miyamoto Consulting will continue to provide special Human Resources services for the District for an additional period of six months. The consulting service contract was developed to meet the human resources needs of the District. Miyamoto Consulting brings to the District over twenty-three years of executive level human resources experience and training.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 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: May 8, 2014

SUBJECT: Consideration of Approval to Extend Interim Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the interim management extension of Gloria Fisher, Interim College President, SBVC.

OVERVIEW

Gloria Fisher, Interim College President, SBVC, Management Salary Schedule Range 26, Step E, \$14,302.00, plus \$95 doctoral stipend per month, effective July 1, 2014 through December 31, 2014 or until position is filled on a permanent basis, whichever occurs first.

ANALYSIS

Dr. Gloria Fisher will continue to serve as College President on an interim basis until the position is filled on a permanent basis. It is anticipated that the position will be filled by January 2015.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 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: May 8, 2014  
SUBJECT: Consideration of Approval of Ratification of CSEA Tentative Agreement

RECOMMENDATION

It is recommended that the Board of Trustees ratify the Tentative Agreement between the SBCCD and CSEA Chapter #291.

OVERVIEW

Tentative Agreement was reached on Article 10: Health & Welfare Benefits effective for the 2014-2015 academic year.

ANALYSIS

On April 21, 2014, the parties met and reached tentative agreement.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

CSEA Counter #1

April 21, 2014

ARTICLE 10

Health and Welfare Benefits

TA  
J. M. [unclear]  
4/21/14

Gameca  
CSEA Preside

Sim. [unclear]  
Ryley [unclear]  
[unclear]

Benjamin [unclear]

The new District contribution per employee shall be increased from \$14,564.76 to \$15,366.72.

All current contract language in Article 10 of the AGREEMENT shall remain unchanged.

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: May 8, 2014

SUBJECT: Consideration of Approval of Salary Schedule Increase for Confidential Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve salary schedule increases for confidential employees.

OVERVIEW

For 2013-2014 the District will increase the confidential salary schedule by four percent (4%) retroactive to July 1, 2013. For 2014-15 the District will increase the confidential salary schedule by four percent (4%) effective July 1, 2014.

ANALYSIS

The adjustment to the salary schedules are in line with increases granted to other employee groups.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 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: May 8, 2014

SUBJECT: Consideration of Approval of Salary Schedule Increase for Management  
Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve salary schedule increases for management employees.

OVERVIEW

For 2013-2014 the District will increase the management salary schedule by four percent (4%) retroactive to July 1, 2013. For 2014-15 the District will increase the management salary schedule by four percent (4%) effective July 1, 2014.

ANALYSIS

The adjustment to the salary schedule are in line with increases granted to other employee groups.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 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: May 8, 2014

SUBJECT: Consideration of Ratification of CTA Tentative Agreement

RECOMMENDATION

It is recommended that the Board of Trustees ratify the Tentative Agreement between the SBCCD and SBCCD Chapter CTA/NEA.

OVERVIEW

Tentative Agreement was reached on Article 10: Wages, Article 11: Health & Welfare Benefits, Article 2: Unit Description/Recognition, Article 13: Workload, Article 14: Transfer/Reassignment and Article 29: Duration of Agreement.

ANALYSIS

On April 16, 2014, the parties met and reached tentative agreement.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**TENTATIVE AGREEMENT  
BETWEEN  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT TEACHERS ASSOCIATION  
AND  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
APRIL 16, 2014**

This Tentative Agreement is entered into this 16<sup>th</sup> day of April 2014 between the San Bernardino Community College District Teachers Association (hereafter, the Association) and the San Bernardino Community College District (hereafter, the District). All terms and conditions of the Collective Bargaining Agreement (hereafter, AGREEMENT) between shall remain in full force with the following exceptions:

**ARTICLE 10 WAGES**

- A. Members of the bargaining unit shall receive wages in accordance with the Salary Schedule in Appendix A – 1a.
- B. For 2013-2014, the District shall increase Appendix A-1a by four percent (4%) retroactive to July 1, 2013. For 2014-2015, the District shall increase the new 2013-2014 Appendix A-1a by four percent (4%) effective July 1, 2014. The District is mindful of appendix A-1, Objective #1 of the AGREEMENT and will continue efforts to move the full-time faculty salary schedule to the median salary of the agreed upon comparative community college districts. Upon receipt of the final report from the Hay Group Salary Study and approval of the State Budget Act, the District and the Association shall open Negotiations on Article 10 – WAGES for the year 2015-2016 to continue the efforts established in Appendix A of the AGREEMENT in accordance Article 29 – DURATION OF AGREEMENT.
- C. Beginning 2013-2014, the hourly instructional rate for all lecture, lab and clinical assignments shall be \$60.00 per hour, retroactive to July 1, 2013. Beginning 2013-2014, the hourly non-instructional rate shall be \$49.00 per hour, retroactive to July 1, 2013.
- D. As in the current AGREEMENT.
- E. As in the current AGREEMENT.

**ARTICLE 11 HEALTH AND WELFARE BENEFITS**

- A. The District shall fully fund the least expensive benefit package for each unit member for the 2014-2015 year. The new benefit cap shall be increased from \$14,564.75 to \$15,366.72. Individual Members shall have the option to select other health plans offered by the District during open enrollment and shall be responsible for the cost differential between the plans.
- B. As in current AGREEMENT.

**ARTICLE 2 UNIT DESCRIPTION/RECOGNITION**

The District and the Association agree to continue to work on this Article in 2014-2015.

**ARTICLE 13 WORKLOAD**

The District and the Association agree to continue to work on this Article in 2014-2015.


**ARTICLE 14 TRANSFER/REASSIGNMENT**

The District and the Association agree to continue to work on this Article in 2014-2015.

**Article 29 DURATION OF AGREEMENT**

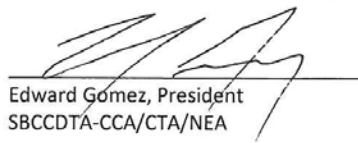
- A. This Agreement shall remain in full force and effect for three years beginning July 1, 2014 through June 30, 2017. The District and the Association shall reopen Article 10 – Wages and its related Appendices and Article 11 – Health and Welfare Benefits in each year of the Agreement. The Association and/or the District may elect to open one (1) additional article each year.

San Bernardino Community  
College District



Bruce Baron, Chancellor  
San Bernardino Community College District

San Bernardino Community College  
District Teachers Association- CCA/CTA/NEA



Edward Gomez, President  
SBCCDTA-CCA/CTA/NEA

4-17-14

## TENTATIVE AGREEMENT

This Tentative Agreement is between the San Bernardino Community College District Teachers Association (hereinafter "Association") and the San Bernardino Community College District (hereinafter the "District").

### ARTICLE 11- HEALTH AND WELFARE BENEFITS


1. The District shall fully fund the least expensive benefit package for each unit member for the year 2014-2015.
2. Individual unit members shall have the option to select other health plans offered by the District during open enrollment and shall be responsible for the cost differential between the plans.
3. The new benefit cap shall be increased from \$14,564.76 to \$15,366.72.

This Agreement shall be in effect July 1, 2014 through June 30, 2015.

This Memorandum of Understanding constitutes the full and complete Agreement regarding Health & Welfare Benefits for fiscal year 2014-2015.

This Agreement is made and entered into this 17 day of April, 2014

For The District



Bruce Baron  
Chancellor

For The Association



Edward Gomez, President  
SBCCDTA-CTA/NEA

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: May 8, 2014  
SUBJECT: Consideration to Approve Chancellor's Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve the Chancellor's Contract for the period July 1, 2014 through June 30, 2018.

OVERVIEW

The Chancellor's current contract expires June 30, 2014. It is necessary for the Board to provide the Chancellor with a new employment contract.

ANALYSIS

The Chancellor went through the Board's Administrative Evaluation Procedure and is being recommended for a new employment contract.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval of Amendment 005 to the Citadel Environmental Systems, Inc. Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 005 to the Citadel Environmental Systems, Inc. contract for environmental consulting services at SBVC in the amount of \$22,067.50.

OVERVIEW

On June 10, 2010, the Board of Trustees approved a contract with Citadel Environmental Systems, Inc. for environmental survey, construction monitoring, testing and clearance services, as well as all related reporting of regulated materials for the Gymnasium Complex Project at SBVC.

This amendment is for additional services associated with the Career Technical Education Project – Phase 1, and the Auditorium Renovation Project, which were not part of the original contract.

ANALYSIS

The effect of this amendment will be an addition of \$22,067.50 to the Citadel Environmental Systems contract resulting in a revised contract amount of \$185,668.50. The term of the contract is being changed to reflect the additional scope. The revised end date is June 30, 2015.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2013-14 Measure M budget.

# Kitchell/BRJ

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: April 14, 2014

No. VC 303

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

FROM: Michael Villegas  
Project Manager  
Kitchell/BRJ

RE: San Bernardino Valley College (SBVC) Measure M  
Project: **Career Technical Education Project – Phase I Auditorium Renovation**  
Subject: **Environmental Consultant Services – Citadel Environmental Services**

**SCOPE:**

SBCCD approval for an amendment to add environmental consulting services to Citadel Environmental Services, Inc. for Career Technical Education Project – Phase I and Auditorium Renovation Project (Unforeseen Hazardous Material Abatement found during Construction).

**NARRATIVE:**

Citadel Environmental Services, Inc. is the RFP selected Consultant for Measure M projects for environmental consulting services. Citadel Environmental Services, Inc. Amendment No. 05 will provide for a complete environmental survey, construction monitoring, testing and clearances as well as all related reporting for regulated materials (ERMs). The value of the proposal is consistent with the size and age of the building structure relating to the proposed construction activities outlined in the contract documents.

With your concurrence to this recommendation Citadel Environmental Services, Inc. Amendment No. 05 will be presented to the SBCCD board at the upcoming May 8, 2014 board meeting.

**RECOMMENDATION:**

Kitchell/BRJ recommends that SBCCD approve Citadel Environmental Services, Inc. Amendment No. 05 in the amount of \$22,067.50

**Budget Information:**

42-50-31-8119-0257-5113.00-7100 – CAREER TECHNICAL EDUCATION – PHASE 1  
Change Amount: \$10,705.00

42-50-31-9517-0257-5113.01-7100 – AUDITORIUM RENOVATION  
Change amount will be funded through contingency.  
Change Amount: \$11,362.50

**Grand Total Change Amount: \$22,067.50**

<input checked="" type="radio"/>	I concur with this recommendation	<i>Diana Johnson</i>	<i>4/15/14</i>
<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>TO</i>	<i>4/15/14</i>
<input type="radio"/>	I do not concur with this recommendation	Timothy Oliver, Interim Vice Chancellor, Fiscal Services	

Attachments: Citadel Proposal Dated, 02/28/14, 03/18/14, and 04/11/14

*TO*  
*4/14/14*

**CONSULTANT CONTRACT AMENDMENT  
FOR ENVIRONMENTAL SERVICES: 005**

DATE: 05/18/14

PROJECT: San Bernardino Valley College  
701 S. Mount Vernon Ave.  
San Bernardino, CA 92410  
Career Technical Education Project - Phase I and Auditorium Renovation

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

TO: Citadel Environmental Systems  
151 Kalmus Dr., Suite F-4  
Costa Mesa, CA 92626

Narrative:

San Bernardino Community College District approval for amendment to add consulting services for the San Bernardino Valley College Career Technical Education Project and Auditorium Renovation to Citadel Environmental Services, Inc. Citadel Environmental Services, Inc. will provide monitoring and consultant services for hazardous material remediation during construction operations.

Attachments:

- Measure M - Project Memo VC 303 / Citadel SBVC Career Technical Education proposal dated 2/28/14, and Auditorium Renovation proposal dated 3/18/14 and 04/11/14

Costs:

\$22,067.50 - Total amount of this Amendment

The original Agreement for Professional Services Contract Sum	\$ 86,324.00
Net change by previous Amendment	\$ 77,277.00
The Agreement for Professional Services Contract Sum prior to this Amendment	\$ 163,601.00
The Agreement for Professional Services Contract Sum will be increased by this Amendment	\$ 22,067.50
The new Agreement for Professional Services Contract Sum including this Amendment	\$ 185,668.50

The Contract Schedule as of this Amendment will be changed to include the schedule of construction for the Career Technical Education Project - Phase I. Approx. 12/15/14 - 06/30/15

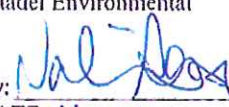
By signing this Amendment the SBCCD authorizes Citadel to increase the scope of work listed above. SBCCD also authorizes and acknowledges that the amount of this Amendment will be paid via an amendment to Citadel contract with SBCCD.

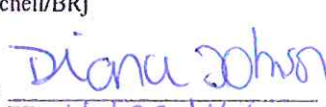
Not valid until signed by all parties. Signature of Consultant indicates agreement herewith, including any adjustment in the Contract Sum or Contract Schedule.

Authorized:  
CONSULTANT  
Citadel Environmental

PROGRAM MANAGER  
Kitchell/BRj

OWNER  
SBCCD

By:   
DATE: 4/22/14

By:   
DATE: 4/22/14

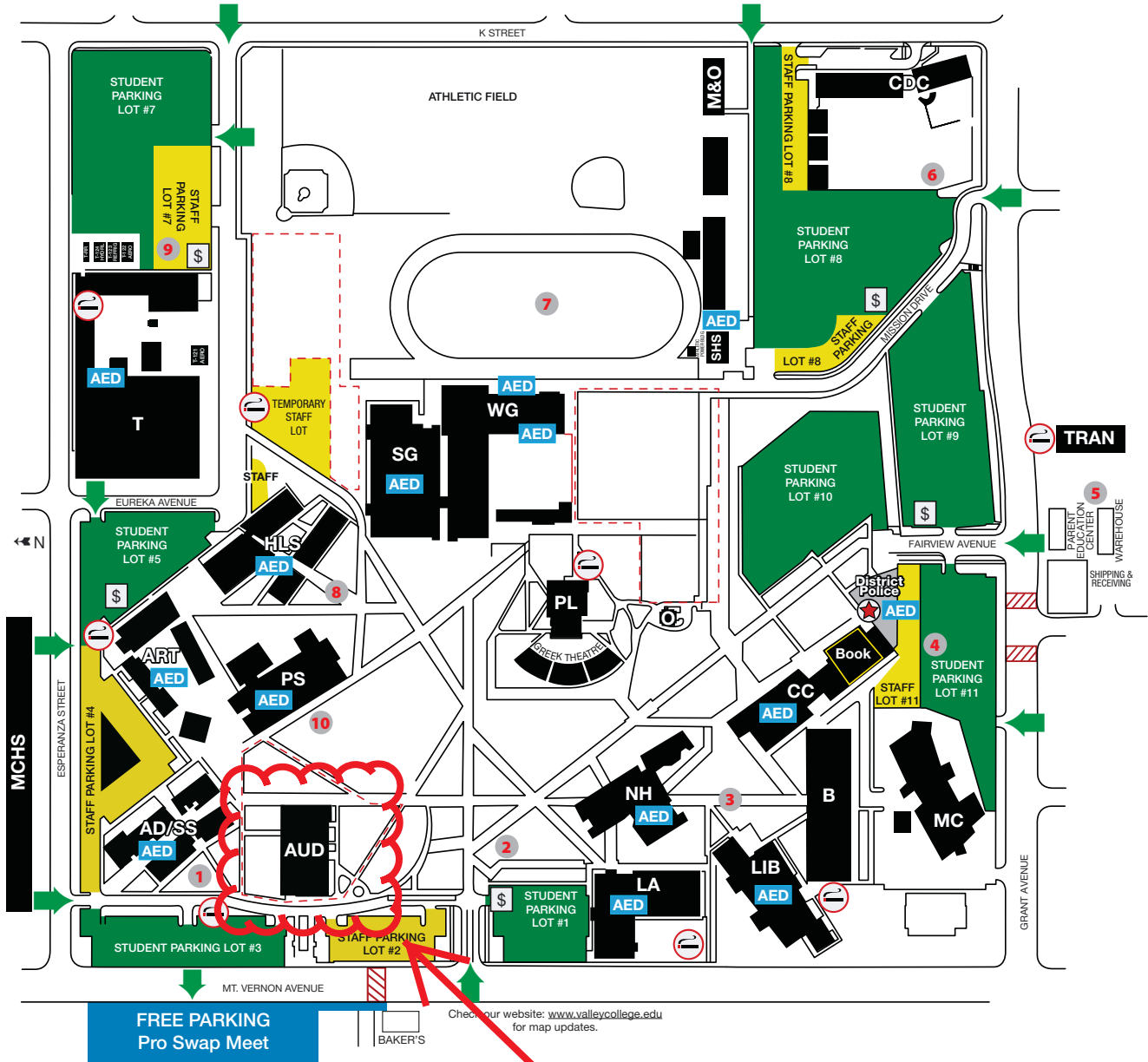
By: \_\_\_\_\_  
DATE: \_\_\_\_\_



# EMERGENCY EVACUATION SITES

## San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



**[ ] INDICATES CONSTRUCTION AREAS**

**← ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES**

**AED AUTOMATED EXTERNAL DEFIBRILLATOR**

**\$ INDICATES PARKING PERMIT DISPENSER**

**▨ CROSSWALK**

**⊘ INDICATES APPROVED SMOKING AREAS (10)**  
*This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)*

**● Evacuation Sites**

### Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
ART.....Art Center	MCHS..... Middle College High School
AUD..... Auditorium	M&O..... Maintenance & Operations
B..... Business	O..... Observatory
BOOK..... Bookstore	PL..... Planetarium
CC..... Campus Center	PS..... Physical Sciences
CDC.....Child Development Center	SG..... Snyder Gym
HLS..... Health & Life Science	SHS..... Student Health Services
LA..... Liberal Arts	T..... Technical
LIB..... Library	TRAN..... Transportation Center
	WG..... Women's Gym

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval of Amendment 009 to the P2S Engineering, Inc. Contract

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 009 to the P2S Engineering, Inc. contract for the Central Plant project at SBVC in the amount of \$148,800.00.

OVERVIEW

On December 9, 2010, the Board of Trustees approved a contract with P2S Engineering, Inc. for architectural/engineering services for the Central Plant project at SBVC.

This contract amendment is for additional monitoring services for the Central Plant Thermal Energy Storage (TES) Tank and Energy Management System (EMS), as requested by the Campus. The services will provide remote monitoring, trending and analysis via the EMS, weekly site visits for inspection, and reporting of the Central Plant system.

ANALYSIS

The effect of this amendment will be an addition of \$148,800.00 to P2S Engineering, Inc., resulting in a revised contract amount of \$1,291,150.00.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2013-14 Measure M budget.

# Kitchell/BRj

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: April 11, 2014

No. VC 307

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 Central Plant  
Amendment No. 09 to P2S Engineering for Central Plant

### SCOPE:

SBCCD approval for Amendment No. 09 to P2S Engineering to provide ongoing monitoring of Central Plant, TES Tank and Energy Management System (EMS) at San Bernardino Valley College.

### NARRATIVE:

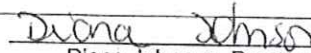
This amendment is for additional engineering monitoring services to the Central Plant, TES Tank and Energy Management System (EMS) as requested by Campus. These services will provide remote monitoring, trending and analysis via the energy management system (EMS), weekly site visit for inspection, and reporting of the Central Plant system.



### RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approves the engineering monitoring services for a period one (1) year for the Central Plant Project, not to exceed \$148,800.00.

### Budget Information:

Project Original Budget Amount:	\$ 17,203,702.00
Project Current Spent to Date:	\$ 16,410,540.32
Project Current Estimate to Complete:	\$ 16,832,502.04
Project Memo Forecast Cost:	\$ 148,800.00
Project Change Amount:	\$ 0.00
Budget Line Item: 42-37-31-5230-0257-6210.10-7100 (Contingency)	

I concur with this recommendation  4/14/14  
 I do not concur with this recommendation Diana Johnson, Program Manager, KB

I concur with this recommendation   4/15/14  
 I do not concur with this recommendation Timothy Oliver, Interim Vice Chancellor,  
Business & Fiscal Services

Attachments: P2S Proposal 03/17/14

Cc: File

  
4/14/14

**CONSULTANT CONTRACT AMENDMENT FOR ENGINEERING SERVICES  
CONTRACT AMENDMENT: 009**

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: P2S Engineering, Inc.  
5000 East Spring Street, 8<sup>th</sup> Floor  
Long Beach, CA 900815

Brief Description:

This contract amendment is for additional scope services for the Measure M Central Plant Project for San Bernardino Valley College. Additional services include provide remote monitoring, trending and analysis via the energy management system (EMS), weekly site visit for inspection, and reporting of the Central Plant system. The monitoring to be a period of one (1) year, with a not to exceed budget of \$148,800.00

Attachments:

P2S proposal dated 03/17/14

Costs:

**\$148,800.00** = Total of this requested Consultant Contract Amendment: 09

The original Contract Sum	\$1,002,500.00
Net change by previous Amendments	\$139,850.00
The Contract Sum prior to this Amendment	\$1,142,350.00
The Contract Sum will be increased by this Amendment	\$148,800.00
The new Contract Sum including this Amendment	\$1,291,150.00

By signing this Amendment the San Bernardino Community College District (SBCCD) authorizes P2S Engineering, 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 P2s Engineering, Inc. engineering 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**  
P2S Engineering, Inc.

*Kevin L. Peterson*

By: *[Signature]*  
DATE: 4.15.14

**PROGRAM MANAGER**  
Kitchell CEM

By: *Diane Johnson*  
DATE: 4/16/14

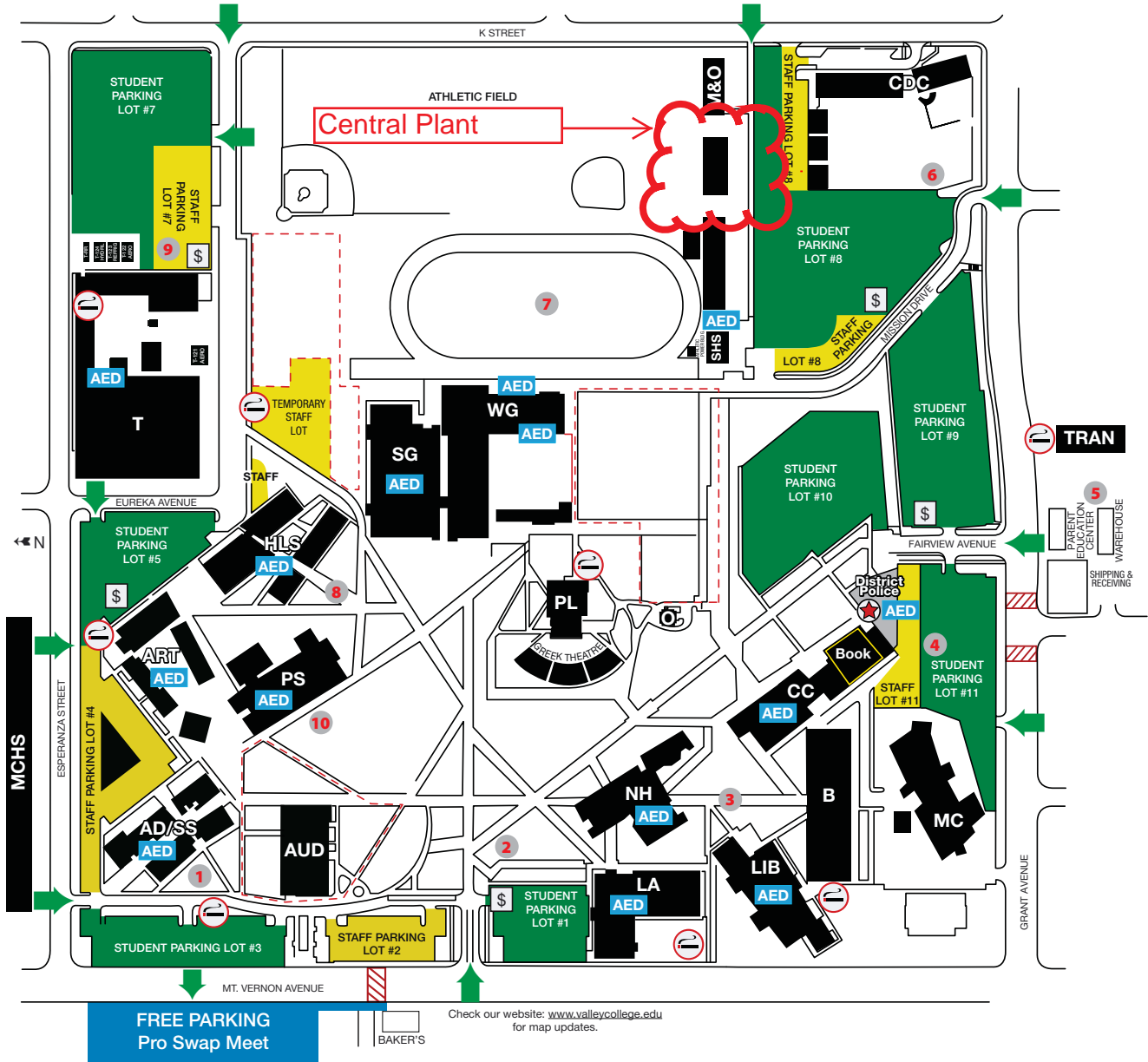
**OWNER**  
SBCCD

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

# EMERGENCY EVACUATION SITES

## San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400



INDICATES CONSTRUCTION AREAS

ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES

AUTOMATED EXTERNAL DEFIBRILLATOR

INDICATES PARKING PERMIT DISPENSER

CROSSWALK

INDICATES APPROVED SMOKING AREAS (10)  
*This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)*

Evacuation Sites

### Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
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BOOK..... Bookstore	PL..... Planetarium
CC..... Campus Center	PS..... Physical Sciences
CDC.....Child Development Center	SG..... Snyder Gym
HLS..... Health & Life Science	SHS..... Student Health Services
LA..... Liberal Arts	T..... Technical
LIB..... Library	TRAN..... Transportation Center
	WG..... Women's Gym

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Bruce Baron, Chancellor  
**DATE:** May 8, 2014  
**SUBJECT:** Consideration of Approval of Board Policy 3570 Smoking on Campus.  
Submitted for Information Only: AP 3570 Smoking on Campus

**RECOMMENDATION**

It is recommended that the Board of Trustees approve Board Policy 3570 Smoking on Campus.

**ANALYSIS**

The changes to these policies were submitted for First Reading on April 10, 2014.

**BOARD IMPERATIVE**

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

**FINANCIAL IMPLICATIONS**

None.



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San Bernardino Community College District  
Board Policy  
Chapter 3 – General Institution

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**BP 3570 SMOKING ON CAMPUS**

*(Replaces current SBCCD BP 3570)*

❖ **From current SBCCD BP 3570 titled Smoking**

Smoking of any form of tobacco or non-tobacco products, including electronic cigarettes, is prohibited on District grounds, in all District vehicles, at any activity or athletic event and on all property owned, leased or rented by or from the District, unless a tobacco use area has been designated.

This policy allows for the establishment of procedures to comply with California Code of Regulations Government Code § [Section 7597](#).

This policy and these regulations [the related administrative procedures](#) apply to employees, students, visitors, and other persons who use the facilities on the campuses or centers that are part of San Bernardino Community College [the](#) District.

***NOTE: The language in red ink is suggested as good practice.***

To enforce smoking and tobacco control regulations and procedures, the Chancellor is authorized to:

- Set enforcement standards for all District sites and campuses.
- Impose a fine of \$50.00 for violations of this section.
- Direct that the District post signs stating its tobacco use policy on campus.
- Inform employees and students of the tobacco use policy and enforcement measures.

**References:** Government Code Sections [7596](#), [7597](#), [7597.1](#), and [7598](#);  
[Labor Code Section 6404.5](#);  
[Title 8 Section 5148](#)

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***NOTE: The red ink signifies language that is suggested as good practice and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in black***

44 *ink* is from the current SBCCD BP 3570 titled Smoking approved on 11/15/12. The language in *blue ink*  
45 is included for consideration.  
46

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**Adopted:** 11/15/12

**Revised:** 5/8/14

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48



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San Bernardino Community College District  
**Administrative Procedure**  
Chapter 3 – General Institution

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**AP 3570 SMOKING ON CAMPUS**

*(Replaces current SBCCD AP 3570)*

❖ **From current SBCCD AP 3570 titled Smoking**

**Smoking shall be permitted only in designated areas. Look for “Tobacco Use Area” signs at each campus.**

Smokers must:

- Respect the rights of non-smokers.
- Smoke only in designated smoking areas.
- Make sure their smoke does not enter buildings.
- Extinguish cigarettes in appropriate containers.

Non-Smokers must:

- Respect the rights of smokers.

**Notice of the Policy**

- Notice of the Smoking Policy of the campus will be published in appropriate District publications and in notices distributed to students, staff, and those renting District facilities.
- Appropriate signage will also be placed throughout the campus.

**Enforcement**

- Violations of this section may be punished by a fine of \$50.00.
- Enforcement shall be the responsibility of the District Police Department.
- Any person who desires to register a complaint hereunder may initiate enforcement consideration with the District Police Department.

**References:** Government Code Sections 7596, 7597, 7597.1, and 7598;  
Labor Code Section 6404.5;  
Title 8 Section 5148

44 **NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and  
45 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from  
46 the current SBCCD AP 3570 titled Smoking approved on 10/25/12.  
47

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**Approved:** 10/25/12

**Revised:** 5/8/14

48

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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: May 8, 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
4/4/2014	SBVC Science Div.	<i>S. Bangasser</i> Dr. Susan Bangasser, Dr. H. Kinde	Dr. Gloria Fisher

ACCOUNT								<i>H. Kinde 4/9/14</i>	<i>SJF</i>
Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s	

## INCOME

01	50	01	8112	0164	8836.00	0000	Success Institute contract	7,000.00

## EXPENSE

01	50	01	8112	0164	7600.00	7320	other student aid	1,016.00
01	50	01	8112	0164	1300.00	4930	instructional hourly	1,000.00
01	50	01	8112	0164	1480.00	4930	non instructional	130.00
01	50	01	8112	0164	5210.00	4930	mileage	30.00
01	50	01	8112	0164	5809.00	4930	other expenses and fees	4,824.00

## JUSTIFICATION

The Success Institute has a contract with the district to provide a one unit ACAD001 course for their students. Contract was approved by the board on March 13, 2014 .

Fiscal Services		Board Action Date
<i>Angela Leonard 4/21/14</i>		<i>6/8/14</i>

Batch Transfer Number/Reference #	Posted By:	Date:

# BUDGET ADJUSTMENT

APR 11 2014

Date	Location	Responsibility Center Manager	President
4/9/14	SBVC	<i>Albert Maniao</i> Albert Maniao	<i>Dr. Gloria Fisher</i> Dr. Gloria Fisher <i>Dr. H. K. Cole</i>

## ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>INCOME</b>								
01	00	01	6661	0000	8823.00	0000	Private Contributions	15,000.00

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>EXPENSE</b>								
01	00	01	6661	0000	6400.00	0947	Equipment	15,000.00

**JUSTIFICATION**

A donation of Cummins Engine ESN 79432722 and 75001104, donated by Cummins Pacific to San Bernardino Valley College, this donation will solely be used for training purposes. Anticipated Board Approval on May 8, 2014.

Fiscal Services	Board Action Date
<i>Approved 4/21/14</i>	<i>5/8/14</i>
Batch Transfer Number/Reference #	Posted By: Date:

### BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
	SBVC	Scott Stark	<i>[Signature]</i>

**ACCOUNT**

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

**INCOME**

01	00	01	0000	0000	9797.00	<del>0000</del>	Fund Balance	(\$271,668.13)
							Total	\$271,668.13

**EXPENSE**

01	00	01	7681	0000	5113.00	2105	Consulting and Other Expenses	\$271,668.13
							Total	\$271,668.13

**JUSTIFICATION**

Funds for the final payment to San Bernardino Sheriff's Department for contract services fiscal year 2012-2013.

Fiscal Services		Board Action Date
<i>[Signature]</i> 4/21/14		5/8/14
Batch Transfer Number/Reference #	Posted By:	Date:

## BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
04/21/14	District	Jose F. Torres	<i>[Signature]</i>

### ACCOUNT

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


### EXPENSE

01	00	00	0000	0000	9717.00	0000	Fund Balance	-8,493.00
01	00	02	8223	0314	6400.00	6999	Equipment	8,493.00

### JUSTIFICATION

To record budget for Board approval of Omni Trans funds to replace the ID machine at Crafton Hills College.

Fiscal Services		Board Action Date
<i>[Signature]</i> 4/21/14		5/8/14

Batch Transfer Number/Reference #	Posted By:	Date:

# BUDGET ADJUSTMENT


Date	Location	Responsibility Center Manager	President
4/14/14	District		

## ACCOUNT

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
<b>INCOME</b>								
<b>EXPENSE</b>								
01	00	00	0000	0000	9790.00	0000	Fund Balance	-35,000.00
01	00	03	9000	0000	5113.00	6600	Consultants & Other Services	35,000.00

## JUSTIFICATION

To pay for Consultant Services for Novelas Educativas.

Fiscal Services		Board Action Date
		6/8/14

Batch Transfer Number/Reference #	Posted By:	Date:
140649	SR	4/14



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
 FROM: Bruce Baron, Chancellor  
 REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
 PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
 DATE: May 08, 2014  
 SUBJECT: Consideration of Approval of Bond Measure M Construction Change Orders and Contract Amendments

RECOMMENDATION

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

<b>San Bernardino Valley College – Central Plant Project</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Los Angeles Air Conditioning Project	CO #1	39,519.00	0.00	-1,961.00	37,558.00	-4.96%

<b>San Bernardino Valley College – K-Street Lighting Project</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
RDM	CO #1	112,750.00	0.00	30-Day Extension	112,750.00	0.00%

<b>San Bernardino Valley College – SBVC Miscellaneous Work</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Three Peaks	CO #2	87,187.00	-8,543.00	8,130.00	86,774.00	9.32%

OVERVIEW

Construction change orders may be generated by a number of circumstances. These include changes directed by the District to address contractor or architect recommendations for efficiency, occupant needs, or to improve future building or space usability. California Public

Contract Code 20118.4 establishes a guideline that limits construction contract change orders to 10% of the base contract amount.

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

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

### ANALYSIS

Construction contract amendments and change orders submitted with this board item total \$6,169.00 which is 0.006% of the total Measure M construction contracts of \$106,841,427.45.

The total of all Measure M amendments and change orders, including those submitted at this board meeting, increases the Bond Measure M construction contracts by \$2,435,920.85. The new overall Measure M change order percentage is 2.28%. The cost of these changes will be absorbed by bid savings; the construction projects remain within the approved budget.

### BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

### FINANCIAL IMPLICATIONS

Included in the 2013-2014 Budget for Measure M



# Bond Measure M Construction Change Summary

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

Contractor: Los Angeles Air Conditioning Amount \$ (1,961.00)

Campus: San Bernardino Valley College Project: Central Plant Air Conditioning Project

This Change is a(n):

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

Unforeseen Conditions  Design Omission  Design Conflict  
 Campus Recommended  Contractor Recommended  Agency Required  
 Contractor Transfer (no cost to District)  Other, Construction Manager Generated

Explanation of Change: Provided two room temperature sensors for Central Plant Building. Unused Bid Allowance.

### Accountability

This Change was part of the original design scope: Two room temperature sensors needed to be provided that had been omitted from the plans. Credit for unused bid allowance.

The cost of this change has been validated and is the best possible price available to the District.

This change has been reviewed and is necessary to the completion this project.

### Impact

Original contract was Board approved on 04/10/14 in the amount of \$ 39,519.00  
Total Board approved amendments to date \$ -  
Requested amendment amount \$ -

This request is an amendment and results in a revised contract amount of \$ 39,519.00  
**(Note: This revised contract amount basis for 10% rule)**

Total Board approved change orders to date \$ -  
Requested Change Order amount \$ (1,961.00)

This request is a change order and results in a revised contract amount of \$ 37,558.00

This change order is subject to the 10% rule. It results in a -4.96% change to the contract  
The cumulative amount of change orders for this contract equals (1,961.00)  
-4.96% of the contract amount.

**TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS 37,558.00**

### Signatures

Bond Program Manager Diana Johnson Diana Johnson 4/16/14  
(Signature) (Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

4629A1  
Project Number

CPAC-GC-CO1

**CHANGE ORDER**

Original Contract Amount: \$39,519.00  
Amount of Previous Contract Amendments: \$0.00  
Amount of Previous Change Orders: \$0.00

School Name:	San Bernardino Valley College	Date:	May 8th, 2014
Project Description:	SBVC - Central Plant Air Conditioning Project	Contract No.:	General Contractor
To (Contractor):	Los Angeles Air Conditioning, Inc.	Attn:	Nolan Ballard

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

Item No.: Refer to attachments Reference RFP No.: N/A

Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, District Standards, utility coordination with on the Bond Measure M projects, District generated and Agency requirements that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 306  
Contract Change Order No. CPAC-GC-CO1

TOTAL COST of CONTRACT CHANGE ORDER CPAC-GC-CO1: (\$1,981.00)

Reason for Change:

- 1.1 Error and Omission, Construction Manager Generated
- 1.2 Contract Administration

Initiator of Change:

- 1 Construction Manager
- 2 Administration

The original Base Contract Sum was:	\$39,519.00
Net change by previous authorized Contract Amendment(s):	\$0.00
The contract AMOUNT due to C.O. No. CPAC-GC-CO1 will be unchanged:	(\$1,981.00)
The revised BASE Contract Sum:	\$37,558.00
Net change by previous authorized Change Order(s)	\$0.00
The Contract Sum including previous authorized Change Orders:	\$37,558.00
The revised Contract Amount, including this Contract Change Order is, therefore:	\$37,558.00
The contract TIME due to C.O. No. CPAC-GC-CO1 will be changed by:	0 calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore:	9-Jun-14
SBCCO Change Order No. CPAC-GC-CO1 includes Item Number(s):	1.1-1.2

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Valley College School District). Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and Contract Time related to the above described change in the Work.

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

	Signature	Name (printed)	Date
Engineer:		Ivan Thomas, Engineer of Record	04/10/2014
Project Mgr.:		Michael Villegas, Project Manager	4/10/14
District:		Mr. Timothy Oliver, Interim Vice Chancellor Fiscal Services	
Contractor:		Nolan Ballard, Project Manager	4-14-14

*Printed Name/Title*

**CHANGE ORDER NO. CPAC-GC-CO1**

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
1.1	Bulletin 01: Provide two room temperature sensors for Central Plant Building to monitor space temperature. PCO 001	G-2	100	0.00	1,039.00	1,039.00
1.2	Remove unused Bid Allowance 01: Campus building controls vendor coordination for Power Shutdown	L-2	100	\$3,000	\$0	(3,000.00)
<b>Subtotal</b>						<b>(\$1,961)</b>
<b>TOTAL CONTRACT CHANGE ORDER # CPAC-GC-CO1</b>						<b>(\$1,961)</b>

**CODE LEGEND**

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

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

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





# Bond Measure M Construction Change Summary

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

Contractor: RDM Electric Company Amount \$ -

Campus: San Bernardino Valley College Project: K-Street Lighting Project

This Change is a(n):

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

Unforeseen Conditions     Design Omission     Design Conflict  
 Campus Recommended     Contractor Recommended     Agency Required  
 Contractor Transfer (no cost to District)     Other, Construction Manager Generated

Explanation of Change: Due to Baseball field not being available for trenching, sitework, etc., RDM is requesting a time extension of 30 days added to the contract.

### Accountability

This Change was part of the original design scope: Campus requested that a 30 day no cost extension to construction contract be granted for installation of lighting fixtures along West side of K Street.

The cost of this change has been validated and is the best possible price available to the District.

This change has been reviewed and is necessary to the completion this project.

### Impact

Original contract was Board approved on <u>04/10/14</u> in the amount of	\$	<u>112,750.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>

This request is an amendment and results in a revised contract amount of \$ 112,750.00  
(Note: This revised contract amount basis for 10% rule)

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

This request is a change order and results in a revised contract amount of \$ 112,750.00

This change order is subject to the 10% rule. It results in a 0.00% change to the contract

The cumulative amount of change orders for this contract equals -  
0.00% of the contract amount.

<b>TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS</b>	<b><u>112,750.00</u></b>
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### Signatures

Bond Program Manager

Diana Johnson

Diana Johnson  
(Signature)

4/16/14  
(Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

42-50-31-5232  
Project Number

Capital Facilities Program Management

KST-GC-CO1

CHANGE ORDER #01

Original Contract Amount: **\$112,750.00**  
 Amount of Previous Contract Amendments: **\$0.00**  
 Amount of Previous Change Orders: **\$0.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>May 8, 2014</u>
Project Description:	<u>K Street Lighting Project</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>RDM Electric Co., Inc.</u>	Attn:	<u>RDM</u>

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

Item No.: **Refer to attachments** Reference RFP No.: **C1 Refer to attachments**

Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, District program requirements and utility coordination with ongoing Bond Measure M projects that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 304  
 Contract Change Order No. KST-GC-CO1: Item 1.1

TOTAL COST of CONTRACT CHANGE ORDER KST-GC-CO1: \$0.00

Reason for Change:

- 1 Contract Administrative Issue - Construction Manager Generated

Initiator of Change:

- 1 Project Coordination

The original Base Contract Sum was:	<u>\$112,750.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. KST-GC-CO1 will be increased by:	<u>\$0.00</u>
The revised BASE Contract Sum:	<u>\$112,750.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$112,750.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$112,750.00</u>
The contract TIME due to C.O. No. KST-GC-CO1 will be increased by:	<u>30</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>17-Jun-14</u>
SBCCD Change Order No. <u>KST-GC-CO1</u> includes Item Number(s):	<u>1.1</u>

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

Contractor's signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and the Contract Time related to the above described change in the Work.

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

Signature	Name (printed)	Date
	Brad Glassick, HMC Architects	<u>4.10.14</u>
	Tim Purcell, Kitchell/BRJ	<u>4/10/14</u>
	Timothy L. Oliver, Interim Vice Chancellor Fiscal Services	
	Anthony Gerdas, Vice President - RDM Electric Co., Inc.	<u>4/14/14</u>

State of California - Division of the State Architect DSA Application No. N/A File No. N/A  
 Approved \_\_\_\_\_ per Principal Structural Engineer: 147

**CHANGE ORDER NO. KST-GC-CO1**

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	COR #01: Provide Thirty (30) day Zero Cost time extension to construction related impacts in Baseball field during season and first playoff round. Campus requested no work in Baseball Field until after 5/3/14.	L-2	100		\$0	\$0
						\$0
<b>Subtotal</b>						<b>\$0</b>
<b>TOTAL CONTRACT CHANGE ORDER # INF-GC-CO1</b>						<b>\$0</b>

CODE LEGEND

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

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

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





# Bond Measure M Construction Change Summary

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

Contractor: Three Peaks Amount \$ 8,130.00

Campus: San Bernardino Valley College Project: SBVC Miscellaneous Site Work

This Change is a(n):

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

Unforeseen Conditions       Design Omission       Design Conflict  
 Campus Recommended       Contractor Recommended       Agency Required  
 Contractor Transfer (no cost to District)       Other, Construction Manager Generated

Explanation of Change: Revised Bus Shelter

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### Accountability

This Change was part of the original design scope: Division of State Architect (DSA) required revised bus shelter design during the Deferred Approval process.

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The cost of this change has been validated and is the best possible price available to the District.

This change has been reviewed and is necessary to the completion this project.

### Impact

Original contract was Board approved on <u>08/08/13</u> in the amount of	\$	<u>87,187.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>

This request is an amendment and results in a revised contract amount of \$ 87,187.00  
(Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date	\$	<u>(8,543.00)</u>
Requested Change Order amount	\$	<u>8,130.00</u>

This request is a change order and results in a revised contract amount of \$ 86,774.00

This change order is subject to the 10% rule. It results in a 9.32% change to the contract  
 The cumulative amount of change orders for this contract equals (413.00)  
-0.47% of the contract amount.

<b>TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS</b>	<b><u>86,774.00</u></b>
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### Signatures

Bond Program Manager      Diana Johnson *Diana Johnson*      8/16/14  
 (Signature)      (Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
Capital Facilities Program Management

4629A1  
Project Number

MSW-GC-CO2

**CHANGE ORDER**

Original Contract Amount: \$87,187.00  
 Amount of Previous Contract Amendments: \$0.00  
 Amount of Previous Change Orders: -\$8,543.00

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>May 8th, 2014</u>
Project Description:	<u>SBVC - Miscellaneous Site Work</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Three Peaks Corp.</u>	Attn:	<u>Erik Simmons</u>

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

Item No.: Refer to attachments Reference RFP No.: N/A

Description of Work:

This change order includes additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, District Standards, utility coordination with on the Bond Measure M projects, District generated and Agency requirements that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 305  
 Contract Change Order No. MSW-GC-CO2

TOTAL COST of CONTRACT CHANGE ORDER MSW-GC-CO2: \$8,130.00

Reason for Change:

1.1 Site Cost, Agency or Code Revision



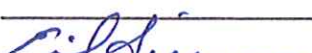

Initiator of Change:

1 Inspector or Agency

The original Base Contract Sum was:	<u>\$87,187.00</u>
Net change by previous authorized Contract Amendment(s)	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. MSW-GC-CO2 will be unchanged:	<u>\$8,130.00</u>
The revised BASE Contract Sum:	<u>\$95,317.00</u>
Net change by previous authorized Change Order(s)	<u>-\$8,543.00</u>
The Contract Sum including previous authorized Change Orders	<u>\$86,774.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore	<u>\$86,774.00</u>
The contract TIME due to C.O. No. MSW-GC-CO2 will be changed by:	<u>105</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>1-Apr-14</u>
SBCCD Change Order No. <u>MSW-GC-CO2</u> Includes Item Number(s):	<u>1.1</u>

This Contract Change Order is not valid until signed by both the Architect and the District Representative (on behalf of the San Bernardino Valley College School District). Contractors signature indicates agreement herewith, including any adjustment in the contract amount or contract time. Contractor waives any claim for further adjustments of the Contract Sum and Contract Time related to the above described change in the Work.

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

	<u>Signature</u>	<u>Name (printed)</u>	<u>Date</u>
Architect:		Wendy Robison, LPA Architecture	<u>4/14/14</u>
Project Mgr.:		Michael Villegas, Project Manager	<u>4/14/14</u>
District:		Mr. Timothy Oliver, Interim Vice Chancellor Fiscal Services	
Contractor:		Erik Simmons, President	<u>4/14/14</u>
		<i>Printed Name/Title</i>	

**CHANGE ORDER NO. MSW-GC-CO2**

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
1.1	Division of State Architect (DSA) required revised bus shelter design during the Deferred Approval process. PCO 004	D-5	100	0.00	8,130.00	8,130.00
<b>Subtotal</b>						<b>\$8,130</b>
<b>TOTAL CONTRACT CHANGE ORDER # MSW-GC-CO2</b>						<b>\$8,130</b>

CODE LEGEND

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

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

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

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Matthew Isaac, Executive Director, EDCT

DATE: May 8, 2014

SUBJECT: Consideration of Approval of the revised Bylaws, Articles of Incorporation, Action by Incorporator, and Master Agreement of the Economic Development and Corporate Training Foundation (EDCT Foundation)

### RECOMMENDATION

It is recommended that the SBCCD Board of Trustees approve the revised Bylaws, Articles of Incorporation, Action by Incorporator, and Master Agreement of the Economic Development and Corporate Training Foundation (EDCT Foundation).

### OVERVIEW

On August 8, 2013, the Board of Trustees approved the establishment of the Economic Development and Corporate Training Foundation (EDCT Foundation). The revisions recommended by the Board at this meeting and additional revisions recommended by the legal counsel to the Bylaws, Articles of Incorporation, Action by Incorporator, and Master Agreement were all reviewed by the Board at its meeting on April 10, 2014. At this meeting, it was recommended that further revisions be made to these documents, and staff was directed to resubmit the documents for Board action on May 8, 2014.

### ANALYSIS

By approving the revised Bylaws, Articles of Incorporation, Action by Incorporator and Master Agreement, these documents can now be presented to the Board of Directors of the EDCT Foundation for review and approval.

### BOARD IMPERATIVE

II. Resource Management for Efficiency, Effectiveness and Excellence

### FINANCIAL IMPLICATIONS

None.

**BYLAWS  
OF  
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING FOUNDATION  
A California Nonprofit Public Benefit Corporation**



**BYLAWS  
OF  
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING FOUNDATION  
A California Nonprofit Public Benefit Corporation**

**ARTICLE 1. NAME AND OFFICES.**

**1.01. Name.** This corporation shall be known as the Economic Development and Corporate Training Foundation (“Corporation”).

**1.02. Principal Office.** The principal office of the Corporation shall be initially located at 114 South Del Rosa Drive, San Bernardino, California 92408.

**1.03. Other Offices.** Branch or subordinate offices may be established by the Board of Directors at any time and at any place or places.

**ARTICLE 2. OBJECTIVES AND PURPOSES.**

**2.01. Auxiliary Organization.** The Corporation has been formed under the California Nonprofit Public Benefit Corporation Law for charitable purposes and to support the San Bernardino Community College District (“District”) as a recognized “auxiliary organization” of the District as provided in Sections 72670 through 72682 of the *Education Code*, as such law may be amended from time-to-time. This Corporation shall operate in compliance with District [Board Policy](#) and [regulationsAdministrative Procedures](#), and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 *et. seq.* of the *Education Code*, and Sections 59255 *et. seq.* of Title 5 of the *California Code of Regulations*, as such policies, [procedures](#), statutes, and regulations may be amended from time-to-time.

**2.02. Specific Purpose.** The specific purpose of this Corporation is to provide activities which are an integral part of the not-for-profit educational programs of the District’s Economic Development and Corporate Training (“EDCT”) programs. These activities may include, but are not limited to improving facilities and equipment to benefit program trainees; providing financial assistance to program trainees; developing workshops, conferences, institutes, and other mission related activities; fundraising and alumni activities; gifts, bequests, endowments, and trusts; public relations; and seeking and applying for grants.

**2.03. Limitations.** No substantial part of the activities of the Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office. The Corporation shall not, except to an insubstantial degree, engage in any activities or exercise any powers that are not in furtherance of the charitable purposes described in its Articles of Incorporation.

### **ARTICLE 3. MEMBERS.**

The Corporation shall have no “members” as that term is defined by *Corporations Code* Section 5056 and shall be governed solely by its Board of Directors in accordance with these Bylaws. Pursuant to Section 5310 of the *Corporations Code*, any action which would otherwise require approval by a majority of all such members, shall instead require the approval by a majority of the Board of Directors.

### **ARTICLE 4. DIRECTORS.**

**4.01. Powers.** Subject to the limitations stated in the Articles of Incorporation, these Bylaws and the Nonprofit Corporation Law, and subject to the duties of directors as prescribed by the Nonprofit Corporation Law, all corporate powers shall be exercised by or under the direction of, and the business and affairs of the Corporation shall be managed by, the Board of Directors. The individual directors shall act only as members of the Board of Directors, and individually shall have no power to act alone. As an auxiliary organization of the District, the Corporation shall comply with the Board Policies and Administrative Procedures of the District.

**4.02. Number of Directors.** The Corporation shall have a Board of Directors composed of nine directors. Directors are collectively to be known as the Board of Directors. These numbers may be changed by a bylaw duly adopted amending this section.

**4.03. Selection, Tenure of Office, and Vacancies.** Each director shall hold office for a term of three years and until his or her successor is appointed and qualified, except for the initial directors of the Corporation, and except as set forth in Article 4.05. At the first regular meeting of the Board of Directors, the directors shall be divided by lot into three classes, to consist of approximately three members each and whose terms shall begin on the date of such meeting. The members of the first, second, and third classes shall hold office for a term of one, two, and three years, respectively, and until their successors are appointed and qualified. At the first meeting following the expiration of the term of a director, the Board shall proceed to fill the vacancy. The affirmative vote of a majority of the total membership of the Board of Directors shall be necessary to appoint a director.

**4.04. Vacancies.** Vacancies in the Board of Directors occurring other than by expiration of term shall be filled by appointment by the remaining directors in the same manner as the appointment of directors is made at expiration of the term of a director. Such vacancies may be filled at any regular meeting of the Board of Directors or at any special meeting called for that purpose and a director elected shall hold office for the unexpired term of the director whom he or she succeeds.

**4.05. District’s Board of Trustees’ Appointment of Three Directors.** Notwithstanding the provisions of Sections 4.03 and 4.04 of these Bylaws, *supra*, the District’s Board of Trustees shall appoint three of its Trustees to the Corporation’s Board

of Directors. The term of the Directors appointed by the District's Board of Trustees shall be one year.

**4.06. Chair and Vice-Chair of the Board of Directors.** The Board of Directors shall annually elect a Chair and a Vice-Chair from among the directors. The Chair of the Board of Directors shall, if present, preside at all meetings of the Board of Directors and exercise and perform such other powers and duties as may be, from time-to-time, assigned to the Chair of the Board of Directors or prescribed by these Bylaws. The Vice-Chair shall preside at any meeting of the Board of Directors in the absence of the Chair.

**4.07. Compensation.** Directors shall serve without compensation, but may be reimbursed for the cost of travel to conferences or other Corporation-related activities subject to the Board Policies and Administrative Procedures of the District.

**4.08. Restriction on Interested Directors.** Not more than forty-nine percent of the persons serving on the Board at any time may be interested persons. An interested person is: (a) any person compensated by the Corporation for services rendered to it other than those performed as a Director within the previous twelve months, whether as a full-time or part-time employee, independent contractor, or otherwise; (b) any shareholder, employee or officer of any corporation, or partner or employee of any partnership, which has rendered compensated services to the Corporation within the previous twelve months; and (c) any brother, sister, ancestor, descendant, spouse, brother-in-law, sister-in-law, mother-in-law, or father-in-law of any person described in (a) or (b) hereof. Any violation of the provisions of this paragraph shall not, however, affect the validity or enforceability of any transaction entered into by the Corporation.

**4.09. Nonliability for Debts.** The private property of the Directors shall be exempt from execution or other liability for any debts, liabilities or obligations of the Corporation, and no Director shall be liable or responsible for any debts, liabilities or obligations of the Corporation.

**4.10. Indemnity by Corporation for Litigation Expenses of Officers and Directors.** To the fullest extent permitted by law, the Corporation shall indemnify any present or former director, officer, employee or other "agent" of the Corporation, as that term is defined in Section 5238 of the *Corporations Code*, against all expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred by them in connection with any "proceeding," as that term is used in Section 5238 of the *Corporations Code*, and including an action by or in the right of the Corporation, by reason of the fact that the person is or was a person described in Section 5238 of the *Corporations Code*. "Expenses," as used in this bylaw, shall have the same meaning as in Section 5238(a) of the *Corporations Code*. Expenses incurred in defending any proceeding may be advanced by the Corporation as authorized in Section 5238 of the *Corporations Code* prior to the final disposition of such proceeding, upon receipt of an undertaking by or on behalf of the director or officer to repay such amount unless it shall be determined ultimately that the director or officer is entitled to be indemnified.



**4.11. Insurance.** The Corporation shall have the right to purchase and maintain insurance to the full extent permitted by law on behalf of its officers, directors, employees, and other agents, against any liability asserted against or incurred by any officer, director, employee, or agent in such capacity or arising out of the officer's, director's, employee's or agent's status as such. The Corporation shall obtain liability insurance or the equivalent of insurance which covers the directors and officers issued either in the form of a general liability policy or a director's and officer's liability policy consistent with the requirements in Section 5239 of the *Corporations Code*.

## **ARTICLE 5. MEETINGS.**

**5.01. Ralph M. Brown Act.** All meetings of the Board of Directors, including, without limitation, regular, adjourned regular, special, and adjourned special meetings shall be called, noticed, held and conducted in accordance with the provisions of the Ralph M. Brown Act (commencing with Section 54950) of the *Government Code*, or any successor legislation hereinafter enacted ("Brown Act").

**5.02. Regular Meetings.** The Board of Directors shall hold at least one business meeting every quarter, pursuant to Section 72674 of the *Education Code*.

**5.03. Telephonic Meetings.** Subject to the provisions of the Brown Act governing teleconferencing, members of the Board of Directors may participate in a regular or special meeting through use of conference telephone or similar communications equipment, so long as all members participating in such meeting can hear one another.

**5.04. Quorum.** A majority of the authorized number of directors shall constitute a quorum for the transaction of business. Every act or decision done or made by a majority of the directors present at a meeting duly held at which a quorum is present shall be the act of the Board of Directors, unless the Articles, these Bylaws, or the Nonprofit Corporation Law specifically requires a greater number. In the absence of a quorum at any meeting of the Board of Directors, a majority of the directors present may adjourn the meeting as provided in Section 5.05 of these Bylaws.

**5.05. Adjournment.** Subject to the provisions of the Brown Act governing adjournment, any meeting of the Board of Directors, whether or not a quorum is present, may be adjourned to another time and place by the vote of a majority of the directors present.

**5.06. Inspection Rights.** Every director shall have the absolute right at any time to inspect, copy and make extracts of, in person or by agent or attorney, all books, records and documents of every kind and to inspect the physical properties of the Corporation.

## **ARTICLE 6. COMMITTEES.**

**6.01. Committees of the Board of Directors.** Subject to the provisions of the Brown Act, the Board of Directors may create committees.

**6.02. Minutes and Reports.** Each committee shall keep regular minutes of its proceedings, which shall be filed with the Secretary. All action by any committee shall be reported to the Board of Directors at the next meeting thereof and shall be subject to revision and alteration by the Board of Directors.

**6.03. Meetings.** Subject to the requirements of the Brown Act, and except as otherwise provided in these Bylaws or by resolution of the Board of Directors, each committee shall adopt its own rules governing the time and place of holding and the method of calling its meetings and the conduct of its proceedings and shall meet as provided by such rules, and it shall also meet at the call of any member of the committee.

**6.04. Term of Office of Committee Members.** Each committee member shall serve at the pleasure of the Board of Directors but not to exceed such committee member's term as a director.

## **ARTICLE 7. OFFICERS.**

**7.01. Officers.** The officers of the Corporation shall be an Executive Director, a Chief Financial Officer who shall hold title of Treasurer, a Secretary, and such other officers as the Board of Directors may appoint in accordance with the provisions of Section 7.03 of these Bylaws. These officers may be employees of the District and may be eligible for reassigned time from the usual District assignments to fulfill their responsibilities for the Corporation. They will receive no additional compensation for their work for the Corporation. At such time as the Corporation determines the need for full-time staff, the recruitment will be conducted following the processes of the District's Office of Human Resources.

**7.02. Appointment of Officers.** The officers of the Corporation, except for such officers as may be appointed in accordance with the provisions of Section 7.03 of these Bylaws, shall be appointed by the Board of Directors to one year terms pursuant to an annual election. Notwithstanding the above, the appointment of one or more officers may be continued to a regular meeting or special meeting held within six weeks of the one year appointment anniversary, in which case the term of the incumbent officer shall be continued until the new appointment is made.

**7.03. Subordinate Officers.** The Board of Directors may appoint such other officers as the business of the Corporation may require, each of whom shall hold office for such period, have such authority and perform such duties as are required in these Bylaws or as the Board of Directors may from time-to-time determine.

**7.04. Resignation.** Any officer may resign at any time by giving written notice to the Corporation, subject to the rights, if any, of the Corporation under any contract to

which the officer is a party. Any such resignation shall take effect at the date of the receipt of such notice or at any later time specified therein; and, unless otherwise specified therein, the acceptance of such resignation shall not be necessary to make it effective.

**7.05. Removal of Officers.** Any officer may be removed, either with or without cause, by a majority of the directors then in office at any regular or special meeting of the Board of Directors, or by any officer upon whom such power of removal may be conferred by the Board of Directors.

**7.06. Vacancies.** A vacancy in any office because of death, resignation, removal, disqualification, or any other cause shall be filled in the manner prescribed in these Bylaws for regular appointments to such office.

**7.07. Executive Director.** The Executive Director shall be responsible for the day-to-day administration of the Corporation, and shall have such other powers and perform such duties as may be prescribed by the Board of Directors or by these Bylaws. These duties must be carried with the managerial oversight of the District's Chancellor or designee and following the Board Policies and Administrative Procedures of the District.

**7.08. Secretary.** The Secretary shall keep, or cause to be kept, a book of minutes in written form of the proceedings of the Board of Directors and committees of the Board of Directors. The Secretary shall give, or cause to be given, notice of all meetings of the Board of Directors required by these Bylaws or by law to be given, and shall cause the seal of the Corporation to be kept in safe custody, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or these Bylaws.

**7.09. Treasurer.** The Treasurer shall keep and maintain, or cause to be kept and maintained, adequate and correct books and records of account in written form or any other form capable of being converted into written form. The Treasurer shall deposit all monies and other valuables in the name and to the credit of the Corporation with such depository or depositories as may be designated by the District. The Treasurer shall render to the Chair and directors whenever they request an account of all of the Treasurer's transactions as the Treasurer, and of the financial condition of the Corporation, and shall have such other powers and perform such other duties as may be prescribed by the Board of Directors or by these Bylaws.

## **ARTICLE 8. BOOKS AND RECORDS.**

**8.01. Books and Records.** The Corporation shall keep adequate and correct books and records of account and minutes of the proceedings of the Board of Directors and committees of the Board of Directors. The Corporation is subject to the Richard McKee Transparency Act of 2011, Sections 72690 *et. seq.* of the *Education Code*.

**8.02. Form of Records.** Minutes shall be kept in written form. Other books and records shall be kept either in written form or in any other form capable of being

converted into written form. If any record subject to inspection pursuant to the Nonprofit Corporation Law is not maintained in written form, a request for inspection is not complied with unless and until the Corporation, at its expense, makes such record available in written form.

**8.03. Audit.** The Corporation shall be a part of the District's annual certified audit performed by the certified public accountant, pursuant to Section 72672(a) of the *Education Code*. The Corporation shall submit the audit report to the District's Board of Trustees and to the State Chancellor's Office. The Corporation shall annually publish an audited statement of its financial condition which shall be disseminated as widely as feasible and be available to any person on request. Distribution of the published audited statement of the Corporation's financial condition at a regularly scheduled meeting of the District's Board of Trustees shall be deemed compliance with this requirement.

## **ARTICLE 9. GRANTS, CONTRACTS, LOANS, ETC.**

**9.01. Grants.** The making of grants and contributions, and otherwise rendering financial assistance for the purposes of the Corporation, may be authorized by the Board of Directors. The Board of Directors may authorize any officer or officers, agent or agents, in the name of and on behalf of the Corporation, to make any such grants, contributions or assistance.

**9.02. Deposits.** The funds of the Corporation not otherwise employed shall be deposited from time-to-time to the order of the Corporation in such banks, trust companies, or other depositories as approved by the District Chancellor or his designee, [in accordance with law, and with District Board Policies and Administrative Procedures.](#)

### **9.03. Conflicts of Interest.**

**A.** Pursuant to the Section 72677 of the *Education Code*, no member of the Board of Directors shall be financially interested in any contract or other transaction entered into by the Board of Directors, except as provided in Section 72678 of the *Education Code*. Specifically, such contract is permissible under Section 72678 of the *Education Code* if the fact of such financial interest is disclosed or known to the Board of Directors and noted in the minutes; the Board of Directors thereafter authorizes, approves, or ratifies the contract or transaction in good faith without counting the vote or votes of such financially interested member or members; and the contract or transaction is just and reasonable.

**B.** Nevertheless, pursuant to Section 72679 of the *Education Code*, no contract or transaction shall be permitted if any of the following conditions exist: (i) the contract or transaction is between the Corporation and a member of the Board of Directors; (ii) the contract or transaction is between the Corporation and a partnership or unincorporated association of which any member of the Board of Directors is a partner or in which he or she is the owner or holder, directly or indirectly, of a proprietorship

interest; (iii) the contract or transaction is between the Corporation and a corporation in which any member of the Board of Directors is the owner or holder, directly or indirectly, of five percent or more of the outstanding common stock; or (iv) a member of the Board of Directors is interested in a contract or transaction, and without first disclosing such interest to the Board of Directors at a public meeting of the Board, influences or attempts to influence another member or members of the Board to enter into the contract or transaction.

**C.** Additionally, pursuant to Section 72680 of the *Education Code*, no member of the Board of Directors may utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board for personal pecuniary gain, regardless of whether he or she is or is not a member of the Board at the time such gain is realized.

## **ARTICLE 10. INDEMNIFICATION OF DIRECTORS AND OFFICERS.**

### **10.01. Indemnification by Corporation.**

**A.** For the purposes of this Section 10.01, “agent” means any person who is or was a director, officer, employee or other agent of the Corporation, or is or was serving at the request of the Corporation as a director, officer, employee or agent of another foreign or domestic corporation, partnership, joint venture, trust, or other enterprise, or was a director, officer, employee, or agent of a foreign or domestic corporation which was a predecessor corporation of the Corporation or of another enterprise at the request of such predecessor corporation; “proceeding” means any threatened, pending or completed action or proceeding, whether civil, criminal, administrative or investigative; and “expenses” includes, without limitation, attorneys’ fees.

**B.** The Corporation shall, to the fullest extent permitted by law, indemnify any person who was or is a party or is threatened to be made a party to any proceeding by reason of the fact that such person is or was an agent of the Corporation, against expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with such proceeding.

**C.** In the event entitlement to indemnification is required by law to be based upon a determination by the Board of Directors that the agent has met the standards of conduct prescribed by law, such body shall meet and shall reach a determination on the issue within a reasonable period of time after request for such body to meet is received by the Corporation from the agent.

**10.02. Advancing Expenses.** The Corporation may advance to each agent the expenses incurred in defending any proceeding referred to in Section 10.01 of these Bylaws prior to the final disposition of such proceeding upon receipt of an undertaking by or on behalf of the agent to repay such amount unless it shall be determined ultimately that the agent is entitled to be indemnified as authorized in Section 10.01 of these Bylaws.

**10.03. Insurance.** The Corporation shall have power to purchase and maintain insurance on behalf of any agent of the Corporation against any liability asserted against or incurred by the agent in such capacity or arising out of the agent's status as such whether or not the Corporation would have the power to indemnify the agent against such liability under the provisions of this section; provided, however, that the Corporation shall have no power to purchase and maintain such insurance to indemnify any agent of the Corporation for a violation of Section 5233 of the *Corporations Code* (relating to self-dealing transactions).

## **ARTICLE 11. INVESTMENTS.**

### **11.01. Standards, Retention of Property.**

**A.** In investing, reinvesting, purchasing, acquiring, exchanging, selling and managing the Corporation's investments, other than assets held for use or used directly in carrying out a public or charitable program of the Corporation, the Board of Directors shall follow policies and procedures of the District.

**B.** Unless limited by the Articles, the Corporation may continue to hold property properly acquired or contributed to it if and as long as the Board of Directors, in the exercise of good faith and of reasonable prudence, discretion, and intelligence, may consider that retention is in the best interests of the Corporation. No retention of donated assets violates this Section 11.01, where such retention was required by the donor in the instrument under which the assets were received by the Corporation, except that no such requirement may be effective more than ten years after the death of the donor.

## **ARTICLE 12. PURPOSES AND OPERATIONS OF THE CORPORATION.**

**12.01. Purposes.** The business of the Corporation is to be operated and conducted in the promotion of its objects and purposes as set forth in Article II of its Articles of Incorporation.

**12.02. Dedication of Assets.** The income and assets of the Corporation are irrevocably dedicated to charitable purposes and no part of the net income or assets of the organization shall ever inure to the benefit of any director, officer, or member thereof, or to the benefit of any private person.

**12.03. Dissolution.** The Corporation may be dissolved by vote of the District's Board of Trustees.

**12.04. Merger.** The Corporation may merge with other corporations organized solely for nonprofit purposes, qualified and exempt from federal taxation pursuant to the Internal Revenue Code, Section 501(c)(3) of 1986 and from State taxation, upon compliance with the provisions of California law relating to merger and consolidation and only with the approval of the District's Board of Trustees.

**12.05. Restrictions.** No substantial part of the activities of the Corporation shall consist of lobbying, carrying on propaganda, or otherwise attempting to influence legislation, and the Corporation shall not participate in, or intervene in (including the publishing or distribution of statements) any political campaign on behalf of any candidate for public office.

#### **ARTICLE 13. SEAL AND FISCAL YEAR.**

**13.01. Seal.** The Board of Directors may adopt a corporate seal which shall be in the form of a circle and shall bear the full name of the Corporation and the year and state of its incorporation.

**13.02. Fiscal Year.** The fiscal year of the Corporation shall be July 1 through June 30.

#### **ARTICLE 14. EXEMPT ACTIVITIES.**

Notwithstanding any other provision of these Bylaws, no Director, officer, employee, or agent of the Corporation shall take any action or carry on any activity by or on behalf of the Corporation not permitted to be carried on by an organization exempt from Federal income tax under Section 501(3) of the Internal Revenue Code or by an organization to which contributions are deductible under Section 170(c)(2) of the Internal Revenue Code.

#### **ARTICLE 15. AMENDMENTS.**

New Bylaws may be adopted or these Bylaws may be amended or repealed by the affirmative vote of a majority of the authorized number of directors of the Board of Directors or by the written consent thereof, except as otherwise provided by law or by the Articles of Incorporation. The Articles of Incorporation may likewise be amended by the affirmative vote of a majority of the authorized number of directors of the Board of Directors or by the written consent thereof, except as otherwise provided by law or by the Articles of Incorporation. Notwithstanding the foregoing, amendment of these Bylaws or the Articles of Incorporation must be ratified by the District's Board of Trustees to become effective.

**CERTIFICATE OF SECRETARY**

I, \_\_\_\_\_, hereby certify that:

I am the duly elected and acting Secretary of the Economic Development and Corporate Training Foundation, a California nonprofit public benefit corporation; and

The foregoing Bylaws consisting of 11 pages are the Bylaws of this corporation as adopted by the Board of Directors on \_\_\_\_\_; and these Bylaws have not been amended or modified since that date.

Executed on \_\_\_\_\_, 2014 at San Bernardino, California.

\_\_\_\_\_  
\_\_\_\_\_, Secretary



**AMENDED AND RESTATED ARTICLES OF INCORPORATION  
OF  
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING FOUNDATION**

**I.**

The name of this Corporation is Economic Development and Corporate Training Foundation.

**II.**

**A.** This Corporation is a nonprofit public benefit corporation and is not organized for the private gain of any person. It is organized under the Nonprofit Public Benefit Corporation Law for public and charitable purposes.

**B.** This Corporation is created to support the Economic Development and Contract Training (“EDCT”) programs of the San Bernardino Community College District (“District”), as a recognized “auxiliary organization” of the District as provided in Sections 72670 through 72682 of the *Education Code*, as such law may be amended from time to time. This Corporation shall operate in compliance with District policy and procedures, and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 *et. seq.* of the *Education Code* and Sections 59255 *et. seq.* of Title 5 of the *California Code of Regulations*, as such policies, statutes, and regulations may be amended from time-to-time.

**C.** The specific purpose of this Corporation is to provide activities which are an integral part of the not-for-credit educational programs of the EDCT programs, such as through obtaining grants.

**III.**

The business and mailing address for this Corporation is 114 South Del Rosa Drive, San Bernardino, California 92408.

**IV.**

The name and address in the State of California of this Corporation’s initial agent for service of process is:

Jack P. Lipton, Ph.D., Esq.  
Burke, Williams & Sorensen, LLP  
2280 Market Street, Suite 300  
Riverside, California 92501-2121

**V.**

**A.** This Corporation is organized exclusively for charitable purposes within the meaning of Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

**B.** No substantial part of the activities of this Corporation shall consist of carrying on propaganda, or otherwise attempting to influence legislation, and this Corporation shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of or in opposition to any candidate for public office.

**C.** Notwithstanding any other provision of these Articles, this Corporation shall not carry on any other activities not permitted to be carried on: (i) by a corporation exempt from federal income tax under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code; or (ii) by a corporation, contributions to which are deductible under Section 170(c)(2) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

## VI.

**A.** The property of this Corporation is irrevocably dedicated to charitable purposes and no part of the net earnings or assets of this Corporation shall inure to the benefit of (or be distributable to) any director or officer of this Corporation or other private person, except that this Corporation shall be authorized and empowered to pay reasonable compensation for services rendered and to make payments and distributions in furtherance of its charitable purposes.

**B.** Upon the dissolution or winding up of this Corporation, its assets remaining after payment, or provision for payment, of all debts and liabilities of this Corporation shall be distributed to the District for charitable purposes. In the alternative, the District [Board of Trustees](#) may designate a [District](#) nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code, to receive such assets. In the event that the District does not accept any asset of this Corporation on dissolution or designate a recipient, then any such asset shall be distributed to a nonprofit fund, foundation, or corporation which is organized and operated exclusively for charitable purposes and which has established its tax exempt status under Section 501(c)(3) of the Internal Revenue Code, or the corresponding section of any future federal tax code.

Dated: \_\_\_\_\_, 2014

---

Joseph P. Buchman, Incorporator

**ACTION BY INCORPORATOR  
OF  
ECONOMIC DEVELOPMENT AND CORPORATE TRAINING  
FOUNDATION**

The undersigned, being the Sole Incorporator of Economic Development And Corporate Training Foundation, a California nonprofit public benefit corporation (“Corporation”), adopts the following resolution on behalf of the Corporation.

WHEREAS, under Section 5134 of the *Corporations Code* Sole Incorporator is authorized to do whatever is necessary and proper to perfect the organization of the Corporation, including the adoption of Bylaws of the Corporation and the election of directors and officers of the Corporation:

NOW, THEREFORE, BE IT RESOLVED, that the Sole Incorporator does hereby adopt the Bylaws attached hereto and marked as Exhibit A as the Bylaws of the Corporation;

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Sole Incorporator does hereby elect the following persons as the initial directors of the Corporation:

- Jessica Alexander
- Brian Bell
- Dr. Jamail Carter
- ~~VACANT~~[Eugene E. Valdez](#)
- Francis J. Grice
- Gloria M. Harrison
- Dr. Kathleen Henry
- Frank Reyes

- Joseph Williams

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the Sole Incorporator does hereby elect the following persons as the initial officers of the Corporation:

Chair of the Board:	Brian Bell
Vice-Chair:	Jessica Alexander
Executive Director:	Dr. Matthew Isaac
Treasurer:	Lawrence Strong
Secretary:	Dr. Jamail Carter

Having so adopted the Bylaws of the Corporation, elected the directors of the Corporation, and elected the officers of the Corporation, the undersigned hereby resigns as incorporator of the Corporation, effective immediately.

Effective: \_\_\_\_\_, 2014

\_\_\_\_\_  
Joseph P. Buchman

**Master Agreement**  
**for Economic Development and Corporate Training Foundation**

1. **Parties.** This Master Agreement (“Agreement”) is between the San Bernardino Community College District (“District”), through its Board of Trustees, on the one hand, and the Economic Development and Corporate Training Foundation (“Foundation”), through its Board of Directors, on the other hand. The District and the Foundation are referred to herein as “Party” and collectively as “Parties.”

2. **Legal Authority.** This Agreement is made pursuant to Section 59257 of Title 5 of the *California Code of Regulations* and Section 72670 of the *Education Code*.

3. **Term.** This Agreement will commence on July 1, 2014, and will terminate on June 30, 2019, unless extended by mutual consent of the Parties. The Foundation agrees to maintain its existence throughout the term of this Agreement.

4. **Prior Agreements.** This Agreement replaces and supersedes any prior agreements between the District and the Foundation.

5. **District’s Recognition of the Foundation.** By approving this Agreement, the District’s Board of Trustees hereby affirms its recognition of the Foundation as an “auxiliary organization” within the meaning of Section 72670(e) of the *Education Code*.

6. **Functions and Purpose of the Foundation.** The Parties agree and understand that the functions and specific purpose of the Foundation is to provide activities which are an integral part of the not-for-credit educational programs of the District’s Economic Development and Corporate Training (“EDCT”) programs. The Parties further agree and understand that the functions undertaken by the Foundation are more effectively and efficiently performed by the Foundation than by the District under usual District procedures, pursuant to Section 59257(j)(2) of Title 5 of the *California Code of Regulations*.

7. **Services and Programs.** In furtherance of the Foundation’s purpose, the Foundation may develop and operate services and programs, including those related to (a) the District’s EDCT programs; (b) District facilities and equipment; (c) loans, scholarships, and grants-in-aids for District students; (d) workshops, conferences, institutes, and federal projects; (e) alumni activities; (f) gifts, bequests, devises, endowments, and trusts; (g) public relations; and (h) seeking and applying for grants. All other educational and student services functions at the colleges are to be performed exclusively by the District.

8. **Acceptance of Gifts.** The Foundation may not accept any grant, contract, bequest, trust, or gift unless it is so conditioned that it may be used only for purposes consistent with this Agreement, District policy and regulations, and law.

9. **Legal Compliance.** The Foundation agrees to operate in compliance with District policy and regulations, and with provisions of law pertaining to auxiliary organizations of community college districts, Sections 72670 *et. seq.* of the *Education Code* and Sections 59255 *et. seq.* of Title 5 of the *California Code of Regulations*.

**10. Board of Directors.** The Foundation shall have a Board of Directors composed of nine directors, at least three of whom shall be District employees. The Foundation Board of Directors shall hold at least one business meeting every quarter, pursuant to Section 72674 of the *Education Code*. The Foundation Board of Directors shall have the benefit of the advice and counsel of at least one attorney admitted to practice law in California, and at least one licensed certified public accountant. Neither the attorney nor the certified public accountant need be members of the Foundation Board of Directors. The Foundation Board of Directors, and all standing committees of the Foundation, shall be subject to the Ralph M. Brown Act, Sections 54950 *et. seq.* of the *Government Code*. Minutes shall be kept of all meetings.

**11. Public Records.** The Parties understand that the Foundation is subject to the Richard McKee Transparency Act of 2011, Sections 72690 *et. seq.* of the *Education Code*.

**12. Audit.** The Foundation shall select a certified public accountant and contract for an annual audit performed by the certified public accountant, pursuant to Section 72672(a) of the *Education Code*. The Foundation shall submit the audit report to the District's Board of Trustees and to the State Chancellor's Office. The Foundation shall annually publish an audited statement of its financial condition which shall be disseminated as widely as feasible and be available to any person on request. Distribution of the published audited statement of the Foundation's financial condition at a regularly scheduled meeting of the District Board of Trustees shall be deemed compliance with this requirement. Also, the District Board of Trustees shall insure that an annual audit is conducted on the Foundation, and that the audit report is submitted to the State Chancellor's Office, pursuant to Section 72672(a) of the *Education Code* and Section 59265(a) of Title 5 of the *California Code of Regulations*. The Foundation may rely on the audit contracted for by the District, with the cost of auditing the Foundation to be paid for by the Foundation.

**13. Annual Report.** [In addition to the annual audit report required by Section 12 of this Agreement, the Foundation shall provide to the District Board of Trustees an annual report detailing the Foundation's activities.](#)

**14. Foundation Expenditures.** The Foundation Board of Directors, at a duly noticed meeting, shall approve or ratify all expenditures of the Foundation. The District Chancellor or his designee, reporting to the District Board of Trustees, shall be responsible for ascertaining that all expenditures are in accordance with this Agreement, District policy, and regulations, for the propriety of Foundation expenditures, and for the integrity of the Foundation's financial reporting, pursuant to Section 72672(b) of the *Education Code*.

**15. Employees.** The Foundation may hire its own employees and provide salaries, working conditions, and benefits for full-time employees in compliance with Section 72672(c) of the *Education Code*. If District employees provide services to the Foundation, on either a full-time or part-time basis, then, pursuant to Section 59257(j)(6) of Title 5 of the *California Code of Regulations*, the Foundation shall reimburse the District in full for the District's personnel costs. No more than 50% of the Foundation's reimbursement to the District may be made in the form of non-monetary benefits that the Foundation provides to the District; such non-monetary benefits shall be assigned a good-faith reimbursement value by the District. The Foundation may provide monetary benefits to the District either directly, or indirectly. Non-monetary

benefits that the Foundation provides to the District may include intangible benefits such as developing goodwill towards the District or increased community awareness of District programs. During the term of this Agreement, District employees will provide services to the Foundation as set forth in **Appendix “A”** to this Agreement which may be modified by the Parties from time-to-time.

**16. Recordkeeping.** The Foundation shall be responsible for maintaining adequate records.

**17. Transfer of District Funds.** Pursuant to Section 59257(i) of Title 5 of the *California Code of Regulations*, the District shall not transfer any of its funds or resources, other than funds or resources derived from gifts or bequests, to the Foundation, when the purpose of such transfer is either to avoid laws or regulations which constrain community college districts or to provide the District with an unfair advantage with respect to the application of any state funding mechanism. However, the District, at its sole discretion, may transfer to the Foundation, on a loan basis, residual income derived from the EDCT programs.

**18. Foundation’s Use of District Facilities.** The District] hereby grants to the Foundation permission to use the District facilities (“Facilities”) set forth in **Appendix “B”** to this Agreement for the purpose of conducting business of the Foundation. Pursuant to Section 59257(j)(5) of Title 5 of the *California Code of Regulations*, and in consideration of the value that the Foundation provides to the District, the Foundation shall pay to the District a monthly fee of \$1, payable on an annual basis, for use of these Facilities and to cover operating expenses. The Foundation shall have the right to place and attach fixtures, signs, and equipment at these Facilities, as authorized in writing by the District Chancellor or his designee. Such fixtures, signs, and equipment shall be and remain the property of the Foundation, and shall be removed by the Foundation upon termination or expiration of this Agreement. The Foundation shall be liable for any costs incurred by the District in returning the Facilities to its original condition, upon termination or expiration of this Agreement. The District, and its agents and employees, have a right to enter these Facilities at any time. The District reserves the right to terminate the Foundation’s use of the Facilities, or any portion thereof, if needed for another District purpose.

**19. Indirect Costs and Operating Expenses.** Pursuant to Sections 59257(j)(7) and 59257(j)(8) of Title 5 of the *California Code of Regulations*, the Foundation shall be liable for all indirect costs relating to federally-sponsored programs that it administers, and for maintenance and payment of the Foundation’s operating expenses, unless otherwise agreed to by the District Board of Trustees.

**20. Foundation Funds.** The Foundation will expend funds on an annual basis for public relations and other purposes which serve to augment District appropriations for the operation of the District, as approved by the Foundation Board of Directors. The District hereby names the District Chancellor or designee as the individual who shall file with the District Board of Trustees a statement of the Foundation’s policies on the accumulation and use of public relations funds. Pursuant to Section 59257(j)(9) of Title 5 of the *California Code of Regulations*, this statement also will include the Foundation’s policies and procedure on solicitation of funds, source of funds, amounts, purposes for which the funds will be used, allowable expenditures, and procedures of control.

**21. Foundation Policies.** The Foundation Board of Directors shall ensure that the Foundation has adopted policies pertaining to ethics, conflicts of interest, roles of directors, committees, mission statement, gift-acceptance, and whistle-blowing. The Foundation shall review these policies, and shall submit these policies for approval to the District Board of Trustees, on a biannual basis.

**22. Foundation Bylaws and Articles of Incorporation.** At least on a biannual basis, the Foundation Board of Directors shall review its Bylaws and Articles of Incorporation to ensure compliance with law, District policies and regulations, and this Agreement. Any amendments or revisions to the Bylaws or Articles of Incorporation shall be reported to the District Board of Trustees.

**23. Contracts.** The Foundation shall not enter into any contract that would obligate use of District funds or facilities without prior written approval of the District ~~Chancellor or his designee~~Board of Trustees.

**24. Real Property.** The Foundation shall not accept any gift or bequest of real property without the prior approval of the District Board of Trustees.

**25. Conflict of Interest Prohibited.**

(a) Pursuant to Section 72677 of the *Education Code*, no member of the Foundation Board of Directors shall be financially interested in any contract or other transaction entered into by the Board of Directors, except as provided in Section 72678 of the *Education Code*. Specifically, such contract is permissible under Section 72678 of the *Education Code* if the fact of such financial interest is disclosed or known to the Board of Directors and noted in the minutes; the Board of Directors thereafter authorizes, approves, or ratifies the contract or transaction in good faith without counting the vote or votes of such financially interested member or members; and the contract or transaction is just and reasonable.

(b) Nevertheless, pursuant to Section 72679 of the *Education Code*, no contract or transaction shall be permitted if any of the following conditions exist: (i) the contract or transaction is between the Foundation and a member of the Foundation Board of Directors; (ii) the contract or transaction is between the Foundation and a partnership or unincorporated association of which any member of the Foundation Board of Directors is a partner or in which he or she is the owner or holder, directly or indirectly, of a proprietorship interest; (iii) the contract or transaction is between the Foundation and a corporation in which any member of the Foundation Board of Directors is the owner or holder, directly or indirectly, of five percent or more of the outstanding common stock; or (iv) a member of the Foundation Board of Directors is interested in a contract or transaction, and without first disclosing such interest to the Foundation Board of Directors at a public meeting of the Board, influences or attempts to influence another member or members of the Board to enter into the contract or transaction.

(c) Additionally, pursuant to Section 72680 of the *Education Code*, no member of the Foundation Board of Directors may utilize any information, not a matter of public record, which is received by the person by reason of his or her membership on the Board for



personal pecuniary gain, regardless of whether he or she is or is not a member of the Board at the time such gain is realized.

**26. Insurance.** For its day-to-day activities, the Foundation shall be included within the District's insurance policies. When special events are sponsored by the Foundation, separate insurance coverage may be required by the District.

**27. Indemnification.** The Foundation agrees to indemnify, defend, and hold harmless the District, and its trustees, employees, agents, and students, from and against any loss, damage, or liability that may be suffered or incurred by the District, caused by, arising out of, or in any way connected with the Foundation's activities or use of the Facilities, except to the extent caused by the negligence or other wrongdoing of the District. The District agrees to indemnify, defend, and hold harmless the Foundation, and its directors, employees, and agents, from and against any loss, damage, or liability that may be suffered or incurred by the Foundation, caused by, arising out of, or in any way connected with the District's activities or use of the Facilities, except to the extent caused by the negligence or other wrongdoing of the Foundation.

**28. Good-Standing.** The District shall maintain a list of auxiliary organizations in good-standing, and after periodic review by the District of the Foundation's compliance with this Agreement and with law, the District shall include the Foundation on this list. Under Section 59263 of Title 5 of the *California Code of Regulations*, when the District Chancellor or his designee has reason to believe that the Foundation should be removed from this list, he or she shall give the Foundation Board of Directors reasonable notice that a conference will be held to determine whether grounds for removal do in fact exist, and representatives of the Foundation Board of Directors shall be entitled to be present at such conference and to be heard. Based upon this conference, the District Chancellor or his designee shall recommend to the District Board of Trustees whether the Foundation should be removed from the list. The District Board of Trustees, in its sole discretion, may remove the Foundation from the list, and may make such other provisions consistent with law as may be appropriate with respect to the Foundation. The District shall forward a copy of the current list to the State Chancellor's Office.

**29. Non-Assignability.** The Foundation may not assign this Agreement, in whole or in part, without the written consent of the District, with the granting of such consent at the District's sole discretion.

**30. Amendment.** This Agreement may be amended only by a writing approved by the Foundation Board of Directors and the District Board of Trustees. The District shall forward a copy of this Agreement, and of any amendment to this Agreement, to the State Chancellor's Office.

**31. Severability.** This Agreement shall be considered severable such that if any provision or part of the Agreement is ever held invalid under any law or ruling, all other provisions or parts shall remain in full force and effect.

Date: \_\_\_\_\_, 2014

\_\_\_\_\_  
President, District Board of Trustees

Date: \_\_\_\_\_, 2014

\_\_\_\_\_  
President, Foundation Board of Directors

**Appendix "A"**  
**District Employees Working For Foundation**

<b><u>Employee Name</u></b>	<b><u>Position</u></b>	<b><u>% Time Working for Foundation</u></b>
Dr. Matthew K. Isaac	CEO of Foundation	25%
Larry Strong	CFO of Foundation	5%

**Appendix “B”**  
**District Facilities Utilized by Foundation**

1. EDCT Foundation Office, Suite 101, Donald F. Averill Applied Technology Training Center, 114 South Del Rosa, San Bernardino, CA 92408
2. EDCT Foundation Board Meeting Room, Conference Room, Donald F. Averill Applied Technology Training Center, 114 South Del Rosa, San Bernardino, CA 92408

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval of Board Resolution to Recognize the Week of May 18-24, 2014 as Classified School Employee Week in California, as Designated by the California School Employees Association and the California State Legislature

RECOMMENDATION

It is hereby recommended that the Board of Trustees adopt the attached Resolution and designate the week of May 18, through May 24, 2014, to recognize and honor the contribution of the classified school employees of the San Bernardino Community College District.

OVERVIEW

The third full week of May (May 18 through May 24) has been designated as Classified School Employee Week in California by the California School Employees Association and the California State Legislature.

ANALYSIS

Classified personnel employed by the District provide valuable services and strive for excellence in all areas relative to the educational community. The Board may elect to designate the week of May 18 through May 24, 2014, to recognize the efforts of the classified school employees of the San Bernardino Community College District.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

No impact to the budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
RESOLUTION RECOGNIZING THE WEEK OF MAY 18-24, 2014 AS  
CLASSIFIED SCHOOL EMPLOYEE WEEK IN CALIFORNIA, AS  
DESIGNATED BY THE CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION  
AND THE CALIFORNIA STATE LEGISLATURE

**WHEREAS**, Classified professionals provide valuable instructional and support services to the colleges and students of the San Bernardino Community College District; and

**WHEREAS**, Classified professionals contribute to the establishment and promotion of a positive instructional environment; and

**WHEREAS**, Classified professionals serve a vital role in providing for the welfare and safety of San Bernardino Community College District's students; and

**WHEREAS**, Classified professionals employed by the San Bernardino Community College District strive for excellence in all areas relative to the educational community; and

**WHEREAS**, The State of California has declared the third week of May as Classified School Employee Week since 1986 to recognize the important role classified professionals play in the education of students;

**RESOLVED**, That the San Bernardino Community College District hereby recognizes and enthusiastically wishes to honor the contribution of classified professionals to quality education in the State of California and in the San Bernardino Community College District and declares the week of May 18 through May 24, 2014, as Classified School Employee Week in the San Bernardino Community College District.

Adopted at a regular meeting of the Board of Trustees of the San Bernardino Community College District at San Bernardino, California this 8th day of May 2014;

Signed: \_\_\_\_\_  
President, Board of Trustees

Attest: \_\_\_\_\_  
Secretary to 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: May 8, 2014  
SUBJECT: Consideration to Adopt Resolution to Recognize Cinco de Mayo

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution recognizing the profound historic significance of the Mexican and Mexican American holiday “*Cinco de Mayo*” to its people and the contributions of our diverse culture to the San Bernardino Community College District.

OVERVIEW

The San Bernardino Community College District (SBCCD) supports the efforts of the President, Governor and other national, state, and local partners in recognizing and celebrating the historical contributions and cultural enrichment of the Mexican and Mexican American peoples.

ANALYSIS

This commemorative day has been recognized nationally and in California since the Civil War to celebrate the heroic actions of the Mexican army in defeating the invading French forces, defending the independence of the Mexican nation, and more recently to acknowledge the contributions of Mexicans and Mexican Americans in enriching the culture of America, California and the SBCCD, making our communities better places to live and work.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

**RESOLUTION**  
**TO RECOGNIZE THE HISTORICAL AND CULTURAL SIGNIFICANCE OF**  
**THE 'CINCO DE MAYO' HOLIDAY**  
**MAY 5, 2014**

**WHEREAS**, The San Bernardino Community College District (SBCCD) recognizes and supports the contribution of the Mexican and Mexican American population to our nation, the state of California, and our local community; and

**WHEREAS**, the Mission of the SBCCD is to promote the discovery and application of knowledge, the acquisition of skills, and the development of intellect and character in a manner that prepares students to contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world. This Mission is achieved through the District's two colleges, the Economic Development and Corporate Training Division and public broadcast system (KVCR TV-FM) by providing high quality, effective and accountable instructional programs and services; and

**WHEREAS**, the SBCCD recognizes the historical significance of the '*Cinco de Mayo*' holiday, first celebrated by Mexicans and Latinos living in California during the American Civil War, especially to our local community and members of the SBCCD community; and

**WHEREAS**, the 'Fifth of May' celebration commemorates the Mexican defeat of the French army at the Battle of Puebla in 1862, when General Zaragoza and his ragtag band of patriots made a brave stand against the invading forces of a world-renowned European army; and

**WHEREAS**, this victory came to symbolize the determination of the people of Mexico to remain free and independent and, today, its anniversary provides an opportunity to honor the noteworthy history of the country of Mexico and to recognize the perseverance and strength of its citizenry; and

**WHEREAS**, each year, "Cinco de Mayo" recalls the indomitable spirit of the Mexican people who continue to make significant contributions to our state and nation, and also serves to enhance appreciation, among us all, for precious freedom and its value in our daily lives; and

**THEREFORE**, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby recognize May 5 as the '*Cinco de Mayo*' holiday and encourage all members of the diverse SBCCD community to share in the celebrations and commemorations of the day.

**ADOPTED** this 8 day of May 2014.

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Bruce Baron, Chancellor and  
Secretary to the Board of Trustees



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval to Ratify Contract with Anderson Air Conditioning, L.P. of Fullerton, California

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Anderson Air Conditioning, L.P. of Fullerton, California, for the Proposition 39 Year One Projects Rebid at SBVC in the amount of \$555,220.00.

OVERVIEW

On February 6, 2014 the Board of Trustees approved the Interim Vice Chancellor of Business & Fiscal Services to authorize a contract to proceed with the implementation of Prop 39 projects. The projects approved by the State Chancellor's Office for Prop 39 funding including light fixture and site lighting upgrades; lighting control panels and upgrades; and replacement of a pump motor and controls. In addition to \$464,152 in Prop 39 funding, it is estimated that SBCCD will receive \$139,572 in projected utilities incentives.

ANALYSIS

The District issued a Request for Qualification/Proposal (RFQ/P) for the completion of the Proposition 39 Year One Projects Rebid as approved by the California Community Colleges Chancellor's Office. One response was received from Anderson Air Conditioning, L.P. in the amount of \$555,220.00, which has been determined to be a responsible, qualified proposal.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This project will be paid for by State Prop 39 funding in the approximate amount of \$464,152; estimated utility incentives of \$139,572; and project management and engineering costs to be paid from Capital Outlay Fund 41.

## Form B - Proposition 39 Funding Application

### Retrofit Application Summary

Project Name: <u>San Bernardino CCD Lighting and VFD Retrofit</u>	Contact Name: <u>Tim Oliver</u>
District: <u>San Bernardino CCD</u>	Contact Phone: <u>909-382-4021</u>
Campus: <u>Crafton Hills College, Valley College, District Office</u>	Contact email: <u>tioliver@sbccd.cc.ca.us</u>
Building: <u>Various</u>	Date: <u>1/13/2014</u>

#### Project Summary

#	Location	Description
1	SBVC and District Office	Retrofit parking lot and site lighting to LED fixtures
2	SBVC Liberal Arts Building	Replace HHW pump motor to premium efficiency and add VFD
3	SBVC various buildings	Lighting control panels / lighting control upgrades for various buildings and e
4		
5		
6		
7		
8		
9		
10		

#### Project Savings and Costs

#	CPUC Savings (kWh/yr)	Demand Savings (kW)	CPUC Savings (therms/yr)	Prop 39 Savings (kWh/yr)	Demand Savings (kW)	Prop 39 Savings (therms/yr)	CPUC Measure Cost	Prop. 39 Measure Cost
1	216,656	-	-	216,656	-	-	\$416,634	\$416,634
2	6,830	1.0	-	7,299	1.1	-	\$3,742	\$7,000
3	358,062	-	-	358,062	-	-	\$180,090	\$180,090
4	-	-	-	-	-	-	\$0	\$0
5	-	-	-	-	-	-	\$0	\$0
6	-	-	-	-	-	-	\$0	\$0
7	-	-	-	-	-	-	\$0	\$0
8	-	-	-	-	-	-	\$0	\$0
9	-	-	-	-	-	-	\$0	\$0
10	-	-	-	-	-	-	\$0	\$0
Total	581,548	1.0	-	582,017	1.1	-	\$600,466	\$603,724

Year 1 Electricity Savings: \$75,662  
 Year 1 Gas Savings: \$0  
 Year 1 Maintenance Savings: \$12,074  
 Total Year 1 Savings: \$87,737

	CPUC Savings	Prop 39 Savings
Electricity Savings (kWh/yr):	<u>581,548</u>	<u>582,017</u>
Demand Savings (kW):	<u>1.0</u>	<u>1.1</u>
Gas Savings (therms/yr):	<u>-</u>	<u>-</u>

Total CPUC Project Cost: \$600,466  
 Total Prop. 39 Project Cost: \$603,724  
 Estimated Utility Incentive: \$ 139,572  
 Prop. 39 Funding Allocation: \$464,152  
 Grants/Additional Funding: \$0  
 District Share of Project Cost: \$0

Project SIR: 2.92

By signing below, I hereby commit the Community College District identified above to implement the energy projects identified on the referenced Project Name and Number using Proposition 39 funding allocated for this purpose by the Chancellor's Office, and will comply with the CCC Proposition 39 Energy Project Guidelines and all legal requirements.

**Signed:**

**Name / Title:** Tim Oliver, SBCCD Interim Vice Chancellor

**District:** San Bernardino CCD

**Date:**



AMS AMERICA, INC., G.P.

**ANDERSON AIR CONDITIONING, L.P.**

2100 E. Walnut Avenue, Fullerton, CA 92831 (714) 888-6800 FAX: (714) 888-2697

California License No. 894408 B, C-10, C-20 Nevada License No. 0074325 C21R
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## Technical Proposal

### LED Lighting Retrofit:

1. Install a total of 507 LED retrofit light fixtures on existing light poles and bases throughout the school area. On walk paths and in the 12 parking lot areas.
2. Disposal of all lamps and ballast through recycling.

### Lighting Panels Upgrade:

1. Health Sciences, Learning Resource Center, Art, Campus Center, Admin/Student Services
  - a. Provide and Install BACnet Nodes into (5) existing Douglas Lighting Panels.
  - b. Provide and Install conduit, wire, programming, graphics and Automated Logic network connected controllers for integration from Douglas Lighting to the existing ALC DDC system.
2. North Hall
  - a. Provide and Install (1) LC&D "Link to BACnet" card for integration of the existing LC&D lighting panel in North Hall to the existing ALC DDC system.
  - b. Provide and install conduit, wire, programming, graphics and Automated Logic network connected controller for integration of existing LC&D lighting panel into existing ALC DDC system.

### Replacement of HHW pump and installation of VFD:

1. Replace existing 7.5 hp pump motor with premium efficiency motor and refurbish impeller with new gaskets at seals.
2. Provide and install (1) 7.5hp ABB VFD with bypass, NEMA 12 enclosure.
3. Provide all needed electrical materials for proper installation.
4. Provide conduit, wire programming, graphics and Automated Logic network connected controller for control of (N) Hot Water Pump and VFD located in the Liberal Arts Building.

**Document 00 41 98 - Proposal Pricing Form (REBID March 2014)**

Design Build Services for Proposition 39 Year One Projects

**Instructions**  
Please complete the detailed pricing sheet

**Proposer**

AMS/Anderson Air Conditioning, L.P. | Marc Pickett

**Detailed Pricing**

<b>Base Bid</b>		
Project Management		\$5,656
Engineering Design		\$0
LED Fixture Retrofit		\$489,728
HWW Pump Replacement & VFD Installation at Liberal Arts Bldg.		\$10,897
Lighting Control Panel Installation & EMS Integration at North Hall, Art, Campus Center, LRC, Health Sciences Buildings		\$48,939
<b>Total Project Costs</b>		<b>\$555,220</b>

**Unit Pricing**

Site Lighting Fixture Pricing (Per Each)	Product Code : 79SL50KV1 - 79w Site Luminaire.	\$790
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1. **ADDENDA:** The undersigned has thoroughly examined any and all Addenda (if any) issued during the bid period and are thoroughly familiar with all the contents thereof and acknowledge receipt of the following Addenda: (Bidder to list all addenda)

ADDENDUM NO.	1	DATE RECEIVED	03/25/2014
ADDENDUM NO.	2	DATE RECEIVED	03/28/2014
ADDENDUM NO.		DATE RECEIVED	
ADDENDUM NO.		DATE RECEIVED	

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval to Ratify a Contract with Inland Building Construction Companies, Inc. of San Bernardino, California for Baseball Netting

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Inland Building Construction Companies, Inc. for the Baseball Netting project at SBVC in the amount of \$81,200.00.

OVERVIEW

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This contract is for the installation of the baseball netting system at SBVC required for safety.

ANALYSIS

As part of the UCCAP, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest; most responsive was from Inland Building Construction Companies, Inc.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2013-14 Measure M budget.

# Kitchell/BRJ

701 S Mount Vernon Ave, San Bernardino, CA 92410

# Project Memo

Ph: 909.693.3160 Fax: 909.889.9952

DATE: March 31, 2014

No. VC- 300

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

FROM: Tim Purcell   
Project Manager  
Kitchell/BRJ

RE: San Bernardino Valley College  
Measure M - Baseball Netting Project

**SCOPE:**

SBCCD approval to engage in a contract for the Installation of Baseball Netting System required at the Baseball Field.

**NARRATIVE:**

Kitchell/BRJ has utilized the UCCAP Contractors to bid out the required Baseball Netting System. An RFP was issued and the three lowest qualified bids were reviewed. The bids ranged from \$81,200.00 - \$116,680.00. KB determined that Inland Building Construction Companies, Inc. was the lowest responsible bidder.

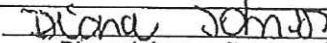
**RECOMMENDATION:**

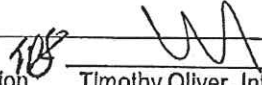
Kitchell/BRJ recommends that SBCCD approve the execution of the contract with Inland Building Construction Companies, Inc. to complete the Baseball Netting Project at the Baseball Field.

**Budget Information:**

Project Original Budget Amount:	\$ 68,396,038.00
Project Current Spent to Date:	\$ 6,570,578.22
Project Current Estimate to Complete:	\$ 68,396,038.00
Project Memo Forecast Cost:	\$ 81,200.00
Project Change Amount:	\$ 0.00

Budget Line Item: 42-50-31-1510-0257-6220.50-7100

<input checked="" type="checkbox"/> I concur with this recommendation		3/31/14
<input type="checkbox"/> I do not concur with this recommendation	Diana Johnson, Program Manager, KB	

<input checked="" type="checkbox"/> I concur with this recommendation		4/3/14
<input type="checkbox"/> I do not concur with this recommendation	Timothy Oliver, Interim Vice Chancellor, Fiscal Services	

Attachments: Inland Construction Companies, Inc. Bid Proposal

Cc: File

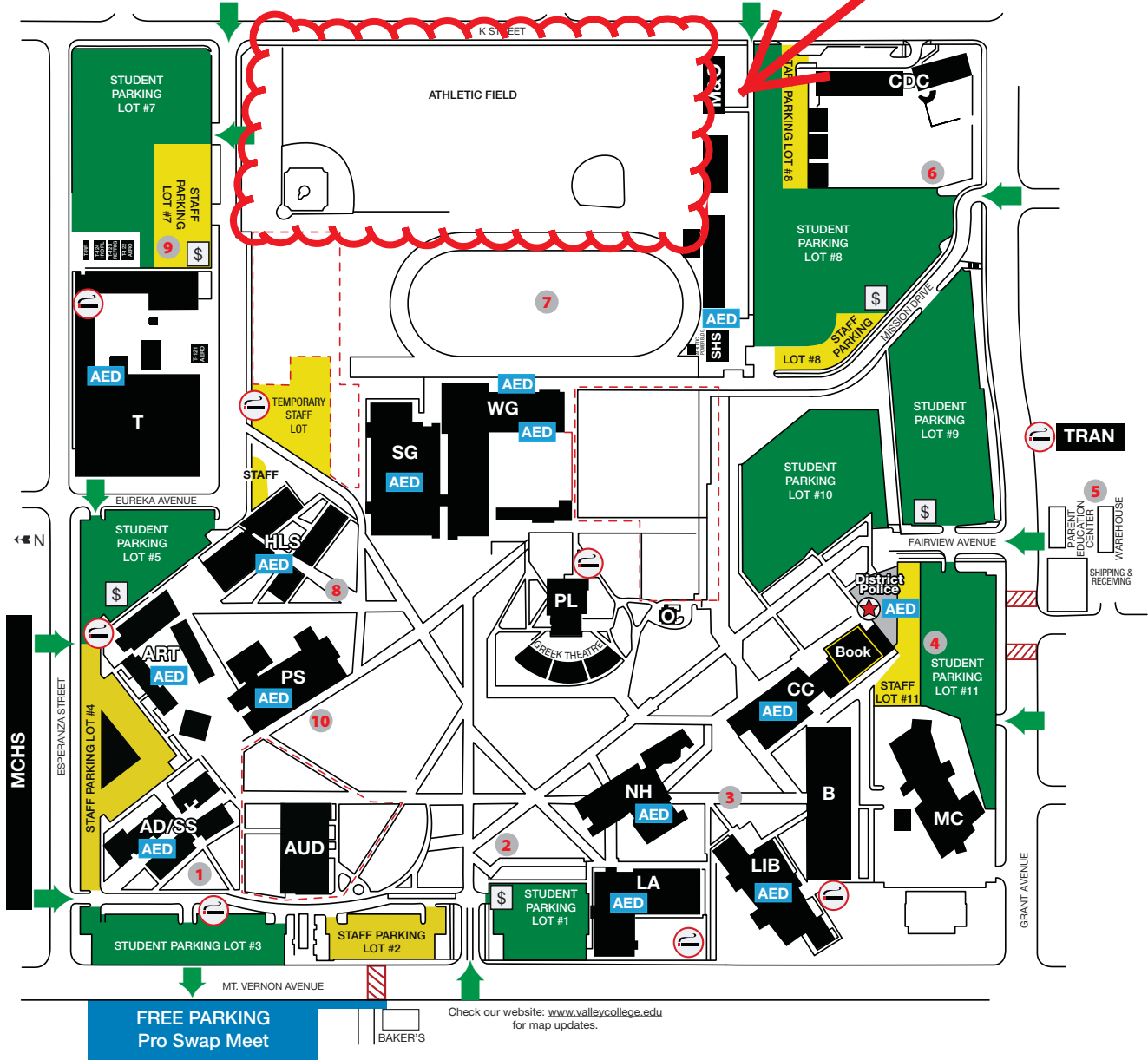
  
3/31/14

# EMERGENCY EVACUATION SITES

## San Bernardino Valley College

701 South Mount Vernon • San Bernardino, CA 92410 • (909) 384-4400

Baseball Netting Project



INDICATES CONSTRUCTION AREAS

ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES

AUTOMATED EXTERNAL DEFIBRILLATOR

INDICATES PARKING PERMIT DISPENSER

CROSSWALK

INDICATES APPROVED SMOKING AREAS (10)  
*This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)*

Evacuation Sites

### Building Symbols

AD/SS..... Administration/Student Services (Note: AD rooms are located in AD/SS)	MC.....Media/Communications
ART.....Art Center	MCHS..... Middle College High School
AUD..... Auditorium	M&O..... Maintenance & Operations
B..... Business	O..... Observatory
BOOK..... Bookstore	PL..... Planetarium
CC..... Campus Center	PS..... Physical Sciences
CDC.....Child Development Center	SG..... Snyder Gym
HLS..... Health & Life Science	SHS..... Student Health Services
LA..... Liberal Arts	T..... Technical
LIB..... Library	TRAN..... Transportation Center
	WG..... Women's Gym

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval to Ratify a Contract with Inland Building Construction Companies, Inc. of San Bernardino, California for Directional Signage

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Inland Building Construction Companies, Inc. for the Campus Construction Directional Signage project at CHC in the amount of \$12,900.00.

OVERVIEW

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

This contract is for campus construction directional signage. With the planned concurrent construction of the New Crafton Center, Science Building, Occupational Education 2 Building, and PE Complex, Crafton Hills College is in need of a signage system to facilitate its operation for the duration of these projects.

ANALYSIS

As part of UCCAP, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest; most responsive was from Inland Building Construction Companies, Inc.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2013-14 Measure M budget.



# Kitchell/BRj

11711 Sand Canyon Road, Yucaipa, CA 92399

# Project Memo

Phone (909) 435-4159 - FAX (909) 794-8901

DATE: March 31, 2014

No - M CHC GEN 059

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

FROM: Leilani Nunez *LN*  
Project Manager  
Kitchell/BRj (KB)

RE: Crafton Hills College (CHC)  
MEASURE M - Request for Proposal - Campus Construction Directional Signage  
Recommendation to Issue Purchase Order

### SCOPE:

SBCCD approval of Kitchell/BRj's recommendation to issue a purchase order to the lowest responsible bidder, Inland Building Construction Companies, Inc., for the Campus Construction Directional Signage proposal, in the amount of \$12,900.00.

### NARRATIVE:

With the planned concurrent construction of the New Crafton Center, New Science Building, New Occupational Education 2, and the PE Complex, Kitchell/BRj proposed a signage system to be installed at designated points throughout the Campus, in an effort direct construction traffic through the center of Campus for the duration of construction of these four major projects. A request for proposal was sent to the class B, contractors on the District's Uniform Construction Cost Accounting Procedures (UCCAP) list on Wednesday, March 12, 2014. Bids were accepted until 2:00 PM on Wednesday, March 25, 2013. Three (3) contractors submitted bids for the Campus Construction Directional Signage proposal. After our detailed review of the three bidders the lowest responsible bidder was determined to be Inland Building Construction Companies, Inc., with a total bid amount of \$12,900.00.

### RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve the issuance of a purchase order to Inland Building Construction Companies, Inc., in the amount of \$12,900.00.

### BUDGET INFORMATION:

MISCELLANEOUS BOND IMPROVEMENTS - 5248

Info from Measure M Budget V14 3/31/14

Project Original Budget Amount:	\$ 350,000.00
Project Current Spent to date:	\$ 0.00
Project Current Estimate to Complete:	\$ 350,000.00
Project Memo Forecast Cost:	\$ 12,900.00
Project Change Amount:	\$ 0.00

Budget Line Item will be 6220.50 - Remodel Construction

<input checked="" type="radio"/> I concur with this recommendation	<i>Diana Johnson</i> 3/31/14
<input type="radio"/> I do not concur with this recommendation	Diana Johnson, Program Manager, KB

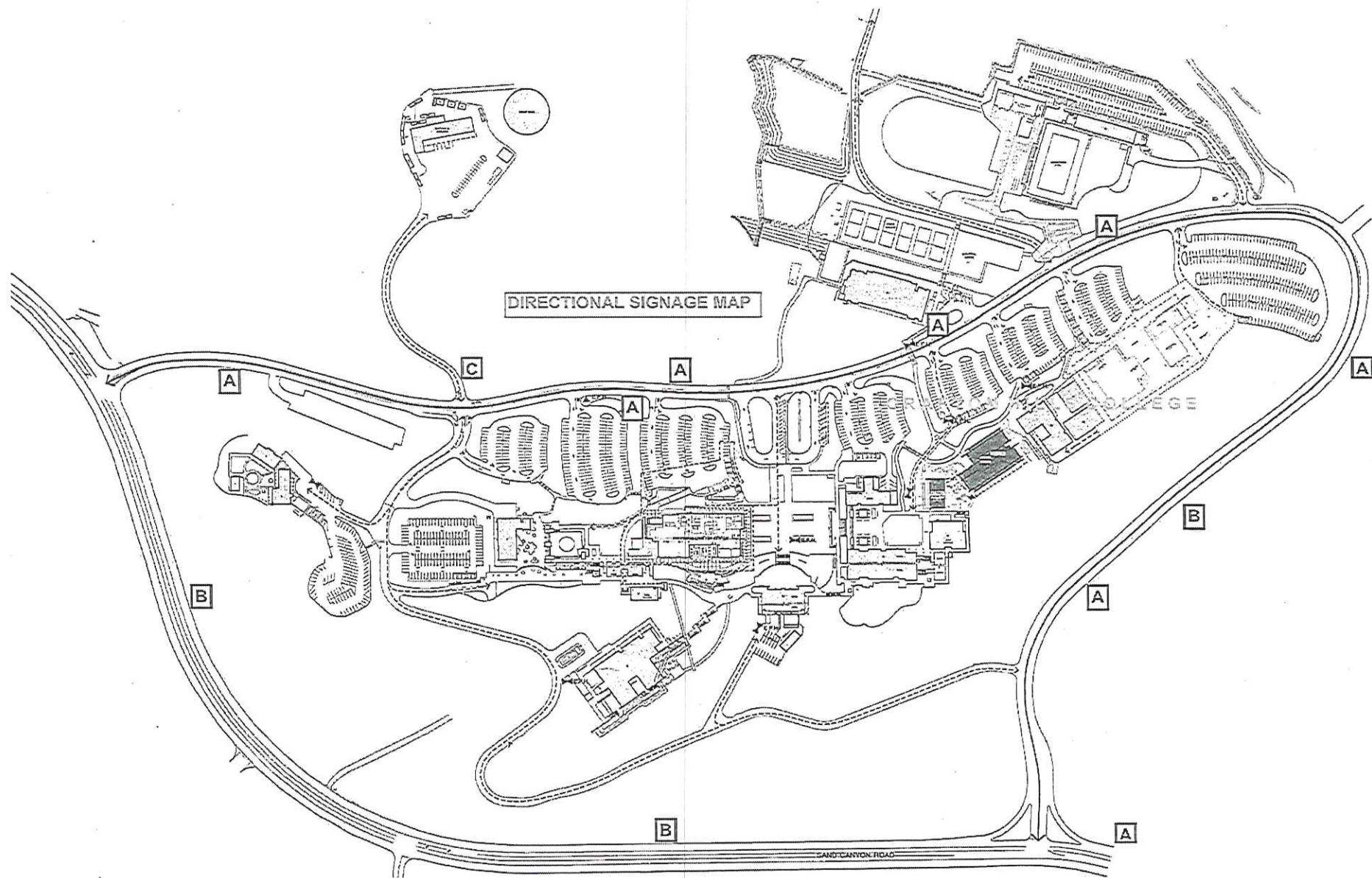
<input checked="" type="radio"/> I concur with this recommendation	<i>TO</i> 4/3/14
<input type="radio"/> I do not concur with this recommendation	Tim Oliver, Interim Vice Chancellor, Fiscal Services Ms 4/2/14

Attachments: Request for Proposal - Campus Construction Directional Signage (10 pages)  
Inland Building Construction Companies, Inc. Proposal (2 pages)

*LN*  
3/31/14

Cc: Diana Johnson; Sheila Nelson - Kitchell/BRj  
File

Signage Types: A, B, C



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval to Ratify a Contract with Mission Paving and Sealing, Inc. of Irwindale, California

RECOMMENDATION

It is recommended that the Board of Trustees ratify a contract with Mission Paving and Sealing, Inc. for the Performing Arts Complex Parking Lot Pavement Marking project at CHC in the amount of \$4,885.00.

OVERVIEW

In September 2007, SBCCD adopted a resolution to use Uniform Construction Cost Accounting Program procedures (UCCAP). Per the Award of Contracts section, authority to award a contract is delegated by the Board to the Vice Chancellor of Business & Fiscal Services. This delegation of authority is an option granted by Public Contract Code 22034(e). Hence, it is at the discretion of the Vice Chancellor to authorize individual UCCAP contracts, allowing for work to begin. These contracts will then be taken to the Board for ratification.

Because of construction, Crafton Hills parking lots C and E will be closed. This contract is for re-stripping of the parking lot at the Performing Arts Center to maximize its use and provide additional staff parking spaces.

ANALYSIS

As part of UCCAP, the District maintains a pre-qualified list of contractors according to trade category for public works projects valued between \$45,000.00 and \$175,000.00. Informal bids were solicited from those qualified contractors and the lowest; most responsive was from Mission Paving and Sealing, Inc.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in 2013-14 Measure M budget.



# Kitchell/BRj

11711 Sand Canyon Road, Yucaipa, CA 92399


# Project Memo

Phone (909) 435-4159 - FAX (909) 794-8901

DATE: March 31, 2014

No - M CHC GEN 058

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

FROM: Leilani Nunez   
Project Manager  
Kitchell/BRj (KB)

RE: Crafton Hills College (CHC)  
MEASURE M - Request for Proposal - Performing Arts Complex (PAC) Parking Lot Pavement Markings  
Recommendation to Issue Purchase Order

### SCOPE:

SBCCD approval of Kitchell/BRj's recommendation to issue a purchase order to the lowest responsible bidder, Mission Paving and Sealing, Inc., for the Performing Arts Complex Parking Lot Pavement Marking proposal, in the amount of \$4,885.00.

### NARRATIVE:

With the planned concurrent construction of the New Crafton Center and the New Science Building, and the closing of their respective parking lots C and E, there would exist a shortage of staff parking spaces for the duration of construction. To alleviate the staff parking shortage, Kitchell/BRj proposed the re-stripping of the parking lot at Performing Arts Center to maximize its use and provide additional staff parking spaces.

A request for proposal was sent to the class B, C-12, and C-32 contractors on the District's Uniform Construction Cost Accounting Procedures (UCCAP) list on Wednesday, March 12, 2014. A job walk was held on Tuesday, March 18, 2014 and bids were accepted until 2:00 PM on Wednesday, March 25, 2014. Two (2) contractors submitted bids for the PAC Parking Lot Pavement Marking proposal. After our detailed review of the two apparent bidders the lowest responsible bidder was determined to be Mission Paving and Sealing, Inc. with a total bid amount of \$4,885.00.

### RECOMMENDATION:

Kitchell/BRj recommends that SBCCD approve the issuance of a purchase order to Mission Paving and Sealing, Inc. in the amount of \$4,885.00.

### BUDGET INFORMATION:

MISCELLANEOUS BOND IMPROVEMENTS - 5248

Info from Measure M Budget V14 3/31/14

Project Original Budget Amount: \$ 350,000.00

Project Current Spent to date: \$ 0.00

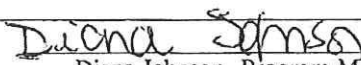
Project Current Estimate to Complete: \$ 350,000.00

Project Memo Forecast Cost: \$ 4,885.00

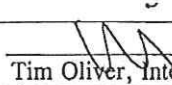
Project Change Amount: \$ 0.00

Budget Line Item will be 6220.50 - Remodel Construction

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

 3/31/14  
Diana Johnson, Program Manager, KB

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

 4/3/14 Ms 4/2/14  
Tim Oliver, Interim Vice Chancellor, Fiscal Services

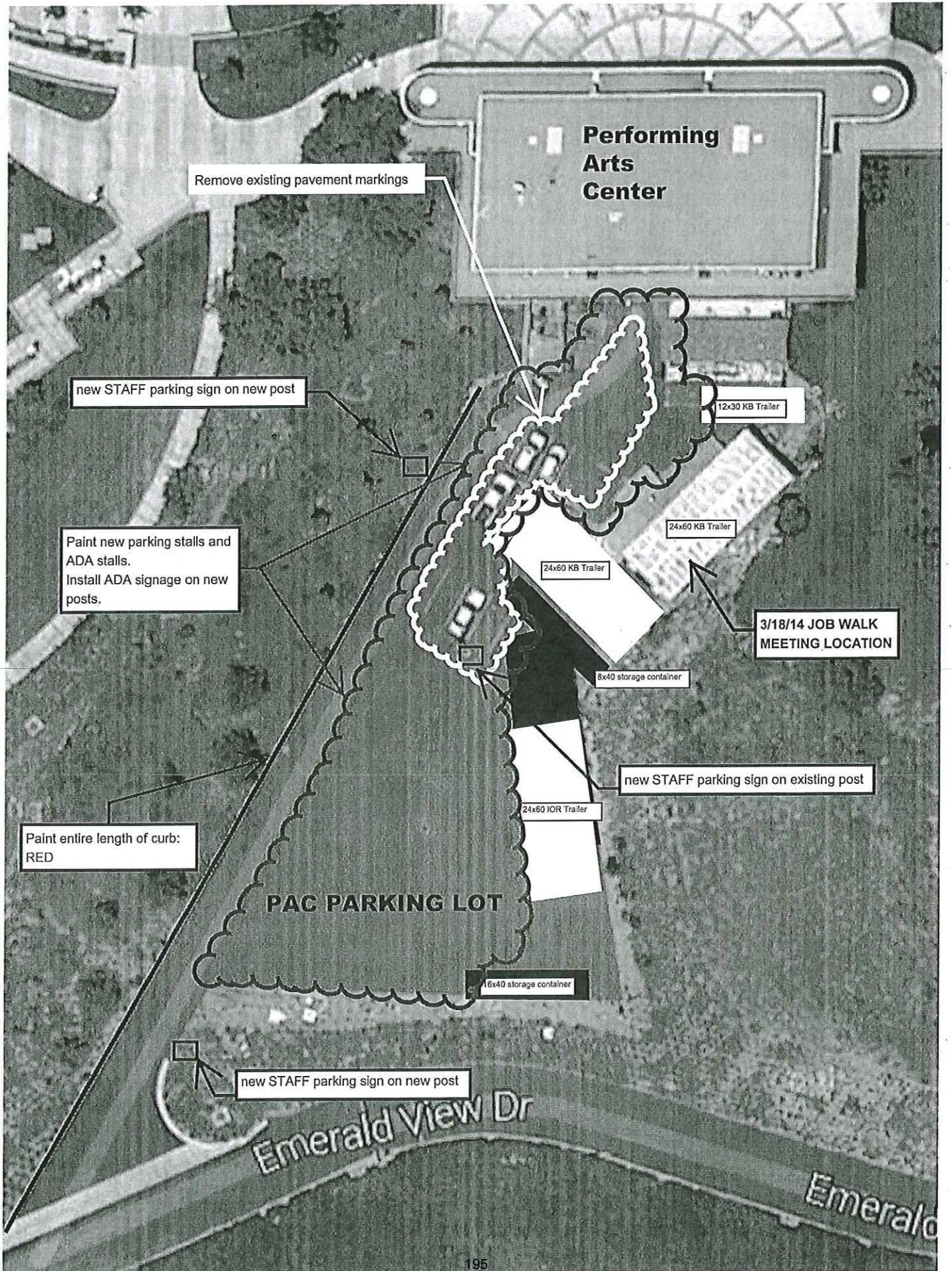
Attachments: Request for Proposal - Performing Art Center Parking Lot Pavement Markings (10 pages)

  
3/31/14

Mission Paving and Sealing, Inc. Proposal (2 pages)

Cc: Diana Johnson; Sheila Nelson - Kitchell/BRj  
File





**Performing Arts Center**

Remove existing pavement markings

new STAFF parking sign on new post

12x30 KB Trailer

Paint new parking stalls and ADA stalls.  
Install ADA signage on new posts.

24x60 KB Trailer

24x60 KB Trailer

3/18/14 JOB WALK MEETING LOCATION

8x40 storage container

Paint entire length of curb:  
RED

new STAFF parking sign on existing post

24x60 IOR Trailer

**PAC PARKING LOT**

16x40 storage container

new STAFF parking sign on new post

Emerald View Dr

Emerald





MASTER PLAN - HORIZON 1

**NO. BUILDING NAME**

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

\* BOLD INDICATES NEW BUILDING



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Bruce Baron, Chancellor  
PREPARED BY: Bruce Baron, Chancellor  
DATE: May 8, 2014  
SUBJECT: Consideration to Reconfirm Student Trustee Privileges per the current Board Policy 2060 (will be new BP 2015 Student Trustees)

RECOMMENDATION

It is recommended that the Board of Trustees reconfirm student trustee privileges per Board Policy 2060 Student Trustees.

OVERVIEW

On or before May 15 of each year, the Board of Trustees must reconfirm the following student trustee privileges:

- The privilege to receive compensation for meeting attendance at a level of \$100 per month. In the event a student trustee has an unexcused absence to a required meeting, the compensation shall be prorated for the pay period.
- The privilege to make and second motions.
- The privilege to attend closed sessions, other than closed sessions on personnel or collective bargaining matters, at the discretion of the Board of Trustees.
- The privilege to vote in an advisory vote, although the vote shall not be included in determining the vote required to carry any measure before the Board.
- The privilege to serve a term commencing on May 15.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: May 8, 2014  
SUBJECT: Consideration of Approval to Pay Off Post-Retirement Health Benefits for Current and Retired Employees Related to GASB 43 & 45

RECOMMENDATION

It is recommended that the Board of Trustees approve payment of the Post-Retirement Health Benefits related to GASB 43 & 45 for all current and retired district employees from the colleges' Unrestricted Reserve. San Bernardino Valley College will contribute \$5,177,613 and Crafton Hills College will contribute \$2,304,487.

OVERVIEW

Accounting principles provide that the cost of retiree benefits should be "accrued" over the employees' working lifetime. For this reason, the Governmental Accounting Standards Board (GASB) issued in 2004 Accounting Standards 43 and 45. These standards apply to all public employers that pay any part of the cost of retiree health benefits for current or future retirees (including early retirees). The District engaged an actuary to analyze the liabilities associated with its current retiree health program as of February 1, 2014 (the valuation date).

ANALYSIS

The study determined an actuarial present value of total projected benefits (APVTPB) for the District in the amount of \$10,770,635. If all actuarial assumptions are correct, this is the amount that will be sufficient to pay all promised benefits until the last current employee, or retiree, dies or reaches maximum eligibility age. The District's established Retirement Benefits Trust has an actuarial value as of January 31, 2014 of \$3,288,535, leaving a shortfall of \$7,482,100.

Paying off the Post-Retirement Health Benefits for current and retired employees will eliminate an annual assessment to the colleges in the amount of \$1,319,634 (\$750,000 to fund the existing liability plus \$569,634 to cover future costs for current employees).

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

## FINANCIAL IMPLICATIONS

\$7,482,100 will be transferred to Fund 68 (Retirement Benefits Fund) from the colleges' Unrestricted Reserves to provide funding for the Post-Retirement Health Benefits related to GASB 43 & 45. San Bernardino Valley College will contribute \$5,177,613 and Crafton Hills College will contribute \$2,304,487.

Retiree benefits for future employees will be treated as any other benefit and charged to the colleges accordingly on an annual basis.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Dr. Gloria Fisher, Interim President, SBVC *Gloria Fisher 4-21-14*  
**PREPARED BY:** Dr. Gloria Fisher, Interim President, SBVC *Gloria Fisher 4-21-14*  
**DATE:** May 8, 2014  
**SUBJECT:** Advancement in Rank - SBVC

**RECOMMENDATION**

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

**OVERVIEW**

In accordance with the SBVC Advancement in Rank Policy, the faculty members listed on the attached memo have received advancement in rank.

**ANALYSIS**

**BOARD IMPERATIVE**

**FINANCIAL IMPLICATIONS**

None.



# MEMORANDUM

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**TO:** Dr. Gloria Fisher, Interim President *Gloria Fisher 4-21-14*  
**FROM:** Algie Au, Academic Senate Vice President  
**Date:** April 15, 2014  
**Re:** Advancement in Academic Rank

---

Per the SBCCD Administrative Procedure 7210, the Advancement in Rank committee was convened to consider nominations for advancement. The committee was comprised of six faculty (Kelly Barnett, Ann Gibbons, Leticia Hector, Celia Huston, Joel Lamore, Reginald Metu) and one manager (Haragewen Kinde).

We recommend the following faculty advance from Assistant Professor to Associate Professor:

- Victoria Anemelu, Mathematics
- Gail Mail, Nursing
- Stacy Meyer, Culinary Arts
- Romana Pires, Sociology
- Roger Powell, Computer Information Technology

We recommend the following faculty advance from Associate Professor to Professor:

- Kathryn Adams, Child Development
- Sharon Chapman, English
- Diane Hunter, English
- Marianne Klingstrand, Psychiatric Technology

We recommend the following faculty have achieved the title of Professor Emeritus:

- Bill McKie, English
- Ed Perez, English

Please forward this as information to the SBCCD 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: May 8, 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 – May 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
Brady	Jason	TESS	Continually providing exemplary service in the area of website design and support.	Anonymous
Brady	Jason	Annex	Jason did a wonderful job hosting our Sitecore workshop and open lab for Classified Connection Week on March 18th. Thank you Jason	Cassandra Thomas
Ferracone	Donna	Board	Thank you for your outstanding service as the Gala Chair. Your input provided a smooth flow throughout the evening, and the event was a tremendous success thanks to your guidance. Thank you for your dedication to CHC and the Board	Michelle Riggs
Fields	Whitney	Environmental Health & Safety	Whitney did a great job hosting the Safety workshop during the Classified Connection Week. Thank you so much Whitney!	Cassandra Thomas

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Flores	June	Purchasing	June did an excellent job co-hosting the Classified Connection Week workshop on Financial 2000. Thank you so much June!	Cassandra Thomas
Guerrero	Gina	KVCR	She took over some of my job functions during my leave of absence which I am tremendously grateful for. It allowed me to take the necessary time off and not worry about some of the tasks of my job.	Yendis Battle
Harrison	Gloria	Board	Your expertise, dedication and passion are integral to the success of the CHC Foundation. Thank you for your help in the planning and execution of the successful 2014 fundraising Gala and your ongoing commitment to the Board.	Michelle Riggs
Jones	Chris	Print Shop	Thank you for the fast turn around and professional service. A poster order placed and completed in one day was a fantastic addition to the 2014 Gala decorations. I truly appreciate your responsiveness and hard work!	Michelle Riggs



LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Newbury	Krysten	Police	Krysten did a great job hosting the Active Shooter workshop during the Classified Connection Week. Thank you so much Krysten!	Cassandra Thomas
Nichols	Barbara	KVCR	She took over some of my job functions during my leave of absence which I am tremendously grateful for. It allowed me to take the necessary time off and not worry about some of the tasks of my job.	Yendis Battle
Oberhelman	Jason	Purchasing	Jason did an excellent job co-hosting the Classified Connection Week workshop on Financial 2000. Thank you so much Jason!	Cassandra Thomas
Oberhelman	Jason	Purchasing	He is always so kind and helpful. Very quick to respond back to our purchasing questions and concerns.	Anonymous
Parada	Osman	TESS	Osman takes the initiative to assist in any way he can -- providing exceptional customer service over and above the norm -- very much appreciated!	Nicole Williams

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Piggott	Gloria	Print Shop	You are such a delight to work with. Thank you for your professionalism, expertise, and just being so nice. I really appreciate you and the beautiful job you do with the design and print work.	Michelle Riggs
Ryckevic	Susan	Fiscal Services	Thank you for providing friendly and professional support. You went over and beyond the call of duty and your help was so very appreciated.	Shari Blackwell
Smith	Debra	Custodial	Debra's commitment to giving outstanding support is to be comended. She goes aobve and beyond whenever a request is made. Debra can be depended upon.	Anonymous
Whitehead	Laura	Emergency Preparedness	Laura did a great job hosting the Emergency Preparedness workshop during the Classified Connection Week. Thank you so much Laura!	Cassandra Thomas

CHC

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Barra	Vicky	Admissions	Thank you for stepping in and assisting with the last minute tasks associated with the 2014 Gala. You truly are a team player and I am so thankful for your help!	Michelle Riggs
Bender	Mary	Career Education and Human Development	Thank you for your support & willingness to step in and assist with the last minute preparations for the Gala. You were instrumental in getting the final details finished.	Michelle Riggs
Chavez	Eddie	Custodial	Thank you so much for always lending a hand when needed. You are a pleasure to work with and I truly appreciate you! Thank you so much for your help transporting Gala supplies.	Michelle Riggs
Childers	Karen	Resource Development and Grants	I wanted to take a moment to thank you for your help with the Gala. Thanks to you, 2014 was another great success!	Michelle Riggs
Cole	Michelle	Student Life	Many thanks go out to Michelle for always being so helpful and available to the Respiratory Care Department and students.	Cynthia Bidney

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Colvey	Kirsten	Counseling & Matriculation	Thank you for the innovative ideas & programs you have brought to Counseling and Matriculation & for all of the wonderful ways that we are working toward future goals in this area.	CHC Assessment and Testing Center
Contreras	Amber	Respiratory Care	Amber is a very hard worker and is always willing to take on more responsibility when needed. She has willingly stepped into a difficult role and made it look easy. Great job Amber!	Anonymous
Franco	Vicky	Office of Instruction	Thank you so much for helping with the Gala centerpieces. I really appreciate your willingness to volunteer and had fun spending time with you during our glitter parties.	Michelle Riggs
Gundersen	Cyndi	Resource Development and Grants	Thank you for helping to make our 2014 Gala an amazing success. From the glitter parties, set-up, registering guests, and recording the live auction bids, your help was invaluable.	Michelle Riggs
Hallex	Alicia	DSPS	Alicia has used her training in the Counseling Office and Transfer Center to help students get the information they need to succeed at Crafton. She is a huge asset to the DSPS Office.	Wendy Derbort

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Heilgeist	Kristina	Office of Instruction	Thank you for your help with the 2014 Gala. I appreciate you volunteering, taking work home, and getting it done – even with a family emergency. You truly are a team player!	Michelle Riggs
Hoffmann	Donna	Marketing	It was so helpful to have someone with experience planning big events as a resource. Thank you for your guidance, great ideas, and hands on help to make the Gala a huge success.	Michelle Riggs
Holt	Kelly	Custodial	For doing an outstanding job in the LRC! For your kindness to students, staff, and faculty!	
Johnson	Daniel	Custodial	Thank you so much for your help moving all of the Gala baskets, boxes & miscellaneous items from the LADM 3 <sup>rd</sup> floor to completely fill 2 vehicles. Your help is appreciated!	Michelle Riggs
Marshall	Cheryl	President	Thank you so much for your help and hard work making the 2014 Gala a huge success. Your performance with the dance team was the highlight of the night! Thank you for being so much fun to work for!	Michelle Riggs

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Martin	Lisa	Transfer Center	For your excellent service to our transfer students and going out of your way to support the center's activities.	Mariana Moreno
McClain	Julie	Resource Development and Grants	Thank you for the beautiful print work and artwork you create. I am constantly astonished by your creativity and talent. I am so fortunate to have the opportunity to work with you.	Michelle Riggs
McCool	Karol	Library	Karol is an excellent librarian. She is my partner at the Reference desk in the mornings and afternoons. I would not man the Reference desk without her.	Laura Winningham
Mena	Matt	Custodial	Thank you for your quick response and efficiency in moving all of the Gala supplies from LADM 3 <sup>rd</sup> floor to Parking Lot E. I really appreciate your help.	Michelle Riggs
Paddock	Ericka	Student Life	Thank you for your hard work and dedication that helped make the 2014 Gala fundraiser a great success. Your professionalism, expertise and contributions are very much appreciated!	Michelle Riggs

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Paddock	Ericka	Student Life	Every time I had a problem with a teacher or student she would go out of her way to help me. No matter how busy, she still had time for me & other students. She's the best!	Ryan Langlois
Rahn	Charlie	Audio/Visual	The Gala was extraordinarily successful this year and much of that is due to the hard work and expertise out Audio/Visual staff dedicates to us before, during, and after the event. Thank you!	Michelle Riggs
Reece	Bryan	Office of Instruction	Wow! What a great job you did as this year's emcee at the Gala. We still are feeling the positive "buzz", and reveling in the compliments we've been receiving on your behalf.	Michelle Riggs
Riggs	Michelle	Resource Development and Grants	Michelle led efforts to hold the 2014 CHC Foundation Gala. Her dedication and creative ideas helped make the event a huge success. Thank you for giving 110%!	Karen Childers
Rodriquez	Nicole	Resource Development and Grants	I want to thank you for your hard work on the 2014 Gala. Your efforts helped make the event the success that it was. I look forward to continuing to work with you in the future.	Michelle Riggs

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
St. Jean	Cyndie	President's Office	Thank you for playing a key role in the success of the 2014 Gala. You are a great resource & bring many terrific ideas. I look forward to continuing to work with you on future events.	Michelle Riggs
Shibley	Paul	Tutoring	Paul went above and beyond to make sure I grasped writing techniques.	Yvonne Delgado
Simonson	Kristi	Marketing	I am so grateful for all your help. Thank you for getting the PayPal buttons placed and replaced constantly on our event webpages to help us raise funds which support Crafton students and programs.	Michelle Riggs
Strong	Mike	Administrative Services	Thank you for the great job you did as auctioneer at the Gala. Your humor, crowd involvement, and genuine care about the success of Crafton were instrumental elements leading to the success of the night.	Michelle Riggs
Veloni	Shane	Audio/Visual	Thank you SO much for a fabulous job well done at our 2014 Gala. Everything went smoothly and once again we couldn't have done it without you. Thank you for your dedication to make everything perfect.	Michelle Riggs



LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Williams	Gary	Psychology	Excellent professor who is always willing to help students succeed in many areas. He's a great advisor who truly demonstrates he cares.	Anonymous
Wood	Betty Jo	CHC Foundation Board Member	Thank you for your time & passion in every step of planning the 2014 Gala. Thanks to your generosity & determination, the TIC club raiser over \$500 toward scholarships – more than any club has ever earned at a Gala.	Michelle Riggs
Zuniga	Ruby	Title V	For going above and beyond to help me with clerical support during the transition with the Substitute Services Tech position.	Mariana Moreno

SBVC

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Bojorquez	Ana	DSP&S Office	Ana is a patient and kind person to receive service from. She goes out of her way to help us.	Tamara M. Johnson, Student
Carmell	Melissa	Admissions & Records Office	Your help and assistance this week for Basic Academy registration is greatly appreciated. Thank you!	Jennifer Rodrick

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Clark	Tamala	EOP&S/CARE	Tamala has always been very diligent in completing her tasks and assignments. She is a team player and is very creative.	Carmen Rodriguez
Clarke	Christopher	Planetarium	Christopher did a great job preparing and hosting the History of SBVC workshop during the Classified Connection Week. Thank you so much Christopher!	Cassandra Thomas
Eaton	Grayling	Custodial	Gray did a great job hosting the Know Your Contract workshop during the Classified Connection Week. Thank you so much Gray!	Cassandra Thomas
Feist	John	Campus Technology Services	John did a great job hosting our Outlook workshop for Classified Connection Week on March 18 <sup>th</sup> . Thank you John!	Cassandra Thomas
Feist	John	Campus Technology Services	John was working on my student laptops and noticed that they were taking way too long to shut down. I was told previously that there was nothing that could be done. John took the time, tried different things and figured it out.	Cassandra Thomas
Fender	Rochelle	Nursing Department	For her amazing dedication, creativity and organization skills for the nursing program and students.	Michele Spahn

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Halim	Roslin	Administrative Services/CBO	For always providing service with friendliness and courtesy. A true professional!	Shari Blackwell
Hamdy	Rania	Professional Development	Rania did an excellent job coordinating this year's "Classified Connection Week". She came in and shared her vision with us and worked hard to ensure the week was as successful as it was. We are lucky to have her.	Cassandra Thomas
Hrdlicka	Ricky	Campus Technology Services	Wonderful service...fast and accurate!	Erica Hrdlicka
Huston	Celia	Library	Going above and beyond to help fellow employees with information needed to complete reports on a timely manner.	Stacy Meyer
Jedinak	Heather	SBCCD Employees FCU	Heather has continually gone above and beyond her duties as Manager of the credit union. She has encouraged me and has helped me to manage my finances with compassion, yet with the utmost professionalism as well.	Lynnette Davis
Jenkins	Patricia	Physics	Patricia did a great job preparing and hosting the History of SBVC workshop during the Classified Connection Week. Thank you so much Patricia!	Cassandra Thomas

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Karge	Sandy	CDC	I want to thank Sandy for all her hard work and dedication. Sandy always goes above and beyond her duties. Sandy is very passionate about her job, the children, and the staff she works with.	Diane Roque
King	Rose	Tutorial Services, Math Division	Rose King has played a key role in the support of our students who work as tutors. She encourages and embraces their personal and professional development.	Tatiana Vasquez
Laughlin	Larry	Maintenance Department	Mr. Laughlin repaired and mounted two sets of cardboard mailboxes for our adjunct faculty in our division. Due to the unforeseen need of hiring adjunct instructors, it was difficult to obtain decent mailboxes for their use.	Vivian Marquez
Maurizi	Dr. Tamara	Nursing	Dedication, perseverance and long hours preparing for the Board of Registered Nursing Site visit for SBVC Nursing program.	Michele Spahn
Miller	Sarah	Biology	She supports to the full extend a teaching environment that seeks innovation. Her impact is extraordinary to both faculty and students.	Tatiana Vasquez

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Pasillas	Karol	Administrative Services Office	Karol Pasillas has skillfully and with great patients, applied her organization knowledge ensuring our division's requests for the one time funding accounts were correct and addressed our needs. Thank you so much.	Vivian Marquez
Rojas	Cesar	Grounds Department	Daily dedication to serving the needs of the campus. Works hard to ensure the athletic fields are maintained and look as good as possible year round.	Kristin Hauge
Rubio	Dave	Athletics	Providing leadership and support for all our athletic teams' coaches and supporting staff.	Mike Sola
Sylva	Brian	Athletics	Thorough dedication from working diligently as a Sports Information Specialist.	Mike Sola
Thomas	Cassandra (Casey)	Chemistry Department	Casey did an excellent job helping with the planning and coordination of Classified Connection Week!	Rania Hamdy
Van Osterhoudt	Patricia	Reading Department	I'm very thankful I had Professor Van Osterhoudt as a teacher. She was great help and never neglected any students. Great teacher overall.	Daniel Martinez, Student

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Vargas	Gino	Maintenance Department	Mr. Vargas located badly needed cardboard mailboxes for our division. Something as simple as these items assisted us greatly in providing support for our adjunct instructors.	Vivian Marquez
Wells	Carol	Nursing	Dedication, perseverance and long hours of preparation for the Board of registered Nursing Site Visit for SBVC Nursing Program.	Michele Spahn

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: May 8, 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 April 22, 2014. It reflects summary information for all District funds, grouped by category within each fund.

As of April 22, the District was 81.0% through the fiscal year and had spent and encumbered about 70.4% 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 4/22/2014  
81.0% of Fiscal Year Elapsed

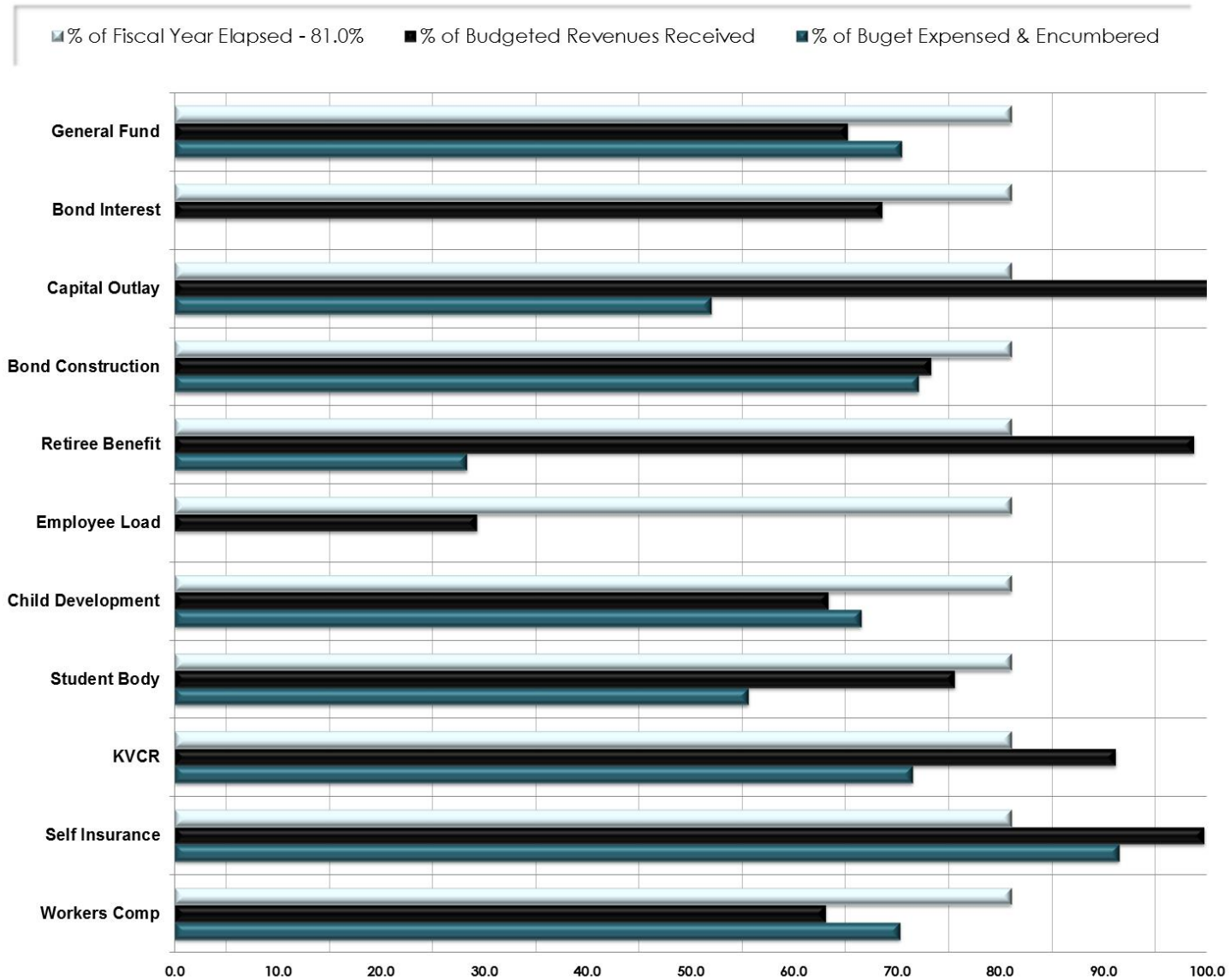
	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$ 95,745,907	\$ 62,479,261	65.3%	\$ 102,535,927	\$ 72,209,608	70.4%	<i>Regular patterns of activity throughout the year.</i>
21 Bond Interest & Redemption	\$ 24,226,400	\$ 16,609,402	68.6%	\$ 24,226,400	\$ 24,183,601	99.8%	<i>Majority of revenues to be received April-June of 2014.</i>
41 Capital Outlay Projects	\$ 2,587,967	\$ 4,558,782	176.2%	\$ 3,361,640	\$ 1,747,968	52.0%	<i>Expenses in this fund are sporadic.</i>
42 Bond Construction	\$ 125,000	\$ 91,606	73.3%	\$ 91,067,714	\$ 65,618,043	72.1%	<i>Expensed/Encumbered is comprised of \$15,149,770 in expenditures (16.6% of budget) and \$50,468,273 in encumbrances.</i>
68 Retiree Benefit	\$ 763,000	\$ 753,650	98.8%	\$ 1,302,001	\$ 368,449	28.3%	<i>20 additional retirees than anticipated; budget adjustment submitted at February Board meeting.</i>
69 Employee Load	\$ 450	\$ 132	29.3%	\$ 450	\$ -	0.0%	
72 Child Development	\$ 2,749,090	\$ 1,742,351	63.4%	\$ 2,747,790	\$ 1,827,184	66.5%	<i>Regular patterns of activity throughout the year.</i>
73 Student Body Center Fee	\$ 272,952	\$ 206,369	75.6%	\$ 272,952	\$ 151,690	55.6%	
74 KVCR	\$ 5,900,437	\$ 5,380,683	91.2%	\$ 6,292,244	\$ 4,498,318	71.5%	<i>Revenues are sporadic. Expensed/Encumbered comprised of \$4,058,170 in expenditures (64.4% of budget), and \$440,148 in encumbrances. Revenue includes loan forgiveness of \$2,260,440.</i>
78 Self Insurance-Liability	\$ 603,000	\$ 601,689	99.8%	\$ 600,000	\$ 548,916	91.5%	<i>Annual premiums paid at beginning of fiscal year.</i>
84 Workers Compensation	\$ 1,250,000	\$ 788,541	63.1%	\$ 1,250,000	\$ 878,208	70.3%	<i>Regular patterns of revenue activity throughout the year. Expenses are sporadic; encumbrances account for \$6,615.</i>



# Budget Revenue & Expenditure Summary

Year to Date 4/22/2014

81.0% of Fiscal Year Elapsed



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	6,135,255.20	1,853,501.81	1,853,501.81	30.2	0.00	4,281,753.39	69.7
8600.00 STATE REVENUES	68,290,762.09	46,296,043.14	46,296,043.14	67.7	0.00	21,994,718.95	32.2
8800.00 LOCAL REVENUES	21,296,563.00	14,304,980.04	14,304,980.04	67.1	0.00	6,991,582.96	32.8
8900.00 OTHER FINANCING SOURCES	23,326.60	24,736.02	24,736.02	100.0	0.00	1,409.42-	.0
TOTAL: 8000	95,745,906.89	62,479,261.01	62,479,261.01	65.2	0.00	33,266,645.88	34.7
1100.00 CONTRACT CLASSROOM INST.	14,979,376.12	11,974,949.40	11,974,949.40	79.9	0.00	3,004,426.72	20.0
1200.00 CONTRACT CERT. ADMINISTRATORS	8,333,502.35	5,486,458.98	5,486,458.98	65.8	0.00	2,847,043.37	34.1
1300.00 INSTRUCTORS DAY/HOURLY	7,962,910.50	6,591,909.56	6,591,909.56	82.7	0.00	1,371,000.94	17.2
1400.00 NON-INSTRUCTION HOURLY CERT.	2,015,740.49	1,092,738.78	1,092,738.78	54.2	200.00	922,801.71	45.7
TOTAL: 1000	33,291,529.46	25,146,056.72	25,146,056.72	75.5	200.00	8,145,272.74	24.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	16,257,198.31	11,872,951.48	11,872,951.48	73.0	0.00	4,384,246.83	26.9
2200.00 INSTRUCTIONAL AIDS	1,233,216.92	817,697.85	817,697.85	66.3	0.00	415,519.07	33.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,827,326.03	1,800,353.60	1,800,353.60	63.6	0.00	1,026,972.43	36.3
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,461,790.00	870,271.97	870,271.97	59.5	0.00	591,518.03	40.4
TOTAL: 2000	21,779,531.26	15,361,274.90	15,361,274.90	70.5	0.00	6,418,256.36	29.4
3100.00 CERTIFICATED RETIREMENT	2,098,467.69	1,814,686.95	1,814,686.95	86.4	0.00	283,780.74	13.5
3200.00 CLASSIFIED RETIREMENT	2,317,519.59	1,609,294.26	1,609,294.26	69.4	0.00	708,225.33	30.5
3300.00 OASDHI /FICA	2,053,018.89	1,485,178.47	1,485,178.47	72.3	0.00	567,840.42	27.6
3400.00 HEALTH AND WELFARE BENEFITS	8,760,997.31	5,662,745.80	5,662,745.80	64.6	0.00	3,098,251.51	35.3
3500.00 STATE UNEMPLOYMENT INSURANCE	27,335.26	86,117.15	86,117.15	100.0	0.00	58,781.89-	.0
3600.00 WORKERS COMPENSATION INSURANCE	1,000,105.37	668,625.00	668,625.00	66.8	0.00	331,480.37	33.1
3900.00 OTHER BENEFITS	193,319.83	157,412.97	157,412.97	81.4	0.00	35,906.86	18.5
TOTAL: 3000	16,450,763.94	11,484,060.60	11,484,060.60	69.8	0.00	4,966,703.34	30.1
4100.00 TEXTBOOKS	75,205.77	38,606.09	38,606.09	51.3	31,622.94	4,976.74	6.6
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	95,861.06	43,370.50	43,370.50	45.2	2,988.63	49,501.93	51.6
4300.00 INSTRUCTIONAL SUPPLIES	536,713.75	238,509.00	238,509.00	44.4	126,496.57	171,708.18	31.9
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	47,167.94	1,752.06	1,752.06	3.7	15,319.26	30,096.62	63.8
4500.00 NONINSTRUCTIONAL SUPPLIES	1,397,207.86	555,472.87	555,472.87	39.7	350,339.86	491,395.13	35.1
4700.00 FOOD SUPPLIES	8,933.65	2,275.77	2,275.77	25.4	5,857.88	800.00	8.9
TOTAL: 4000	2,161,090.03	879,986.29	879,986.29	40.7	532,625.14	748,478.60	34.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	7,477,769.36	2,506,409.87	2,506,409.87	33.5	2,620,462.91	2,350,896.58	31.4
5200.00 TRAVEL & CONFERENCE EXPENSES	899,607.22	410,621.28	410,621.28	45.6	133,542.24	355,443.70	39.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	377,798.85	216,982.55	216,982.55	57.4	24,138.60	136,677.70	36.1
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	2,762,279.30	1,908,297.00	1,908,297.00	69.0	767,455.22	86,527.08	3.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	3,113,718.79	1,978,226.86	1,978,226.86	63.5	616,436.86	519,055.07	16.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	529,000.00	388,780.64	388,780.64	73.4	65,368.17	74,851.19	14.1
5800.00 OTHER OPERATING EXP-DIST. USE	6,175,665.93	742,594.70	742,594.70	12.0	134,452.81	5,298,618.42	85.7
TOTAL: 5000	21,481,839.45	8,275,685.90	8,275,685.90	38.5	4,361,856.81	8,844,296.74	41.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	95,164,754.14	61,147,064.41	61,147,064.41	64.2	4,894,681.95	29,123,007.78	30.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	111,944.00	53,607.50	53,607.50	47.8	8,342.50	49,994.00	44.6
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	122,930.00	22,196.00	22,196.00	18.0	10,275.00	90,459.00	73.5
6300.00 LIBRARY BOOKS - EXPANSION	122,897.49	66,507.14	66,507.14	54.1	31,533.78	24,856.57	20.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,940,308.38	679,722.82	679,722.82	35.0	468,350.92	792,234.64	40.8
TOTAL: 6000	2,298,079.87	822,033.46	822,033.46	35.7	518,502.20	957,544.21	41.6
TOTAL: 1000-6999	97,462,834.01	61,969,097.87	61,969,097.87	63.5	5,413,184.15	30,080,551.99	30.8
7300.00 INTERFUND TRANSFERS	4,310,440.09	4,135,438.09	4,135,438.09	95.9	0.00	175,002.00	4.0
7500.00 OTHER OUTGO-STUDENT FIN AID	57,255.00	31,255.00	31,255.00	54.5	9,671.50	16,328.50	28.5
7600.00 OTHER STUDENT AID	705,397.43	336,217.51	336,217.51	47.6	314,744.27	54,435.65	7.7
TOTAL: 7000	5,073,092.52	4,502,910.60	4,502,910.60	88.7	324,415.77	245,766.15	4.8
TOTAL: 1000-7999	102,535,926.53	66,472,008.47	66,472,008.47	64.8	5,737,599.92	30,326,318.14	29.5

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	95,745,906.89	62,479,261.01	62,479,261.01	65.2	0.00	33,266,645.88	34.7
TOTAL:	1000-5999	95,164,754.14	61,147,064.41	61,147,064.41	64.2	4,894,681.95	29,123,007.78	30.6
TOTAL:	1000-6999	97,462,834.01	61,969,097.87	61,969,097.87	63.5	5,413,184.15	30,080,551.99	30.8
TOTAL:	1000-7999	102,535,926.53	66,472,008.47	66,472,008.47	64.8	5,737,599.92	30,326,318.14	29.5
TOTAL EXPENSES	(1000 - 7999)	102,535,926.53	66,472,008.47	66,472,008.47	64.8	5,737,599.92	30,326,318.14	29.5

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	123,823.42	123,823.42	48.2	0.00	132,576.58	51.7
8800.00 LOCAL REVENUES	23,970,000.00	16,485,578.84	16,485,578.84	68.7	0.00	7,484,421.16	31.2
TOTAL: 8000	24,226,400.00	16,609,402.26	16,609,402.26	68.5	0.00	7,616,997.74	31.4
7100.00 DEBT RETIREMENT	24,226,400.00	24,183,601.44	24,183,601.44	99.8	0.00	42,798.56	.1
TOTAL: 7000	24,226,400.00	24,183,601.44	24,183,601.44	99.8	0.00	42,798.56	.1
TOTAL: 1000-7999	24,226,400.00	24,183,601.44	24,183,601.44	99.8	0.00	42,798.56	.1

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	16,609,402.26	16,609,402.26	68.5	0.00	7,616,997.74	31.4
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	24,183,601.44	24,183,601.44	99.8	0.00	42,798.56	.1
TOTAL EXPENSES	(1000 - 7999)	24,226,400.00	24,183,601.44	24,183,601.44	99.8	0.00	42,798.56	.1

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	535,243.15	71,091.15	71,091.15	13.2	0.00	464,152.00	86.7
8800.00 LOCAL REVENUES	2,052,723.60	4,487,691.25	4,487,691.25	100.0	0.00	2,434,967.65-	.0
TOTAL: 8000	2,587,966.75	4,558,782.40	4,558,782.40	100.0	0.00	1,970,815.65-	.0
4500.00 NONINSTRUCTI ONAL SUPPLI ES	8,491.00	2,239.47	2,239.47	26.3	3,548.85	2,702.68	31.8
TOTAL: 4000	8,491.00	2,239.47	2,239.47	26.3	3,548.85	2,702.68	31.8
5100.00 PERSON&CONSULTANT SVC-DI ST. USE	244,000.62	73,053.89	73,053.89	29.9	94,411.73	76,535.00	31.3
5500.00 UTILI TI ES & HOUSEKEEP-DI ST. USE	2,900.00	0.00	0.00	.0	2,900.00	0.00	.0
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	281,556.38	161,319.43	161,319.43	57.2	111,971.98	8,264.97	2.9
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	531,580.60	234,373.32	234,373.32	44.0	209,283.71	87,923.57	16.5
TOTAL: 1000-5999	540,071.60	236,612.79	236,612.79	43.8	212,832.56	90,626.25	16.7
6100.00 SITES & IMPROVEMENTS-DI ST. USE	628,043.83	3,252.16	3,252.16	.5	11,158.09	613,633.58	97.7
6200.00 BUI LDI NGS&I MPROVEMENT-DI ST. USE	757,212.37	0.00	0.00	.0	0.00	757,212.37	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,436,311.95	731,437.89	731,437.89	50.9	552,674.04	152,200.02	10.5
TOTAL: 6000	2,821,568.15	734,690.05	734,690.05	26.0	563,832.13	1,523,045.97	53.9
TOTAL: 1000-6999	3,361,639.75	971,302.84	971,302.84	28.8	776,664.69	1,613,672.22	48.0

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)	2,587,966.75	4,558,782.40	4,558,782.40	100.0	0.00	1,970,815.65-	.0
TOTAL:	1000-5999	540,071.60	236,612.79	236,612.79	43.8	212,832.56	90,626.25	16.7
TOTAL:	1000-6999	3,361,639.75	971,302.84	971,302.84	28.8	776,664.69	1,613,672.22	48.0
TOTAL:	1000-7999	3,361,639.75	971,302.84	971,302.84	28.8	776,664.69	1,613,672.22	48.0
TOTAL EXPENSES	(1000 - 7999)	3,361,639.75	971,302.84	971,302.84	28.8	776,664.69	1,613,672.22	48.0



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	91,606.14	91,606.14	73.2	0.00	33,393.86	26.7
TOTAL: 8000	125,000.00	91,606.14	91,606.14	73.2	0.00	33,393.86	26.7
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	1,547,362.69	206,769.58	206,769.58	13.3	960,577.95	380,015.16	24.5
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	1,911,141.69	396,589.10	396,589.10	20.7	0.00	1,514,552.59	79.2
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	120,000.00	86,283.40	86,283.40	71.9	0.00	33,716.60	28.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	475,000.00	58,348.25	58,348.25	12.2	253,176.14	163,475.61	34.4
5800.00 OTHER OPERATING EXP-DIST. USE	3,382,443.00	3,350.00	3,350.00	.0	18,800.00	3,360,293.00	99.3
TOTAL: 5000	7,441,947.38	751,340.33	751,340.33	10.0	1,232,554.09	5,458,052.96	73.3
TOTAL: 1000-5999	7,445,188.00	753,475.99	753,475.99	10.1	1,232,554.09	5,459,157.92	73.3
6100.00 SITES & IMPROVEMENTS-DIST. USE	1,692,400.00	36,315.95	36,315.95	2.1	201,605.17	1,454,478.88	85.9
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	80,187,042.00	14,348,353.60	14,348,353.60	17.8	49,005,655.92	16,833,032.48	20.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,743,084.00	11,624.32	11,624.32	.6	28,458.09	1,703,001.59	97.7
TOTAL: 6000	83,622,526.00	14,396,293.87	14,396,293.87	17.2	49,235,719.18	19,990,512.95	23.9
TOTAL: 1000-6999	91,067,714.00	15,149,769.86	15,149,769.86	16.6	50,468,273.27	25,449,670.87	27.9

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	125,000.00	91,606.14	91,606.14	73.2	0.00	33,393.86	26.7
TOTAL:	1000-5999	7,445,188.00	753,475.99	753,475.99	10.1	1,232,554.09	5,459,157.92	73.3
TOTAL:	1000-6999	91,067,714.00	15,149,769.86	15,149,769.86	16.6	50,468,273.27	25,449,670.87	27.9
TOTAL:	1000-7999	91,067,714.00	15,149,769.86	15,149,769.86	16.6	50,468,273.27	25,449,670.87	27.9
TOTAL EXPENSES	(1000 - 7999)	91,067,714.00	15,149,769.86	15,149,769.86	16.6	50,468,273.27	25,449,670.87	27.9

BDX110  
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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	161.84	161.84	100.0	0.00	161.84-	.0
TOTAL: 8000	0.00	161.84	161.84	100.0	0.00	161.84-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	161.84	161.84	100.0	0.00	161.84-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	13,000.00	3,650.11	3,650.11	28.0	0.00	9,349.89	71.9
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	753,650.11	753,650.11	98.7	0.00	9,349.89	1.2
3300.00 OASDHI /FICA	0.00	87.06	87.06	100.0	0.00	87.06-	.0
3400.00 HEALTH AND WELFARE BENEFITS	536,559.00	359,356.81	359,356.81	66.9	0.00	177,202.19	33.0
3500.00 STATE UNEMPLOYMENT INSURANCE	2.00	4.63	4.63	100.0	0.00	2.63-	.0
3900.00 OTHER BENEFITS	765,440.00	9,000.00	9,000.00	1.1	0.00	756,440.00	98.8
TOTAL: 3000	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7
TOTAL: 1000-5999	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7

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	753,650.11	753,650.11	98.7	0.00	9,349.89	1.2
TOTAL:	1000-5999	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7
TOTAL:	1000-6999	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7
TOTAL:	1000-7999	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7
TOTAL EXPENSES	(1000 - 7999)	1,302,001.00	368,448.50	368,448.50	28.2	0.00	933,552.50	71.7

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	131.88	131.88	29.3	0.00	318.12	70.6
TOTAL: 8000	450.00	131.88	131.88	29.3	0.00	318.12	70.6
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	131.88	131.88	29.3	0.00	318.12	70.6
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	113,673.97	113,673.97	77.4	0.00	33,146.03	22.5
8600.00 STATE REVENUES	2,378,527.00	1,538,008.55	1,538,008.55	64.6	0.00	840,518.45	35.3
8800.00 LOCAL REVENUES	223,743.00	90,668.25	90,668.25	40.5	0.00	133,074.75	59.4
TOTAL: 8000	2,749,090.00	1,742,350.77	1,742,350.77	63.3	0.00	1,006,739.23	36.6
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,181,721.00	767,305.98	767,305.98	64.9	0.00	414,415.02	35.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	400,844.00	223,958.33	223,958.33	55.8	0.00	176,885.67	44.1
TOTAL: 2000	1,582,565.00	991,264.31	991,264.31	62.6	0.00	591,300.69	37.3
3100.00 CERTIFICATED RETIREMENT	16,709.00	12,552.39	12,552.39	75.1	0.00	4,156.61	24.8
3200.00 CLASSIFIED RETIREMENT	95,431.00	69,794.76	69,794.76	73.1	0.00	25,636.24	26.8
3300.00 OASDHI/FICA	76,910.00	50,594.63	50,594.63	65.7	0.00	26,315.37	34.2
3400.00 HEALTH AND WELFARE BENEFITS	452,126.00	289,306.31	289,306.31	63.9	0.00	162,819.69	36.0
3500.00 STATE UNEMPLOYMENT INSURANCE	639.00	428.69	428.69	67.0	0.00	210.31	32.9
3600.00 WORKERS COMPENSATION INSURANCE	61,500.00	39,125.00	39,125.00	63.6	0.00	22,375.00	36.3
3900.00 OTHER BENEFITS	5,358.00	5,053.42	5,053.42	94.3	0.00	304.58	5.6
TOTAL: 3000	708,673.00	466,855.20	466,855.20	65.8	0.00	241,817.80	34.1
4300.00 INSTRUCTIONAL SUPPLIES	91,877.00	51,017.29	51,017.29	55.5	31,653.61	9,206.10	10.0
4500.00 NONINSTRUCTIONAL SUPPLIES	122,295.00	52,020.21	52,020.21	42.5	53,535.26	16,739.53	13.6
4700.00 FOOD SUPPLIES	118,000.00	84,027.59	84,027.59	71.2	31,781.60	2,190.81	1.8
TOTAL: 4000	332,172.00	187,065.09	187,065.09	56.3	116,970.47	28,136.44	8.4
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	825.00	825.00	82.5	0.00	175.00	17.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	19,575.00	3,084.16	3,084.16	15.7	0.00	16,490.84	84.2
5800.00 OTHER OPERATING EXP-DIST. USE	16,844.00	2,522.03	2,522.03	14.9	0.00	14,321.97	85.0
TOTAL: 5000	39,919.00	6,431.19	6,431.19	16.1	0.00	33,487.81	83.8
TOTAL: 1000-5999	2,663,329.00	1,651,615.79	1,651,615.79	62.0	116,970.47	894,742.74	33.5
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	19,183.01	19,183.01	32.2	39,415.08	862.91	1.4
TOTAL: 6000	84,461.00	19,183.01	19,183.01	22.7	39,415.08	25,862.91	30.6
TOTAL: 1000-6999	2,747,790.00	1,670,798.80	1,670,798.80	60.8	156,385.55	920,605.65	33.5

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,749,090.00	1,742,350.77	1,742,350.77	63.3	0.00	1,006,739.23	36.6
TOTAL:	1000-5999	2,663,329.00	1,651,615.79	1,651,615.79	62.0	116,970.47	894,742.74	33.5
TOTAL:	1000-6999	2,747,790.00	1,670,798.80	1,670,798.80	60.8	156,385.55	920,605.65	33.5
TOTAL:	1000-7999	2,747,790.00	1,670,798.80	1,670,798.80	60.8	156,385.55	920,605.65	33.5
TOTAL EXPENSES	(1000 - 7999)	2,747,790.00	1,670,798.80	1,670,798.80	60.8	156,385.55	920,605.65	33.5

Fund: 73 STUDENT BODY CENTER FEE FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	272,952.00	206,369.23	206,369.23	75.6	0.00	66,582.77	24.3
TOTAL: 8000	272,952.00	206,369.23	206,369.23	75.6	0.00	66,582.77	24.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	84,504.00	63,369.00	63,369.00	74.9	0.00	21,135.00	25.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	55,000.00	38,810.00	38,810.00	70.5	0.00	16,190.00	29.4
TOTAL: 2000	139,504.00	102,179.00	102,179.00	73.2	0.00	37,325.00	26.7
3200.00 CLASSIFIED RETIREMENT	9,680.00	7,250.48	7,250.48	74.9	0.00	2,429.52	25.0
3300.00 OASDHI/FICA	6,464.00	4,847.73	4,847.73	74.9	0.00	1,616.27	25.0
3400.00 HEALTH AND WELFARE BENEFITS	28,982.00	21,736.62	21,736.62	75.0	0.00	7,245.38	24.9
3500.00 STATE UNEMPLOYMENT INSURANCE	42.00	31.74	31.74	75.5	0.00	10.26	24.4
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	2,250.00	2,250.00	75.0	0.00	750.00	25.0
3900.00 OTHER BENEFITS	148.00	110.52	110.52	74.6	0.00	37.48	25.3
TOTAL: 3000	48,316.00	36,227.09	36,227.09	74.9	0.00	12,088.91	25.0
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
TOTAL: 5000	13,233.00	0.00	0.00	.0	0.00	13,233.00	100.0
TOTAL: 1000-5999	218,476.00	139,333.59	139,333.59	63.7	0.00	79,142.41	36.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	54,476.00	7,806.24	7,806.24	14.3	4,550.00	42,119.76	77.3
TOTAL: 6000	54,476.00	7,806.24	7,806.24	14.3	4,550.00	42,119.76	77.3
TOTAL: 1000-6999	272,952.00	147,139.83	147,139.83	53.9	4,550.00	121,262.17	44.4

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	206,369.23	206,369.23	75.6	0.00	66,582.77	24.3
TOTAL:	1000-5999	218,476.00	139,333.59	139,333.59	63.7	0.00	79,142.41	36.2
TOTAL:	1000-6999	272,952.00	147,139.83	147,139.83	53.9	4,550.00	121,262.17	44.4
TOTAL:	1000-7999	272,952.00	147,139.83	147,139.83	53.9	4,550.00	121,262.17	44.4
TOTAL EXPENSES	(1000 - 7999)	272,952.00	147,139.83	147,139.83	53.9	4,550.00	121,262.17	44.4

Fund: 74 KVCRC FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,200,436.97	2,595,245.38	2,595,245.38	49.9	0.00	2,605,191.59	50.0
8900.00 OTHER FINANCING SOURCES	700,000.00	2,785,438.09	2,785,438.09	100.0	0.00	2,085,438.09	.0
TOTAL: 8000	5,900,436.97	5,380,683.47	5,380,683.47	91.1	0.00	519,753.50	8.8
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,764,116.00	1,070,647.81	1,070,647.81	60.6	0.00	693,468.19	39.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	694,743.00	533,503.97	533,503.97	76.7	0.00	161,239.03	23.2
TOTAL: 2000	2,458,859.00	1,604,151.78	1,604,151.78	65.2	0.00	854,707.22	34.7
3200.00 CLASSIFIED RETIREMENT	222,601.00	140,207.89	140,207.89	62.9	0.00	82,393.11	37.0
3300.00 OASDHI/FICA	159,441.00	106,648.55	106,648.55	66.8	0.00	52,792.45	33.1
3400.00 HEALTH AND WELFARE BENEFITS	283,188.00	213,426.26	213,426.26	75.3	0.00	69,761.74	24.6
3500.00 STATE UNEMPLOYMENT INSURANCE	1,092.00	813.57	813.57	74.5	0.00	278.43	25.4
3600.00 WORKERS COMPENSATION INSURANCE	40,500.00	24,875.00	24,875.00	61.4	0.00	15,625.00	38.5
3900.00 OTHER BENEFITS	7,991.00	6,965.72	6,965.72	87.1	0.00	1,025.28	12.8
TOTAL: 3000	714,813.00	492,936.99	492,936.99	68.9	0.00	221,876.01	31.0
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	3,548.23	3,548.23	26.2	1,574.11	8,377.66	62.0
4500.00 NONINSTRUCTIONAL SUPPLIES	58,665.00	18,215.39	18,215.39	31.0	17,091.92	23,357.69	39.8
TOTAL: 4000	72,265.00	21,783.57	21,783.57	30.1	18,666.03	31,815.40	44.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	372,500.00	202,805.98	202,805.98	54.4	87,109.39	82,584.63	22.1
5200.00 TRAVEL & CONFERENCE EXPENSES	65,400.00	27,305.86	27,305.86	41.7	7,383.79	30,710.35	46.9
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	163,690.00	99,589.34	99,589.34	60.8	16,760.78	47,339.88	28.9
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	237,743.00	157,486.90	157,486.90	66.2	51,423.36	28,832.74	12.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	250,560.00	164,545.29	164,545.29	65.6	44,055.59	41,959.12	16.7
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	85,000.00	24,226.13	24,226.13	28.5	29,211.87	31,562.00	37.1
5800.00 OTHER OPERATING EXP-DIST. USE	1,803,901.97	1,237,982.39	1,237,982.39	68.6	184,697.90	381,221.68	21.1
TOTAL: 5000	2,988,894.97	1,923,902.89	1,923,902.89	64.3	420,642.68	644,349.40	21.5
TOTAL: 1000-5999	6,234,831.97	4,042,775.23	4,042,775.23	64.8	439,308.71	1,752,748.03	28.1
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	57,412.00	15,395.13	15,395.13	26.8	838.80	41,178.07	71.7
TOTAL: 6000	57,412.00	15,395.13	15,395.13	26.8	838.80	41,178.07	71.7
TOTAL: 1000-6999	6,292,243.97	4,058,170.36	4,058,170.36	64.4	440,147.51	1,793,926.10	28.5

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	5,380,683.47	5,380,683.47	91.1	0.00	519,753.50	8.8
TOTAL:	1000-5999	6,234,831.97	4,042,775.23	4,042,775.23	64.8	439,308.71	1,752,748.03	28.1
TOTAL:	1000-6999	6,292,243.97	4,058,170.36	4,058,170.36	64.4	440,147.51	1,793,926.10	28.5
TOTAL:	1000-7999	6,292,243.97	4,058,170.36	4,058,170.36	64.4	440,147.51	1,793,926.10	28.5
TOTAL EXPENSES	(1000 - 7999)	6,292,243.97	4,058,170.36	4,058,170.36	64.4	440,147.51	1,793,926.10	28.5

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	1,689.28	1,689.28	56.3	0.00	1,310.72	43.6
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	601,689.28	601,689.28	99.7	0.00	1,310.72	.2
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,000.00	11,392.73	11,392.73	56.9	6,405.27	2,202.00	11.0
5400.00 INSURANCES - DISTRICT USE	505,000.00	465,838.00	465,838.00	92.2	4,070.00	35,092.00	6.9
5800.00 OTHER OPERATING EXP-DIST. USE	50,000.00	55,054.66	55,054.66	100.0	6,155.34	11,210.00-	.0
TOTAL: 5000	575,000.00	532,285.39	532,285.39	92.5	16,630.61	26,084.00	4.5
TOTAL: 1000-5999	575,000.00	532,285.39	532,285.39	92.5	16,630.61	26,084.00	4.5
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	532,285.39	532,285.39	88.7	16,630.61	51,084.00	8.5

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	601,689.28	601,689.28	99.7	0.00	1,310.72	.2
TOTAL:	1000-5999	575,000.00	532,285.39	532,285.39	92.5	16,630.61	26,084.00	4.5
TOTAL:	1000-6999	575,000.00	532,285.39	532,285.39	92.5	16,630.61	26,084.00	4.5
TOTAL:	1000-7999	600,000.00	532,285.39	532,285.39	88.7	16,630.61	51,084.00	8.5
TOTAL EXPENSES	(1000 - 7999)	600,000.00	532,285.39	532,285.39	88.7	16,630.61	51,084.00	8.5



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	788,541.15	788,541.15	63.0	0.00	461,458.85	36.9
TOTAL: 8000	1,250,000.00	788,541.15	788,541.15	63.0	0.00	461,458.85	36.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	165,000.00	133,626.40	133,626.40	80.9	2,723.60	28,650.00	17.3
5400.00 INSURANCES - DISTRICT USE	145,000.00	140,145.00	140,145.00	96.6	0.00	4,855.00	3.3
5800.00 OTHER OPERATING EXP-DIST. USE	940,000.00	597,821.75	597,821.75	63.5	3,891.38	338,286.87	35.9
TOTAL: 5000	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7
TOTAL: 1000-5999	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7
7900.00 RESERVE FOR CONTINGENCIES	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 7000	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 1000-7999	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7

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	788,541.15	788,541.15	63.0	0.00	461,458.85	36.9
TOTAL:	1000-5999	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7
TOTAL:	1000-6999	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7
TOTAL:	1000-7999	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7
TOTAL EXPENSES	(1000 - 7999)	1,250,000.00	871,593.15	871,593.15	69.7	6,614.98	371,791.87	29.7

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	53,500.00	27,783.30	27,783.30	51.9	0.00	25,716.70	48.0
8600.00 STATE REVENUES	1,366,097.00	458,821.37	458,821.37	33.5	0.00	907,275.63	66.4
8800.00 LOCAL REVENUES	694,282.00	513,378.05	513,378.05	73.9	0.00	180,903.95	26.0
TOTAL: 8000	2,113,879.00	999,982.72	999,982.72	47.3	0.00	1,113,896.28	52.6
1100.00 CONTRACT CLASSROOM INST.	10,463,995.00	8,239,225.14	8,239,225.14	78.7	0.00	2,224,769.86	21.2
1200.00 CONTRACT CERT. ADMINI STRATORS	3,402,922.33	2,370,790.79	2,370,790.79	69.6	0.00	1,032,131.54	30.3
1300.00 INSTRUCTORS DAY/HOURLY	5,591,892.50	4,674,446.99	4,674,446.99	83.5	0.00	917,445.51	16.4
1400.00 NON-INSTRUCTION HOURLY CERT.	417,047.66	231,521.03	231,521.03	55.5	0.00	185,526.63	44.4
TOTAL: 1000	19,875,857.49	15,515,983.95	15,515,983.95	78.0	0.00	4,359,873.54	21.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	5,616,192.16	4,322,994.31	4,322,994.31	76.9	0.00	1,293,197.85	23.0
2200.00 INSTRUCTIONAL AIDS	728,171.90	491,894.17	491,894.17	67.5	0.00	236,277.73	32.4
2300.00 NON-INSTRUCTION HOURLY CLASS.	424,487.84	350,824.42	350,824.42	82.6	0.00	73,663.42	17.3
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	253,444.00	176,169.61	176,169.61	69.5	0.00	77,274.39	30.4
TOTAL: 2000	7,022,295.90	5,341,882.51	5,341,882.51	76.0	0.00	1,680,413.39	23.9
3100.00 CERTIFICATED RETIREMENT	1,343,995.00	1,128,586.72	1,128,586.72	83.9	0.00	215,408.28	16.0
3200.00 CLASSIFIED RETIREMENT	875,280.06	632,949.21	632,949.21	72.3	0.00	242,330.85	27.6
3300.00 OASDHI /FICA	863,564.33	652,090.66	652,090.66	75.5	0.00	211,473.67	24.4
3400.00 HEALTH AND WELFARE BENEFITS	4,318,951.23	2,923,883.79	2,923,883.79	67.6	0.00	1,395,067.44	32.3
3500.00 STATE UNEMPLOYMENT INSURANCE	13,487.62	10,334.99	10,334.99	76.6	0.00	3,152.63	23.3
3600.00 WORKERS COMPENSATION INSURANCE	484,937.00	335,901.20	335,901.20	69.2	0.00	149,035.80	30.7
3900.00 OTHER BENEFITS	90,741.68	71,349.93	71,349.93	78.6	0.00	19,391.75	21.3
TOTAL: 3000	7,990,956.92	5,755,096.50	5,755,096.50	72.0	0.00	2,235,860.42	27.9
4100.00 TEXTBOOKS	20,545.77	19,175.65	19,175.65	93.3	1,370.11	0.01	.0
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	47,950.00	19,288.59	19,288.59	40.2	297.16	28,364.25	59.1
4300.00 INSTRUCTIONAL SUPPLIES	86,905.51	37,325.15	37,325.15	42.9	8,521.88	41,058.48	47.2
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	11,903.84	149.04	149.04	1.2	2,582.29	9,172.51	77.0
4500.00 NONINSTRUCTIONAL SUPPLIES	462,524.48	214,864.45	214,864.45	46.4	132,840.60	114,819.43	24.8
4700.00 FOOD SUPPLIES	3,043.00	1,785.12	1,785.12	58.6	457.88	800.00	26.2
TOTAL: 4000	632,872.60	292,588.00	292,588.00	46.2	146,069.92	194,214.68	30.6
5100.00 PERSON&CONSULTANT SVC-DI ST USE	1,112,129.06	134,797.93	134,797.93	12.1	842,748.49	134,582.64	12.1
5200.00 TRAVEL & CONFERENCE EXPENSES	163,789.33	82,111.93	82,111.93	50.1	26,092.64	55,584.76	33.9
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	150,757.10	87,099.02	87,099.02	57.7	4,083.31	59,574.77	39.5
5400.00 INSURANCES - DISTRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DI ST. USE	1,697,207.00	1,245,915.98	1,245,915.98	73.4	428,816.73	22,474.29	1.3
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	797,098.04	466,495.84	466,495.84	58.5	214,768.71	115,833.49	14.5
5800.00 OTHER OPERATING EXP-DI ST. USE	360,084.98	45,148.87	45,148.87	12.5	44,546.81	270,389.30	75.0
TOTAL: 5000	4,282,065.51	2,061,569.57	2,061,569.57	48.1	1,561,056.69	659,439.25	15.4
TOTAL: 1000-5999	39,804,048.42	28,967,120.53	28,967,120.53	72.7	1,707,126.61	9,129,801.28	22.9

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	28,950.00	11,950.00	11,950.00	41.2	0.00	17,000.00	58.7
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	67,330.00	18,740.00	18,740.00	27.8	0.00	48,590.00	72.1
6300.00 LIBRARY BOOKS - EXPANSION	3,257.00	0.00	0.00	.0	0.00	3,257.00	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	511,874.55	247,514.81	247,514.81	48.3	109,364.52	154,995.22	30.2
TOTAL: 6000	611,411.55	278,204.81	278,204.81	45.5	109,364.52	223,842.22	36.6
TOTAL: 1000-6999	40,415,459.97	29,245,325.34	29,245,325.34	72.3	1,816,491.13	9,353,643.50	23.1
7600.00 OTHER STUDENT AID	3,851.50	1,851.50	1,851.50	48.0	2,000.00	0.00	.0
TOTAL: 7000	3,851.50	1,851.50	1,851.50	48.0	2,000.00	0.00	.0
TOTAL: 1000-7999	40,419,311.47	29,247,176.84	29,247,176.84	72.3	1,818,491.13	9,353,643.50	23.1

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,113,879.00	999,982.72	999,982.72	47.3	0.00	1,113,896.28	52.6
TOTAL:	1000-5999	39,804,048.42	28,967,120.53	28,967,120.53	72.7	1,707,126.61	9,129,801.28	22.9
TOTAL:	1000-6999	40,415,459.97	29,245,325.34	29,245,325.34	72.3	1,816,491.13	9,353,643.50	23.1
TOTAL:	1000-7999	40,419,311.47	29,247,176.84	29,247,176.84	72.3	1,818,491.13	9,353,643.50	23.1
TOTAL EXPENSES	(1000 - 7999)	40,419,311.47	29,247,176.84	29,247,176.84	72.3	1,818,491.13	9,353,643.50	23.1

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	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	26,573.00	366.84	366.84	1.3	0.00	26,206.16	98.6
TOTAL: 8000	26,573.00	366.84	366.84	1.3	0.00	26,206.16	98.6
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	366.84	366.84	1.3	0.00	26,206.16	98.6
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	7,669.49	7,669.49	38.2	0.00	12,397.51	61.7
8600.00 STATE REVENUES	554,913.00	186,552.96	186,552.96	33.6	0.00	368,360.04	66.3
8800.00 LOCAL REVENUES	598,697.00	519,979.97	519,979.97	86.8	0.00	78,717.03	13.1
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	725,082.02	725,082.02	61.2	0.00	459,471.58	38.7
1100.00 CONTRACT CLASSROOM INST.	4,428,349.12	3,668,698.47	3,668,698.47	82.8	0.00	759,650.65	17.1
1200.00 CONTRACT CERT. ADMINISTRATORS	2,661,389.83	1,677,423.40	1,677,423.40	63.0	0.00	983,966.43	36.9
1300.00 INSTRUCTORS DAY/HOURLY	2,281,416.00	1,863,312.57	1,863,312.57	81.6	0.00	418,103.43	18.3
1400.00 NON-INSTRUCTION HOURLY CERT.	141,413.00	87,042.07	87,042.07	61.5	0.00	54,370.93	38.4
TOTAL: 1000	9,512,567.95	7,296,476.51	7,296,476.51	76.7	0.00	2,216,091.44	23.2
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,312,354.24	2,661,126.59	2,661,126.59	80.3	0.00	651,227.65	19.6
2200.00 INSTRUCTIONAL AIDS	492,721.02	318,843.41	318,843.41	64.7	0.00	173,877.61	35.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	159,857.72	173,026.06	173,026.06	100.0	0.00	13,168.34-	.0
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	365,020.00	269,870.41	269,870.41	73.9	0.00	95,149.59	26.0
TOTAL: 2000	4,329,952.98	3,422,866.47	3,422,866.47	79.0	0.00	907,086.51	20.9
3100.00 CERTIFICATED RETIREMENT	515,151.39	544,802.96	544,802.96	100.0	0.00	29,651.57-	.0
3200.00 CLASSIFIED RETIREMENT	533,848.00	380,489.30	380,489.30	71.2	0.00	153,358.70	28.7
3300.00 OASDHI/FICA	484,124.00	363,693.75	363,693.75	75.1	0.00	120,430.25	24.8
3400.00 HEALTH AND WELFARE BENEFITS	2,214,018.47	1,425,785.66	1,425,785.66	64.3	0.00	788,232.81	35.6
3500.00 STATE UNEMPLOYMENT INSURANCE	7,230.00	5,355.20	5,355.20	74.0	0.00	1,874.80	25.9
3600.00 WORKERS COMPENSATION INSURANCE	261,276.00	175,247.07	175,247.07	67.0	0.00	86,028.93	32.9
3900.00 OTHER BENEFITS	57,174.00	48,437.02	48,437.02	84.7	0.00	8,736.98	15.2
TOTAL: 3000	4,072,821.86	2,943,810.96	2,943,810.96	72.2	0.00	1,129,010.90	27.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,172.00	909.50	909.50	41.8	591.79	670.71	30.8
4300.00 INSTRUCTIONAL SUPPLIES	53,916.00	30,918.48	30,918.48	57.3	10,247.94	12,749.58	23.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	3,425.00	441.04	441.04	12.8	679.18	2,304.78	67.2
4500.00 NONINSTRUCTIONAL SUPPLIES	158,443.81	82,462.47	82,462.47	52.0	49,111.03	26,870.31	16.9
TOTAL: 4000	217,956.81	114,731.49	114,731.49	52.6	60,629.94	42,595.38	19.5
5100.00 PERSON&CONSULTANT SVC-DIST USE	67,717.00	23,842.72	23,842.72	35.2	25,051.12	18,823.16	27.7
5200.00 TRAVEL & CONFERENCE EXPENSES	77,421.80	34,732.41	34,732.41	44.8	6,664.52	36,024.87	46.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	47,577.39	40,758.48	40,758.48	85.6	1,796.22	5,022.69	10.5
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	724,337.00	501,147.54	501,147.54	69.1	204,859.46	18,330.00	2.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	423,615.40	258,932.85	258,932.85	61.1	90,854.15	73,828.40	17.4
5800.00 OTHER OPERATING EXP-DIST. USE	140,376.40	19,648.17	19,648.17	13.9	28,772.65	91,955.58	65.5
TOTAL: 5000	1,481,044.99	879,062.17	879,062.17	59.3	357,998.12	243,984.70	16.4
TOTAL: 1000-5999	19,614,344.59	14,656,947.60	14,656,947.60	74.7	418,628.06	4,538,768.93	23.1
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	4,072.25	4,072.25	40.7	5,927.75	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)	100,736.20	30,201.13	30,201.13	29.9	15,137.96	55,397.11	54.9
TOTAL: 6000	111,336.20	34,273.38	34,273.38	30.7	21,065.71	55,997.11	50.2
TOTAL: 1000-6999	19,725,680.79	14,691,220.98	14,691,220.98	74.4	439,693.77	4,594,766.04	23.2

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	725,082.02	725,082.02	61.2	0.00	459,471.58	38.7
TOTAL:	1000-5999	19,614,344.59	14,656,947.60	14,656,947.60	74.7	418,628.06	4,538,768.93	23.1
TOTAL:	1000-6999	19,725,680.79	14,691,220.98	14,691,220.98	74.4	439,693.77	4,594,766.04	23.2
TOTAL:	1000-7999	19,725,680.79	14,691,220.98	14,691,220.98	74.4	439,693.77	4,594,766.04	23.2
TOTAL EXPENSES	(1000 - 7999)	19,725,680.79	14,691,220.98	14,691,220.98	74.4	439,693.77	4,594,766.04	23.2

BDX110  
 CHC UNRESTRICTED  
 72 San Bernardino Community Col

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

#J1591

04/22/2014

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	161.84	161.84	100.0	0.00	161.84-	.0
TOTAL: 8000	0.00	161.84	161.84	100.0	0.00	161.84-	.0

Fund: 51 BOOKSTORE FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	161.84	161.84	100.0	0.00	161.84-	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	0.00	0.00	.0	0.00	0.00	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	229.27	229.27	7.6	0.00	2,770.73	92.3
TOTAL: 8000	3,000.00	229.27	229.27	7.6	0.00	2,770.73	92.3
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	229.27	229.27	7.6	0.00	2,770.73	92.3
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, Business & Fiscal Services  
PREPARED BY: Steve Sutorus, Business Manager  
DATE: May 8, 2014  
SUBJECT: CCFS-320 Apportionment Attendance Report for FY 2014 Period 2

RECOMMENDATION

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

OVERVIEW

The CCFS-320 Apportionment Attendance Report for FY 2014 Period 2 has been submitted to the State Chancellor's Office.

ANALYSIS

The Period 2 report includes preliminary figures for the period July 1, 2013 – April 20, 2014 and uses annualizers to forecast fiscal year end data. The chart below summarizes the District's status as of P2 and provides comparison data.

<b>Comparison – FY13 P3 vs FY14 P2</b>						
<b>FY 13 at Year End (P3)</b>			<b>FY 14 at P2</b>		<b>% Change</b>	
CHC	3,830		CHC	4,550	720	18.80%
SBVC	9,410		SBVC	9,950	540	5.74%
Total	13,240		Total	14,500	1,260	9.52%

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

**2013-2014 APPORTIONMENT ATTENDANCE REPORT**

Period: P2

District: San Bernardino


**CERTIFICATION**

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.

**Chief Executive Officer: Bruce Baron**

Signature: 

Signature Date: 4/21/2014

Electronic Certification Date: Monday, April 21, 2014

**District Contact Person: Steven Sutorus**

Title: Business Manager

Phone: (909) 382-4031

E-Mail: [ssutorus@sbccd.edu](mailto:ssutorus@sbccd.edu)

Please return completed form to:  
  
**CALIFORNIA COMMUNITY COLLEGES CHANCELLOR'S OFFICE  
FISCAL SERVICES UNIT  
1102 Q STREET, 4th Floor  
SACRAMENTO, CA 95811-6511**

**2013-2014 APPORTIONMENT ATTENDANCE REPORT**

Period: P2

District: San Bernardino

**PART I. FULL-TIME EQUIVALENT STUDENTS**

<b>State Residents (and Nonresidents Attending Noncredit Courses)</b>	
Attendance FTES	Factored FTES

**Summer Intersession (Summer 2013 Only)**

1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	672.35	672.35

**Summer Intersession Courses (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 + VI.B.2 + VI.B.1)	176.22	176.22

**Primary Terms (Exclusive of Summer Intersession)**

1. Census Procedure Courses

(a) Weekly Census Contact Hours (Part II)	9,748.13	9,748.13
(b) Daily Census Contact Hours (Part III)	1,466.86	1,497.48

2. Actual Hours of Attendance Procedure Courses

(a) Noncredit (Part IV.C)	4.19	4.19
(b) Credit (Part IV.D)	1,017.04	1,024.17

3. Alternative Attendance Accounting Procedure Courses

(a) Weekly Census Procedure Courses (Part V)(Credit)	900.00	900.00
(b) Daily Census Procedure Courses (Part V)(Credit)	476.32	477.76
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00

**Total FTES**

Total Credit FTES	14,456.92	14,496.11
Total Noncredit FTES	4.19	4.19
<b>Total FTES</b>	<b>14,461.11</b>	<b>14,500.30</b>

<b>Supplemental Information</b>	<b>FTES</b>
Inservice Training Courses	0.00
Basic Skills Courses and Immigrant Education (Noncredit)	0.00
Basic Skills Courses and Immigrant Education (Credit)	923.17

**2013-2014 APPORTIONMENT ATTENDANCE REPORT**

Period: P2

District: San Bernardino

**PART I. FULL-TIME EQUIVALENT STUDENTS**

	<b>Nonresidents</b>	
	Attendance FTES	Factored FTES
<b>Summer Intersession (Summer 2013 Only)</b>		
1. Noncredit (Parts IV.A.1 + VII.A.3)	0.00	0.00
2. Credit (Parts III.A.1 + VI.A.1)	19.17	19.17
<b>Summer Intersession Courses (Summer 2014 Prior to July 1, 2014)</b>		
1. Noncredit (Parts IV.B.1 + VII.B.3)	0.00	0.00
2. Credit (Parts III.B.1 + VI.B.2 + VI.B.1)	3.63	3.63
<b>Primary Terms (Exclusive of Summer Intersession)</b>		
1. Census Procedure Courses		
(a) Weekly Census Contact Hours (Part II)	231.46	231.46
(b) Daily Census Contact Hours (Part III)	37.95	38.76
2. Actual Hours of Attendance Procedure Courses		
(a) Noncredit (Part IV.C)	1.89	1.89
(b) Credit (Part IV.D)	37.15	37.39
3. Alternative Attendance Accounting Procedure Courses		
(a) Weekly Census Procedure Courses (Part V)(Credit)	11.70	11.70
(b) Daily Census Procedure Courses (Part V)(Credit)	9.40	9.43
(c) Noncredit Independent Study/Distance Education Courses (Part VII.C)	0.00	0.00
<b>Total FTES</b>		
Total Credit FTES	350.46	351.54
Total Noncredit FTES	1.89	1.89
<b>Total FTES</b>	<b>352.35</b>	<b>353.43</b>

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Bruce Baron, Chancellor

PREPARED BY: Bruce Baron, Chancellor

DATE: May 8, 2014

SUBJECT: Conflict of Interest

### RECOMMENDATION

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

### OVERVIEW

On January 16, 2014 a potential conflict of interest was brought to the Board's attention regarding the District's authority to enter into a contract with Inland Empire Community Newspapers (IECN), a company which Gloria Harrison has a financial interest. On January 24, 2014 the Chancellor's office worked with legal counsel to analyze and interpret the effect of California laws related to the conflict of interest. On February 3, 2014, a follow-up letter was mailed to Trustee Harrison with the legal findings, which stated that it is considered a conflict of interest for the District to engage in advertising in the IECN. Reimbursement in full was made by CCRR Publishing, the parent company of IECN to reimburse the District on February 11, 2014.

### ANALYSIS

Conflicts of interest are defined by statute in Government Code 1080 et seq.; and the Political Reform Act of 1974, Government Code Section 87100 et seq. In addition, Education Code section 72533 specifically makes the provisions of Government Code section 1090 applicable to the members of a community college district governing board.

Based on the application of Government Code section 1090, Education Code section 72533 and the common law of conflicts of interest, legal counsel advised that the District cannot enter into a contract with Inland Empire Community Newspapers and the contracts represented by the two invoices are void, and IECN must return any monies paid on them.

### 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, Business & Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: May 8, 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 \$19,209,406.

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				TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	ACCRUALS	
<b>Beginning Cash Balance</b>	19,523	34,567	23,350	25,739	25,044	25,370	27,534	29,310	27,113	28,042	25,179	22,409		
<b>Receipts</b>														
Federal	11		172	15	12	914	8	46	643	467	1,014	2,699		6,002
State	4,255	4,449	9,455	5,388	4,789	4,895	4,968	3,438	4,520	2,398	2,398	8,108		59,059
State Deferrals													8,023	8,023
Local	765	3	1,207	385	1,980	4,714	3,889	1,207	2,944	2,794	2,150	485		22,524
Temporary Borrowings														
Inc Transfer & Sale of Assets		16					8	1						25
Accounts Receivable/Accruals	15,593	346	1,783	1,073	929	86	143	84	2,255					22,293
<b>Total Receipts</b>	<b>20,623</b>	<b>4,814</b>	<b>12,617</b>	<b>6,861</b>	<b>7,711</b>	<b>10,609</b>	<b>9,016</b>	<b>4,777</b>	<b>10,363</b>	<b>5,659</b>	<b>5,562</b>	<b>11,292</b>	<b>8,023</b>	<b>117,926</b>
<b>Disbursements</b>														
Academic Salaries	-4	1,131	2,813	2,958	3,086	3,001	3,135	2,816	3,100	3,109	3,009	3,707		31,862
Classified Salaries	1,400	1,510	1,602	1,695	1,791	1,918	1,753	1,583	1,750	1,874	1,638	2,925		21,440
Benefits	651	1,103	1,251	1,275	1,345	1,328	1,304	1,279	1,303	1,393	1,337	2,882		16,452
Supplies & Materials	5	79	133	123	56	91	54	91	148	179	215	798		1,973
Other Operating Exp	171	1,234	1,287	1,113	902	329	805	954	658	1,691	1,866	3,397		14,407
Capital Outlay	33	32	46	141	26	37	60	184	108	116	116	614		1,512
Other Outgo		50	738	130	179	771	129	67	2,367	158	151	170		4,910
Loan Repayment														
Accounts Payable/Accruals	3,322	10,891	2,358	119		970								17,660
<b>Total Disbursements</b>	<b>5,579</b>	<b>16,031</b>	<b>10,228</b>	<b>7,555</b>	<b>7,385</b>	<b>8,444</b>	<b>7,240</b>	<b>6,974</b>	<b>9,434</b>	<b>8,521</b>	<b>8,333</b>	<b>14,492</b>		<b>110,216</b>
<b>Increase / (Decrease) in Cash Balance</b>	<b>15,044</b>	<b>-11,217</b>	<b>2,389</b>	<b>-694</b>	<b>326</b>	<b>2,164</b>	<b>1,776</b>	<b>-2,198</b>	<b>929</b>	<b>-2,862</b>	<b>-2,771</b>	<b>-3,199</b>		
<b>Ending Cash Balance</b>	<b>34,567</b>	<b>23,350</b>	<b>25,739</b>	<b>25,044</b>	<b>25,370</b>	<b>27,534</b>	<b>29,310</b>	<b>27,113</b>	<b>28,042</b>	<b>25,179</b>	<b>22,409</b>	<b>19,209</b>		

<sup>†</sup> Rounded to the nearest 1,000.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Diana Johnson, Bond Program Manager, Kitchell/BRj  
DATE: May 08, 2014  
SUBJECT: Summary of Measure M Capital Construction Contract Change Orders and Amendments

RECOMMENDATION

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

OVERVIEW

This report is a summary of all construction change orders and amendments to date for Measure M 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 \$2,435,920.85 which is only 2.28% of the project cost of \$106,841,427.45.

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 05/8/14  
agenda)

May 08, 2014

**CONTRACT AMENDMENTS**

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 74,608,493.50	\$ 402,801.00	\$ -	\$ 75,011,294.50	0.54%
SBVC-San Bernardino Valley College	\$ 32,232,933.95	\$ 130,483.49	\$ -	\$ 32,363,417.44	0.40%
				\$ -	
<b>TOTAL for CONTRACT AMENDMENTS</b>	<b>\$ 106,841,427.45</b>	<b>\$ 533,284.49</b>	<b>\$ -</b>	<b>\$ 107,374,711.94</b>	<b>0.50%</b>

**CHANGE ORDERS**

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 75,011,294.50	\$ 599,762.78	\$ -	\$ 75,611,057.28	0.80%
SBVC-San Bernardino Valley College	\$ 32,363,417.44	\$ 1,296,704.58	\$ 6,169.00	\$ 33,666,291.02	4.03%
<b>TOTAL for CHANGE ORDERS</b>	<b>\$ 107,374,711.94</b>	<b>\$ 1,896,467.36</b>	<b>\$ 6,169.00</b>	<b>\$ 109,277,348.30</b>	<b>1.77%</b>

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
(Including any contract amendments and change orders on the 05/8/14  
agenda)

May 08, 2014

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	\$ -	\$ -	\$ 13,494.00	\$ -	\$ 4,524,564.00	0.30%
Science Building	\$ 18,729,831.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 18,730,323.89	0.00%
Crafton Center	\$ 21,939,546.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 21,943,048.49	0.02%
Temporary Parking Lot	\$ 169,500.00	\$ -	\$ -	\$ -	\$ -	\$ 169,500.00	0.00%
Chemistry/Health/Science/Classrooms	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%

**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14 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>

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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**

**Measure M Projects**  
**CHANGE SUMMARY by PROJECT**  
(Including any contract amendments and change orders on the 05/8/14 agenda)

May 08, 2014

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.

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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>							
Sinianian 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>

*Sinianian Development, Inc.*

**NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**



Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minco Construction	\$ 4,511,070.00	\$ -	\$ -	\$ 13,494.00	\$ -	\$ 4,524,564.00	0.30%
<b>TOTAL</b>	<b>\$ 4,511,070.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 13,494.00</b>	<b>\$ -</b>	<b>\$ 4,524,564.00</b>	<b>0.30%</b>

**NOTE: THIS WAS BOARD APPROVED ON 8/08/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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 Building	\$ 141,480.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 144,982.49	2.48%
Bernards Brothers	\$ 21,798,066.00	\$ -	\$ -	\$ -	\$ -	\$ 21,798,066.00	0.00%
<b>TOTAL</b>	<b>\$ 21,939,546.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,502.49</b>	<b>\$ -</b>	<b>\$ 21,943,048.49</b>	<b>0.02%</b>

*Bernards Brothers*

**NOTE: THIS WAS BOARD APPROVED ON 04/10/14 UP TO 10% IN CHANGE ORDERS**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 169,500.00	\$ -	\$ -	\$ -	\$ -	\$ 169,500.00	0.00%
<b>TOTAL</b>	<b>\$ 169,500.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 169,500.00</b>	<b>0.00%</b>

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Roy O. Hoffman	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
<b>TOTAL</b>	<b>\$ 226,870.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 226,870.00</b>	<b>0.00%</b>

Measure M Projects

May 08, 2014

**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14 agenda)

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Central Plant / Infrastructure	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 57,815.00	\$ (1,961.00)	\$ 11,999,879.49	0.47%
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	\$ 8,130.00	\$ 2,710,265.58	1.99%
Auditorium	\$ 6,800,000.00	\$ -	\$ -	\$ 390,423.00	\$ -	\$ 7,190,423.00	5.74%
K-Street Lighting	\$ 112,750.00	\$ -	\$ -	\$ -	\$ -	\$ 112,750.00	0.00%
	<b>\$ 32,232,933.95</b>	<b>\$ 130,483.49</b>	<b>\$ -</b>	<b>\$ 1,296,704.58</b>	<b>\$ 6,169.00</b>	<b>\$ 33,666,291.02</b>	<b>4.03%</b>

Measure M Projects

May 08, 2014

**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14 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%
L.A. Air Conditioning	\$ 39,519.00	\$ -	\$ -	\$ -	\$ (1,961.00)	\$ 37,558.00	-4.96%
<b>TOTAL</b>	<b>\$ 11,860,084.00</b>	<b>\$ 83,941.49</b>	<b>\$ -</b>	<b>\$ 57,815.00</b>	<b>\$ (1,961.00)</b>	<b>\$ 11,999,879.49</b>	<b>0.47%</b>



**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14 agenda)

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

**NO NEW CHANGE ORDERS**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14 agenda)

May 08, 2014

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

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Janus Corporation	\$ 417,600.00	\$ 12,209.00	\$ -	\$ 5,127.00	\$ -	\$ 434,936.00	1.19%
Three Peaks	\$ 34,923.95	\$ -	\$ -	\$ -	\$ -	\$ 34,923.95	0.00%
Three Peaks (Swing Space)	\$ 60,528.00	\$ -	\$ -	\$ (7,500.00)	\$ -	\$ 53,028.00	-12.39%
Doug Wall Construction, Inc.	\$ 9,250,000.00	\$ -	\$ -	\$ 848,321.00	\$ -	\$ 10,098,321.00	9.17%
Pacific Industrial Electric	\$ 123,600.00	\$ -	\$ -	\$ 4,891.00	\$ -	\$ 128,491.00	3.96%
<b>TOTAL</b>	<b>\$ 9,886,651.95</b>	<b>\$ 12,209.00</b>	<b>\$ -</b>	<b>\$ 850,839.00</b>	<b>\$ -</b>	<b>\$ 10,749,699.95</b>	<b>8.60%</b>

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

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)	\$ 8,130.00	\$ 86,774.00	-0.47%
*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>\$ 8,130.00</b>	<b>\$ 2,710,265.58</b>	<b>1.99%</b>

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Woodcliff Corporation	\$ 6,800,000.00			\$ 390,423.00	\$ -	\$ 7,190,423.00	5.74%
<b>TOTAL</b>	<b>\$ 6,800,000.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 390,423.00</b>	<b>\$ -</b>	<b>\$ 7,190,423.00</b>	<b>5.74%</b>

**NOTE: THIS WAS BOARD APPROVED ON 7/11/13 UP TO 10% IN CHANGE ORDERS**

Measure M Projects  
**CHANGE SUMMARY by PROJECT**  
 (Including any contract amendments and change orders on the 05/8/14  
 agenda)

May 08, 2014

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
RDM Electric	\$ 112,750.00			\$ -	\$ -	\$ 112,750.00	0.00%
<b>TOTAL</b>	<b>\$ 112,750.00</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 112,750.00</b>	<b>0.00%</b>

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** May 8, 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 ranges of 143757 – 144378 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 Report**

**May 8, 2014**

<b>PO Number</b>	<b>Vendor Name</b>	<b>Purchase Order Description</b>	<b>Amount</b>
144230	NEW ZEALAND FILM COMMISSION	Broadcast Program Rights	\$ 350.00
144311	MARACLE, CANDACE	Broadcast Program Rights	\$ 1,500.00
143932	BROWN, ROBERT	Conference	\$ 475.00
144093	XAYAPHANTHONG, SOUTS	Conference	\$ 150.00
144094	BARRIE, TRINETTE	Conference	\$ 150.00
144092	XAYAPHANTHONG, SOUTS	Conference	\$ 175.00
144095	MCATEE,ROBERT	Conference	\$ 175.00
144127	CUMMINGS, LOU'RIE	Conference	\$ 175.00
143858	CURASI, GINA	Conference	\$ 63.35
143859	HERRERA, JAMIE	Conference	\$ 63.35
143860	WELLS, CAROL	Conference	\$ 915.19
144377	NEWSOM, HELEN	Conference	\$ 375.00
143861	MAURIZI, TAMARA	Conference	\$ 425.27
144006	ZINN, WENDY	Conference	\$ 998.23
143933	AHSIE	Conference	\$ 675.00
143934	ROWLEY, KATHLEEN	Conference	\$ 210.00
143935	HUA, HENRY	Conference	\$ 210.00
143936	DONNHAUSER, MARC	Conference	\$ 210.00
144055	RIVERA, ERNESTO	Conference	\$ 124.58
144227	MENCHACA, PATRICIA	Conference	\$ 59.28
143937	AHSIE	Conference	\$ 486.00
143938	MCSHERRY, LAUREN	Conference	\$ 155.00
143862	YAMAMOTO, JUNE	Conference	\$ 968.50
143773	KUCK, GLEN	Conference	\$ 200.00
144226	HOGREFE JR, RICHARD K	Conference	\$ 144.73
144096	BOGH, DEBRA	Conference	\$ 40.00
144307	GOMEZ, LAURA	Conference	\$ 144.96
144308	JONES, PATRICIA	Conference	\$ 144.96
144327	GREGORY, LESLIE	Conference	\$ 155.52
143905	CHICANO LATINO CAUCUS	Conference	\$ 90.00
144225	NELSON, WILLENE D	Conference	\$ 458.31
143939	A2MEND	Conference	\$ 650.00
143940	DONNHAUSER, MARC	Conference	\$ 56.00
143941	RAMSEY, DANIELE	Conference	\$ 56.00
143768	CHAFFEY COLLEGE AUXILLARY ACCT	Conference	\$ 50.00
143863	DEMSKY, JEFFREY	Conference	\$ 963.52
143906	TREJO, SAMUEL	Conference	\$ 150.00
144007	CAREER TRACK	Conference	\$ 398.00
144224	TIME FOR CHANGE FOUNDATION	Conference	\$ 75.00
144281	TIME FOR CHANGE FOUNDATION	Conference	\$ 75.00
143774	TILLMAN, SHALITA	Conference	\$ 649.41
143775	LEVESQUE, ROBERT	Conference	\$ 116.32
144222	BRADLEY, CRISTINA	Conference	\$ 90.00
144223	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 30.00
144306	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 15.00
143942	MARSHALL, CHERYL A	Conference	\$ 475.00
143986	COMMUNITY COLLEGE LEAGUE OF CA	Conference	\$ 250.00
143987	US BANK CORPORATE PMT SYSTEMS	Conference	\$ 375.00



**Purchase Order Report**

**May 8, 2014**

143988	FISHER, GLORIA	Conference	\$	183.67
144253	GOMEZ, LAURA	Conference	\$	477.00
144254	NELSON, WILLENE D	Conference	\$	381.00
144280	HERNANDEZ, RAMIRO	Conference	\$	381.00
144376	MONEYMAKER, MELINDA	Conference	\$	743.54
144375	ROBINSON, JAMES S	Conference	\$	743.54
144219	LANGENFIELD, ELIZABETH	Conference	\$	150.00
144220	HANLEY, JODI	Conference	\$	150.00
144221	WILSON, SHERRI	Conference	\$	150.00
144305	RUSH, STEVE	Conference	\$	203.50
144097	CANNON, JUDY	Conference	\$	150.00
144098	PURVES, DIANNE C	Conference	\$	150.00
144099	LOWE, LYNN L	Conference	\$	150.00
144100	GIBSON, KATHLEEN	Conference	\$	150.00
144101	STERNARD, EVAN	Conference	\$	150.00
144153	WILLIAMS, GARY	Conference	\$	150.00
144217	CALIFORNIA LEARNING COMMUNITIE	Conference	\$	1,750.00
144218	MILLAN, CHRISTOPHER	Conference	\$	150.00
144152	MUDGETT, BENJAMIN	Conference	\$	1,180.70
143776	AZUSA PACIFIC UNIVERSITY	Conference	\$	550.00
144091	DRAGAN, NICOLETA	Conference	\$	132.00
143907	ELLUCIAN INC	Conference	\$	950.00
143908	ELLUCIAN INC	Conference	\$	950.00
143909	TREJO, SAMUEL	Conference	\$	154.84
143910	TRUJILLO, MARIA	Conference	\$	154.84
143766	BENJAMIN, VEADA	Conference	\$	1,104.84
143767	DALE-CARTER, APRIL	Conference	\$	1,104.84
143864	PLASENCIA, JOSE	Conference	\$	124.20
143865	US BANK CORPORATE PMT SYSTEMS	Conference	\$	260.00
143866	FISHER, GLORIA	Conference	\$	765.96
144216	INTERNATIONAL FOOTPRINT ASSOC.	Conference	\$	100.00
144215	CENTER FOR HEALTHCARE EDUCATIO	Conference	\$	369.00
144279	HERRERA, JAMIE	Conference	\$	159.78
143867	P A P A	Conference	\$	240.00
144214	QUANTANAR, BRITTNEE	Conference	\$	175.00
144278	SALAZAR, FELIPE	Conference	\$	159.78
144090	WILSON, DEBBIE	Conference	\$	175.00
144102	BARRIE, TRINETTE	Conference	\$	175.00
144103	BEDOYA, ROSEMARY	Conference	\$	175.00
144104	SINGH, MANIKA	Conference	\$	175.00
144105	VASQUEZ, VIOLETA	Conference	\$	175.00
144106	MORENO, MARIANA	Conference	\$	175.00
144128	GIST, JOHN	Conference	\$	175.00
144129	DIAL, TROY LYNN	Conference	\$	175.00
144130	BOGH, DEBRA	Conference	\$	175.00
144212	CURRY, VICKI	Conference	\$	175.00
144213	LOPEZ, MONICA	Conference	\$	175.00
144107	MORENO, MARIANA	Conference	\$	268.00
144151	TORRES, JOSE	Conference	\$	1,509.00

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144210	CREWS, CARLY	Conference	\$	283.82
144211	WARD, AMANDA	Conference	\$	283.82
144319	STRONG, LAWRENCE	Conference	\$	1,525.00
144374	WORD, DANIEL	Conference	\$	1,098.82
143777	GILBERT, JEREMIAH	Conference	\$	2,179.00
143868	FRANKLIN, BRADLEY	Conference	\$	921.74
143869	SHEAHAN, MICHAEL	Conference	\$	197.43
143870	CONTRERAS, AMBER	Conference	\$	197.43
144277	HERNANDEZ, RAMIRO	Conference	\$	1,312.00
144274	GOMEZ, LAURA	Conference	\$	1,049.00
144275	JONES, PATRICIA	Conference	\$	1,050.00
144276	NELSON, WILLENE D	Conference	\$	1,049.00
144328	VELONI, SHANE	Conference	\$	300.00
144318	SULLIVAN, DANIEL	Conference	\$	777.00
143989	STRONG, LAWRENCE	Conference	\$	710.00
143943	BOOZ ALLEN HAMILTOM	Conference	\$	300.00
144008	COUNCIL FOR RESOURCE DEVELOP	Conference	\$	900.00
144009	RIGGS, MICHELLE A	Conference	\$	2,500.00
144209	UC SAN DIEGO	Conference	\$	750.00
144273	UC SAN DIEGO	Conference	\$	750.00
144320	SAN BERNARDINO AREA CHAMBER	Conference	\$	400.00
144010	FIELDS, WHITNEY	Conference	\$	1,447.00
144208	WACAC	Conference	\$	300.00
143871	ORANGE COUNTY SHERIFF DEPT	Conference	\$	80.00
143872	PLASENCIA, JOSE	Conference	\$	454.40
143808	WOOTEN, ANDRE	Conference	\$	64.04
143918	SCHMIDT, CARRIE	Dues & Memberships	\$	202.00
144372	AMERICAN MATHEMATICAL ASSOC	Dues & Memberships	\$	1,365.00
143809	FOUNDATION FOR CALIFORNIA COMM	Dues & Memberships	\$	1,000.00
144206	COMMUNITY COLLEGE	Dues & Memberships	\$	410.00
143784	CRUZ, ALFREDO	Dues & Memberships	\$	250.00
143946	CHAFFEY COLLEGE	Dues & Memberships	\$	25.00
143947	SOUTHERN CALIFORNIA TRAINING	Dues & Memberships	\$	50.00
144271	IEEP	Dues & Memberships	\$	5,000.00
144371	DISTRIBUTION MANAGEMENT ASSOC	Dues & Memberships	\$	957.00
143810	PASS EDA	Dues & Memberships	\$	250.00
143785	AIRCRAFT SPRUCE & SPECIALTY	Equipment	\$	449.04
143786	AIRGAS USA LLC	Equipment	\$	890.89
143787	BEST GOLF CARTS INC	Equipment	\$	4,550.00
143788	GRAINGER INC	Equipment	\$	674.43
143789	POCKET NURSE	Equipment	\$	2,006.00
143790	STAPLES	Equipment	\$	563.73
143791	WENGER CORP	Equipment	\$	3,091.72
143811	POCKET NURSE	Equipment	\$	2,671.00
143875	SBVC BOOKSTORE	Equipment	\$	1,086.24
143948	COMPUTER COMFORTS INC	Equipment	\$	2,443.75
143949	HARRIS, DENNIS	Equipment	\$	296.05
143950	COMPUTER COMFORTS INC	Equipment	\$	3,043.75
143990	SIGMANET INC	Equipment	\$	4,798.44

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143991	COMPUTER COMFORTS INC	Equipment	\$	13,150.24
143992	COMPUTER COMFORTS INC	Equipment	\$	2,035.80
144014	HARLOW'S KITCHEN CONCEPTS	Equipment	\$	754.92
144015	CM SCHOOL SUPPLY CO	Equipment	\$	4,978.80
144016	CM SCHOOL SUPPLY CO	Equipment	\$	1,209.15
144017	KI (KRUEGER INT'L)	Equipment	\$	22,786.37
144018	WENGER CORP	Equipment	\$	4,990.15
144019	QUALITY OFFICE FURNISHINGS INC	Equipment	\$	681.57
144066	COMM USA	Equipment	\$	655.20
144084	TROXELL COMMUNICATIONS INC	Equipment	\$	544.69
144085	JON'S FLAG SHOP	Equipment	\$	2,226.42
144086	INTERIOR OFFICE SOLUTIONS	Equipment	\$	1,744.20
144087	AMAZON.COM	Equipment	\$	126.36
144110	POCKET NURSE	Equipment	\$	7,261.58
144111	STAPLES	Equipment	\$	1,889.92
144112	STAPLES	Equipment	\$	1,421.52
144201	KLOG INC	Equipment	\$	662.77
144202	HOLT ANATOMICAL INC	Equipment	\$	20,168.29
144203	SCHOOL OUTFITTERS	Equipment	\$	3,875.06
144204	AMAZON.COM	Equipment	\$	693.55
144205	AMAZON.COM	Equipment	\$	776.88
144250	MDI WORLDWIDE	Equipment	\$	2,199.11
144301	CHEM-PAK	Equipment	\$	2,790.68
144302	MODERN OFFICE	Equipment	\$	2,155.68
144303	STAPLES	Equipment	\$	1,462.71
144315	STAPLES	Equipment	\$	682.54
144333	CARMEN'S CUSTOM DRAPERY	Equipment	\$	2,308.35
144334	DART AIRCRAFT PARTS	Equipment	\$	1,993.60
144335	CARMEN'S CUSTOM DRAPERY	Equipment	\$	2,252.52
144336	CHEM-PAK	Equipment	\$	2,996.36
144368	TASER INTERNATIONAL INC	Equipment	\$	4,601.70
144369	TROXELL COMMUNICATIONS INC	Equipment	\$	502.55
144370	BIZCHAIR.COM	Equipment	\$	1,025.99
143833	NAPA AUTO PARTS	Instructional Supplies	\$	7,290.00
144228	SBVC BOOKSTORE	Instructional Supplies	\$	8,500.00
144283	SBVC BOOKSTORE	Instructional Supplies	\$	20,000.00
143993	ELECTRONIX EXPRESS	Instructional Supplies	\$	856.50
143765	DART AIRCRAFT PARTS	Instructional Supplies	\$	4,902.53
143793	NAPA AUTO PARTS	Instructional Supplies	\$	880.31
143794	SOCCER CENTER	Instructional Supplies	\$	196.31
143812	NAPA AUTO PARTS	Instructional Supplies	\$	1,250.65
143813	AMAZON.COM	Instructional Supplies	\$	611.74
143834	BIO-RAD LABORATORIES	Instructional Supplies	\$	277.20
143835	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$	1,661.24
143836	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$	837.95
143837	CYNMAR CORPORATION	Instructional Supplies	\$	283.38
143838	EDVOTEK INC	Instructional Supplies	\$	94.80
143839	FISHER SCIENTIFIC	Instructional Supplies	\$	911.79
143840	FISHER SCIENTIFIC	Instructional Supplies	\$	97.58

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143841	FLINN SCIENTIFIC INC	Instructional Supplies	\$	1,210.15
143842	FLINN SCIENTIFIC INC	Instructional Supplies	\$	795.99
143843	GLOVE NATION	Instructional Supplies	\$	421.39
143844	GRAINGER INC, W W	Instructional Supplies	\$	223.73
143845	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	\$	126.35
143876	SIRCHIE	Instructional Supplies	\$	1,452.56
143877	SHOP ANATOMICAL INC	Instructional Supplies	\$	384.12
143878	AMAZON.COM	Instructional Supplies	\$	21.23
143879	SKULLS UNLIMITED	Instructional Supplies	\$	96.00
143880	BEN MEADOWS	Instructional Supplies	\$	492.97
143881	SIGMA-ALDRICH INC	Instructional Supplies	\$	140.99
143882	LAMPLINE LIGHTING	Instructional Supplies	\$	215.40
143919	PEARSON EDUCATION	Instructional Supplies	\$	1,669.55
143951	FUN CORNER	Instructional Supplies	\$	32.30
143952	AMAZON.COM	Instructional Supplies	\$	86.01
143953	SAN BERNARDINO COUNTY FIRE DEP	Instructional Supplies	\$	350.00
143954	EMBROID ME	Instructional Supplies	\$	70.20
143955	FUN CORNER	Instructional Supplies	\$	30.03
143994	BIG 5 SPORTING GOODS #142	Instructional Supplies	\$	1,878.95
143995	P & P UNIFORMS	Instructional Supplies	\$	1,360.52
143996	REVGEAR SPORTS CO	Instructional Supplies	\$	602.07
143997	DICK BLICK	Instructional Supplies	\$	364.50
144020	ZINN, WENDY	Instructional Supplies	\$	22.74
144021	BONE CLONES	Instructional Supplies	\$	3,065.00
144022	UNIVERSITY OF PENNSYLVANIA	Instructional Supplies	\$	118.00
144023	MEDCO SPORTS MEDICINE	Instructional Supplies	\$	79.28
144052	AMAZON.COM	Instructional Supplies	\$	945.08
144064	AMAZON.COM	Instructional Supplies	\$	82.33
144065	POCKET NURSE	Instructional Supplies	\$	486.38
144082	STAPLES	Instructional Supplies	\$	266.66
144083	CAROLINA BIOLOGICAL SUPPLY CO	Instructional Supplies	\$	5,917.49
144113	NASCO WEST	Instructional Supplies	\$	361.81
144114	POCKET NURSE	Instructional Supplies	\$	129.69
144131	MALONEY HINDS, COLLEEN	Instructional Supplies	\$	29.75
144188	SARGENT WELCH	Instructional Supplies	\$	3,002.11
144189	BOUND TREE MEDICAL	Instructional Supplies	\$	1,077.38
144190	NATIONAL FIRE FIGHTER WILDLAND	Instructional Supplies	\$	3,446.55
144191	HARDY DIAGNOSTICS	Instructional Supplies	\$	732.22
144192	DISCOUNT VIALS	Instructional Supplies	\$	1,372.64
144193	LIFE ASSIST COMPANY	Instructional Supplies	\$	1,518.85
144194	AMAZON.COM	Instructional Supplies	\$	1,134.33
144195	L N CURTIS & SONS	Instructional Supplies	\$	1,261.87
144196	PHENIX TECHNOLOGIES INC	Instructional Supplies	\$	1,532.74
144197	FUTURELEC INC	Instructional Supplies	\$	281.30
144198	SEHI COMPUTER PRODUCTS INC	Instructional Supplies	\$	135.66
144199	AMAZON.COM	Instructional Supplies	\$	107.96
144200	L N CURTIS & SONS	Instructional Supplies	\$	215.88
144242	ZINN, WENDY	Instructional Supplies	\$	22.74
144243	ZINN, WENDY	Instructional Supplies	\$	93.54

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144244	HARDY DIAGNOSTICS	Instructional Supplies	\$	887.85
144247	BANGASSER,SUSAN	Instructional Supplies	\$	116.29
144248	BANGASSER,SUSAN	Instructional Supplies	\$	21.24
144249	AMAZON.COM	Instructional Supplies	\$	1,505.88
144269	MOORE MEDICAL CORPORATION	Instructional Supplies	\$	1,730.17
144270	POCKET NURSE	Instructional Supplies	\$	4,833.74
144317	SNAP-ON INDUSTRIAL	Instructional Supplies	\$	102.45
144337	SBVC BOOKSTORE	Instructional Supplies	\$	4,450.00
144363	U SAV-MOR STORES INC	Instructional Supplies	\$	1,693.84
144364	CASTLE METALS AEROSPACE	Instructional Supplies	\$	685.53
144365	LAKESHORE LEARNING MATERIALS	Instructional Supplies	\$	255.94
144366	MUSSON THEATRICAL	Instructional Supplies	\$	581.36
144367	AIRGAS USA LLC	Instructional Supplies	\$	488.30
143920	FLINN SCIENTIFIC INC	Instructional Supplies	\$	150.36
143956	UNITED STATES PLASTIC CORP	Instructional Supplies	\$	150.21
143998	MARLIN P JONES & ASSOC INC	Instructional Supplies	\$	70.94
144300	STAPLES	Instructional Supplies	\$	417.52
144187	AMAZON.COM	Instructional Supplies	\$	3,792.22
143921	PEARSON EDUCATION	Instructional Supplies	\$	83.28
143795	INSIGHT MEDIA	Instructional Supplies	\$	3,942.12
143796	PBS DISTRIBUTION	Instructional Supplies	\$	753.90
143815	BAKER & TAYLOR	Instructional Supplies	\$	240.04
143816	AMAZON.COM	Instructional Supplies	\$	51.68
143885	MEDIA EDUCATION FOUNDATION	Instructional Supplies	\$	1,014.63
143886	ICARUS FILMS	Instructional Supplies	\$	386.84
143922	TRAINING NETWORK, THE	Instructional Supplies	\$	2,190.14
143962	ANNENBERG LEARNER	Instructional Supplies	\$	246.60
144079	INSIGHT MEDIA	Instructional Supplies	\$	726.18
144148	POCKET NURSE	Instructional Supplies	\$	101.04
144298	CENGAGE ACADEMIC LEARNING	Instructional Supplies	\$	2,120.35
144359	INSIGHT MEDIA	Instructional Supplies	\$	135.66
144360	REDLEAF PRESS	Instructional Supplies	\$	369.11
144361	INSIGHT MEDIA	Instructional Supplies	\$	373.92
144297	STAPLES	Instructional Supplies	\$	54.89
144053	SMARTCATALOG	IT Equipment	\$	29,500.00
143814	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$	7,743.60
143846	COMPVIEW INC	IT Equipment	\$	29,887.72
143883	DELL COMPUTER COMPANY	IT Equipment	\$	49.83
143957	CDW GOVERNMENT INC	IT Equipment	\$	498.86
143958	DELL COMPUTER COMPANY	IT Equipment	\$	16,724.80
143959	DELL COMPUTER COMPANY	IT Equipment	\$	3,258.57
143960	DELL COMPUTER COMPANY	IT Equipment	\$	6,379.47
143999	SYMMETRY DATA INC	IT Equipment	\$	42,403.05
144024	SF CABLE	IT Equipment	\$	6,303.64
144048	DELL COMPUTER COMPANY	IT Equipment	\$	11,560.65
144049	DELL COMPUTER COMPANY	IT Equipment	\$	11,820.92
144050	US BANK CORPORATE PMT SYSTEMS	IT Equipment	\$	322.92
144051	APPLE COMPUTER INC	IT Equipment	\$	1,407.84
144062	AMAZON.COM	IT Equipment	\$	3,067.16

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144063	TROXELL COMMUNICATIONS INC	IT Equipment	\$	72,468.00
144081	TROXELL COMMUNICATIONS INC	IT Equipment	\$	3,625.78
144115	APPLE COMPUTER INC	IT Equipment	\$	6,977.52
144116	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$	36,048.12
144132	COMPVIEW INC	IT Equipment	\$	4,366.46
144186	SIGMANET INC	IT Equipment	\$	4,653.05
144241	DELL COMPUTER COMPANY	IT Equipment	\$	3,420.83
144267	APPLE COMPUTER INC	IT Equipment	\$	693.79
144268	APPLE COMPUTER INC	IT Equipment	\$	693.79
144299	CDW GOVERNMENT INC	IT Equipment	\$	995.41
144338	COMM PRE TECH	IT Equipment	\$	14,394.80
144339	DELL COMPUTER COMPANY	IT Equipment	\$	3,175.20
144340	DELL COMPUTER COMPANY	IT Equipment	\$	10,284.74
144341	TROXELL COMMUNICATIONS INC	IT Equipment	\$	4,270.32
144342	MAKERBOT	IT Equipment	\$	4,626.76
144343	DELL COMPUTER COMPANY	IT Equipment	\$	4,881.49
144344	KUCK, GLEN	IT Equipment	\$	1,846.80
144362	BEST BUY GOV LLC	IT Equipment	\$	7,991.92
143763	GIACONA, JUDY	Mileage Reimbursement	\$	21.36
143764	LINDSEY, CAROLYN	Mileage Reimbursement	\$	23.07
143797	BLANQUET, FRANCISCO	Mileage Reimbursement	\$	256.00
144025	GAMBOA, BENJAMIN	Mileage Reimbursement	\$	168.00
144047	NIKAC, STACEY	Mileage Reimbursement	\$	26.53
144119	MCCAMBLY, JESSICA	Mileage Reimbursement	\$	51.18
144120	MORENO, MARIANA	Mileage Reimbursement	\$	270.00
144136	GAMBOA, BENJAMIN	Mileage Reimbursement	\$	200.00
144137	HOGREFE JR, RICHARD K	Mileage Reimbursement	\$	200.00
144184	HOGREFE JR, RICHARD K	Mileage Reimbursement	\$	93.18
144262	NIKAC, STACEY	Mileage Reimbursement	\$	91.81
144026	ALLEN, ANN MARIE	Mileage Reimbursement	\$	450.00
144149	4IMPRINT	Non-instructional Supplies	\$	2,679.38
143792	PACWEST AIR FILTER, LLC	Non-instructional Supplies	\$	5,000.00
143884	AIRGAS USA LLC	Non-instructional Supplies	\$	1,000.00
143961	AMAZON.COM	Non-instructional Supplies	\$	47.52
144346	WALTER'S WHOLESALE ELECTRIC	Non-instructional Supplies	\$	31.27
143963	STAPLES	Non-instructional Supplies	\$	2,696.57
143762	CM SCHOOL SUPPLY CO	Non-instructional Supplies	\$	1,814.27
143798	STAPLES	Non-instructional Supplies	\$	145.36
143817	BP MEDICAL SUPPLIES	Non-instructional Supplies	\$	38.76
143818	KAPLAN SCHOOL SUPPLY CORP	Non-instructional Supplies	\$	1,376.61
143819	DISCOUNT SCHOOL SUPPLY	Non-instructional Supplies	\$	4,145.63
143820	COMMUNITY PLAYTHINGS	Non-instructional Supplies	\$	1,532.52
143847	STAPLES	Non-instructional Supplies	\$	713.42
143848	STAPLES	Non-instructional Supplies	\$	539.98
143849	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	120.00
143850	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	45.31
143887	JON'S FLAG SHOP	Non-instructional Supplies	\$	1,056.24
143888	H L DALIS INC	Non-instructional Supplies	\$	143.59
143923	SBVC BOOKSTORE	Non-instructional Supplies	\$	3,000.00

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144000	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	77.77
144027	CM SCHOOL SUPPLY CO	Non-instructional Supplies	\$	1,189.41
144028	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	50.34
144045	AMAZON.COM	Non-instructional Supplies	\$	96.98
144046	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	182.01
144061	TROXELL COMMUNICATIONS INC	Non-instructional Supplies	\$	2,563.22
144077	STAPLES	Non-instructional Supplies	\$	431.78
144078	SPICERS PAPER INC	Non-instructional Supplies	\$	1,308.53
144138	FLINN SCIENTIFIC INC	Non-instructional Supplies	\$	143.05
144183	STAPLES	Non-instructional Supplies	\$	301.23
144294	CM SCHOOL SUPPLY CO	Non-instructional Supplies	\$	15,000.00
144347	CDW GOVERNMENT INC	Non-instructional Supplies	\$	857.52
144348	STAPLES	Non-instructional Supplies	\$	486.28
144293	STAPLES	Non-instructional Supplies	\$	89.61
143761	LAKESHORE LEARNING MATERIALS	Non-instructional Supplies	\$	809.56
143889	SPICERS PAPER INC	Non-instructional Supplies	\$	2,578.50
143760	SBVC BOOKSTORE	Non-instructional Supplies	\$	800.00
144001	ZEE MEDICAL SERVICE INC	Non-instructional Supplies	\$	500.00
143799	SBVC BOOKSTORE	Non-instructional Supplies	\$	72.53
143800	STAPLES	Non-instructional Supplies	\$	483.02
143801	STAPLES	Non-instructional Supplies	\$	107.04
143802	STAPLES	Non-instructional Supplies	\$	670.95
143803	STAPLES	Non-instructional Supplies	\$	236.47
143821	PACKAGING HORIZONS CORP	Non-instructional Supplies	\$	115.92
143822	INDEPENDENT LIVING AIDS	Non-instructional Supplies	\$	93.80
143823	SPICERS PAPER INC	Non-instructional Supplies	\$	994.68
143851	CDW GOVERNMENT INC	Non-instructional Supplies	\$	124.42
143852	GRAINGER INC, W W	Non-instructional Supplies	\$	31.97
143853	STAPLES	Non-instructional Supplies	\$	341.51
143854	STAPLES	Non-instructional Supplies	\$	198.95
143890	STAPLES	Non-instructional Supplies	\$	115.35
143891	KLOG INC	Non-instructional Supplies	\$	588.21
143892	SBVC BOOKSTORE	Non-instructional Supplies	\$	300.00
143924	STAPLES	Non-instructional Supplies	\$	426.66
143925	STAPLES	Non-instructional Supplies	\$	423.32
143926	CLERY CENTER FOR SECURITY	Non-instructional Supplies	\$	475.20
143964	GERI'S SCREENPRINTING LLC	Non-instructional Supplies	\$	1,669.06
143965	LIFEGUARD STORE, THE	Non-instructional Supplies	\$	615.00
143966	STAPLES	Non-instructional Supplies	\$	191.50
144002	G/M BUSINESS INTERIORS	Non-instructional Supplies	\$	185.07
144003	STAPLES	Non-instructional Supplies	\$	63.19
144029	STAPLES	Non-instructional Supplies	\$	379.13
144030	STAPLES	Non-instructional Supplies	\$	156.39
144031	GAYLORD BROS INC	Non-instructional Supplies	\$	372.96
144032	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	86.35
144042	STAPLES	Non-instructional Supplies	\$	905.24
144043	SEHI COMPUTER PRODUCTS INC	Non-instructional Supplies	\$	258.12
144044	STAPLES	Non-instructional Supplies	\$	1,382.32
144058	STAPLES	Non-instructional Supplies	\$	435.66

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144059	AMAZON.COM	Non-instructional Supplies	\$	97.63
144060	STAPLES	Non-instructional Supplies	\$	443.46
144075	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	216.00
144076	NAPA AUTO PARTS	Non-instructional Supplies	\$	226.80
144121	MDI	Non-instructional Supplies	\$	942.97
144122	STAPLES	Non-instructional Supplies	\$	240.47
144139	STAPLES	Non-instructional Supplies	\$	287.20
144147	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	76.87
144167	STAPLES	Non-instructional Supplies	\$	207.62
144168	STAPLES	Non-instructional Supplies	\$	452.96
144169	STAPLES	Non-instructional Supplies	\$	143.41
144170	AMAZON.COM	Non-instructional Supplies	\$	52.18
144171	B&H PHOTO VIDEO	Non-instructional Supplies	\$	5,432.28
144172	STAPLES	Non-instructional Supplies	\$	218.66
144173	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	39.38
144174	AR INDUSTRIES	Non-instructional Supplies	\$	729.00
144175	CHAVIRA, REJOICE C	Non-instructional Supplies	\$	87.30
144176	STAPLES	Non-instructional Supplies	\$	282.01
144177	STAPLES	Non-instructional Supplies	\$	374.04
144178	STAPLES	Non-instructional Supplies	\$	461.32
144179	US BANK CORPORATE PMT SYSTEMS	Non-instructional Supplies	\$	108.00
144180	GRAINGER INC, W W	Non-instructional Supplies	\$	848.68
144181	STAPLES	Non-instructional Supplies	\$	466.46
144182	STAPLES	Non-instructional Supplies	\$	106.40
144238	STAPLES	Non-instructional Supplies	\$	1,362.03
144239	STAPLES	Non-instructional Supplies	\$	129.58
144261	JACOBO, MAGDALENA	Non-instructional Supplies	\$	71.35
144288	GALLUP ORGANIZATION	Non-instructional Supplies	\$	539.46
144289	JOURNEYWORKS PUBLISHING	Non-instructional Supplies	\$	176.41
144290	BADGE EXPRESS	Non-instructional Supplies	\$	382.98
144291	MOORE MEDICAL CORPORATION	Non-instructional Supplies	\$	355.15
144292	STAPLES	Non-instructional Supplies	\$	477.38
144313	STAPLES	Non-instructional Supplies	\$	246.37
144314	STAPLES	Non-instructional Supplies	\$	1,068.64
144316	STAPLES	Non-instructional Supplies	\$	177.01
144349	SBVC BOOKSTORE	Non-instructional Supplies	\$	400.00
144356	POSITIVE PROMOTIONS	Non-instructional Supplies	\$	96.79
144357	ASYNTRIA	Non-instructional Supplies	\$	787.99
144358	STAPLES	Non-instructional Supplies	\$	290.96
144266	STAPLES	Non-instructional Supplies	\$	145.21
144287	FAIRVIEW FORD	Non-instructional Supplies	\$	25.29
144074	STAPLES	Non-instructional Supplies	\$	559.04
143824	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	596.98
143759	NAPOLI RESTAURANT	Operational Expenses and Fees	\$	592.00
143804	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	1,286.81
143805	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	645.97
143806	UNLV DINING SERVICES	Operational Expenses and Fees	\$	202.50
143825	LOS AMIGOS RESTAURANT	Operational Expenses and Fees	\$	1,999.73
143826	SBVC BOOKSTORE	Operational Expenses and Fees	\$	300.00



**Purchase Order Report**

**May 8, 2014**

143827	FOUNDATION FOR CALIFORNIA COMM	Operational Expenses and Fees	\$	580.00
143828	HYMAN ENTERPRISES LLC	Operational Expenses and Fees	\$	1,000.00
143893	TACO VILLAGE	Operational Expenses and Fees	\$	1,900.00
143894	EVENTS BY LAVONNE	Operational Expenses and Fees	\$	299.16
143895	WISEGARVER, LILLIAN	Operational Expenses and Fees	\$	100.00
143896	US BANK CORPORATE PMT SYSTEMS	Operational Expenses and Fees	\$	1.05
143967	SAN BERNARDINO CO FIRE DEPT	Operational Expenses and Fees	\$	1,045.00
143968	NAPOLI ITALIAN RESTAURANT	Operational Expenses and Fees	\$	685.90
144033	BAGUETTE BAKERY & CAFE	Operational Expenses and Fees	\$	931.50
144034	DMV RENEWAL	Operational Expenses and Fees	\$	10.00
144035	BANJOMAN INC	Operational Expenses and Fees	\$	3,000.00
144036	CLARENDEN WOODS LLC	Operational Expenses and Fees	\$	300.00
144037	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	696.98
144038	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	138.75
144041	HOUSTON ENTERPRISES	Operational Expenses and Fees	\$	500.00
144070	SBVC FOOD SERVICES	Operational Expenses and Fees	\$	247.60
144071	CHARTHOUSE LEARNING	Operational Expenses and Fees	\$	159.95
144072	CAL POLY POMONA	Operational Expenses and Fees	\$	500.00
144073	BIRCH AQUARIUM	Operational Expenses and Fees	\$	360.00
144123	TACO VILLAGE	Operational Expenses and Fees	\$	1,566.00
144146	CALDWELL-BETTIES, MELITA	Operational Expenses and Fees	\$	175.00
144165	REVOLVING CASH	Operational Expenses and Fees	\$	2,574.00
144166	TROPHY STORE, THE	Operational Expenses and Fees	\$	600.00
144236	COSTCO	Operational Expenses and Fees	\$	118.23
144237	ALL STAR ENGRAVING	Operational Expenses and Fees	\$	78.84
144265	WILLIAMS, MARK	Operational Expenses and Fees	\$	135.00
144285	COLLEGE OF THE CANYONS	Operational Expenses and Fees	\$	5,000.00
144286	PROSOURCE SPECIALTIES	Operational Expenses and Fees	\$	342.97
144354	DICK BLICK	Operational Expenses and Fees	\$	480.38
144355	TACO VILLAGE	Operational Expenses and Fees	\$	1,458.00
143807	TROPHY HOUSE	Operational Expenses and Fees	\$	718.80
144039	BAGUETTE BAKERY & CAFE	Operational Expenses and Fees	\$	1,145.88
143972	LEMAY, PAUL	Operational Expenses and Fees	\$	3,430.00
143973	LOCK N DOOR MAN	Operational Expenses and Fees	\$	2,655.62
143974	STANLEY CONVERGENT SECURITY	Operational Expenses and Fees	\$	12,305.00
144264	US BANK CORPORATE PMT SYSTEMS	Operational Expenses and Fees	\$	500.00
144350	US HEALTHWORKS MEDICAL GROUP	Operational Expenses and Fees	\$	95.00
143829	SBCCD PRINTING SERVICES	Printing	\$	247.05
144159	SBCCD PRINTING SERVICES	Printing	\$	50.00
143830	GALLUP ORGANIZATION	Reference Books	\$	1,343.79
143976	DAWNSIGNPRESS	Reference Books	\$	267.13
143977	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$	48.42
144140	FLINN SCIENTIFIC INC	Reference Books	\$	12.80
144246	LAMA BOOKS	Reference Books	\$	98.11
144263	CPP INC	Reference Books	\$	3,041.67
144351	THOMSON REUTERS - WEST	Reference Books	\$	112.32
144162	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$	42.00
143831	CRUZ, ALFREDO	Refreshments	\$	94.55
143897	COSTCO	Refreshments	\$	250.00

**Purchase Order Report**

**May 8, 2014**

143898	SBVC FOOD SERVICES	Refreshments	\$	222.44
143899	SBVC FOOD SERVICES	Refreshments	\$	1,894.22
143900	HAMDY, RANIA	Refreshments	\$	138.63
144069	TORRES, JOSE	Refreshments	\$	125.00
144259	SBVC FOOD SERVICES	Refreshments	\$	255.39
144260	SBVC FOOD SERVICES	Refreshments	\$	600.00
143979	TACO VILLAGE	Refreshments	\$	1,512.00
143901	SBVC FOOD SERVICES	Refreshments	\$	3,822.28
143902	SBVC FOOD SERVICES	Refreshments	\$	403.31
143978	REVOLVING CASH	Refreshments	\$	119.17
144160	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	27.58
144161	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	27.58
144257	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	400.00
144258	US BANK CORPORATE PMT SYSTEMS	Refreshments	\$	174.00
143832	ASHLOCK, JESS	Repairs & Maintenance	\$	1,080.00
143927	COMMUNICATIONS CENTER	Repairs & Maintenance	\$	1,185.65
143928	PLATINUM WRAPS INC	Repairs & Maintenance	\$	1,050.00
143929	AMTECH ELEVATOR SERVICE	Repairs & Maintenance	\$	3,128.06
143930	WEATHERPROOFING TECH INC	Repairs & Maintenance	\$	3,575.00
143980	ROSENDIN ELECTRIC INC	Repairs & Maintenance	\$	6,000.00
143981	ARS ENTERPRISES INC	Repairs & Maintenance	\$	177.33
144004	INLAND COMPUTER SYSTEMS	Repairs & Maintenance	\$	354.86
144057	JOHNSON POWER SYSTEMS	Repairs & Maintenance	\$	650.00
144068	LABORATORY MICROSCOPE SPEC	Repairs & Maintenance	\$	910.00
144141	LEON, COLLEEN	Repairs & Maintenance	\$	50.00
144234	JOHNSON POWER SYSTEMS	Repairs & Maintenance	\$	4,042.10
144245	SOUTHERN CA FIRE SERVICES INC	Repairs & Maintenance	\$	4,193.36
143903	AMTECH ELEVATOR SERVICE	Repairs & Maintenance	\$	8,895.37
144156	COMPUTERLAND OF SILICON VALLEY	Software	\$	302.40
143855	DELL COMPUTER COMPANY	Software	\$	5,964.00
143982	DELL COMPUTER COMPANY	Software	\$	32,650.56
143983	DELL COMPUTER COMPANY	Software	\$	14,640.48
143984	DELL COMPUTER COMPANY	Software	\$	32,619.44
143969	SBVC BOOKSTORE	Student Aid	\$	1,926.00
143970	SBVC BOOKSTORE	Student Aid	\$	2,000.00
143971	SCHOOL DATEBOOKS	Student Aid	\$	1,017.60
144124	SVM LP	Student Aid	\$	4,168.95
144125	4IMPRINT	Student Aid	\$	306.15
144163	CRAFTON HILLS COLLEGE	Student Aid	\$	480.00
144164	CRAFTON HILLS COLLEGE	Student Aid	\$	60.00
144235	4IMPRINT	Student Aid	\$	171.39
144233	SBCCD FINANCIAL AID	Student Aid	\$	9,671.50
143975	VERIZON	Utilities	\$	2,900.00
144352	WATER DEPARTMENT	Utilities	\$	45,370.82

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees  
FROM: Bruce Baron, Chancellor  
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services  
PREPARED BY: Jose F. Torres, Director of Fiscal Services  
DATE: May 8, 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.

This report also does not include the General Fund, which is submitted to the Board of Trustees on a monthly basis in the information item, General Fund Cash Flow Analysis.

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 March 31, 2014

<b>Account</b>	<b>Amount</b>	<b>Interest</b>	<b>Type</b>	<b>Institution</b>
<b>General Fund</b>				
Clearing Account	\$ 41,133.03	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	12,879.37	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 54,012.40</u>			
<b>Bond Fund</b>	\$ 143,336,753.58	0.00	Investment	Bank of New York Mellon, Los Angeles CA
<b>Enterprise Funds</b>				
Bookstore	\$ 385,510.08	0.00	Checking	Bank of America, Colton CA
Cafeteria	333,263.23	0.00	Checking	Bank of America, Colton CA
Bookstore CD (due 2/2/2014)	104,140.01	(y)0.80	CD	Inland Valley Bank, Redlands CA
	<u>\$ 822,913.32</u>			
<b>Special Revenue</b>				
KVCR Educational Foundation	\$ 422,587.11	0.00	Checking	Citizens Business Bank, San Bernardino CA
<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	\$ 40,217.27	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	23,721.72	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	23,577.80	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	26,311.23	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	17,626.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	221,946.42	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	13,389.16	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	101,969.42	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	91,019.16	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	83,094.19	0.00	Checking	Inland Valley Bank, Redlands CA
SBVC ASB CD (due 01/03/15)	47,579.99	(y)0.30	CD	Inland Valley Bank, Redlands CA
	<u>\$ 690,452.89</u>			
<b>Total Checking, Savings &amp; Investments</b>	\$ 145,471,719.30			