

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 Karl Sparks – CSEA, CTA
- b. Public Employee Performance Evaluation, Government Code 54957  
Title: Chancellor
- c. Public Employee Discipline/Dismissal/Release/Non Re-Employment - Government Code 54957 and Education Code 87678 (2 cases)

3. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

The San Bernardino Community College Board of Trustees offers an opportunity for the public to address the Board on any agenda item prior to or during the Board's consideration of that item. Matters not appearing on the agenda will be heard after the board has heard all action agenda items. 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.

This is an opportunity for members of the public to address the Board concerning closed session items.

4. **CONVENE CLOSED SESSION**

5. **RECONVENE PUBLIC MEETING AT 5:00 pm**

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

7. **CONSIDERATION OF APPROVAL TO TELEVISION BOARD MEETINGS (p.5)**

8. **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. Reports from all groups are intended to be non-controversial and used for reporting on conferences, meetings, and other activities related to District business. No action will be taken.

- a. Board Members
  - i. Oral Reports from Members of the Board Ad Hoc Committees
  - ii. Board Information Requests (p.10)
- b. Student Trustees
- c. Chancellor
- d. SBVC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students

- e. CHC
  - i. President
  - ii. Academic Senate
  - iii. Classified Senate
  - iv. Associated Students
- f. CSEA
- g. CTA

**9. APPROVAL OF MINUTES**

- a. October 20, 2016 (p13)

**10. PUBLIC COMMENTS ON AGENDA ITEMS**

This is an opportunity for members of the public to address the Board concerning agenda items.

**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. BOARD OF TRUSTEES & CHANCELLOR**

- i. None

**b. INSTRUCTIONAL/STUDENT SERVICES**

- i. Consideration of Approval of Curriculum – SBVC (p22)
- ii. Consideration of Approval of Curriculum – CHC (p28)
- iii. Consideration of Approval of Mutually Beneficial Memorandum of Understanding between Crafton Hills College and the University of Redlands (p36)

**c. HUMAN RESOURCES**

- i. Consideration of Acceptance of Employee Resignations (p37)
- ii. Consideration of Approval of 2017-2018 Academic Calendar (p38)
- iii. Consideration of Approval of Adjunct and Substitute Academic Employees (p41)
- iv. Consideration of Approval of Appointment of District Employees (p43)
- v. Consideration of Approval of Classified Employee Promotions (p44)
- vi. Consideration of Approval of District Volunteers (p45)
- vii. Consideration of Approval of Management Job Description (p47)
- viii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p54)
- ix. Consideration of Approval of Rescission of Stipend (p56)
- x. Consideration of Approval of Tuition Reimbursement (p57)
- xi. Consideration of Approval to Adopt the Sewer System Management Plan (SSMP) (p58)
- xii. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p61)

d. **BUSINESS & FISCAL SERVICES**

- i. Consideration of Approval of Professional Services Contracts-Agreements (p66)
- ii. Consideration of Approval of Purchase Order Report (p68)
- iii. Consideration of Approval of Routine Contracts-Agreements and Memorandums of Understanding (p76)
- iv. Consideration of Approval to Adopt a Resolution to Appropriate Funds (p105)
- v. Consideration of Approval to Adopt Budget Calendar for 2017-18 (p108)
- vi. Consideration of Approval of Individual Memberships (p112)
- vii. Consideration to Approve Conference Attendance (p114)
- viii. Consideration to Approve District & College Expenses (p124)

e. **FACILITIES**

- i. Consideration of Approval of Amendment 005 to the Contract with PMSM Architects of Santa Barbara CA (p132)
- ii. Consideration of Approval of Non-bond Construction Change Orders and Contract Amendments (p137)
- iii. Consideration of Approval to Award Informal Bid and Contract to Baker Electric Inc. of Escondido CA (p142)

f. **RESOLUTIONS**

- i. None

12. **ACTION AGENDA**

- a. Consideration of Approval of a Resolution to Adopt the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Service (p145)
- b. Consideration of Approval to Accept Board Policies for First Reading (p166)
- c. Consideration of Approval to Accept Draft #2 Master Plans for San Bernardino Valley College, Crafton Hills College, and the District Needs & Institutional Support Plan for first reading (p185)

13. **INFORMATION ITEMS**

- a. 12 Safety Programs Consolidation or Update for SBVC and CHC (p194)
- b. Applause Cards (p195)
- c. Budget Report (p202)
- d. Cenergistic Cumulative Cost Savings (p244)
- e. District Clery Act Compliance Report (p247)
- f. CSA MOUs (p249)
- g. General Fund Cash Flow Analysis (p255)
- h. Local Hire - Measure M Demographics Report (p257)
- i. Quarterly Investment Report (p259)
- j. Summary of Measure M Construction Contract Change Orders and Amendments (p261)

14. **PUBLIC COMMENT ON NON-AGENDA ITEMS**  
This is an opportunity for members of the public to address the Board concerning non-agenda items.
15. **CONVENE CLOSED SESSION (if needed)**  
Convene Closed Session for unfinished business on closed session items.
16. **RECONVENE PUBLIC MEETING**
17. **REPORT OF ACTION IN CLOSED SESSION (if any)**
18. **ADJOURN** – The next meeting of the Board: 4pm, December 8, 2016

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval to Televis Board Meetings

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Internet streaming and televising of regular board meetings on KVCR, and direct the Chancellor to pursue the renovations, equipment acquisition and processes necessary to begin the programming as soon as feasible

### **OVERVIEW**

Board of Trustee meetings are open to the public. Streaming on the Internet or televising board meetings demonstrates transparency and accountability. It allows the public to follow the work of the District and to have the convenience of watching the meeting via live stream, delayed broadcast or on-demand.

The Radio, Television, Video and Film Program at San Bernardino Valley College will utilize students in its lab-based courses to film the board meetings which will be part of the instructional course requirements. One-time renovations required in the Board Room and equipment necessary to create a professional broadcast will cost approximately \$140,000. Projected ongoing costs of student interns to work on this project when class is not in session is \$1,920. It is planned that the Board Meetings will be streamed live on the internet and televised on KVCR on a schedule to be determined. More detailed budget information is attached.

### **ANALYSIS**

Board members recommended the Chancellor to prepare for the streaming and televising of Board Meetings in fall 2016. Delays in approval change the start date to the spring 2017 semester.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATION**

Available Capital Outlay Funding for the onetime costs  
Possible intern cost covered through Board of Trustees budget

**San Bernardino Community College District**  
**Budget Proposal for Televising District Board Meetings**  
**October 2016**

Budget Item	Estimated Annual Cost
<b>SUB-TOTAL Equipment (see attached) One-time</b>	<b>\$40,526</b>
<b>SUB-TOTAL Room renovations to create a Control Room (see attached) One-time</b>	<b>\$80,000</b>
<b>Cost to update mural in Board Room (possible project) – One-time</b>	<b><u>\$20,000</u></b>
<b>TOTAL Onetime costs</b>	<b><u>\$140,526</u></b>
<b>Possible Staffing Costs -- Up to 4 months when Board might be in session when classes are out of session – January, April, June, and December. Require 3 interns x 5 hours x 4 meetings x \$12 per hour.</b>	<b>\$720</b>
<b>Faculty member to cover up to 4 months when Board might be in session when classes are out of session – January, April, June, and December. Require one faculty x 5 hours x 4 meetings x \$60 per hour.</b>	<b><u>\$1,200</u></b>
<b>TOTAL Possible Ongoing costs</b>	<b><u>\$ 1,920</u></b>

ITEM	DESCRIPTION	VENDER	UNIT PRICE	QUANTITY	TOTAL
Sony HXR-NX3/1 NXCAM	Professional Handheld Camcorder	B&H Photo	\$3000	3	\$9000
Tripods	Libec LX10 Studio Two-Stage Aluminum Tripod System and H65B Head with Dual Pan Handles and Spreader Dolly	B&H Photo	\$1400	3	\$4200
RGB mate to projector in podium, hard wire on Boards podium.	Extron P2/DA Xxi And P2DA4xi	Enko Systems	\$165 + 179	1344	1344
Pwr supply for wireless, cable feed thru pipe on top of projector. Floor IP feed podium sits over					\$50
Wireless connectivity	Paralinx Triton 1:1 Wireless Video System B&H # PATR11 MFR # 10-1271	B&H Photo	\$1195	3	\$3585
Production switcher with audio follow video	Datavideo MS-2800B 8-Channel HD/SD Mobile Video Studio Bundle	B&H Photo	\$19,000	1	\$19,000
Datavideo dual-ear headset plus DATAVIDEO ADD-ON-PACK f/ITC-100/REG		B&H Photo	\$268	4	\$1072
Character generator	Datavideo CG-300TC Kit with CG-300 Character Generator Software and TC-200 Overlay Box Character Generator Kit		\$1775	1	\$1775
Misc. cables/connectors	TBA		\$500		\$500
Ventilation	Storeroom-control room conversion				TBA
<b>TOTAL</b>					<b>\$40,526</b>



**Date:** September 20, 2016  
**Project Name:** Control Room Addition  
**Re:** OPINION OF PROBABLE COST

When the existing Board Room, at the District Offices, was constructed, the originally planned Control Room was engineered out of the project. The District is now interested in moving forward with this scope of work by constructing a new addition to the existing structure that will house a new Control Room for the purpose of televising the Board Meeting.

The proposed location of the new control room is at the South/East corner of the existing Board Room, and will occupy a portion of the existing exterior patio.

**New Control Room Interior Elements:**

- New Recording and Sound Equipment
- All required Shelving
- Furniture
- Viewing Window
- Data Lines
- Electrical Outlets

**New Control Room Construction:**

- New structure to match the existing exterior architecture
- Wood Framed construction to match existing.
- New Mechanical Supply and Return
- Roofing material will be Built-Up system
- Roof Drainage will be to through the interior walls to the exterior of the building, east side.
- Floor level to match existing Board Room.
- New T-Bar Ceiling materials to match existing.
- New doors and all associated hardware to match existing.
- All interior finished to be selected prior to procurement by contractor. Contractor to provide samples for selection by owner.
- All required signs
- Reuse of existing Data Lines just outside of new location. (If un-useable, new data runs will be required.
- All lighting and switching. (Dimmable?)
- 3/0 X 7/0 Door with Window





**CONSTRUCTION COST:**

Control Room Estimate \$60,000

Scope for the above project is as follows:

1. Saw cut, pour footing, Pour new slab with raised curb, rebar and finish.
2. Install 6" M. Studs 14' tall, with 8" ceiling joist, Plywood on exterior wall and joist. Joist slopes to drain.
3. Install new 3'x7' door with lock, and 4'x4' window, single pane, fixed.
4. Drywall and paint all interior walls.
5. T-bar at 9'-0" together with 1 light, 1 supply and 1 return.
6. Connect HVAC to nearest supply and returns.
7. Provide 2 outlets with 110 voltage.
8. Install exterior stucco to match in texture and color
9. Install exterior expansion joint to match existing.
10. Install 3 ply roofing on new plywood area together with all flashing as necessary.
11. Install 1 external downspout, to spill on planter.

**CONSTRUCTION SOFT COST:**

- Design Fees
- Construction Contingencies
- Testing and Inspection Fees
- Management Fees \$20,000

**TOTAL PROJECT COST: \$80,000**

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 10, 2016

**SUBJECT:** Board Information Requests

### **RECOMMENDATION**

This item is for information only. The Board may ask staff to review a matter or may ask that a matter be put on a future agenda.

### **OVERVIEW**

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 10/26/16)**

**Date of Request:** 8/25/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 01/12/17

**Request:** Foundations to update the Board on how the one-time money is being spent.

**Comments:** The Study Session for the Foundations is scheduled for 1/12/17. The Board created an Ad Hoc Committee to develop the agenda and specific requests for the meeting.

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**Date of Request:** 8/25/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 06/30/17

**Request:** Report to the Board detailing how the EDCT will support the campuses.

**Comments:** Chancellor will update the Board on collaborative work and support efforts during 2016-2017 academic year, leading to a strategic plan from EDCT. The timeline is tied to the next budget cycle. Additionally, the plan should be presented when there is a permanent Associate Vice Chancellor in place.

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**Date of Request:** 8/22/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 06/30/17

**Request:** Redefine Board's self-assessment questions for clarification.

**Comments:** BOT Ad Hoc committee to schedule meeting.

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**Date of Request:** 8/22/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 06/30/17

**Request:** Board goals should be agendaized for progress reports.

**Comments:** Chancellor will provide periodic updates.

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**Date of Request:** 8/25/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 06/30/17

**Request:** KVCR and EDCT one-time expenses to be listed on their own budget lines

**Comments:** Jose Torres will provide breakdown next fiscal year.

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**Date of Request:** 9/8/2016  
**Requested by:** Singer  
**Planned Completion Date:** 06/30/17

**Request:** Recommendation to promote the safety of our campuses, to the community, based on monthly Clery reports.

**Comments:** Chancellor will work with the District Director of Marketing, PR and Government Affairs to promote the safety on a regular basis.

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**Date of Request:** 8/22/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** Completed  
10/17/2016

**Request:** Requested a master calendar and more reminders of upcoming events.

**Comments:** Chancellor provides the upcoming event calendar in the Trustee Chat weekly.

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**Date of Request:** 8/22/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** Completed  
8/24/2016

**Request:** Presentations to the Board should include executive summary, minimum 12 pt. font, be consistent reporting style with both colleges, and must answer why the information is important and how the Board can help.

**Comments:** Chancellor revised the presentation guidelines. Implementation is planned for 8/24/16.

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**Date of Request:** 8/25/2016  
**Requested by:** Singer  
**Planned Completion Date:** Completed 9/1/16

**Request:** What percentage of votes are needed to pass proposition 30 replacement bill, proposition 55?

**Comments:** Chancellor emailed response on 8/30/16 and a printed copy at the 9/1/16 Study Session.

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**Date of Request:** 8/22/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** Completed 9/8/16

**Request:** Closed session to start at 4pm with open session at 5pm.

**Comments:** This will begin at the 9/8/16 Board meeting.

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**Date of Request:** 8/22/2016  
**Requested by:** Williams  
**Planned Completion Date:** Completed 9/8/16

**Request:** Request to send monthly bond reports electronically and not in printed format.

**Comments:** This will begin at the 9/8/16 Board meeting.

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**Date of Request:** 10/20/2016  
**Requested by:** Board of Trustees  
**Planned Completion Date:** 04/30/16

**Request:** Contract with Cynthia Pringle - Can we see the results of the analysis on KVCR once complete?

**Comments:** We anticipate having a written report of findings from the consultant by the end of April. The Chancellor will share the report with the Board.

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**Members Present:**

John Longville, President  
Joseph Williams, Vice President  
Gloria Harrison, Clerk  
Donna Ferracone, Trustee  
Dr. Donald Singer, Trustee  
Dr. Anne Viricel, Trustee  
Nickolas W. Zoumbos, Trustee  
Pablo Machado, SBVC, Student Trustee  
Beverly Rapouw, CHC, Student Trustee

**Members Absent:**

None

**Administrators Present:**

Bruce Baron, Chancellor  
Diana Rodriguez, President, SBVC  
Dr. Wei Zhou, President, CHC  
Jose Torres, Vice Chancellor of Business and Fiscal Services  
Karl Sparks, Consultant Vice Chancellor of Human Resources

**Administrators Absent:**

None

**CALL TO ORDER – PLEDGE OF ALLEGIANCE**

President Longville called the meeting to order at 4:05pm. Trustee Harrison led the pledge of allegiance.

**ANNOUNCEMENT OF CLOSED SESSION ITEMS**

- Conference with Labor Negotiators – Government Code 54957.6  
Agency Negotiators: Bruce Baron and Karl Sparks – CSEA, CTA
- Public Employee Performance Evaluation, Government Code 54957  
Title: Chancellor
- Public Employee Discipline/Dismissal/Release/Non Re-Employment - Government Code 54957 and Education Code 87678 (3 cases)

**PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

None

**CONVENE CLOSED SESSION**

Closed session convened at 4:07pm

**RECONVENE PUBLIC MEETING AT 5:00 pm**

Public meeting reconvened at 5:15pm

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

On October 20, 2016, the Board unanimously took action to approve the release of probationary employee No. 28260.

On October 20, 2016, the Board unanimously took action, pursuant to Education Code section 87734, to issue faculty member ID number 1997, a Notice of Unprofessional Conduct.

**REPORTS**

- Trustee Singer reported the Ad Hoc K-12 committee is looking to reschedule the All Boards Meeting for January 25, 2017. He also attended SBVC's 90<sup>th</sup> Anniversary.

- Trustee Harrison attended the ACCT conference and returned with many great ideas that she will share with staff. She also attended CHC Herbivore Festival and SBVC's 90<sup>th</sup> Anniversary.
- Trustee Zombos attended the ACCT conference and a bus tour to Del Gado Community College.
- Trustee Viricel attended the ACCT conference and reported on college department events and community events. She also attended SBVC's 90<sup>th</sup> Anniversary.
- Trustee Williams thanked everyone for the gifts and well wishes for his new daughter. Attended and was honored at SBVC's 90<sup>th</sup> Anniversary. Student Success Committee had a report on SSSP. SCE is looking for partnerships with community colleges to develop custom curriculum. He was elected to serve on the African American Community College Trustees Association as president.
- President Longville attended the 90<sup>th</sup> Anniversary.
- Student Trustee Pablo reported on attending HACU and SBVC's 90<sup>th</sup> Anniversary.
- Student Trustee Beverly reported attending ACCT conference
- Chancellor reported giving testimony to the State Higher Education Assembly Committee on student success. Attended Academic and Classified Senate meetings at both campuses. SBVC received a grant for \$10,000 for student voter registration activities. SBVC received a \$31,000 grant from the state to implement Open Educational Resources to reduce the burden of costly textbooks for students. He has talked to both campuses to increase enrollment. Looking at non-traditional ways to increase FTES.
- President Zou reported having successful events. He has plans to integrate and promote the college into future events.
- CHC Academic Senate by Mark McConnell. Formed an Ad Hoc committee to review WebAdvisor to develop a portal to make it easier to navigate. 3 research positions were approved by the Senates to serve areas. Math department is looking at alternatives to make registration fair for everyone and to get students in the right math class. Pilot a non-credit program and plans to implement in summer 2017.
- Jordan spoke on voter registration initiative with \$10K grant at CHC. Sober Fest event is upcoming.
- President Rodriguez reported on HACU, enrollments, and attending community events. She thanked the foundation and board members for their support.
- Autumn Blackburn reported for SBVC ASG. They have been active with voter registration, informing the students on propositions, resolution for AB 1995, endorsed proposition 55.
- Cassandra Thomas reported for CSEA. Negotiations will begin tomorrow. Supporting proposition 55. She made general statements about how staff feels marginalized. Examples included classified staff are not getting the benefit of the doubt, management does not agree or consider the advice of the staff who is the expert in an area, more weight is given to managers over classified staff. Bi-literate and bilingual stipends are still an issue, 4/10 schedules are still a problem for people who work outside as well as release time.

### **APPROVAL OF MINUTES**

September 1, 8, 22 2016

Trustee Williams, Trustee Viricel seconded the motion and the board members voted as follows:

To approve the minutes for September 1, 8, and 22, 2016

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zombos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

### **PUBLIC COMMENTS ON AGENDA ITEMS**

None

### **ITEMS PULLED FOR DISCUSSION**

Consideration of Approval of Curriculum-CHC

Trustee Singer, Trustee Harrison seconded the motion and the board members voted as follows:

To approve the CHC Curriculum Modifications.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zombos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Routine Contracts-Agreements and Memorandums of Understanding

Trustee Williams, Trustee Singer seconded the motion and the board members voted as follows:

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

**Trustee Harrison and Viricel abstained from the contract for SB Symphony.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Host San Manuel's First Cultures Wa'at Celebration

To approve a facility-use fee waiver for the San Manuel First Cultures event to be held on the Crafton Hills College campus on November 17th and 18th, 2016. Trustee Harrison asked if the item needs to be voted on because it is a co-hosted event. **No vote was needed for this item.**

**CONSENT AGENDA**

**BOARD OF TRUSTEES & CHANCELLOR**

Consideration to Approve Memorandum of Understanding with California Secretary of State California Students Vote Project

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve a memorandum of understanding (MOU) to support the non-partisan initiative, California Students Vote Project, by the California Secretary of State.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**INSTRUCTIONAL/STUDENT SERVICES**

Consideration of Approval of Curriculum-SBVC

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the SBVC Curriculum Modifications

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**HUMAN RESOURCES**

Consideration of Acceptance of Employee Resignations

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To accept the resignations of Adam Sheble effective August 20, 2016, Alan Braggins effective September 29, 2016, Ma Cecilia Andrada effective September 9, 2016 and Brian Sylva effective October 7, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Acceptance of Employee Retirement

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To accept the retirement of Anselmo Escobedo effective November 3, 2016 and Darrell Tappen effective October 2, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Adjunct and Substitute Academic Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the employment of adjunct and substitute academic employees as needed for the 2016-2017 academic year.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Amendment of Classified Employee Promotion

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the amendment to the promotion of Robyn Bender effective August 22, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Appointment of District Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the appointment of Jose Diaz effective November 7, 2016, Keynasia Buffong effective October 21, 2016, Lucia Ramirez effective November 7, 2016, Wonder Poynter effective November 7, 2016, Matty Tamayo effective November 7, 2016, Lena Huizar effective November 7, 2016, Priscilla Acosta effective November 7, 2016, Cosme Islas effective November 7, 2016, Lillian Wisegarver effective October 21, 2016, Francisco Blanquet effective October 21, 2016, Jamie Sierra effective November 7, 2016 and Vanessa Pinedo effective November 7, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of District Volunteers

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve District volunteers.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Non-Instructional Pay for Academic Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve non-instructional pay for academic employees.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Salary Advancement for Academic Employee

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the salary advancement for Daniele Ramsey effective July 1, 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Stipends

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve stipends for the 2016-2017 academic year including additional names:

**Add the following employee stipends for the 2016-2017 academic year:**

**Rabago, Ralph Women's Golf (SBVC) \$6,764.00**  
**Rabago, Ralph Women's Golf (CHC) \$6,764.00**  
**Remington, Justin Women's Basketball (SBVC) \$2,341.50**

**Amend the stipend to correct the amount to:**

**Urbano, Jani Women's Soccer (SBVC) \$3,642.00**



AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Temporary Academic Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the temporary academic appointment of Jason Vandiver effective December 21, 2016 and Wendy McKeen effective August 12, 2016. **Correction to Wendy McKeen's salary. She is to be placed at Column F, Step 5, \$65,385.57 per year.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Adopt the Sewer System Management Plan (SSMP) for First Reading

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the San Bernardino Community College District Sewer System Management Plan (SSMP) for first reading.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Amend Sabbatical Leave and Approve Resolution Waiving Posting of Bond by Faculty Member

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve amending the period of sabbatical leave previously granted to Kathryn Crow for the Fall 2016 semester so that she may take the leave during the Spring 2017 semester instead.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Professional Expert Short-Term and Substitute Employees

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the employment of Professional Expert, Short-Term, and Substitute Employees.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

**BUSINESS & FISCAL SERVICES**

Consideration of Approval of Professional Services Contracts-Agreements

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the list of Professional Services contracts/agreements.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval of Purchase Order Report

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
To approve the list of purchase orders.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Surplus Property and Authorization for Private Sale or Disposal

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the equipment and/or materials as surplus property and direct the Business Manager to arrange for its sale or disposal.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration of Approval to Appoint Members to the CBOC

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the appointment of Amber Snow to the Citizens Bond Oversight Committee for an initial three-year term.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Individual Memberships

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the requests for individual memberships.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration to Approve Conference Attendance

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the requests for Conference Attendance.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration to Approve District & College Expenses

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve the requests for District/College Expenses.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

**FACILITIES**

Consideration of Approval of Amendment 004 to the Contract with PMSM Architects of Santa Barbara CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 004 to the contract with PMSM Architects of Santa Barbara CA in the amount of \$9,850.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

Consideration of Approval of Amendment 008 to the Contract with HMC Architects of Ontario CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:

To approve Amendment 008 to the contract with HMC Architects of Ontario CA in the amount of \$7,345.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval of Amendment 011 to the Contract with Knowland Construction Services, Inc. of Rancho Palos Verdes CA

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
 To approve Amendment 011 to the contract with Knowland Construction Services, Inc. of Rancho Palos Verdes CA in the amount of \$2,160.00.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval of Measure M Construction Change Orders and Contract Amendments

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
 To approve the following contract amendments and ratify the following change orders.

<b>San Bernardino Valley College – ADA/Site Signage-Trash Enclosures 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>
ATEN, Highland CA	CO-01	\$51,000.00	.00	-\$950.00	\$50,050.00	-1.86

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

Consideration of Approval of Non-bond Construction Change Orders and Contract Amendments

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
 To approve the following contract amendments and ratify the following change orders.

<b>San Bernardino Valley College – Lockdown 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>
<b>Dan Lyman Construction, Inc.</b> San Bernardino, CA	CO-02	\$409,462.00	\$17,901.00	\$9,797.00	\$437,160.00	6.76%
<b>San Bernardino Valley College – Fire Alarm Panel Replacement</b>						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
<b>JAM Corporation</b> Monrovia, CA	CO-01	\$23,192.00	\$0.00	\$537.00	\$23,729.00	2.32%

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
 NOES: None  
 ABSENT: None  
 ABSTENTIONS: None

**RESOLUTIONS**

Consideration to Adopt a Resolution to Support Proposition 55

Trustee Harrison, Trustee Singer seconded the motion and the board members voted as follows:  
 To adopt a resolution to support Proposition 55 - The Children's Education and Health Care Protection Act of 2016.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
 NOES: None  
 ABSENT: None

ABSTENTIONS: None

**ACTION AGENDA**

Consideration of Approval to Direct the Chancellor to Work Within Collegial Consultation to Develop a Policy on Student Success

Trustee Williams, Trustee Harrison seconded the motion and the board members voted as follows:  
To approve to direct the Chancellor to work within collegial consultation to develop a policy on student success.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Reaffirm Board Imperatives and Approve Board Goals

Trustee Harrison, Trustee Williams seconded the motion and the board members voted as follows:  
To approve to reaffirm the Board Imperatives and approve the 2017-2018 Board Goals.  
**To accept the progress report for 2015-2016 and to refer 2016-2017 to the Goals Ad Hoc Committee.**

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Consideration of Approval to Televis Board Meetings

Trustee Williams, Trustee Viricel seconded the motion and the board members had discussion about approving Internet streaming and televising of regular board meetings on KVCR, and direct the Chancellor to pursue the renovations, equipment acquisition and processes necessary to begin the programming as soon as feasible

Singer motioned, Trustee Zoumbos seconded the motion to table the item.

Trustee Ferracone doesn't feel the Board is ready with students, curriculum, and cost. She would like to make sure the campus has reviewed the item.

Trustee Harrison would like to see a complete budget to include cost for interns, staff, and overload/stipends for faculty. Trustee Williams asked if the Board to consider moving forward with the construction and follow up next month for the cost.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw  
NOES: None  
ABSENT: None  
ABSTENTIONS: None

Public Hearing of CSEA Chapter #291 Initial Proposal to the District

1. The attached initial proposal from the San Bernardino Community College District California School Employees Association for negotiation of the SBCCD CSEA Chapter #291 – District Collective Bargaining Agreement for the period July 1, 2016 through June 30, 2019 be acknowledged for official receipt by the District, and presented for public hearing pursuant to the provisions of State Government Code 3547.

2. The President of the Board of Trustees open the hearing for public comments, and following any comments from the public, the President of the Board of Trustees shall close the hearing.

President Longville opened the hearing. With no comments, the hearing was closed.

Public Hearing of SBCCD Initial Proposal to CSEA Chapter #291

1. The attached initial proposal from the San Bernardino Community College District for negotiation of the SBCCD CSEA Chapter #291 – District Collective Bargaining Agreement for the period July 1, 2016 through June 30, 2019 be acknowledged for official receipt by the District, and presented for public hearing pursuant to the provisions of State Government Code 3547.

2. The President of the Board of Trustees open the hearing for public comments, and following any comments from the public, the President of the Board of Trustees shall close the hearing.

President Longville opened the hearing. With no comments, the hearing was closed.

Consideration of Approval to Adopt Initial Proposal from the District to CSEA Chapter #291

Trustee Ferracone, Trustee Viricel seconded the motion and the board members voted as follows:

1. The attached initial proposal from the San Bernardino Community College District for negotiation of the SBCCD CSEA Chapter #291 – District Collective Bargaining Agreement for the period July 1, 2016 through June 30, 2019 be adopted by the District, and is presented for board approval pursuant to State Government Code 3547.

AYES: Longville, Williams, Harrison, Ferracone, Singer, Viricel, Zoumbos, Machado, Rapouw

NOES: None

ABSENT: None

ABSTENTIONS: None

**INFORMATION ITEMS**

Applause Cards

Budget Report

Cenergistic Cumulative Cost Savings

District Clery Act Compliance Report

General Fund Cash Flow Analysis

Information Item CTA MOUs

Local Hire - Measure M Demographics Report

Quarterly Financial Status Report

Summary of Measure M Construction Contract Change Orders and Amendments

**PUBLIC COMMENT ON NON-AGENDA ITEMS**

None

**ADJOURN**

President Longville adjourned the meeting at 7:30pm

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Gloria Macias Harrison, Clerk  
SBCCD  
Board of Trustees

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Diana Rodriguez, President, SBVC  
**PREPARED BY:** Henry Hua, Interim Vice President, Instruction, SBVC  
**DATE:** November 10, 2016  
**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 being revised and updated to reflect and meet student needs.

**ANALYSIS**

These courses, certificates, and degrees have been approved for addition, modification, and deletion by the Curriculum Committee of the Academic Senate and will be included in the 2017-2018 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  
November 10, 2016**

**CONTENT REVIEW**

*No Changes to the College Catalog*

ASTRON 120  
ENGL 275  
PHYSIC 150B

ASTRON 125  
MATH 250  
PHYSIC 200

COMMST 125  
PHYSIC 101  
PHYSIC 201

ENGL 077  
PHYSIC 150A  
PHYSIC 210

**Rationale:** Content Review  
**Effective:** Fall 2017

**MODIFY COURSE**

*Changes to the College Catalog*

<b>COURSE ID</b>	<b>COURSE TITLE</b>
ADJUS 101	INTRODUCTION TO ADMINISTRATION OF JUSTICE

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

<b>COURSE ID</b>	<b>COURSE TITLE</b>
ADJUS 102	PRINCIPLES AND PROCEDURES OF THE JUSTICE SYSTEM

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

<b>COURSE ID</b>	<b>COURSE TITLE</b>
ADJUS 103	CONCEPTS OF CRIMINAL LAW

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ADJUS 104	LEGAL ASPECTS OF EVIDENCE

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ADJUS 105	COMMUNITY RELATIONS

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ADJUS 106	PRINCIPLES OF INVESTIGATION

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ADJUS 107	CONCEPTS OF ENFORCEMENT SERVICES

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ADJUS 108	JUVENILE PROCEDURES

**Departmental Advisory:** ENGL 015 or eligibility for ENGL 101 OR 101H as determined through the SBVC assessment process.  
**Equate:** Course not offered at CHC.  
**Rationale:** Content Review. Updating course to align with C-ID.  
**Effective:** Fall 2017



COURSE ID	COURSE TITLE
ENGL 055	CHILDREN'S LITERATURE

**Catalog Description:** In this survey course, students will read several classics in children's literature focusing on characteristic traits common to all significant literature. Most important, however, it will examine the ideologies embedded in the texts as well as the ideologies that guide our culture, particularly in terms of children and the literature they read.

**Schedule Description:** In this survey course, students will read several classics in children's literature focusing on characteristic traits common to all significant literature.

**Equate:** Course not offered at CHC.  
**Rationale:** Content Review.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ENGL 063	CHICANO LITERATURE

**Catalog Description:** This course covers a representative survey of Chicano literature, including novels, drama, poetry, and essays which focus on the cultural, social, and political developments and themes that shape and characterize Chicano culture and literary expression.

**Schedule Description:** This course covers a representative survey of Chicano literature, including novels, drama, poetry, and essays which focus on the cultural, social, and political developments and themes that shape and characterize Chicano culture and literary expression.

**Equate:** Course not offered at CHC.  
**Rationale:** Content Review.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ENGL 155	CHILDREN'S LITERATURE

**Catalog Description:** In this survey course, students will read several classics in children's literature focusing on characteristic traits common to all significant literature. Most important, however, it will examine the ideologies embedded in the texts as well as the ideologies that guide our culture, particularly in terms of children and the literature they read.

**Schedule Description:** In this survey course, students will read several classics in children's literature focusing on characteristic traits common to all significant literature.

**Equate:** ENGL 155  
**Rationale:** Content Review.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
ENGL 163	CHICANO LITERATURE

**Catalog Description:** This course covers a representative survey of Chicano literature, including novels, drama, poetry, and essays which focus on the cultural, social, and political developments and themes that shape and characterize Chicano culture and literary expression.

**Schedule Description:** This course covers a representative survey of Chicano literature, including novels, drama, poetry, and essays which focus on the cultural, social, and political developments and themes that shape and characterize Chicano culture and literary expression.

**Equate:** ENGL 163  
**Rationale:** Content Review.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
MATH 103	PLANE TRIGONOMETRY

**Prerequisite:** MATH 095 or eligibility for MATH 103 as determined through the SBVC assessment process.

**Departmental Advisory:** None  
**Equate:** MATH 103  
**Rationale:** Removed Departmental Advisory and updated content for C-ID.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
OSHA 010	OSHA 10 – HOUR SAFETY STANDARDS: CONSTRUCTION INDUSTRY

**Course Title:** Federal OSHA Entry-Level: Construction Industry Safety  
**Lecture:** 0.5 contact hour(s) per week  
 8 - 9 contact hours per semester  
**Laboratory:** 1.5 contact hour(s) per week  
 24 - 27 contact hours per semester  
**Departmental Advisory:** Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.  
**Catalog Description:** This course provides entry-level construction workers with information about rights, employer responsibilities, how to identify, abate, avoid and prevent job-related hazards on work sites. It also covers construction safety and health hazards that may be encountered on jobs and emphasizes hazard identification and control to prevent illness, injury, or death. Completers may qualify for the Federal OSHA, minimum 10-hour, Construction card.  
**Schedule Description:** This course provides entry-level construction workers with basic information about rights, employer responsibilities, how to identify, abate, avoid and prevent job-related hazards on work sites. Completers may qualify for the Federal OSHA, minimum 10-hour, Construction card.  
**Equate:** Course not offered at CHC.  
**Rationale:** Modifying course content and lecture and lab hours.  
**Effective:** Fall 2017

COURSE ID	COURSE TITLE
OSHA 015	OSHA 10 – HOUR SAFETY STANDARDS: GENERAL INDUSTRY

**Course Title:** Federal OSHA Entry-Level: General Industry Safety  
**Lecture:** 0.5 contact hour(s) per week  
 8 - 9 contact hours per semester  
**Laboratory:** 1.5 contact hour(s) per week  
 24 - 27 contact hours per semester  
**Departmental Advisory:** Federal OSHA requires each student be 18 years of age in order to qualify for an OSHA card.  
**Catalog Description:** This course provides entry-level general industry workers with basic information about rights, employer responsibilities, how to identify, abate, avoid and prevent job-related hazards on a job site. Emphasizes hazard identification, avoidance, control and prevention of illness, injury, or death. Completers may qualify for the Federal OSHA minimum 10-hour card.  
**Schedule Description:** This course provides entry-level general industry workers with basic information on rights, employer responsibilities, identifying, abating, avoiding, preventing job hazards. Completers may qualify for the Federal OSHA minimum 10-hour card.  
**Equate:** Course not offered at CHC.  
**Rationale:** Modifying course content and lecture and lab hours.  
**Effective:** Fall 2017

### COURSE DELETION

ADJUS 098

**Rationale:** Courses are no longer offered.  
**Effective:** Fall 2017

### DISTRIBUTED EDUCATION

ADJUS 101	ADJUS 102	ADJUS 103	ADJUS 104
ADJUS 105	ADJUS 106	ADJUS 107	ADJUS 108
ART 108	ASTRON 120	ENGL 055	ENGL 063
ENGL 077	ENGL 155	ENGL 163	ENGL 275
MATH 103			

**Rationale:** **100% ONLINE**  
 One of the planning themes of San Bernardino Valley College (SBVC) is access. For career technical courses, the issue of scheduling is crucial. Students working the night shift can only take class in the morning while those working traditional day schedules can only take evening classes. Given these variables and difficult schedules, students need the flexibility of time that an online class affords. An asynchronous online class allows students to study when their schedules allow and where they have the space and materials to do so effectively. The online delivery method of these courses supports the mission of SBVC by providing access to education to a diverse community of learners who find themselves in a community with complicated lives and difficult and demanding schedules and responsibilities.  
**Effective:** Fall 2017

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Wei Zhou, President, CHC  
**PREPARED BY:** Bryan Reece, Vice President of Instruction, CHC  
**DATE:** November 10, 2016  
**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**  
**November 10, 2016**

**NEW COURSES**

**DISCIPLINE:** Anthropology  
**DEPARTMENT:** Social Science  
**COURSE ID:** ANTHRO 125  
**COURSE TITLE:** Language and Culture  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**CATALOG DESCRIPTION:** Introduction to the anthropological study of language. Examination of nonhuman communication and the origin of language in humans; language acquisition and speech production; nonverbal communication; structure of language; language history and change, and the relationship between language and culture, power, ethnicity, gender, and social stratification.

**SCHEDULE DESCRIPTION:** Introduction to the anthropological study of language.

Note: This course is currently equated with ANTHRO 125 at SBVC.

**Effective: FA17**

**Rationale:** Part of transfer curriculum model for AA-T in Anthropology

**COURSE ID:** FIRET 125  
**COURSE TITLE:** Firefighter 1 Skills Review & Evaluation  
**PREREQUISITE:** None  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** Successful completion of FIRET 115  
**SEMESTER UNITS:** 1  
**MINIMUM SEMESTER HOURS:**  
**LAB:** 48

**CATALOG DESCRIPTION:** Review of skills learned in the basic fire academy in accordance with the State Fire Marshal Firefighter 1 curriculum. This course also provides the student with the opportunity to take the National Capstone tests for International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Services Professional Qualifications (Pro Board) certification. Successful completion of this course provides the student with the opportunity to apply for employment in the State of California and outside of California with those states that offer reciprocity.

**SCHEDULE DESCRIPTION:** Review of skills learned in the basic fire academy, in accordance with the State Fire Marshal Firefighter 1 curriculum.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**Effective: FA17**

**Rationale:** This course meets the requirements and mandates from the State Fire Training for 2013 Firefighter 1 curriculum. The course provides the student with the opportunity to take the National Capstone tests for International Fire Service Accreditation Congress (IFSAC) and National Board of Fire Services Professional Qualifications (Pro Board) certification.

Curriculum Meeting: 11/09/15, 10/10/16

Conjoint Meeting: 10/25/16

Board of Trustees Meeting: 11/10/16

2 of 8

**DISCIPLINE:** Philosophy  
**DEPARTMENT:** Social Science  
**COURSE ID:** PHIL 107  
**COURSE TITLE:** Social and Political Philosophy  
**PREREQUISITE:** Eligibility for ENGL 101 as determined through the Crafton Hills College assessment process  
**COREQUISITE:** None  
**DEPARTMENTAL RECOMMENDATION:** None  
**SEMESTER UNITS:** 3  
**MINIMUM SEMESTER HOURS:**  
**LECTURE:** 48

**NEW CATALOG DESCRIPTION:** The course examines classic and contemporary ideas and principles that establish, justify and determine societies' political rights and responsibilities.

**NEW SCHEDULE DESCRIPTION:** The course examines classic and contemporary ideas and principles that establish, justify and determine societies' political rights and responsibilities.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**Effective: FA17**

**Rationale:** The course introduces students to the study of social and political philosophy through classic and contemporary philosophical ideas, arguments and theories related to government, citizens, rights, responsibilities, freedom, democracy and liberalism. As such, it is a necessary part of a comprehensive community college philosophy curriculum.

<b>COURSE MODIFICATIONS</b>
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COURSE ID	COURSE TITLE
AH 090	Survey of Radiologic Technology

**DISCIPLINE:** Radiologic Technology  
**COURSE ID:** RADIOL 090

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**Effective: FA17**

**Rationale:** Allied Health is not a recognized discipline with the State Chancellor's office.

COURSE ID	COURSE TITLE
ART 113	Survey of Asian Art

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**Effective: FA17**

**Rationale:** To meet C-ID Descriptor Requirements

COURSE ID	COURSE TITLE
ASL 103	American Sign Language III

**DEPARTMENTAL RECOMMENDATION:** Eligibility for ENGL 101

**CATALOG DESCRIPTION:** Intermediate study of American Sign Language as used by the Deaf community in the United States. Study of increasingly more advanced vocabulary, complex sentence structures and conversational skills, as well as in-depth analysis of cultural topics.

Note: This course is currently equated with ASL 111 at SBVC.

**Effective:** FA17

**Rationale:** Six-year revision

COURSE ID	COURSE TITLE
FIRET 115	Firefighter I Basic Training Academy

**PREREQUISITE:** Admission to the Fire Academy and FIRET 100 and FIRET 101 and Successful completion of the NREMT (National Registry Examination for the Emergency Medical Technician) or currently certified as an EMT in California.

**SCHEDULE DESCRIPTION:** This course trains students to possess the necessary competencies required for the California State Fire Training Firefighter I Certification (2013 Version) as well as the Basic Wildland Fire Academy Certification.

Note: This course is not currently equated with SBVC. The course is not offered at SBVC.

**Effective:** FA17

**Rationale:** To maintain Crafton Hills College and State Fire Training's 2013 curriculum criteria for Firefighter I Certification.

## DISTRIBUTED EDUCATION

COURSE ID	DISTRIBUTED EDUCATION FORMAT
PHIL 107	Hybrid and 100% Online

**Effective:** FA17

**Rationale:** Increase Distributed Education offerings

## PROGRAM MODIFICATIONS

### ASSOCIATE OF SCIENCE DEGREE HEALTH SCIENCES

The Associate of Arts degree in Health Sciences allows students to explore many aspects of science and health-related issues. This degree prepares students for health care professional programs including nursing, dental hygiene and other health professional programs. To complete the requirements for the Associate of Arts degree, a student must: Complete the requirements for an associate degree (see requirements 1 through 8 in college catalog). Complete a minimum of eighteen

Curriculum Meeting: 11/09/15, 10/10/16

Conjoint Meeting: 10/25/16

Board of Trustees Meeting: 11/10/16

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(18) units with a "C" or better in each course in the following multidisciplinary program. Complete elective units to meet the minimum 60 units required for the associate degree.

<b>REQUIRED COURSES</b>		<b>UNITS</b>
CHEM 101	Introduction to Chemistry	(4.00)
	<b>OR</b>	
CHEM 150	General Chemistry I	(5.00)
	<b>OR</b>	
CHEM 150H	General Chemistry I - Honors	(5.00)
	<b>AND</b>	
CHEM 151	General Chemistry II	(5.00)
	<b>OR</b>	
CHEM 151H	General Chemistry II - Honors	(5.00)
ANAT 150	Human Anatomy and Physiology I	4.00
ANAT 151	Human Anatomy and Physiology II	4.00
MICRO 150	Medical Microbiology	5.00
ENGL 101	Freshman Composition	(4.00)
	<b>OR</b>	
ENGL 101H	Freshman Composition-Honors	(4.00)
COMMST 100	Elements of Public Speaking	(3.00)
	<b>OR</b>	
COMMST 100H	Elements of Public Speaking - Honors	(3.00)
	<b>OR</b>	
COMMST 111	Interpersonal Communication	(3.00)
	<b>OR</b>	
COMMST 111H	Interpersonal Communication - Honors	(3.00)
PSYCH 100	General Psychology	(3.00)
	<b>OR</b>	
PSYCH 100H	General Psychology - Honors	(3.00)
	<b>OR</b>	
PSYCH 111	Developmental Psychology: Lifespan	(3.00)
SOC 100	Introduction to Sociology	(3.00)
	<b>OR</b>	
SOC 100H	Introduction to Sociology-Honors	(3.00)
	<b>OR</b>	
ANTHRO 102	Cultural Anthropology	(3.00)
	<b>OR</b>	
ANTHRO 102H	Cultural Anthropology-Honors	(3.00)
	<b>OR</b>	
	<b>TOTAL UNITS</b>	<b>30.00-36.00</b>

Curriculum Meeting: 11/09/15, 10/10/16

Conjoint Meeting: 10/25/16

Board of Trustees Meeting: 11/10/16

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*This major sequence includes prerequisite courses common to many nursing, dental hygiene and other health professional programs. However, admissions requirements do vary from program to program. Prospective students should consult a counselor or the program to which they are applying for specific admissions requirements.*

**Effective: FA17**

**Rationale:** To satisfy the chemistry requirement, students will have the option of taking either CHEM 101 or CHEM 150 and CHEM 151.

**ASSOCIATE TEACHER CERTIFICATE  
Certificate of Achievement**

The objective of this certificate is to provide students with the coursework, knowledge and skills necessary for employment in an early childhood program. Completion of this certificate also qualifies the student for the Associate Teacher Permit issued by the CA Commission on Teacher Credentialing.

**Completion of the following 19 units qualifies the student for the Associate Teacher Certificate as well as the Associate Teacher Permit issued by the CA Commission on Teacher Credentialing.**

<b>REQUIRED COURSES</b>		<b>UNITS</b>
CD 105	Child Growth and Development	3.00
CD 126	Child, Family and Community	3.00
CD 132	Creative Experiences for Children Across the Curriculum	3.00
CD 205	Child Development Practicum	4.00
CD 212	Observation and Assessment in Early Childhood Education	3.00
CD 250	Child Guidance and Early Learning	3.00
<b>TOTAL UNITS</b>		<b>19.00</b>

*A student receiving this certificate will be able to:*

- *Meet Title 22 and Title 5 requirements for employment as a fully qualified teacher*
- *Qualify for the CD Associate Teacher permit Design, implement and evaluate environments and activities that support positive, developmentally appropriate play and learning*

**Effective: FA17**

**Rationale:** Curriculum update. This was approved at the November 9, 2015 Curriculum meeting but never board approved.

**SITE SUPERVISOR CERTIFICATE  
Certificate of Achievement**

The objective of this certificate is to provide students with the knowledge and skills necessary to work as a site supervisor in an early childhood education program.

**Completion of the following 36 units qualifies the student for the Site Supervisor Certificate. To qualify for the Site Supervisor Permit issued by the CA Commission on Teacher Credentialing, the student must complete additional GE units and experience requirements.**

<b>REQUIRED COURSES</b>		<b>UNITS</b>
CD 105	Child Growth and Development	3.00
CD 112	Programs and Practices in Child Development	3.00
CD 115	Health, Welfare and Nutrition for Children	3.00
CD 126	Child, Family and Community	3.00
CD 132	Creative Experiences for Children Across the Curriculum	3.00
CD 182	Teaching in a Diverse Society	3.00
CD 205	Child Development Practicum	4.00
CD 212	Observation and Assessment in Early Childhood Education	3.00
CD 250	Child Guidance and Early Learning	3.00
CD 270	Mentor Teacher/Adult Supervision	2.00
CD 271	Administration: Management and Organization of Child Development Programs	3.00
CD 272	Administration: Human Relations in Child Development Programs	3.00
	<b>TOTAL UNITS</b>	<b>36.00</b>

**Effective: FA17**

**Rationale:** Curriculum update. This was approved at the November 9, 2015 Curriculum meeting but never board approved.

**TEACHER CERTIFICATE**  
**Certificate of Achievement**

The objective of this certificate is to provide students with the knowledge and skills necessary to create and facilitate high quality early learning environments that promote optimal child development.

**Completion of the following 28 units qualifies the student for the Teacher Certificate. Upon completion of this coursework, plus additional GE units and field experience OR the completion of the AA Degree in Child Development, the student will qualify for the Child Development Permit issued by the CA Commission on Teacher Credentialing.**

<b>REQUIRED COURSES</b>		<b>UNITS</b>
CD 105	Child Growth and Development	3.00
CD 112	Programs and Practices in Child Development	3.00
CD 115	Health, Welfare and Nutrition for Children	3.00
CD 126	Child, Family and Community	3.00
CD 132	Creative Experiences for Children Across the Curriculum	3.00
CD 182	Teaching in a Diverse Society	3.00
CD 205	Child Development Practicum	4.00
CD 212	Observation and Assessment in Early Childhood Education	3.00
CD 250	Child Guidance and Early Learning	3.00
	<b>TOTAL UNITS</b>	<b>28.00</b>

*A student receiving this certificate will be able to:*

- *Qualify for the associate teacher permit issued by the CA Teacher Credentialing Commission.*
- *Design, implement and evaluate environments and curriculum that support positive development for young children.*
- *Design and implement curriculum based on observation and assessment of children.*

Curriculum Meeting: 11/09/15, 10/10/16

Conjoint Meeting: 10/25/16

Board of Trustees Meeting: 11/10/16

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- *Engage in high quality interactions with children and families to support relationships and development.*

**Effective: FA17**

**Rationale:** Curriculum update. This was approved at the November 9, 2015 Curriculum meeting but never board approved.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Wei Zhou, President, CHC  
**PREPARED BY:** Rebecca Warren-Marlatt, Vice President of Student Services, CHC  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval of Mutually Beneficial Memorandum of Understanding between Crafton Hills College and the University of Redlands

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the University of Redlands/Crafton Hills College Memorandum of Understanding to create and promote university transfer pathways between our two institutions.

### **OVERVIEW**

The University of Redlands/Crafton Hills College Pathways Partnership has been developed to promote the transfer of Crafton Hills College students to the University of Redlands, reduce the time to degree completion, and address financial barriers to enrollment at a private institution. Furthermore, the partnership is undertaken to increase college choices of Crafton Hills Community College students and to support students' early transfer and major decision-making.

### **ANALYSIS**

The objective of the MOU is to improve and clarify the student pathway through community college to university transfer.

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

Included in the 2016–2017 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant  
**PREPARED BY:** Karl Sparks,  
Human Resources Consultant  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Acceptance of Employee Resignation

**RECOMMENDATION**

It is recommended that the Board of Trustees accept the resignation of Cynthia Gunderson.

**OVERVIEW**

Cynthia Gunderson, Data Analyst, ANNEX. Resigned after 3 years of service. Last day of employment was October 21, 2016.

**ANALYSIS**

The resignation correspondence was received and accepted by the Human Resources Department.

**BOARD IMPERATIVE**

None.

**FINANCIAL IMPLICATIONS**

None.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of 2017-2018 Academic Calendar

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the 2017-2018 academic calendar.

### **OVERVIEW**

It is a requirement that the Board adopt the attached academic calendar subject to the guidelines established by the State Chancellor's Office.

### **ANALYSIS**

The Calendar Committee, consisting of persons who hold various positions located throughout the District, and using the guidelines established by the State Chancellor's Office, has completed the proposed academic calendar for the fiscal year 2017-2018. This calendar was presented to and approved by District Assembly at its October meeting.

### **BOARD IMPERATIVE**

- I. Learning Centered Institution for Student Access, Retention and Success
- III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

There is no direct fiscal cost.

## San Bernardino Community College District **2017-2018**

### June 2017

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

<span style="border: 1px solid red; display: inline-block; width: 15px; height: 15px;"></span> In Service Days	<span style="border: 1px solid green; display: inline-block; width: 15px; height: 15px;"></span> Semester Ends
<span style="border: 1px solid green; border-radius: 50%; display: inline-block; width: 15px; height: 15px;"></span> Instruction Begins	<span style="background-color: #cccccc; display: inline-block; width: 15px; height: 15px;"></span> CHC/SBVC Commencements
<span style="border: 1px solid purple; display: inline-block; width: 15px; height: 15px;"></span> Holidays	<span style="background-color: #cccccc; display: inline-block; width: 15px; height: 15px;"></span> Final Exams
<span style="border: 1px solid red; transform: rotate(45deg); display: inline-block; width: 15px; height: 15px;"></span> Semester Grades Due	<span style="background-color: #cccccc; display: inline-block; width: 15px; height: 15px;"></span> Classes Not in Session- All Offices Open
<span style="border: 1px solid blue; border-radius: 50%; display: inline-block; width: 15px; height: 15px;"></span> Flex Days	

This side is for quick reference only.

### July 2017

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

### November 2017

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

### March 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

### August 2017

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### December 2017

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

### April 2018

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

### September 2017

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

### January 2018

S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

### May 2018

S	M	T	W	T	F	S
	1	2	3	4	5	
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

### October 2017

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

### February 2018

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28			

### June 2018

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

(see reverse for the Official SBCCD Academic Calendar)

9-28-16

# San Bernardino Community College District 2017-2018 Academic Year

## Fall Semester 2017:

Flex Day (no classes in session) .....	August 10
Faculty In-Service Day .....	August 11
Instruction Begins .....	August 14
Labor Day .....	September 4
Fall Census Day .....	September 5
Flex Day (no classes in session) .....	October 3
Veterans Day .....	November 10
Thanksgiving Recess .....	November 23-25
Final Exams/Saturday Classes .....	December 9
Final Exams .....	December 11-15
Fall Semester Ends .....	December 15
Fall Semester Grades Due .....	December 22
Campus Closed .....	December 25-January 1

## Spring Semester 2018:

Flex Days (no classes in session) .....	January 11
Faculty In-Service Day .....	January 12
Martin Luther King Day .....	January 15
Instruction Begins .....	January 16
Spring Census Day .....	February 5
Lincoln's Birthday .....	February 16
Washington's Birthday .....	February 19
Spring Recess .....	March 12-17
Flex Day (no classes in session) .....	April 10
Final Exams .....	May 18-24
Final Exams/Saturday Classes .....	May 19
Spring Semester Ends .....	May 24
CHC Campus Graduation .....	May 25
SBVC Campus Graduation .....	May 25
Memorial Day .....	May 28
Spring Semester Grades Due .....	May 31

**Flex Days** ..... 4 days of Required Flex to be completed by contract faculty

## 2017-2018 Census Days

Fall Census Day - September 5  
Spring Census Day - February 5

9-28-16



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Dr. Wei Zhou, President, CHC  
Diana Rodriguez, President, SBVC

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of Adjunct and 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 2016-2017 academic year.

### **OVERVIEW**

The following list of adjunct and 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 2016-2017 academic year. All requirements for employment processing have been completed and Human Resources has cleared the individual(s) for employment.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2016-2017 budget.

Adjunct & Substitute Academic Employees  
November 10, 2016

Crafton Hills College

<u>NAME</u>	<u>DISCIPLINE</u>
Bungard, Patrick	Communication Studies
Domenech, Esther	Spanish
Ebner, Noah	Geography
Fetters, Ralph	Fire Technology
Files, Shannon	Fire Technology
Garcia, Dulce	Spanish
Maroufkhani, Kevin	Philosophy, Religious Studies
Michels, Pamela	American Sign Language

San Bernardino Valley College

<u>NAME</u>	<u>DISCIPLINE</u>
Dietz, Sarah	Psychiatric Technology
Duran, Shirlee	Nursing
King, Skyler	English
Pate, David Anthony	Culinary Arts
Pave, Adam	Philosophy
Wilson, Joseph	Math

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of Appointment of District Employees

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the appointment and management contract, if applicable, of Yecenia Ross, George Rojas, Tahirah El-Sharif and Emma Quijano.

### **OVERVIEW**

Yecenia Ross, Interim Manager, Workforce Development PDC, District, effective November 1, 2016, through June 30, 2017, or until position is filled on a permanent basis, at Management Salary Range 10, Step A, \$71,007.37 annually. New Position. Funding source is Cal Mfg Tech Consulting Grant Fund.

George Rojas, Clerical Assistant I, Child Development Center, SBVC, effective November 28, 2016, at Classified Salary Range 21, Step A at \$2,382 per month. Replacing Patricia Reyes. Funding Source is General Child Grant Fund

Tahirah El-Sharif, General Counselor, SBVC, effective November 14, 2016, at Academic Salary Column D, Range 1 at \$58,386 per year based on 200 days of service. New position. SBVC Matriculation Budget.

Emma Quijano, Secretary II, Child Development Center, SBVC, effective November 28, 2016, at Classified Salary Range 33, Step A at \$3,203 per month. Replacing Rebecca Abeyta. Funding Source is General Child Grant Fund

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

Included in the 2016-2017 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant  
**PREPARED BY:** Karl Sparks,  
Human Resources Consultant  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval of Classified Employee Promotion

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the promotion of Manuel Rosales.

**OVERVIEW**

Manuel Rosales, from Broadcast Operator, KVCR, to Technology Support Specialist I, SBVC, effective November 28, 2016, at Classified Salary Range 46, Step B at \$4638.00 per month. New position. Funding Source is Campus Technology General Fund.

**ANALYSIS**

The employee went through the recruitment process and is being recommended for promotion.

**BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

**FINANCIAL IMPLICATIONS**

Included in the 2016-2017 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Diana Rodriguez, President, SBVC

**DATE:** November 10, 2016

**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.

District Volunteers  
November 10, 2016

San Bernardino Valley College

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
Tye, Nicole	Arts & Humanities/Art	11/11/2016-12/24/2016

District

<u>NAME</u>	<u>ASSIGNMENT</u>	<u>DATE</u>
McDonald, Cecilia Ann	KVCR	01/02/2017-06/30/2017
Stone, Ethan	KVCR	11/11/2016-12/31/2016

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of Management Job Descriptions

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the Dean of Student Equity and the Emergency Preparedness Manager job descriptions.

### **OVERVIEW**

The Dean of Student Equity performs a variety of administrative duties to advance the college's student equity goals of ensuring equitable educational opportunities for all students, regardless of race, gender, age, disability, or economic circumstances. The dean develops and coordinates student equity and success initiatives related to the academic, student support, and social needs of students from culturally and socially diverse backgrounds. Areas of responsibility include, but are not limited to, student support services, categorical programs, EOPS/CARE, Disabled Student Services (DSPS), Student Life, Student Discipline, Behavioral Intervention Team, First Year Experience programs, Outreach, Student Health Services, Foster Youth programs, Title IX, and STAR.

The job description for the Emergency Preparedness Manager is being revised to reflect changes in the position, duties, and qualifications, and to correct the title of the position's supervisor.

### **ANALYSIS**

The Dean of Student Equity job description is reflective of the additional responsibilities and growth that has taken place within the Student Services Department at San Bernardino Valley College. After a review of the Emergency Preparedness Manager job description, it was determined that an update of the position duties, qualifications and education/experience guidelines to clarify job requirements.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

### **FINANCIAL IMPLICATIONS**

None.

**DEAN OF STUDENT EQUITY**

*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. **This is a categorically funded position and is contingent upon the availability of funding.***

**SUMMARY DESCRIPTION**

Under general supervision of the Vice President of Student Services, the Dean of Student Equity performs a variety of administrative duties to advance the college's student equity goals of ensuring equitable educational opportunities for all students, regardless of race, gender, age, disability, or economic circumstances. The dean develops and coordinates student equity and success initiatives related to the academic, student support, and social needs of students from culturally and socially diverse backgrounds. Areas of responsibility include, but are not limited to, student support services, categorical programs, EOPS/CARE, Disabled Student Services (DSPS), Student Life, Student Discipline, Behavioral Intervention Team, First Year Experience programs, Outreach, Student Health Services, Foster Youth programs, Title IX, and STAR.

**REPRESENTATIVE DUTIES**

*The following duties are typical for this classification*

1. Responsible for the overall leadership, development, implementation, budgeting, supervision, and evaluation of the college's Student Equity Plans and assigned programs.
2. Serves as the liaison between instructional and student services administrators and faculty regarding the submission of the college's Student Equity Plan and related reports.
3. Coordinates with research to conduct student needs assessments, assesses for disproportionate impact using the California Community Colleges Chancellors Office guidelines, and develop a schedule and process for evaluating progress in implementing Student Equity goals and activities.
4. Facilitate the assessment of evidence-based best practices in remediation.
5. Prepares and administers the Districts annual and long-range student equity plans and associated student equity reports in conjunction with District planning and budget development processes; monitor plans and timelines to accomplish student equity goals and objectives.
6. Provides leadership to student equity planning, evaluation and reporting efforts with other student equity-related categorical programs.
7. Provides leadership in the planning and implement new student equity programs to enhance student enrollment, success and achievement such as, but not limited to: first year experience, summer bridge/immersion program(s), student mentoring opportunities, and other assigned programs.
8. Collaborates with the Dean of Counseling and Matriculation to ensure district placement tests and policies do not create adverse impact and more accurately predict student success and identify student remedial needs.
9. Ensures that the College's Student Equity Plan becomes integrated with Student Success and Support Plan, and Basic Skills through the collegial processes.
10. Collaborates with the Dean of Counseling and Matriculation regarding follow-up services for targeted groups of "At Risk" students, i.e., no identified career goals, students in basic skills, Probation I, II, and re-admitted.
11. Assists with Title IX investigations and compliance with state and federal Title IX mandates.
12. Provide leadership and coordinate the college's behavioral intervention team.



13. Serve as the college's disciplinary office to oversee student discipline cases.
14. Serves on college wide committees such as but not limited to: Co-Chairs the college's Behavioral Intervention Team; Co-Chairs the college's Enrollment Management and Student Equity Committee; Co-Chairs the college's Arts, Lecture and Diversity Committee, sits on the SSSP and Basic Skills Committees. Serves on other committees as assigned.
15. Participate in District and/or community meetings and activities to promote student equity and developmental education/basic skills goals.
16. Supervises and evaluates assigned managers, faculty and staff.
17. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
18. 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:**

Pertinent and applicable SB 1456, SSSP and SEP policies and procedures.  
 Pertinent state and federal student financial aid processes and procedures including federal and state laws and regulations, including Title 5 and applicable sections of the California Education Code.  
 Procedures for processing computer applications in financial aid.  
 Principles of human relations skills, methods, and techniques to conduct interviews, convey technical information, resolve conflicts, and facilitate problem resolution.  
 Student support services and special services for students.  
 District organization, operations, policies and objectives.  
 Mathematical principles and practices.  
 Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, and databases.  
 Principles and procedures of record keeping and filing.  
 Principles of business letter writing and basic report preparation.  
 Interpersonal skills using tact, patience and courtesy.  
 Correct English usage, grammar, spelling, punctuation and vocabulary.

#### **Ability to:**

Assess student needs and interests and develop viable plans and alternatives.  
 Interview students to determine program eligibility and obtain relevant data.  
 Plan, develop and conduct information workshops.  
 Interpret state and federal guidelines pertaining to financial aid programs.  
 Determine eligibility of students for financial assistance through analysis and interpretation of data and guidelines.  
 Work with people who have economic, cultural or language barriers.  
 Properly handle difficult, sensitive, and confidential situations and materials. Work confidentially with discretion.  
 Plan, organize and prioritize work in order to meet schedules and timelines.  
 Maintain current, accurate and confidential records and files including financial records.  
 Independently prepare reports, correspondence and memoranda. Work independently with little direction.  
 Operate office equipment including computers and supporting word processing, spreadsheet, and database applications.  
 Adapt to changing technology and learn functionality of new equipment and systems.  
 Type or enter data at a speed necessary for successful job performance.  
 Understand and follow oral and written instructions.  
 Communicate clearly and concisely, both orally and in writing.

Train and provide work direction to others.  
Analyze situations accurately and adopt an effective course of action.  
Establish and maintain effective working relationships with those contacted in the course of work.  
Work varied schedules, to include nights and weekends.  
Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties.  
Provide leadership based on ethics and principles as they relate to student services functions and operations.

### **Education and Experience Guidelines:**

#### **Education/Training:**

A Master's degree in Educational Administration, Social Sciences, Human Services or a related field from an accredited college or university or a related field.

#### **Required Experience:**

- a. Three years of increasingly responsible experience as an administrator in student services.
- b. Experience that indicates a sensitivity to and an understanding of the diverse academic, socioeconomic, cultural, disability and ethnic backgrounds of community college students and personnel, including those with physical or learning disabilities.

### **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.

Range: 19

Board Approved: November 10, 2016

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

### EMERGENCY PREPAREDNESS MANAGER

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

#### **SUMMARY DESCRIPTION**

Under the direction of the ~~Chief of Police~~Director, Safety & Risk Management, the Emergency Preparedness Manager oversees, coordinates, develops, implements, promotes, evaluates and manages the District's disaster, emergency preparedness and response program and activities. ~~This position works closely with the District's Environmental Health & Safety Administrator and Campus/District Safety Officers.~~ The Emergency Preparedness Manager provides leadership, expertise and professional consultation to the District in all phases of emergency management, which includes mitigation, preparedness, business continuity, response and recovery.

#### **REPRESENTATIVE DUTIES**

*The following duties are typical for this classification.*

1. Develops, implements, promotes, evaluates and manages the District's emergency preparedness and response program and activities to comply with federal, state, and local regulations.
2. Develops, coordinates, facilitates and conducts all disaster, emergency preparedness and response related trainings and workshops/seminars for staff, faculty and students.
3. Develops educational, technical and promotional materials, posters, brochures, newsletters etc. to create and increase the District's emergency preparedness awareness.
4. Advises management on technical and administrative matters related to disaster, emergency preparedness and response management programs.
5. Conduct assessments of all disaster equipment and supplies; and implement a system to maintain adequate inventory of equipment and supplies.
6. Recommend resource allocations and prepare budget proposals for funding, staffing, and supplies.
7. Identifies availability of state and federal funds; research, prepare and write grant proposals and reports.
8. Coordinate all emergency planning efforts with medical, health, and public safety agencies throughout the city, county, state, and federal governments.
9. Participates in the assignment of campus/District Office Community Emergency Response Training (CERT) teams and building captains for each site; coordinate and facilitate training and exercises.
10. Responds to and assists in the management of events leading up to and including Emergency Operations Center (EOC) activations, and when needed, serves as EOC Coordinator in an advisory capacity providing technical assistance and support for the Chancellor or designee during emergency and EOC operations.
11. Serves on the District's Safety Committee; participates as needed in campus Safety Committee meetings; and assists in safety planning and preparation.
12. Serves as the District's liaison with governmental and regulatory agencies; participates in county, regional and state disaster, emergency preparedness and responses.
13. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
14. Develops, updates, promotes and facilitates implementation of the District, business continuity plan,

working collaboratively with internal and external stakeholders.

~~19. 16. — In conjunction with various departments, participates in the promotion, development and implementation of the We Tip program.~~

~~17. — Performs routine inspections on fire extinguisher, fire suppression systems to ensure compliance with local, state and federal requirements. — Ensures records are maintained, following fire suppression system inspections, conducted by outside vendors.~~

15. Identifies external disaster/emergency preparedness resources and builds relationships with external stakeholders and advocates for those resources for the District.

16. 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 a disaster, emergency preparedness and response program, including Incident Command System (ICS), Statewide Emergency Management System (SEM), and National Incident Management System (NIMS).

Principles and practices of disaster and emergency management.

Methods, techniques and practices of emergency response master plans required for public safety.

Principles, procedures and practices relating to building and campus safety and security.

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 public safety, disaster, and emergency preparedness and response.

Reporting protocols and deadlines associated with the California Office of Emergency Services (OES) and Federal Emergency Management Agency (FEMA).

### **Ability to:**

Oversee and participate in the management of a comprehensive public safety, disaster, and emergency preparedness and response 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, Occupation Safety and Health Administration (OSHA) 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 disaster, emergency preparedness and response 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:**

~~An Associates degree from an accredited college or university. A Bachelor's degree from an accredited college or university, or any combination of education/training and/or experience in emergency preparedness/disaster management or business continuity management.~~

**Required Experience:**

~~Two (2) years of responsible disaster, emergency preparedness and/or response experience. A combination of three (3) years of emergency/disaster preparedness and business continuity.~~

**Certificate, License or Registration:**

1. A valid California Driver's License and proof of a good driving record upon appointment.

**Preferred Experience:**

- ~~1. Bachelor's degree in emergency/disaster preparedness management, business, engineering or related field or any combination of education/training and/or experience in emergency preparedness/disaster management or business continuity management.~~
  - ~~2. A valid First Aid and CPR Certification issued by the American Heart Association, American Red Cross or the National Safety Council.~~
  - ~~3. Experience in the Cal-State, UC University or California Community College environment.~~
  - ~~4. 40 Hour Hazardous Waste Operation and Emergency Response (HAZWOPER) certification.~~
  - ~~5. Experience in emergency/disaster management or business continuity.~~
    - ~~1. Two (2) years experience working in a California community college.~~
    - ~~1. Experience in developing emergency preparedness and/or multi-jurisdictional hazard mitigation plans.~~
    - ~~2. Experience in writing and managing emergency preparedness grants.~~
    - ~~3. Certified Emergency Manager (CEM) certification is desirable.~~
1. A Bachelor's degree or higher from an accredited college or university.

**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 up to 25 pounds; 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.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks, Human Resources Consultant  
Diana Rodriguez, President, SBVC

**DATE:** November 10, 2016

**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 periodic 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 2016-2017 budget.

Non-Instructional Pay  
November 10, 2016

San Bernardino Valley College

Jefferson, Kimberly, First Year Experience and Valley Bound Commitment meetings, trainings, and workshops, 11/11/2016 to 12/30/2016, not to exceed 50 hours, at \$49.00 per hour. Funding source is the Student Equity Categorical Fund.

Moore, Allen, to development and update Aeronautics Curriculum, 11/11/2016 to 12/23/2016, not to exceed 40 hours, at \$49.00 per hour. Funding source is the Ready to Accelerate My Pathway Grant.

Naim, Rozaena, First Year Experience and Valley Bound Commitment meetings, trainings, and workshops, 11/11/2016 to 12/30/2016, not to exceed 50 hours, at \$49.00 per hour. Funding source is the Student Equity Categorical Fund.

Nguyen, Bryan, First Year Experience and Valley Bound Commitment meetings, trainings, and workshops, 11/11/2016 to 12/30/2016, not to exceed 50 hours, at \$49.00 per hour. Funding source is the Student Equity Categorical Fund.

Ortiz, Miguel, to develop and update Machine Trades Curriculum, 11/11/2016 to 12/23/2016, not to exceed 40 hours, at \$49.00 per hour. Funding source is the Trade Adjustment Assistance Community College and Career Training Grant.

Voisard, Steve, First Year Experience and Valley Bound Commitment meetings, trainings, and workshops, 11/11/2016 to 12/30/2016, not to exceed 50 hours per semester, at \$49.00 per hour. Funding source is the Student Equity Categorical Fund.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant  
**PREPARED BY:** Karl Sparks,  
Human Resources Consultant  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval of Rescission of Stipend

**RECOMMENDATION**

It is recommended that the Board of Trustees rescind the stipend for Ralph Rabago for Women's Golf at SBVC for the 2016-2017 academic year.

**OVERVIEW**

The stipend for the 2016-2017 academic year shall be rescinded:

Rabago, Ralph	Women's Golf (SBVC)	\$6,764.00
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**ANALYSIS**

Stipends for Coaches are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, Appendix A-3. Stipends for Faculty Chairs are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, Appendix A-4. Stipends for Coordinators are based on the agreement between SBCCD and the SBCCD Chapter CTA/NEA, A-5.

**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:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of Tuition Reimbursement

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the request for tuition reimbursement for Deneatrice Lewis, Human Resources Generalist, District.

**OVERVIEW**

Deneatrice Lewis, Human Resources Generalist, Human Resources, District, is requesting tuition reimbursement to pursue a Master's Degree in Leadership and Management, beginning in January 2017, from University of La Verne.

**ANALYSIS**

This request is in compliance with Board Policy 7260 which states that confidential 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 2016-2017 budget.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Karl Sparks, HR Consultant, Human Resources  
**PREPARED BY:** Whitney Fields, Director, Safety & Risk Management, Human Resources  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Accept the Sewer System Management Plan (SSMP)

### **RECOMMENDATION**

It is recommended that the Board of Trustees accept the San Bernardino Community College District Sewer System Management Plan (SSMP), as summarized in the attached report. A full copy of this 247-page report can be found on the website at <http://sbccd.org/safetyrisk> under Safety Programs.

### **OVERVIEW**

The SBCCD SMMP has been developed to comply with the California State Water Resources Boards (SWRCB), General Waster Discharge Requirement (WDR) order No. 2006-0003 and sets specific waste water collection system requirements and upholds the State water quality standards. The WDR requires permittees, which would include the San Bernardino Valley College and Crafton Hills College campuses, respectively to prepare and implement the SSMP.

### **ANALYSIS**

The Board approved the Sewer System Management Plan (SSMP) for First Reading at the October 20, 2016 meeting.

The objective of the SMMP is to comply with the General Waste Water Discharge Requirement (WDR) order No. 2006-0003.

Compliance includes:

- Providing a plan and schedule to properly manage, operate, and maintain all part of the sanitary sewer system in order to provide reliable services in the future.
- Reduce and prevent sewage spills.
- Help to mitigate any sewage spills, that do occur.
- The SSMP is reviewed and approved by the California State Water Resources Board, every five years.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

The lack of an SSMP could lead regulatory fines associated with non-compliance of the SWRBCB's, General Waster Discharge Requirement (WDR) order No. 2006-0003.

## **Sewer Management Plan Summary**

### **What is a Sewer System Management Plan (SSMP)?**

A Sewer System Management Plan, is a document that describes the activities an agency uses to manage its wastewater collection system effectively.

### **Effective management of wastewater collections system includes:**

1. Maintaining or improving the condition of the collection system infrastructure in order to provide reliable service into the future.
2. Cost-effectively minimizing infiltration/inflow and providing adequate sewer capacity to accommodate design storm flows; and
3. Minimizing the number and impact of the sanitary sewer overflows, otherwise known as (SSOs) that may occur;

In order to achieve the above goals, it is expected that each wastewater collection system agency, such as the San Bernardino Valley and Crafton Hills College campuses, respectively develop and implement a Sewer System Management Plan.

### **Why are SSMPs Being Required Now?**

Collection Systems are the last major component of the wastewater management system yet to be regulated. Treatment plants, including pretreatment programs, have been regulated for some time. In addition, other networks have been regulated as well, such as potable water, natural gas, electricity, and liquid fuels, among others.

While the federal government has developed unpublished draft regulations (sometimes referred to as the "CMOM" program, which stands for Capacity, Management, Operations, and Maintenance), this program has not been officially implemented for a variety of reasons, and Regional Water Boards in California have decided to move forward and implement their own SSO control programs now due to the growing emphasis on reducing overflows.

### **What is Required of the SBCCD/SBVC/CHC?**

This document contains a description of the required elements of an SSMP, as well as helpful information to be considered in meeting the requirements. The required information includes elements that most industry experts agree are necessary to effectively manage a wastewater collection system.

In summary, the required elements of an SSMP include:

1. Collection system management goals
2. Organization of personnel, including the chain of command and communications
3. Overflow emergency response plan
4. Fats, oils, and grease (FOG) control program
5. Legal authority for permitting flows into the system, inflow/infiltration control as well as enforcement of proper design, installation, and testing standards, and inspection requirements for new and rehabilitated sewers
6. Measures and activities to maintain the wastewater collection system

7. Design and construction standards
8. Capacity management
9. Monitoring plan for SSMP program effectiveness
10. Periodic SSMP Audits, periodic SSMP updates, and implementation of program improvements

Each campus location, facilities/maintenance department will be tasked with meeting the requirements of the SSMP.

In the previous absence of a Director, Facilities Planning and Construction, the Director, Safety & Risk Management was tasked with working with a 3<sup>rd</sup> party, sewer management consultant to collaborate with the internal stakeholders and gather all of the applicable data to develop the SSMP to ensure that the SBCCD is compliant with the California State Water Resources Board Standard, order No. 2006-0003.

Whitney J. Fields, MBA

Director, Safety & Risk Management  
Human Resources & Employee Relations  
San Bernardino Community College District

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

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

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the employment of Professional Expert, Short-Term, and Substitute Employees.

**OVERVIEW**

The following list of Professional Expert, Short-Term, and Substitute Employees is submitted for approval.

**ANALYSIS**

Approval of Professional Expert, Short-Term, and Substitute 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 2016/2017 budget.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**Professional Expert Hourly Employees**

**November 10, 2016**

<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>
Linares, Nicholas	Marketing & Public Relations	CHC	Content Specialist	10/5/16	12/31/16	\$15.00
Smith, Jennifer	Public Safety & Emergency Services	CHC	Lab Inst/Primary Inst/EMS Specialist	11/11/16	12/31/16	\$20.00/ \$25.00/ \$30.00
Buan-Rinen, Ernest	Respiratory Care Department	CHC	Respiratory Care Clinical	11/11/16	12/30/16	\$40.00
Bouzidi, Noor H	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
DeAmaya, Brenda	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Jauregui, Mirtha	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Lair, Helen J	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Macias, Roxanne	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Miller, Kimberly	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Miller, Marissa E	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Rudoy, Alexandra P	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Villavicencio, Derek	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
VonSydow, Kathryn R	Tutoring Center	CHC	Tutor II	1/2/17	6/30/17	\$12.00
Mata, Susanne	EDTC/PDC	DIST	PDC Trainer	11/11/16	12/31/16	\$43.57
Peck, Eric	KVCR	DIST	Editor	11/14/16	12/31/16	\$19.00
Cuapio, Isel	KVCR	DIST	RTVF Intern III	11/14/16	12/31/16	\$13.00
Miller, Mike	Professional Development Center	DIST	Workforce Development/PDC Trainer	11/11/16	12/31/16	\$62.50
Duong, Roselyn	English	SBVC	Tutor III	11/11/16	12/30/16	\$14.00

<b>SAN BERNARDINO COMMUNITY COLLEGE DISTRICT</b>						
<b>Professional Expert Hourly Employees</b>						
<b>November 10, 2016</b>						
<b>Name</b>	<b>Department</b>	<b>Site</b>	<b>Duties</b>	<b>Start Date</b>	<b>End Date</b>	<b>Hourly Rate</b>
Moreno Gonzalez, Anaiza	Marketing	CHC	Content Specialist	11/11/16	12/30/16	\$15.00
Flowers, Rodney	RTVF	SBVC	Intern I	11/11/16	12/30/16	\$11.00

<b>SAN BERNARDINO COMMUNITY COLLEGE DISTRICT</b>							
<b>Substitute Employees</b>							
<b>November 10, 2016</b>							
<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>
Fellenz, Josh	Aquatics	CHC	Pool Attendant	10/22/16	12/22/16	\$15.48	Extension: In Recruitment
Book, Paula J	Child Development Center	CHC	Child Development Assistant	10/6/16	12/5/16	\$13.35	Ext: On call for Sick/Vacation Coverage
Scott, Mary	Child Development Center	CHC	Child Development Assistant	10/6/16	12/5/16	\$13.35	Ext: On call for Sick/Vacation Coverage
Book, Paula J	Child Development Center	CHC	Child Development Teacher	10/6/16	12/5/16	\$19.21	Ext: On call for Sick/Vacation Coverage
Scott, Mary	Child Development Center	CHC	Child Development Teacher	10/6/16	12/5/16	\$19.21	Ext: On call for Sick/Vacation Coverage
Lopez, Daniel	Counseling	CHC	Student Services Technician I	10/3/16	12/23/16	\$17.09	Ext: Vacancy - in recruitment
Rodriguez, Valentine	DSPS	CHC	Assistive Technology Specialist	9/19/16	11/19/16	\$23.00	New: Vacancy - in recruitment
Quigley, James	Police	DIST	College Security Officer	10/17/16	12/16/16	\$16.69	New: On Call vacancy in active recruitment/sick/vacation coverage.

Diaz, Jose	Admissions & Records Technician	SBVC	Admissions & Records	11/2/16	11/30/16	\$17.97	Extension: On call for sick/vacation/LOA coverage.
Romo, Brian	Bookstore	SBVC	Customer Service Asst.	10/17/16	12/16/16	\$13.03	New: On Call vacancy in active recruitment/sick/vacation coverage.
Chow-Torres, Michelle	CBO	SBVC	Account Clerk I	10/27/16	12/25/16	\$15.48	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Chi, David	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Mulgado, Irene	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Ritchie, Ernest	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Smith, Frederick	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Brewer III, Leon	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Chavez, Edward	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.
Nava, Jonathan	Custodial	SBVC	Custodian	10/29/16	12/28/16	\$15.87	Extension: On Call vacancy in active recruitment/sick/vacation coverage.



Raney, Christina	Financial Aid	SBVC	Clerical Assistant II	11/3/16	1/3/17	\$15.11	Ext: On Call vacancy in active recruitment/sick/v acation coverage.
Sanchez, Andrew	Financial Aid	SBVC	Clerical Assistant II	10/4/16	12/4/16	\$15.11	New: On Call vacancy in active recruitment/sick/v acation coverage.
Morris, Dorothy	Food Service	SBVC	Food Service Worker	10/29/16	12/28/16	\$12.71	Ext: On Call for sick/vacation coverage.
Garcia, Cynthia	Food Services	SBVC	Food Service Worker I	10/29/16	12/28/16	\$12.71	Extension: On Call vacancy/sick/vac ation coverage.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 10, 2016  
**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 and Administrative Procedure 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 11/10/2016*

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*Contract Type*

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Professional Services</i>				
Knowland Construction Services	(14289) Provide on demand inspection services and project support services for both Division of the State Architect (DSA) projects and non-DSA projects for non-bond construction Term: 11/10/2016 - 10/20/2019 Funding Source: Capital Outlay	District M & O/SBCCD	\$75,000.00	SSutorus
Ralph Andersen & Associates	(14291) Executive search services for the position of Vice Chancellor of Human Resources and Employee Relations Term: 10/17/2016 - 4/10/2017 Funding Source: General Funds	Human Resources/SBCCD	\$29,750.00	SSutorus

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*SubTotal for Professional Services: 2*

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*Grand Total Contracts for Board Date 11/10/2016: 2*

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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval of Purchase Order Report

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the attached list of purchase orders.

### **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 172105 – 172489 are attached for approval, except those approved 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**

Included in the 2016/2017 budget.

<b>PO#</b>	<b>Vendor Name</b>	<b>Purchase Order Description</b>	<b>Amount</b>
172264	REVOLVING CASH	Athletic Entry Fee	600
172265	REVOLVING CASH	Athletic Entry Fee	450
172266	REVOLVING CASH	Athletic Entry Fee	500
172445	REVOLVING CASH	Athletic Entry Fee	450
172291	DEPARTMENT OF PESTICIDE	Conference	50
172115	BERRY, ROBERT C	Conference	172.8
172316	ANDREWS, BREANNA	Conference	110
172311	THORNTON, CARLA	Conference	998
172150	WILKINS, JANICE	Conference	125
172235	GAMBOA, COLLEEN	Conference	191
172139	WELLS, CAROL	Conference	750
172114	GONZALES, MICHAEL	Conference	468.16
172413	MORENO, MARIANA	Conference	150
172414	MELLO, BRANDICE	Conference	145
172151	WILKINS, JANICE	Conference	90
172234	GAMBOA, COLLEEN	Conference	50
172236	CALPERS EDUCATIONAL FORUM 2015	Conference	399
172283	CALPERS EDUCATIONAL FORUM 2015	Conference	399
172299	CALPERS EDUCATIONAL FORUM 2015	Conference	399
172489	ACBO	Conference	385
172306	DIGGLE, VIRGINIA	Conference	800
172152	WILKINS, JANICE	Conference	170
172305	NOEL ACADEMY FOR STENGTHS-BASE	Conference	1,560.00
172465	GROSS, DAWN	Conference	2,465.00
172125	US BANK CORPORATE PMT SYSTEMS	Conference	535
172141	VALDEZ, MARIA	Conference	250
172142	KLINGSTRAND, MARIANNE	Conference	250
172143	ALFANO-WYATT, MARCIA	Conference	250
172144	JACKSON, DENNIS L	Conference	250
172346	WINGSON, KIMBERLY	Conference	554
172347	GASCA, SUSAN	Conference	454
172274	LUKE, CRAIG	Conference	507
172294	PRESTON, TAMMY	Conference	507
172466	GROSS, DAWN	Conference	1,824.00
172254	US BANK CORPORATE PMT SYSTEMS	Conference	986
172129	HISPANIC ASSOCIATION	Conference	2,980.00
172241	US BANK CORPORATE PMT SYSTEMS	Conference	2,612.00
172242	US BANK CORPORATE PMT SYSTEMS	Conference	2,612.00
172275	JUAREZ, SYLVIA	Conference	2,188.00
172301	BELL, EVA	Conference	173
172353	GABRIEL-MILLETTE, CHRISTIE	Conference	54
172370	US BANK CORPORATE PMT SYSTEMS	Conference	3,219.00
172392	RP GROUP, THE	Conference	250
172393	BURTON, CHARLES	Conference	54
172146	HALLEX, ALICIA	Conference	750

172464	BAUGHER, JEFF	Conference	988.41
172268	P A P A	Conference	80
172277	HOGREFE JR, RICHARD K	Conference	500
172138	DEMSKY, DR JEFFREY	Conference	750
172419	CASBO EASTERN SECTION	Conference	169
172116	KING, MELISSA	Conference	750
172263	RODRIGUEZ, DIANA	Conference	40.13
172459	US BANK CORPORATE PMT SYSTEMS	Conference	150
172148	US BANK CORPORATE PMT SYSTEMS	Conference	1,398.00
172314	CAL POLY POMONA FOUNDATION	Conference	420
172461	CERRO COSO COMMUNITY COLLEGE	Conference	648.6
172462	KELLOGG WEST CONFERENCE	Conference	328.16
172140	KELLOGG, ELENA	Conference	250
172317	CERVANTEZ, JEFF	Conference	500
172303	ACADEMIC SENATE, THE	Conference	450
172304	COPELAND, MARY	Conference	840.17
172365	ACADEMIC SENATE, THE	Conference	450
172388	HILTON LOS ANGELES AIRPORT	Conference	783
172402	MCCONNELL, MARK	Conference	332.44
172155	GILES, KEENAN	Conference	283
172156	UMOJA COMMUNITY EDUCATION	Conference	324
172210	SCHOENFELD, RACQUEL	Conference	450
172134	US BANK CORPORATE PMT SYSTEMS	Conference	275
172244	US BANK CORPORATE PMT SYSTEMS	Conference	1,895.00
172245	US BANK CORPORATE PMT SYSTEMS	Conference	2,688.00
172136	US BANK CORPORATE PMT SYSTEMS	Conference	800
172137	ACCCA	Conference	445
172145	RODRIGUEZ, DIANA	Conference	97
172400	PADDOCK, ERICKA	Conference	500
172312	HUGHES III, RICHARD	Conference	345
172135	AGUILAR-KITIBUTR, AILSA	Conference	2,407.00
172252	US BANK CORPORATE PMT SYSTEMS	Conference	752.69
172329	GALOPE, RICHARD GLEN ENRIQUEZ	Conference	900
172337	US BANK CORPORATE PMT SYSTEMS	Conference	12.48
172158	WILSON, DEBBIE	Conference	14.04
172159	BARRIE, TRINETTE	Conference	60
172161	RIVERA, ERNESTO	Conference	82.68
172163	XAYAPHANTHONG, SOUTS	Conference	67.29
172153	MCATEE,ROBERT	Conference	166.96
172160	MELLO, BRANDICE	Conference	8.75
172162	MARTIN, LISA	Conference	14.2
172166	US BANK CORPORATE PMT SYSTEMS	Conference	75.92
172211	MCKEE, JULIE	Conference	225
172248	TINOCO, MICHELLE	Conference	20.09
172267	QUINTANAR, BRITNEE A	Conference	60
172278	GARCIA, KRISTIN	Conference	18.68
172295	COLVEY, KIRSTEN	Conference	166.96

172269	NATIVE AMERICAN JOURNALISTS	Conference	1,530.00
172336	BRAGGINS, ALAN	Conference	210
172246	US BANK CORPORATE PMT SYSTEMS	Conference	48.99
172308	CRUZ, ALFREDO	Conference	15
172358	US BANK CORPORATE PMT SYSTEMS	Conference	67.44
172131	US BANK CORPORATE PMT SYSTEMS	Conference	540
172319	US BANK CORPORATE PMT SYSTEMS	Conference	50
172359	CABRALES, JOE	Conference	81.07
172372	US BANK CORPORATE PMT SYSTEMS	Conference	118
172429	HUA, HENRY	Conference	72.36
172460	US BANK CORPORATE PMT SYSTEMS	Conference	260.91
172112	AGUILAR-KITIBUTR, AILSA	Conference	850.5
172165	US BANK CORPORATE PMT SYSTEMS	Conference	770.48
172247	TINOCO, MICHELLE	Conference	92.61
172272	MELLO, BRANDICE	Conference	101.09
172273	MARTIN, LISA	Conference	96.28
172279	GARCIA, KRISTIN	Conference	100.71
172309	BARRIE, TRINETTE	Conference	83
172332	WORD, DANIEL	Conference	952.62
172360	HOFFMANN, DONNA	Conference	563.44
172455	US BANK CORPORATE PMT SYSTEMS	Conference	250
172355	GABRIEL-MILLETTE, CHRISTIE	Conference	52.38
172395	BURTON, CHARLES	Conference	61
172313	THORNTON, CARLA	Conference	369.13
172468	US BANK CORPORATE PMT SYSTEMS	Dues & Memberships	106.92
172320	INLAND EMPIRE CONSORTIUM	Dues & Memberships	150
172322	CA ORGANIZATION OF ASSOC	Dues & Memberships	100
172364	ASSOCIATION OF COMMUNITY	Dues & Memberships	6,813.00
172418	COUNCIL OF CHIEF LIBRARIANS	Dues & Memberships	150
172428	NPR	Dues & Memberships	13,350.00
172467	INLAND EMPIRE ECONOMIC	Dues & Memberships	5,000.00
172106	CACCRAO	Dues & Memberships	200
172173	VARIDESK LLC	Equipment	1,305.00
172176	CAREFUSION 211 INC	Equipment	17,596.00
172178	ULINE	Equipment	844.44
172238	STAPLES	Equipment	1,385.84
172290	HEALTH CARE LOGISTICS	Equipment	9,143.80
172297	AIRGAS USA LLC	Equipment	9,445.05
172298	CALIFORNIA TOOL & WELDING SPLY	Equipment	16,336.73
172307	STAPLES	Equipment	75.13
172380	SIGMA-ALDRICH INC	Equipment	1,741.18
172407	MOUNTAIN VIEW SERVICES INC	Equipment	17,156.70
172408	R&B WHOLESALE DISTRIBUTORS INC	Equipment	6,888.64
172410	REAL VOLLEYBALL	Equipment	766.44
172431	ROYAL WHOLESALE ELECTRIC	Equipment	15,242.15
172476	SUBASTRAL INC	Equipment	13,942.50
172289	STATER BROS MARKETS	Food Supplies	600

172376	MEDIWASTE DISPOSAL LLC	Hazardous Materials	350
172209	FEI ONTARIO #1096	Instructional Supplies	148.07
172223	WARD'S NATURAL SCIENCE EST INC	Instructional Supplies	427.36
172225	FEI ONTARIO #1096	Instructional Supplies	57.5
172226	FEI ONTARIO #1096	Instructional Supplies	46.19
172227	FEI ONTARIO #1096	Instructional Supplies	487.45
172228	STAPLES	Instructional Supplies	994.74
172280	FLINN SCIENTIFIC INC	Instructional Supplies	558.96
172281	FISHER SCIENTIFIC	Instructional Supplies	382.47
172296	FEI ONTARIO #1096	Instructional Supplies	830.18
172300	STAPLES	Instructional Supplies	164.85
172315	CYNMAR CORPORATION	Instructional Supplies	927.04
172377	ARROWHEAD REGIONAL MEDICAL CTR	Instructional Supplies	4,000.00
172383	REAL VOLLEYBALL	Instructional Supplies	333.33
172387	L N CURTIS & SONS	Instructional Supplies	429.3
172394	HALABI, TARIF	Instructional Supplies	392.49
172399	AIRGAS USA LLC	Instructional Supplies	1,000.00
172401	U SAV-MOR STORES INC	Instructional Supplies	1,000.00
172409	SOCCER MASTER	Instructional Supplies	1,848.99
172454	SCIENTIFICS DIRECT	Instructional Supplies	63.95
172456	MONIN, CRAIG	Instructional Supplies	537.02
172458	USI INC	Instructional Supplies	155.44
172473	FIRE ETC	Instructional Supplies	1,159.92
172477	EPIC SPORTS	Instructional Supplies	539.89
172229	PASCO SCIENTIFIC	Instructional Supplies	119.56
172119	SEHI COMPUTER PRODUCTS INC	IT Equipment	1,410.52
172120	DELL COMPUTER COMPANY	IT Equipment	12,077.17
172124	APPLE COMPUTER INC	IT Equipment	1,038.96
172243	TROXELL COMMUNICATIONS INC	IT Equipment	6,185.16
172302	CDW GOVERNMENT INC	IT Equipment	13,914.55
172357	CDW GOVERNMENT INC	IT Equipment	2,414.83
172270	MOUNTAIN MEASUREMENT INC	Magazines & Subscriptions	525
172172	KIEFER	Maintenance Supplies	239.7
172221	AMERICAN FLOOR MATS	Maintenance Supplies	708.48
172237	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	44.65
172250	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	31.91
172251	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	28.93
172253	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	113.57
172403	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	46.69
172404	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	51.83
172487	MANIAOL, ALBERT	Meals & Refreshments	100
172259	SBVC FOOD SERVICES	Meals & Refreshments	500
172149	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	85.32
172157	TACO VILLAGE	Meals & Refreshments	1,250.00
172167	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	80
172169	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	200
172170	STATER BROS MARKETS	Meals & Refreshments	500



172171	QUEEN BEAN CAFFE	Meals & Refreshments	463
172249	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	231.54
172361	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	65
172373	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	596.21
172425	WISEGARVER, LILLIAN	Meals & Refreshments	81.42
172470	SBVC FOOD SERVICES	Meals & Refreshments	92.32
172485	WISEGARVER, LINDSEY	Meals & Refreshments	50
172486	US BANK CORPORATE PMT SYSTEMS	Meals & Refreshments	81.1
172168	SBVC BOOKSTORE	Non-Instructional Supplies	5,000.00
172222	SBVC BOOKSTORE	Non-Instructional Supplies	474.13
172231	CORONA CLAY COMPANY	Non-Instructional Supplies	1,370.00
172232	JON'S FLAGS & POLES	Non-Instructional Supplies	754
172233	AMERICAN TIME	Non-Instructional Supplies	1,177.05
172271	MILLER, SARAH	Non-Instructional Supplies	55.52
172385	STAPLES	Non-Instructional Supplies	2,192.75
172386	STAPLES	Non-Instructional Supplies	412.02
172406	STAPLES	Non-Instructional Supplies	134.49
172457	STAPLES	Non-Instructional Supplies	56.46
172130	STAPLES	Non-Instructional Supplies	595.71
172164	STAPLES	Non-Instructional Supplies	73.11
172212	STAPLES	Non-Instructional Supplies	73.02
172215	HOUGHTON MIFFLIN HARCOURT	Non-Instructional Supplies	428.99
172219	STAPLES	Non-Instructional Supplies	1,085.34
172224	BANGASSER,SUSAN	Non-Instructional Supplies	383.28
172239	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	324
172258	STAPLES	Non-Instructional Supplies	320.13
172261	SBVC BOOKSTORE	Non-Instructional Supplies	66
172381	STAPLES	Non-Instructional Supplies	964.71
172398	STAPLES	Non-Instructional Supplies	895.88
172405	STAPLES	Non-Instructional Supplies	328.11
172420	STAPLES	Non-Instructional Supplies	188.72
172422	BROOKSTONE #123	Non-Instructional Supplies	215.98
172426	STAPLES	Non-Instructional Supplies	134.84
172448	WISEGARVER, LILLIAN	Non-Instructional Supplies	83.66
172463	STAPLES	Non-Instructional Supplies	3,501.86
172471	POCKET NURSE	Non-Instructional Supplies	451.28
172481	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	78.83
172449	REVOLVING CASH	Officials	300
172452	REVOLVING CASH	Officials	100
172183	CARVAJAL, MITZY	Operational Expenses & Fees	224
172122	ALDAMA, YESENIA JASMINE	Operational Expenses & Fees	950
172179	ALDARACA, JULISSA	Operational Expenses & Fees	224
172180	ALMAGUER, MARISSA	Operational Expenses & Fees	224
172181	ALONSO, ADRIANA	Operational Expenses & Fees	224
172182	BERNASCONI, ANNA	Operational Expenses & Fees	224
172184	ARMENTA, NALLELY CENTENO	Operational Expenses & Fees	224
172185	CRUZ, ARLENE	Operational Expenses & Fees	224

172186	MACHADO, PABLO	Operational Expenses & Fees	224
172187	ESPARZA, DEBORA GOIZ	Operational Expenses & Fees	224
172188	ANDRADE, EDUARDO LOPEZ	Operational Expenses & Fees	224
172189	MEDINA, LUARA	Operational Expenses & Fees	224
172190	MORA, TANYA	Operational Expenses & Fees	224
172191	MORENO, LILIANA	Operational Expenses & Fees	224
172192	NUNEZ, ESMERALDA	Operational Expenses & Fees	224
172193	PACHECO, ASHLEY	Operational Expenses & Fees	224
172194	PATEL, POOJA	Operational Expenses & Fees	224
172195	POLAND-ZINDA, SHEILA	Operational Expenses & Fees	224
172196	ROBLEDO, JESSICA	Operational Expenses & Fees	224
172197	RODRIGUEZ, VANESSA	Operational Expenses & Fees	224
172198	RODRIGUEZ, LUIZ	Operational Expenses & Fees	224
172199	RUIZ, EVELYN	Operational Expenses & Fees	224
172200	SCHWEIGER, SHERRI	Operational Expenses & Fees	224
172201	SERNA, EMANUEL	Operational Expenses & Fees	224
172202	SERRANO-ANREOLA, MARIANA	Operational Expenses & Fees	224
172203	TOLFA, MERCEDEZ	Operational Expenses & Fees	224
172204	TORRES, KARLA	Operational Expenses & Fees	224
172207	URBINA-REYES, GABRIELA	Operational Expenses & Fees	224
172108	ASCAP	Operational Expenses & Fees	1,138.90
172121	US BANK CORPORATE PMT SYSTEMS	Operational Expenses & Fees	825
172132	MORENO, MARIANA	Operational Expenses & Fees	2,400.00
172133	MORENO, MARIANA	Operational Expenses & Fees	280
172154	BANGASSER,SUSAN	Operational Expenses & Fees	34
172318	DEPARTMENT OF PESTICIDE	Operational Expenses & Fees	420
172328	BIRCH AQUARIUM	Operational Expenses & Fees	184
172340	UMOJA COMMUNITY EDUCATION	Operational Expenses & Fees	1,956.00
172345	US BANK CORPORATE PMT SYSTEMS	Operational Expenses & Fees	40
172348	SOUTH COAST AQMD	Operational Expenses & Fees	594.39
172351	CEPA OPERATIONS INC	Operational Expenses & Fees	340
172362	US BANK CORPORATE PMT SYSTEMS	Operational Expenses & Fees	1,000.00
172366	SAN BERNARDINO CO FIRE DEPT	Operational Expenses & Fees	1,514.97
172384	SBVC FOOD SERVICES	Operational Expenses & Fees	500
172396	COMMITTEE ON ACCREDITATION	Operational Expenses & Fees	1,900.00
172397	MORENO, MARIANA	Operational Expenses & Fees	300
172424	ACCREDITATION COMMISSION FOR	Operational Expenses & Fees	1,000.00
172453	BMI GENERAL LICENSING	Operational Expenses & Fees	1,168.19
172478	ASCAP	Operational Expenses & Fees	2,928.51
172480	SESAC LLC	Operational Expenses & Fees	621.51
172488	STATE OF CALIFORNIA	Operational Expenses & Fees	3,000.00
172126	URIBE, REYNA	Personal Mileage	200
172127	TINOCO, MICHELLE	Personal Mileage	50
172128	GARCIA, KRISTIN	Personal Mileage	50
172240	VALDEZ, MARIA	Personal Mileage	2,000.00
172276	JACKSON, DENNIS L	Personal Mileage	2,500.00
172479	MANUZ, DARIAN	Personal Mileage	179.2

172110	AYCOCK, LARRY	Personal Mileage☒	300
172111	RUSH, STEVE	Personal Mileage☒	50
172107	ROMBERG, BRIAN	Pest Control	750
172262	SBCCD PRINTING SERVICES	Printing, SBCCD	500
172378	TIMELESS PLAQUES AND AWARDS	Promotional Products	172.8
172325	CAMPUS MARKETING SPECIALISTS	Promotional Products	347.17
172113	AWARDS & SPECIALTIES	Promotional Products	236.25
172118	AMERICAN PRINTING & PROMOTIONS	Promotional Products	3,628.70
172323	FASTSIGNS	Promotional Products	2,998.53
172341	CRUZ, ALFREDO	Promotional Products	1,600.00
172344	AMERICAN PRINTING & PROMOTIONS	Promotional Products	267.48
172417	FASTSIGNS	Promotional Products	361.88
172475	US BANK CORPORATE PMT SYSTEMS	Promotional Products	317.71
172230	UNIVERSITY ENTERPRISES INC	Reference Books	308.88
172109	BANGASSER,SUSAN	Textbooks	987.55
172208	SBVC BOOKSTORE	Textbooks	7,414.00
172257	WILEY PUBLISHING	Textbooks	1,000.00
172260	SBVC BOOKSTORE	Textbooks	1,000.00

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Steven J. Sutorus, Business Manager  
**DATE:** November 10, 2016  
**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 11/10/2016***

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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>Bond Measure Funded</i></b>				
G/M Business Interiors	(14299) Install cabinet locks on cabinet doors and drawer fronts at the New Crafton Center Term: 10/24/2016 - 12/31/2016  Funding Source: Bond Funded	Kitchell/SBCCD	\$16,848.59	SSutorus
Howard Roofing Company, Inc.	(14300) Installation of steel beams on top of the roof at the OE2 building at CHC Term: 10/1/2016 - 2/1/2017  Funding Source: Bond Funded	Kitchell/SBCCD	\$37,375.00	SSutorus
<b><i>SubTotal for Bond Measure Funded: 2</i></b>			<b><i>\$54,223.59</i></b>	
<b><i>Broadcasting Rights</i></b>				
American Public Television	(14257) Broadcasting rights for the airing of programs offered by "Create TV" Term: 1/1/2017 - 12/31/2017  Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$4,340.00	SSutorus
Buena Vista Television	(14317) Broadcasting rights for the airing of "Finding Nemo" Term: 11/1/2016 - 11/30/2016  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$5,000.00	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>Broadcasting Rights</u></b>					
	Hoyungowa, Jake dba Paper Rock Productions	(14281) Broadcast program rights for the airing of "Dooda Leetso, Nihigaal Bee iina, Ghost of GHS, Inscription House Mural, NACA Pathways to diabetes, Shimasani; Grandma Documentary, Sleepless on the way to Seattle"; no cost to SBCCD Term: 10/21/2016 - 10/20/2019  Funding Source: N/A	TV/KVCR		SSutorus
<b><i>SubTotal for Broadcasting Rights: 3</i></b>				<b><i>\$9,340.00</i></b>	
<b><u>CalWorks Child Care</u></b>					
	Teddy Bear Tymes Child Care	(14311) CalWorks Grant to cover cost of Childcare for participating students - Parent - Sanchez, Ana Term: 10/1/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$8,190.00	SSutorus
<b><i>SubTotal for CalWorks Child Care: 1</i></b>				<b><i>\$8,190.00</i></b>	
<b><u>CalWorks Off-Campus Work Study</u></b>					
	Real Journey Academies, Inc.	(14320) Off-Campus workstudy - Student - Grant, Kayla; reimbursed at up to 100% of per hourly rate Term: 10/28/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$12,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><i>CalWorks Off-Campus Work Study</i></b>				
Real Journey Academies, Inc.	(14321) Off-Campus workstudy - Student - Vann, Angela; reimbursed at up to 100% of per hourly rate Term: 10/28/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$12,000.00	SSutorus
Simply The Best Healthcare	(14312) Off-Campus workstudy - Student - Greer, Jonevea; reimbursed at up to 100% of per hourly rate Term: 10/1/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$9,360.00	SSutorus
Synergy Technical Network, Inc.	(14241) Off-Campus workstudy - Student - Barrow, Tiemessha; reimbursed at up to 100% of per hourly rate Term: 10/1/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$13,104.00	SSutorus
Teddy Bear Tymes Child Care	(14319) Off-Campus workstudy - Student - Perez, Candie; reimbursed at up to 100% of per hourly rate Term: 10/28/2016 - 6/30/2017  Funding Source: CalWorks	Calworks/SBVC	\$11,000.00	SSutorus
<b><i>SubTotal for CalWorks Off-Campus Work Study: 5</i></b>			<b><i>\$57,464.00</i></b>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Clinicals</u></b>					
	Colton, City of	(14248) Clinical site for EMS program participants; no cost to SBCCD Term: 7/1/2016 - 6/30/2021  Funding Source: N/A	Emergency Medical Svcs/CHC		SSutorus
<b><i>SubTotal for Clinicals: 1</i></b>					
<b><u>General</u></b>					
	About Faces Entertainment	(14242) Artist to sketch caricature drawings of attendees of the "Native American Thank You Recognition Dinner" Term: 10/27/2016 - 10/27/2016  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$450.00	SSutorus
	ACCT - Association of Community Colleges Trustees	(14339) Facilitation of Chancellor evaluation and a two day Board retreat Term: 11/1/2016 - 5/31/2017  Funding Source: General Funds	Board of Trustees/SBCCD	\$16,000.00	SSutorus
	ADP, LLC	(12888) HR and Payroll system for the District; Amendment 02 - to add "ADP Talent Management Solutions" module to services for an increased cost of \$225,162.20 Term: 2/1/2016 - 1/31/2021  Funding Source: Capital Outlay	Fiscal Services/SBCCD	\$2,626,164.20	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>	American Program Bureau, Inc.	(14258) Speaker agreement for Michael Eric Dyson - Topic "Race, Racism & Race Relations in America" for "Black History Month" event Term: 2/22/2016 - 2/22/2016  Funding Source: Student Equity	Arts & Lecture/SBCCD	\$15,000.00	SSutorus
	American Red Cross	(13236) Provide First Aid and CPR training for faculty and staff; This is to approve the "not to exceed" amount of up to \$20,000.00; the original amount did not include the amounts needed for years 2 through 4 of the agreement Term: 4/1/2016 - 3/31/2019  Funding Source: General Funds	Safety/SBCCD	\$20,000.00	SSutorus
	Barr Door, Inc.	(14314) Repairs to the roll up door at the SBVC Library building Term: 10/18/2016 - 12/31/2016  Funding Source: General Funds	Maintenance/SBVC	\$788.00	SSutorus
	Boyd & Associates dba Draganchuk	(14269) Furnish and install burglar alarm equipment in the new location of the Alternative Text Production Center Term: 10/12/2016 - 12/31/2016  Funding Source: Braille Grant	ATPC/SBCCD	\$1,395.00	SSutorus

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<b><u>General</u></b>				
Caribbean Pacific Bus, LLC	(14284) Bus rental for field trip to UCLA for EOPS students Term: 11/18/2016 - 11/18/2016  Funding Source: EOP&S	Student Services/SBVC	\$1,100.00	SSutorus
CEPA Operations, Inc.	(13188) Removal and installation of two existing fume hoods in Health Life Science building; this is to approve extension of term end date to 12/31/16 Term: 4/1/2016 - 12/31/2016  Funding Source: Capital Outlay	Maintenance/SBVC	\$3,750.00	SSutorus
Citadel Environmental Services, Inc	(14298) Bi-annual asbestos inspection at SBVC and CHC Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	Safety/SBCCD	\$7,070.00	SSutorus
Colton, City of	(14283) Rental of City of Colton's Chavez Baseball Field for softball practices Term: 8/16/2016 - 12/8/2016  Funding Source: General Funds	Athletics/SBVC	\$3,235.00	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>				
Couts Heating & Cooling, Inc.	(13765) On demand services for repairs to chillers, AC units, boilers, and ice machines; this is to increase the not to exceed amount to \$20,000; this is needed for specialized repairs Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	Maintenance/SBVC	\$20,000.00	SSutorus
Double Tree by Hilton - San Bernardino	(14308) Room rental and catering for the 2016 Counselor Conclave; funded through Special Projects account from locally generated income Term: 11/2/2016 - 11/2/2016  Funding Source: Other Non-General	PDC/SBCCD	\$16,992.79	SSutorus
Durham School Services	(14335) Bus rental for 100 Parkside Elementary School students and chaperons to visit SBVC Term: 4/19/2017 - 4/19/2017  Funding Source: EOP&S	EOP&S/SBVC	\$880.60	SSutorus
EMSL Analytical, Inc.	(14263) On demand services for asbestos and lead paint content analysis at SBVC and CHC Term: 10/1/2016 - 6/30/2017  Funding Source: General Funds	Safety/SBCCD	\$1,500.00	SSutorus

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<u>General</u>	Espinoza, Alex	(14273) Keynote speaker at the "Puente's 30th Anniversary Celebration" Term: 12/9/2016 - 12/9/2016  Funding Source: Matriculation	Counseling/SBVC	\$800.00	SSutorus
Exclusive Auto		(14301) On demand repairs and maintenance on the CHC Maintenance Department vehicles Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	Maintenance/CHC	\$3,000.00	SSutorus
Facebook, Inc.		(14256) Ongoing advertisement on Facebook to promote District Wide programs and registration Term: 9/1/2016 - 6/30/2017  Funding Source: General Funds	Marketing/SBCCD	\$5,000.00	SSutorus
Grace Industries, Inc.		(14328) Repairs to breathing apparatus equipment Term: 10/28/2016 - 12/31/2016  Funding Source: General Funds	Fire Technology/CHC	\$283.46	SSutorus

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<b><u>General</u></b>					
	H & L Charter Co, Inc.	(14249) Bus rental for students and staff to attend the African American Male Education Network & Development (A2MEND) Conference in Los Angeles Term: 3/1/2017 - 3/1/2017  Funding Source: Student Equity	First Year/SBVC	\$694.00	SSutorus
	H & L Charter Co, Inc.	(14250) Bus rental for students and staff to return from the African American Male Education Network & Development (A2MEND) Conference in Los Angeles Term: 3/3/2017 - 3/3/2017  Funding Source: Student Equity	First Year/SBVC	\$578.00	SSutorus
	ICS Service Co	(14246) Provide annual fire alarm inspection on SBVC Campus Term: 10/10/2016 - 6/30/2017  Funding Source: General Funds	Maintenance/SBVC	\$14,952.00	SSutorus
	KYA Services, LLC	(13438) Repairing of two 4'x4' tile areas at North Hall 164; This is to approve the extension of the term to 12/31/16 Term: 5/1/2016 - 12/31/2016  Funding Source: General Funds	Maintenance/SBVC	\$533.36	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>				
Magic Jump Rentals	(14247) Rental of 3 carnival games for the "Wolverine Appreciation Day" at SBVC; order #4532; ASB General Trust fund Term: 11/16/2016 - 11/16/2016  Funding Source: Trust Account	Student Life/SBVC	\$370.00	SSutorus
Matthews International Corporation	(14303) Repair of bronze plaque in the SBVC Auditorium Term: 10/31/2016 - 12/31/2016  Funding Source: General Funds	Maintenance/SBVC	\$128.52	SSutorus
Mint Print Media	(14316) Production of 2 24x28 double sided promotional banners Term: 11/1/2016 - 12/31/2016  Funding Source: General Funds	Marketing/SBVC	\$97.20	SSutorus
NCHERM Group LLC, The	(14329) Workshop presenter for a two day "Behavioral Intervention Team" (BIT) Certification course; this is a training course to identify, assess, and offer a coordinated response to CHC students who pose a risk to themselves, others, and/or the campus community Term: 12/1/2016 - 12/2/2016  Funding Source: Student Equity	Student Services/CHC	\$20,500.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u><i>General</i></u>					
	Nuestra Gente	(14274) Full page advertisement to promote SBVC programs in a Spanish language publication covering Bloomington, Colton, Highland, Fontana, Redlands, Rialto, and San Bernardino Term: 11/1/2016 - 12/31/2016  Funding Source: Advertising - General Fund	Marketing/SBVC	\$1,540.00	SSutorus
	Pozos, Aldo Villegas	(14331) Performance and dialog for the film screening of "Grandma Said" Term: 11/17/2016 - 11/17/2016  Funding Source: General Funds	Transfer Center/SBVC	\$1,500.00	SSutorus
	Primex Wireless, Inc.	(14292) Furnish and install 5 watt external antenna for CHC campus wide clocks synchronization Term: 11/11/2016 - 1/31/2017  Funding Source: Capital Outlay	Facilities Planning/SBCCD	\$9,938.16	SSutorus
	Production Transcripts	(14262) Provide transcription for twelve South Dakota interviews Term: 10/12/2016 - 6/30/2017  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$3,000.00	SSutorus

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<b><u>General</u></b>				
Quejada, Joanna dba Pathways Educational Consulting	(14286) Develop and coordinate high school education programs with area High Schools to create new contract education agreements and promote CHC programs; funded through income from the Redlands USD/Contract Education project Term: 10/21/2016 - 6/30/2017  Funding Source: Local Revenue	Instruction/CHC	\$25,000.00	SSutorus
Ran Graphics, Inc.	(14275) Production of SBVC's Spring 2017 class schedules Term: 11/1/2016 - 12/31/2016  Funding Source: General Funds	Instruction/SBVC	\$6,858.00	SSutorus
Redlands Door & Window Company	(14302) Installation of a 3x4 mirror at the Performing Arts Center Term: 10/24/2016 - 12/31/2016  Funding Source: General Funds	Maintenance/CHC	\$2,190.00	SSutorus
Redlands, City of	(14245) Half page advertisement in the Veteran's Day Parade Program Term: 11/11/2016 - 11/11/2016  Funding Source: General Funds	Marketing/CHC	\$500.00	SSutorus



<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>					
	Redlands, City of	(14294) MOU for a joint project to have CHC connect to the City's non-potable water supply system for landscape irrigation; not to exceed \$225,000 Term: 11/11/2016 - 2/28/2017  Funding Source: Capital Outlay	Administrative Services/CHC	\$225,000.00	SSutorus
	Rev.com	(14255) Closed captioning services for KVCR FNX programs Term: 10/1/2016 - 6/30/2017  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$3,000.00	SSutorus
	Riverside CCD	(13705) Provide training to companies in the local area; funded by the Employment Training Panel grant; This is to approve Amendment 01 - to clarify language regarding termination of agreement Term: 7/1/2016 - 6/30/2017  Funding Source: State Grant	PDC/SBCCD	\$53,900.00	SSutorus
	Rodriguez, Luis	(14330) Poetry reading and book signing event Term: 11/15/2016 - 11/15/2016  Funding Source: General Funds	Transfer Center/SBVC	\$2,500.00	SSutorus

<i>Contract Type</i>				
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<b><u>General</u></b>				
Sam's Quality Cleaners dba Best Cleaners	(14295) On demand cleaning services for the Nursing department Term: 10/1/2016 - 6/30/2017  Funding Source: General Funds	Nursing/SBVC	\$1,400.00	SSutorus
SBVC Foundation	(14244) Table sponsorship for SBVC 90th Anniversary Gala; full page advertisement in Gala program to promote CHC programs Term: 10/14/2016 - 10/14/2016  Funding Source: General Funds	Marketing/CHC	\$500.00	SSutorus
Sedillo, Mathew Calderon Steven	(14332) Poetry reading and book signing event Term: 11/15/2016 - 11/15/2016  Funding Source: General Funds	Transfer Center/SBVC	\$2,500.00	SSutorus
Shred-It	(14304) One-time document shredding service Term: 10/31/2016 - 12/31/2016  Funding Source: General Funds	Maintenance/CHC	\$340.00	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>					
	Sutton-Weiss, Deborah	(14287) Speaker to facilitate a discussion and Q & A session for "Red Ribbon Week" for the promotion of drug free living Term: 10/27/2016 - 10/27/2016  Funding Source: General Funds	Transfer Center/SBVC	\$700.00	SSutorus
	Timeless Plaques & Awards	(14337) Production of 35 scholastic medals with ribbon for 2016 Graduation Term: 5/6/2016 - 6/10/2016  Funding Source: General Funds	Calworks/SBVC	\$207.90	SSutorus
	Timeless Plaques & Awards	(14338) Production of 40 scholastic medals with ribbon for 2016 Graduation Term: 4/15/2016 - 6/1/2016  Funding Source: General Funds	Calworks/SBVC	\$237.60	SSutorus
	Torres, David	(14272) Performer to play mariachi music at the "Puente 30th Anniversary Celebration" Term: 12/9/2016 - 12/9/2016  Funding Source: Matriculation	Counseling/SBVC	\$500.00	SSutorus
	University of La Verne	(14278) Transfer guarantee for CHC students wishing to continue their higher education at a University; no cost to SBCCD Term: 7/1/2016 - 6/30/2021  Funding Source: N/A	Counseling/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>				
Valley Tire Company	(14318) On demand service and repair for SBCCD vehicles Term: 10/27/2016 - 6/30/2018  Funding Source: General Funds	District M & O/SBCCD	\$6,000.00	SSutorus
Veny, Mike	(14306) Keynote speaker and performance for the "Mental Health Awareness Fair" Term: 11/15/2016 - 11/15/2016  Funding Source: General Funds	Transfer Center/SBVC	\$5,000.00	SSutorus
Waltery Insurance Brokers	(11033) Broadcaster multimedia liability insurance; This is to approve an additional two years of coverage Term: 12/31/2014 - 12/30/2017  Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$25,000.00	SSutorus
West Coast Lights & Sirens, Inc.	(14270) On demand repair of lights, sirens and radios for police vehicle Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	SBCCD Police/SBCCD	\$2,000.00	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>					
	Westin Los Angeles Airport, The	(14251) Block room rental for students and staff to attend the African American Male Education Network & Development (A2MEND) Conference in Los Angeles; 50 rooms for two nights Term: 3/1/2017 - 3/3/2017  Funding Source: Student Equity	First Year/SBVC	\$9,450.00	SSutorus
	White Mechanical Inc.	(14290) Repair damaged drain line on HVAC System at TESS Building; the District sites do not have maintenance personnel Term: 10/19/2016 - 11/30/2016  Funding Source: General Funds	District M & O/SBCCD	\$249.00	SSutorus
	Wirz & Company	(14267) Provide outside printing for specialty print orders that cannot be completed by SBCCD Print Shop Term: 10/5/2016 - 6/13/2017  Funding Source: KVCR - Foundation	KVCR Foundation/KVCR	\$5,000.00	SSutorus
	World Wide Wings, LLC	(14297) MOU - Provide academic and career related work experience to participating students; no cost to District Term: 10/1/2016 - 6/30/2019  Funding Source: N/A	Technical Training/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>				
Yosemite CCD - CCC Registry Job Fair	(14322) Booth rental at Los Angeles 2017 Job Fair Term: 1/28/2017 - 1/28/2017  Funding Source: General Funds	Human Resources/SBCCD	\$1,845.00	SSutorus
<b><i>SubTotal for General: 57</i></b>			<b><i>\$3,177,117.79</i></b>	
<b><u>Income - Facilities Use</u></b>				
Redlands Youth Tennis	(14268) Use of CHC Tennis Courts for practice and tournaments; no charge Term: 10/4/2016 - 10/24/2016  Funding Source: N/A	Administrative Services/CHC		SSutorus
Thunderbird Water Polo Club, Inc.	(14277) Use of CHC swimming pool for water polo practices Term: 10/1/2016 - 6/30/2017  Funding Source: N/A	Administrative Services/CHC	\$500.00	SSutorus
Yucaipa Swim Team	(14276) Use of CHC swimming pool for swim meets Term: 10/14/2016 - 10/16/2016  Funding Source: N/A	Administrative Services/CHC	\$1,592.47	SSutorus
<b><i>SubTotal for Income - Facilities Use: 3</i></b>			<b><i>\$2,092.47</i></b>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - General</u></b>					
	Chaffey CCD	(14254) Service agreement for PDC to film Manufacturing Day on October 7, 2016 and to create a 3 minute Curiosity Quest problem solving tutorial Term: 10/7/2016 - 11/30/2016  Funding Source: N/A	PDC/SBCCD	\$8,000.00	SSutorus
	College of the Desert	(14307) Participation agreement for attendance by vendor at the 2016 Counselor Conclave Term: 10/20/2016 - 11/20/2016  Funding Source: N/A	PDC/SBCCD	\$2,000.00	SSutorus
	Mt. San Jacinto CCD	(14253) PDC to coordinate, plan and facilitate the "2016 CTE Counselor Conference" Term: 10/15/2016 - 11/3/2016  Funding Source: N/A	PDC/SBCCD	\$33,000.00	SSutorus
<b><i>SubTotal for Income - General: 3</i></b>				<b><i>\$43,000.00</i></b>	
<b><u>Income - Grant</u></b>					
	California Department of Ed	(13580) Grant for Child Care Center: California State Preschool Program (CSPP); This is to approve Amendment 1 - To increase the funding by \$84,202 Term: 7/1/2016 - 6/30/2017  Funding Source: N/A	Child Care Center/SBVC	\$1,723,487.00	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 - Grant</u></b>				
California Department of Ed	(13581) Grant for Child Care Center: General Child Care and Developmental Program - CCTR; This is to approve Amendment 1 - To increase the funding by \$36,184 Term: 7/1/2016 - 6/30/2017  Funding Source: N/A	Child Care Center/SBVC	\$704,449.00	SSutorus
CCC Chancellor's Office	(14288) Adult Education Block Grant (AEBG) Consortium Funding Appropriation Term: 6/1/2016 - 12/31/2017  Funding Source: N/A	Mathematics/SBCCD	\$494,311.00	SSutorus
CCC Chancellor's Office	(13291) Deputy Sector Navigator Grant; This is to approve Amendment 1 - to increase funding by \$100,000 Term: 7/1/2016 - 6/30/2017  Funding Source: N/A	PDC/SBCCD	\$200,000.00	SSutorus
Cuyamaca College	(14264) Grant application agreement for funding through the Prop 39 Region F College Project Term: 1/1/2017 - 6/30/2017  Funding Source: N/A	Technical Training/SBVC	\$25,000.00	SSutorus



<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><i>Income - Grant</i></b>				
Santa Clarita CCD	(14282) Grant - To assist with the hiring of consultants for the Business Process Re-engineering Policy/Procedure Review in conjunction with Institutional Effectiveness Partnership Initiative Term: 10/17/2016 - 10/16/2017  Funding Source: N/A	TESS/SBCCD	\$200,000.00	SSutorus
U.S. Department of Education	(14271) Grant - Student Support Services Program; To support students faced with educational challenges via the Success Through Achievement & Retention (STAR Program) Term: 9/30/2016 - 8/31/2020  Funding Source: N/A	Star Program/SBVC	\$1,433,700.00	SSutorus
Yosemite CCD	(14280) Instructional agreement for the advancement of child development teachers to get stipends to advance their Early Childhood Teachers Certifications Term: 7/1/2016 - 6/30/2017  Funding Source: N/A	Child Development/SBVC	\$15,000.00	SSutorus
<b><i>SubTotal for Income - Grant: 8</i></b>			<b><i>\$4,795,947.00</i></b>	

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Income - Underwriter</u></b>				
Renewable Home Foundation	(14296) Underwriter agreement to sponsor KVCR-FM programs Term: 10/24/2016 - 1/24/2017  Funding Source: N/A	FM/KVCR	\$4,500.00	SSutorus
<b><i>SubTotal for Income - Underwriter: 1</i></b>			<b><i>\$4,500.00</i></b>	
<b><u>PO as Contract</u></b>				
Dell Computer Company	(14333) Repair of out of warranty Notebook tablet Term: 11/1/2016 - 12/31/2016  Funding Source: General Funds	Campus Tech/SBVC	\$270.00	SSutorus
Rayne Water Conditioning, Inc - San Bernardino	(14334) Tank rental for water system in the Chemistry Lab at SBVC Term: 7/1/2016 - 8/31/2016  Funding Source: General Funds	Chemistry/SBVC	\$200.00	SSutorus
Troxell Communications Inc.	(14310) Repair to equipment which is part of the interactive classroom system for a dynamic learning environment at SBVC Term: 10/28/2016 - 12/31/2016  Funding Source: General Funds	Technology Services/SBVC	\$330.00	SSutorus
<b><i>SubTotal for PO as Contract: 3</i></b>			<b><i>\$800.00</i></b>	

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<b><u>Program Acquisition</u></b>					
	Enternepal PVT LTD	(13926) Rights to program "Lives Aground Annapurna"; This is to approve Amendment 01- to increase the contract amount by \$2,678.57 to cover the 30% treaty tax rate due to the IRS Term: 8/18/2016 - 8/17/2021  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$8,928.57	SSutorus
	Idaho Public Television	(14327) Rights to program "Journey to Opportunity"; no cost to SBCCD Term: 11/12/2016 - 11/11/2021  Funding Source: N/A	FNX/KVCR		SSutorus
	Journeyman Pictures, LTD	(14260) Rights to programs: "I Am Chut Wutty, The Price of Peace, Still Tibet - Documentary, Circus Without Borders - Series, Storm in the Andes - Documentary and the Hadza: Last of the First" Term: 10/21/2016 - 10/20/2021  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$26,250.00	SSutorus
	Mack, Trevor	(14261) Right to programs: Cloud of Autumn and the Blanketing Term: 11/12/2016 - 11/11/2021  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$2,250.00	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>Program Acquisition</u></b>				
Prairie Dog Releasing Ltd	(14259) Rights to program "Mixed Blessings" season 1 episode 1-7; season 2 episodes 8-13; season 3 episodes 14-26 Term: 8/12/2016 - 8/11/2021  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$52,000.00	SSutorus
<b><i>SubTotal for Program Acquisition: 5</i></b>			<b><i>\$89,428.57</i></b>	
<b><u>Software/Online Services</u></b>				
Barracuda Networks	(14305) Software updates and replacement of 3 Barracuda spam and virus firewall 300 appliances Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	TESS/SBCCD	\$1,298.00	SSutorus
College Source Inc.	(14285) Online subscription for College Source for review of transcripts from other educational institutions; contract is in reference to FY 2015/2016 subscription Term: 7/1/2015 - 6/30/2016  Funding Source: General Funds	Admissions & Records/SBVC	\$3,750.00	SSutorus
Community College League of CA	(14336) Provide access to an online library database "Books in Print" with reviews Term: 7/1/2016 - 6/30/2017  Funding Source: Lottery Fund	Library/SBVC	\$1,860.00	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>Software/Online Services</i></u>				
Constant Contact, Inc	(14293) E-mail marketing services to find potential donors Term: 10/2/2016 - 10/1/2017  Funding Source: KVCR - Foundation	TV & FM/KVCR	\$2,478.00	SSutorus
IBM Corporation	(14252) Software subscription for "IBM SPSS"; online statistical authorized user license for analyzing student data Term: 9/7/2016 - 9/30/2017  Funding Source: Student Equity	First Year/SBVC	\$2,372.00	SSutorus
Link-Systems International, Inc.	(14315) Software licensing for "NetTutor" an online tutoring system Term: 11/1/2016 - 10/31/2017  Funding Source: Student Equity	Student Services/CHC	\$14,400.00	SSutorus
Myers Information Systems	(14265) Software license for "ProWeb" used as an automated system that deploys the TV schedule for FNX Term: 11/1/2016 - 10/31/2017  Funding Source: KVCR - Foundation	FNX/KVCR	\$15,538.00	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>					
	PeopleAdmin, Inc.	(14266) Service - Employment automated internet based applicant tracking to include application submission, also allows candidates to review status Term: 7/1/2017 - 6/30/2018  Funding Source: General Funds	Human Resources/SBCCD	\$12,703.04	SSutorus
	Qless	(14313) Software licensing for "Mobile SMS Queuing" for customer flow and line management Term: 7/1/2016 - 6/30/2017  Funding Source: General Funds	Financial Aid/SBVC	\$8,250.00	SSutorus
	VIMEO	(14203) Online services for video uploads and storage; revision to upgrade to "Vimeo Pro" Term: 1/1/2017 - 12/31/2017  Funding Source: KVCR - FNX Grant	FNX/KVCR	\$199.00	SSutorus
	VMware, Inc.	(14279) "vSphere" software support to create virtual servers Term: 10/26/2016 - 10/25/2017  Funding Source: General Funds	TESS/SBCCD	\$20,976.00	SSutorus
<b><i>SubTotal for Software/Online Services: 11</i></b>				<b><i>\$83,824.04</i></b>	

<i>Contract Type</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
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*Grand Total Contracts for Board Date 11/10/2016: 103*

## **Routine Contracts - Summary**

Scheduled Board Meeting 11/10/2016

### **EXPENSES**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<i><u>Bond Measure Funded</u></i>	2	\$54,223.59
<i><u>Broadcast Rights</u></i>	3	\$9,340.00
<i><u>Calworks Childcare</u></i>	1	\$8,190.00
<i><u>Calworks Workstudy</u></i>	5	\$57,464.00
<i><u>Clinicals</u></i>	1	\$0.00
<i><u>General</u></i>	57	\$3,177,117.79
<i><u>PO as a Contract</u></i>	3	\$800.00
<i><u>Program Acquisition</u></i>	5	\$89,428.57
<i><u>Software/Online Services</u></i>	11	\$83,824.04
	88	
		<b>Total Expenses</b>
		<b><u><u>\$3,426,164.40</u></u></b>

### **INCOME**

<b>Category</b>	<b>Number of Contracts</b>	<b>Contract Value</b>
<i><u>Income - Facilities Use</u></i>	3	\$2,092.47
<i><u>Income - General</u></i>	3	\$43,000.00
<i><u>Income - Grant</u></i>	8	\$4,795,947.00
<i><u>Income - Underwriter</u></i>	1	\$4,500.00
	15	
		<b>Total Income</b>
		<b><u><u>\$4,845,539.47</u></u></b>
<b>Total Number of Contracts</b>	<b><u><u>103</u></u></b>	



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Director, Fiscal Services  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Adopt a Resolution to Appropriate Funds

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt a resolution approving the appropriation of income from the general reserve to various major expense classifications as indicated by need on the attached resolution.

### **OVERVIEW**

The 2016-17 Final Budget adopted by the Board of Trustees on September 8, 2016 represents the District's best estimates for income and expenditures during the ensuing fiscal year. However, as the year progresses, additional funds may become available. According to Title 5, §58308, and in accordance with Administrative Procedure 6250, all income in excess of budgeted amounts shall be added to the general reserve. However, the Board of Trustees may approve the appropriation of such funds, according to need, by the adoption of a resolution by a majority vote.

### **ANALYSIS**

The Board is being asked to adopt a resolution approving the appropriation of funds in excess of final budget allocation, based on need, to the various expenditure classifications indicated on the attached resolution.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

The approval of this board item will allow for the appropriation of income to various expense classifications to match revenues over and above that which was anticipated in the 2016-17 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION  
FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS  
November 10, 2016

ON MOTION of Member \_\_\_\_\_, seconded by Member \_\_\_\_\_,  
the following resolution is hereby adopted:

WHEREAS, on the 8<sup>th</sup> day of September, 2016, the San Bernardino Community College District (the District) adopted the 2016-17 Final Budget specifying the maximum amount which may be expended for each classification of expenditure; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 stipulate that all income accruing to the District in excess of the amounts required to finance the total proposed expenditures, including transfers to other community college districts and funds, as shown in the budget of the District shall be added to the general reserve of the District; and

WHEREAS, Title 5, §58308 of the California Code of Regulations and District Administrative Procedure 6250 also stipulate that the governing board may pass a resolution setting forth the need according to major classification, expenditures to be met from any portion of the general reserve derived from assured income in excess of the total amount anticipated in the budget; and

WHEREAS, the appropriations listed on the attached Exhibit A were deemed necessary and prudent by the District;

NOW THEREFORE, BE IT RESOLVED that the governing body of the San Bernardino Community College District hereby adopts this resolution and authorizes, by a majority vote, to approve said appropriations.

PASSED AND ADOPTED by the Board of Trustees on November 10, 2016, by the following majority vote:

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTENTIONS: \_\_\_\_\_  
ABSENT: \_\_\_\_\_

STATE OF CALIFORNIA                    )  
COUNTY OF SAN BERNARDINO        )

I, Bruce Baron, Secretary of the Board of Trustees, do hereby certify that the foregoing is a full, true, and correct copy of a resolution passed and adopted by the Board at a regularly called and conducted meeting held on said date.

WITNESSED my hand this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

\_\_\_\_\_ Secretary of the Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
 RESOLUTION TO APPROPRIATE ASSURED INCOME OVER THE FINAL BUDGETED ALLOCATION  
 FROM THE GENERAL RESERVE TO VARIOUS EXPENDITURE CLASSIFICATIONS  
 November 10, 2016

EXHIBIT A

Ref #	Income	Amount	Major Classification	Comments
<b>Fund 01 – General Fund, Restricted</b>				
		\$11,425.00	1000 Academic Salaries	
		\$1,900.00	2000 Classified Salaries	
10/20/2016	170003	\$29,226.44	\$1,373.28	To setup budget for contract education with Public Safety Academy for CHC to provide Spanish 101 and 102 in FY 2017
			3000 Employee Benefits	
			\$200.00	
			4000 Supplies & Materials	
			\$4,425.16	
			5000 Other Expenses	
			\$9,903.00	
			7600 Other Student Aid	
	\$29,226.44	\$29,226.44	Total Funds to be Appropriated	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Director of Fiscal Services  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Adopt Budget Calendar for 2017-18

### **RECOMMENDATION**

It is recommended that the Board of Trustees adopt the attached Budget Calendar.

### **OVERVIEW**

District Administrative Procedure 6200 requires that the Board adopt a budget development calendar every January that identifies activities and sets dates for each step in the budget development process. The purpose of a Budget Calendar is to provide the timelines necessary for discussion and adoption of the District budget. This year the Budget Calendar is being presented in November in order to allow more time in the budgeting process.

### **ANALYSIS**

The Fiscal Year 2017-18 budget calendar is presented to the Board of Trustees for approval.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

There are no financial implications associated with this board item.



## Fiscal Year 2017-18 Budget Calendar

*(Submitted for Board Approval November 10, 2016)*

Tentative Date	Item	Responsible
November 2016	Budget calendar to Board of Trustees for adoption. <i>(AP 6200: Prior to February 1, the Board will adopt a budget calendar that identifies activities and sets dates for each step in the budget development process.)</i>	Business & Fiscal Services Board of Trustees
December 2016 to January 2017	District office development budget processes continue.	Business & Fiscal Services District Budget Committee
January 2017	Receive budget directives from Board of Trustees. <i>(AP 6200: Prior to March 1, the Board will give direction for budget development to include: 1. Reaffirmation or change in mission; 2. Resource allocation (set level of Reserve for Contingency, Workers' Compensation Reserve, any special project reserve, etc.); 3. Determination of the amount of resources estimated to be available for General Fund expenditure with potential increases or decreases during the budget preparation period; 4. Preliminary establishment of budget allocations for the colleges, district office, and other sites.)</i>	Business & Fiscal Services Board of Trustees
January 2017	Recommendations for projected funds and tentative distribution to campuses are developed by District Budget Committee for Chancellor's Cabinet.	Business & Fiscal Services District Budget Committee
February 2017	Projected funds and assessments for fiscal year, and tentative distribution to campuses determined at Chancellor's Cabinet. <i>(AP 6200: Prior to March 1 information will be provided to Responsibility Center Managers that will include the status of current expenditures, state and county estimates of revenues, site "base budget" allocations, and targets for increases or decreases.)</i>	Business & Fiscal Services Chancellor's Cabinet
February 2017	Prior and current year line budgets, instruction packet, and due dates are forwarded to Campus Presidents and Chancellor for distribution to responsibility centers.	Business & Fiscal Services



## Fiscal Year 2017-18 Budget Calendar

*(Submitted for Board Approval November 10, 2016)*

Tentative Date	Item	Responsible
February - March 2017	Campus budget processes determine priorities and reallocation of funds; responsibility center managers prepare budget forms for submittal to District.	College Presidents & VPs Business & Fiscal Services Responsibility Managers
March 2017	Development Budget reports to establish Preliminary Budget due at District.	College Presidents
April 2017	District Budget Committee reviews Preliminary Budget and develops recommended adjustments, if any, for Chancellor's Cabinet.	Business & Fiscal Services District Budget Committee
April 2017	Chancellor's Cabinet is updated on status of Preliminary Budget. Reviews recommended adjustments as necessary.	Business & Fiscal Services Chancellor's Cabinet
May 2017	Board is updated on status of budget process and receives Preliminary Budget (no formal action required). <i>(AP 6200: Preliminary Budget – a. No later than May of each year the Vice Chancellor of Business &amp; Fiscal Services will present the preliminary budget to the Board. No formal action is required by the Board on the preliminary budget.)</i>	Business & Fiscal Services Board of Trustees
June 2017	Tentative Budget is presented to the District Budget Committee and the Board of Trustees. <i>(AP 6200: Tentative Budget – No later than July 1 the Board will adopt a Tentative Budget. This budget will reflect changes made to the Preliminary Budget.)</i>	Business & Fiscal Services District Budget Committee Board of Trustees
July 2017	Draft of Final Budget discussed at District Budget Committee meeting. Final recommendations, if any, are made from District Budget Committee to Chancellor's Cabinet. <i>(AP 6200: Final Budget – Prior to the state-prescribed date, the Board will adopt a final budget for SBCCD that reflects changes made to the Tentative Budget and provides the operational budget base for the District for the fiscal year.)</i>	Business & Fiscal Services



## Fiscal Year 2017-18 Budget Calendar

*(Submitted for Board Approval November 10, 2016)*

Tentative Date	Item	Responsible
August 2017	Review of Tentative Budget and development of Final Budget. Changes made based on internal discussion, Budget Committee recommendations, and changes in State financial picture.	Business & Fiscal Services Chancellor's Cabinet
August 2017	Draft of Final Budget discussed at Chancellor's Cabinet.	Business & Fiscal Services Chancellor's Cabinet
August 2017	Board Study session to review Final Budget.	Business & Fiscal Services Board of Trustees
September 2017	Public Hearing and adoption of FY 2015-16 Final Budget by Board of Trustees. <i>(Budget and Accounting Manual (BAM): Public Hearing and Final Budget Adoption must be completed on or before September 15.)</i>	Business & Fiscal Services Board of Trustees

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor

**DATE:** November 10, 2016

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

### **ANALYSIS**

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

### **BOARD IMPERATIVE**

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

### **FINANCIAL IMPLICATIONS**

Included in the budget.



### CHC MEMBERSHIPS

NAME	MEMBERSHIP	PURPOSE	ESTIMATED COST	FUNDING SOURCE	RATIFICATION/AMENDMENT
Evan Sternard	National Behavioral Intervention Team Association (NaBITA)	Access to the NaBITA ListServ and subscription to the weekly newsletter. Membership includes 10% discounts for regional NaBITA events and Online Trainings. Access to the NaBITA membership list and member resource materials.	\$169.00	Student Equity Grant	
Breanna Andrews	National Association of Diversity Officers in Higher Education (NADOHE)	Professional organization members may participate in NA activities, professional development resources and access to the website. They receive discount conference fees, a free one-year subscription to Diverse: Issues in Higher Education, a free one-year subscription to INSIGHT Into Diversity, and a free subscription to the Journal of Diversity in Higher Education.	\$500.00	Student Equity Grant	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor

**DATE:** November 10, 2016

**SUBJECT:** Consideration to Approve Conference Attendance

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the requests for Conference Attendance.

### **OVERVIEW**

Individual requests are submitted to fund expenses related to conference expenses planned for the colleges and 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**

IV. Enhanced and Informed Governance and Leadership

### **FINANCIAL IMPLICATIONS**

Included in the budget.

**DISTRICT CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Not to Exceed 3 Board Members, 2 Student Trustees, and 2 District staff	Board of Trustees / Chancellor's Office	CCLC Annual Legislative Conference, Effective Trusteeship Workshop, and Board Chair Workshop	01/27/17	01/30/17	Sacramento , CA	The conferences allow the attendees to connect with other advocates and learn the latest news on the state budget and get an overview of responsibilities required for board members.	\$3,000.00	General Fund	
Not to Exceed 3 Board Members and 1 District staff	Board of Trustees / Chancellor's Office	ACCT National Legislative Conference & Breakfast	02/13/17	02/17/17	Washington, DC	To attend sessions to receive a briefing on the new community college legislative priorities and to meet with members of Congress and leverage additional support at the state and local levels.	\$4,000.00	General Fund	
Not to Exceed 3 Board Members	Board of Trustees	Annual CCLC Trustees Conference	05/04/17	05/07/17	Lake Tahoe, NV	Annual conference for community college trustees. To strengthen leadership skills and knowledge required to lead our colleges and be accountable to our communities.	\$3,000.00	General Fund	

**DISTRICT CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Not to Exceed 3 Board Members	Board of Trustees	ACCT Leadership Congress	09/25/17	09/28/17	Las Vegas, NV	ACCT Leadership Congress provides training and development opportunities for trustees and boards to strengthen the capacity of the community colleges they serve. To continually build upon the greatness of our community colleges and highlights the important role that community colleges play at a profound time of change in our nation.	\$3,000.00	General Fund	
Joe Opris	Human Resources	PMA Conference	03/20/17	03/23/17	Los Angeles, CA	Internal Investigations Certificate Program	\$2,900.00	Human Resources General Fund	
Karla Zaragoza, Secret Brown & Deneatrice Lewis	Human Resources	CCC Registry Job Fair	01/28/17	01/28/17	Los Angeles, CA	For Faculty Recruitment	\$200.00	Human Resources General Fund	
Frank Blanquet and Alfredo Cruz	KVCR/FNX	Meeting with New Mexico PBS General Manager	11/13/2016	11/16/2016	Albuquerque, New Mexico	Discuss the possibility of broadcasting FNX to the Navajo Nation area.	\$500.00	FNX San Manuel Funds	
Frank Blanquet and Alfredo Cruz	KVCR/FNX	Meeting with Amercian Indian Art Institute and Indigenous Comic Con	11/16/2016	11/21/2016	Albuquerque, New Mexico	Discuss the possibility of broadcasting FNX to the Navajo Nation area.	\$750.00	FNX San Manuel Funds	

**CHC CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Ericka Paddock	Student Life	Student Senate General Assembly 2016	11/11/16	11/13/16	Sacramento, CA	To serve as the voice of the students in matters of statewide concern and before the Board of Governors.	\$2,876.00	Student Rep Fee Account	
Sherry Littleton, Iris Perez, Sarae Valdez, Deborah Vasquez	Student Services	Region 9 CARE Conference	11/17/16	11/18/16	Pomona, CA	This workshop will encourage CARE students throughout Region 9 to learn how to balance single parenting and education and be a success at it.	\$1,000.00 each	EOPS General Fund	
Ericka Paddock	Student Life	North American Association of Commencement Annual Conference	02/05/17	02/08/17	Honolulu, HI	NAACO members connect at the conference to sharpen leadership skills, gain dynamic professional insights and share new ideas with peers through abundant professional development and networking opportunities.	\$2,703.00	Professional Development and employee	

**CHC CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Rejoice Chavira, Racquel Schoenfeld	Student Services	CalWORKs Association Annual Training Institute	03/27/17	03/30/17	Garden Grove, CA	The training will focus on providing services that bridge the gap between education and the Department of Social Services and receive updates from the State Chancellor's Office.	\$1,350.00 each	Workforce Readiness Cal Works General Fund	

**SBVC CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Henry Hua	Office of Instruction	California Community Colleges Chief Instructional Officers (CCCCIO) 2016 Fall Conference	10/25/16	10/29/16	San Diego, CA	The purpose of this conference will cover online education, education planning, and common assessment in the California Community Colleges, AB86 student success, effective hiring and evaluation procedures, and enrollment management. The anticipated benefit of this conference is to gain insight on online education, educational planning, and common assessment in the California Community Colleges.	\$1,800.00	Instruction Office General Funds	Amendment: This conference was previously approved on 9/8/16, but is being amended from \$1,457.00 to \$1,800.00 due to an increase in registration costs.

**TESS CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Jeff Baugher	TESS/ATPC	California Association for Postsecondary Education & Disability Conference	10/9/2016	10/10/2016	Monterey, CA	Representing the ATPC grant at the CAPED Professional Association. Presenting information on the products and services of the ATPC grant to all California Community Colleges.	\$ 1,160.00	ATPC Grant Funds	Approval to present at the conference was received after the date to submit for Board approval.
Dawn Gross	TESS/ATPC	National Braille Association Conference	10/26/2016	10/30/2016	St. Louis, MO	To attend a three-day conference focusing on the Unified English Braille Code and braille production. This conference helps our production Center stay current with the changes in braille. Networking opportunities help ATPC to contract with additional braille transcribers.	\$ 2,500.00	ATPC Grant Funds	
Dawn Gross	TESS/ATPC	Braille Authority of North America Board Meeting	10/30/2016	11/5/2016	Atlanta, GA	ATPC is a voting board member of this organization, attendance is required. This conference helps our production Center stay current with the changes in braille. Networking opportunities help ATPC to contract with additional braille transcribers.	\$ 1,825.00	ATPC Grant Funds	



**TESS CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Komal Bandyopadhyay	TESS	Strategic Planning Internal Facilitator Training Program	12/4/2016	12/9/2016	Chicago IL	To learn facilitation theory, practices and techniques with a focus on strategic and integrated planning and engendering internal and external buy-in and support	\$ 4,583.00	Research and Planning General Funds	

**KVCR CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Alfredo Cruz, Frank Blanquet and Sahar Khadenjoury	KVCR/FNX	Meeting with Navajo Nation and PSB New Mexico	11/13/16	11/16/16	Window Rock, AZ	To discuss carrying FNX channel on the Navajo Nation Reservation.	\$1,000.00	FNX	
Alfredo Cruz, Frank Blanquet, Sahar Khadenjoury, Eddie Nunez Kate Salvesen, Lillian Vasquez	KVCR/FNX	2017 PBS Annual Meeting	05/14/17	05/18/17	San Diego, CA	Promote FNX	\$ 1,200.00	FNX	

**EDCT CONFERENCE ATTENDANCE**

<b>NAME</b>	<b>DEPARTMENT</b>	<b>CONFERENCE NAME</b>	<b>TRAVEL START DATE</b>	<b>TRAVEL END DATE</b>	<b>CITY, STATE</b>	<b>PURPOSE</b>	<b>ESTIMATED COST PER PERSON</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/ AMENDMENT</b>
Susanne Mata	Economic Development and Corporate Training	Mid Winter ICT Conference	01/04/17	01/06/17	San Jose, CA	Purpose: Maximize positive participant/student outcomes. Value: Attendance at this conference is part of the ICT/DM DSN World Plan for the 2016-2017 fiscal year.	\$1,080.00	ICT/Digital Media	
Wendy Zinn	Economic Development and Corporate Training	Association of California Community Colleges Administrators Conference	02/21/17	02/24/17	Garden Grove, CA	Purpose: This conference provides information on current CTE best practices. Value: Keeps CTE program manager up to date with what is happening with CTE programatically and legislatively in the state.	\$1,435.00	Contract Ed/Spec Projects	

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Stacey Nikac, Executive Assistant to the Chancellor  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration to Approve District/College Expenses

**RECOMMENDATION**

It is recommended that the Board of Trustees approve the 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 budget.



**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Fall Enrollment Advertisements	8/22/16 - 9/23/16	Advertising Facebook advertisements to increase FTES for the Fall, 2016 Semester.	\$1,503.26	Marketing & Public Relations General Fund	RATIFICATION: A budget was allocated for this advertising after a decision was made by the District Enrollment Management Committee to conduct this advertising to increase FTES for the Fall, 2016 semester. Facebook Advertisements were ordered prior to the PO being in place.
University of California, Los Angeles (UCLA) Visit	11/18/16	Transportation Co-sponsored by the EOPS and Transfer and Career Services departments. Students from San Bernardino Valley College will visit the University of California, Los Angeles to partake in workshops on how to apply, programs offered and services available to them. They will also have a tour of the campus. Anticipated attendance is 40 students and 2 faculty members. Chaperones are Botra Moeung and Keenan Giles.	\$1,032.80	EOPS Categorical Fund	

**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Winter Concert	12/06/16	Entertainment, Prizes, Supplies and Refreshments Sponsored by the Associated Student Government, this event celebrates the end of the semester through music and performances. Anticipated attendance for this event is 1,001 students, faculty and staff. Raymond Carlos will serve as the advisor for the event.	\$3,000.00	Associated Student Government Body Fund	

**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Puente 30th Year Celebration	12/09/16	Refreshments, Decorations, Awards and Speaker Sponsored by the Puente Project, the 30 Year Celebration is to acknowledge the Puente Project and the success of the students that attended the program. This will be an opportunity for everyone to celebrate Puente's 30 years. Anticipated attendance is 250 students, staff, representatives from the UC Regents of California and community members.	\$10,800.00	Student Equity Categorical Funds and Matriculation Categorical Funds	



**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
A2MEND Conference - African American Male Educational Network and Development	3/2/17-3/4/17	Registration, Lodging, Transportation and Meals Sponsored by First Year Experience, SBVC students will travel from SBVC to Los Angeles, CA to attend the A2MEND Conference in conjunction with California Community Colleges. This learning experience will result in the students as well as the staff interacting with administrators from across the country to address administrative and instructional strategies that have an impact on the success of African American Male students. Anticipated attendance is 30 students and two faculty members. Chaperones will be Keenan Giles and Dr. Craig Luke.	\$24,308.00	Student Equity Categorical Funds	

**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
<p>California Community Colleges Historical Black College and University (HBCU) Tour to: Baltimore, MD - Lincoln University, Lincoln, PA; Morgan State University, Baltimore, MD; Hampton University, Hampton, VA; Norfolk State University, Norfolk, VA; Bennett College/North Carolina A&amp;T, Greensboro, NC; West Virginia State University, Morgantown, WV; Martin Luther King Jr. Memorial, Washington DC; National Museum of African American History, Washington, DC; and Howard University, Washington, DC.</p>	<p>3/12/17-3/17/17</p>	<p>Airfare, Lodging, Transportation, Tour Director, Meals and Entertainment This college tour is sponsored by the Umoja Community and Tumaini in partnership with Educational Student Tours. The purpose of the tour is to increase transfer rates to HBCUs by providing students with campus tours and overviews of admission requirements for the HBCUs that have articulation agreements with the California Community College Chancellor's Office.</p>	<p>\$43,470.00</p>	<p>Student Equity Categorical Fund</p>	

**SBVC EXPENSES**

<b>EVENT</b>	<b>DATE</b>	<b>ITEM BEING PURCHASED</b>	<b>ESTIMATED COST</b>	<b>FUNDING SOURCE</b>	<b>RATIFICATION/AMENDMENT</b>
Parkside Elementary School Campus Visit	04/19/17	Transportation and Refreshments Co-sponsored by EOPS and Outreach and Recruitment departments. Students from Parkside Elementary School will be visiting San Bernardino Valley College. Students will partake in workshops regarding how to prepare for college, a campus tour will be provided and working with planetarium tour. Anticipated attendance will be 100 students, staff and faculty.	\$1,750.00	EOPS Categorical Fund	

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** George Johnson, Bond Program Manager, Kitchell/BRj  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval of Amendment 005 to the Contract with PMSM Architects of Santa Barbara CA

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve Amendment 005 to the contract with PMSM Architects of Santa Barbara CA in the amount of \$6,380.00.

### **OVERVIEW**

On May 9, 2013 the Board of Trustees approved a contract with PMSM Architects for architectural services on the Laboratory/Administration Renovation project at Crafton Hills College. This amendment is for the design of steel tube supports for the elevator.

Approval of certain aspects of construction by the Division of the State Architect (DSA) may be deferred until a contract has been awarded. For example, it is not efficient to design elevator guide rails until after an elevator supplier has been chosen, so to facilitate the design process, DSA grants deferred submittals. This amendment is for the incorporation of tube steel supports as identified during DSA's review of a deferred submittal. It is part of the normal course of construction and could not have been anticipated prior to this review.

### **ANALYSIS**

The effect of this amendment will be an addition of \$6,380.00 to the PMSM Architects contract, resulting in a revised contract amount of \$789,237.35. There is no increase in length of contract.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

Included in the Fund 42 Revenue Bond Construction budget.

**ARCHITECT CONTRACT AMENDMENT: 005**

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

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

TO: PMSM Architects  
802 E. Cota Street, Suite A  
Santa Barbara, CA 93103

Description:

This amendment is for additional services to the Architect for the preparation of revised project plans and specifications related to the elevator guide rail supports at the 3<sup>rd</sup> floor, per DSA's review of the elevator guide rail deferred submittal.

Attachments:

Kitchell/BRj LADM Renovation Project Memo 34 (9) pages w/ proposal.

Costs:

1. **\$6,380.00** Total of this requested Consultant Contract Amendment: 005

The original <b>Contract Sum</b>	\$673,265.32
Net change by previous Amendments	\$109,592.03
The <b>Contract Sum</b> prior to this Amendment	\$782,857.35
The <b>Contract Sum</b> will be <b>increased</b> by this Amendment	\$6,380.00
The new <b>Contract Sum</b> including this Amendment	\$789,237.35

The Contract Schedule as of this Amendment will remain at May 8, 2018.

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


*MONISHA ADNANI*  
*VICE PRESIDENT*

PMSM Architects

George R. Johnson  
Bond Program Director

Kitchell/BRj

Jose F. Torres  
Vice Chancellor Business Fiscal  
Services  
SBCCD

By:   
DATE: 10/3/16

By:   
DATE: 10/6/16

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

DATE: August 26, 2016

TO: Hussain Agah  
Director Facilities Planning & Construction  
San Bernardino Community College District (SBCCD)

FROM: Nicholas Farano *NF*  
Project Manager *8/26/16*  
Crafton Hills College (CHC)  
Kitchell/BRj

RE: **Crafton Hills College (CHC) Measure M**  
CHC-4636- Laboratory & Administration Building Renovation (LADM)  
PMSM Architects Amendment CA 005



**PROJECT SCOPE:**

SBCCD approval to amend PMSM Architects' agreement for architectural services for the Lab/Administration Building (LADM) Renovation project, and increase fiscal year 2017 Purchase Order (PO) by a total amount of \$6,380.00.

**NARRATIVE:**

The elevator guide rail scope of work for the LADM Building Renovation project is specified to be a Deferred Submittal. During DSA's review of the Deferred Submittal, they determined tube steel supports were required at the 3<sup>rd</sup> floor in order for the elevator guide rails to span the entire length of the floor. These tube steel supports were not included in the original design the entire scope could not be determined until the elevator subcontractor completed the design through the Deferred Submittal process.

The attached costs include the Architectural and Engineering fees related to preparing revised project plans and specifications in order to incorporate the changes into the LADM Building Renovation.

**RECOMMENDATION:**

Kitchell/BRj recommends that SBCCD grant approval to execute Amendment CA 005 to PMSM Architects and increase fiscal year 2017 PO by the total amount of \$6,380.00.

**BUDGET INFORMATION:**

LADM Renovation – Proj. #4636

Info from Measure M Budget V#36 — 7/31/15

Project Original Budget Amount:	\$ 15,541,611.00
Project Current Spent to date:	\$ 2,753,680.23
Project Current Estimate to Complete:	\$ 10,642,924.98
Project Memo Forecast Cost:	\$ 6,380.00
Project Change Amount:	\$ 00.00

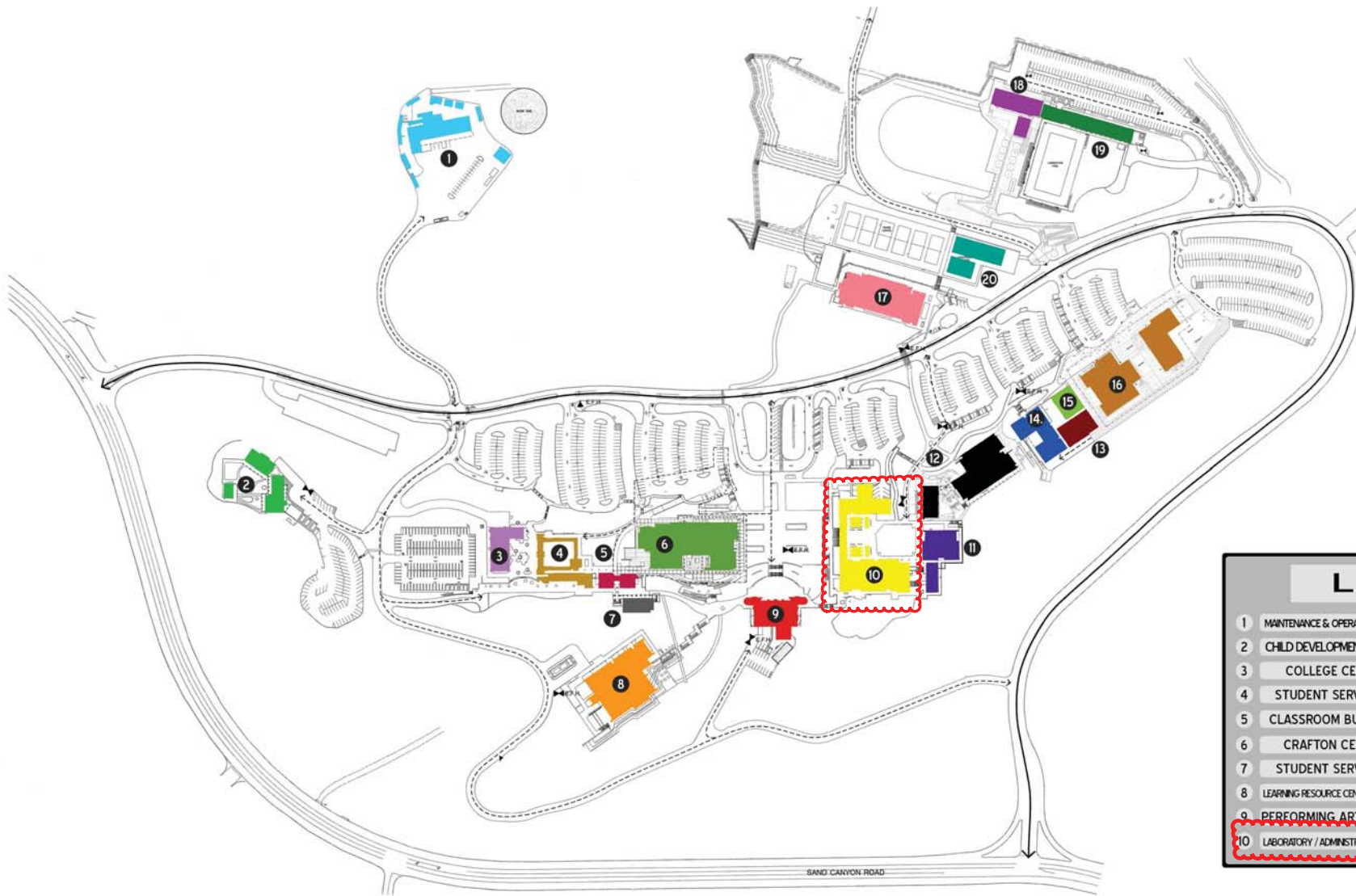
Budget Line Item # 42-50-02-4636-0257-6220.10-7100 – Architectural Fees

*NF*  
*8/26/16*

Approvals:

	
Brooke Duncan, Sr. Campus Manager, Kitchell/BRj	Date
	
George Johnson, Bond Program Manager, Kitchell/BRj	Date
	
Mike Strong, Vice President, Administrative Services, CHC	Date
	
Hussain Agah, Director Facilities Planning & Construction	Date

Attachments: PMSM Architect's Proposed CA No. 5 dated 8/22/15



LEGEND			
1	MAINTENANCE & OPERATIONS / M&O	11	CHEMISTRY / HEALTH SCIENCE
2	CHILD DEVELOPMENT CENTER	12	NEW SCIENCE BUILDING
3	COLLEGE CENTER	13	BOOKSTORE
4	STUDENT SERVICES A	14	OCCUPATIONAL EDUCATION 1 / OE-1
5	CLASSROOM BUILDINGS	15	CLASSROOM AT BOOKSTORE
6	CRAFTON CENTER	16	OCCUPATIONAL EDUCATION 2 / OE-2
7	STUDENT SERVICES B	17	GYMNASIUM
8	LEARNING RESOURCE CENTER / LIBRARY	18	PHYSICAL EDUCATION COMPLEX / PE
9	PERFORMING ART CENTER	19	AQUATICS CENTER / CRF
10	LABORATORY / ADMINISTRATION / LADM	20	SCIENCE PORTABLES



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services

**PREPARED BY:** Hussain Agah, Director, Facilities Planning & Construction

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of Non-bond Construction Change Orders and Contract Amendments

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the following contract amendments and ratify the following change orders. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

<b>San Bernardino Valley College – Lockdown Project</b>						
<b>Dan Lyman Construction, Inc. San Bernardino, CA</b>	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
	CO-03	\$409,462.00	\$27,698.00	\$3,493.00	\$440,653.00	7.61%

### **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 \$3,493.00. Total change orders submitted for the Lockdown Project equal \$31,191.00 or 7.61% of the original Lockdown Project Contract of \$409,462.00.

**BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

**FINANCIAL IMPLICATIONS**

Included in the Fund 41 Non-bond Construction budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

01-1516 - 05  
Project Number

Capital Facilities Program Management

Non-Bond Project

CHANGE ORDER

Original Contract Amount: **\$409,462.00**  
 Amount of Previous Contract Amendments: **\$0.00**  
 Amount of Previous Change Orders: **\$27,698.00**

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>October 7, 2016</u>
Project Description:	<u>Lockdown Project</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Dan Lyman Construction, Inc.</u>	Attn:	<u>Dan Lyman</u>

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

Item No.: **Refer to attachments**

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

Description of Work:

This change order includes a non-compensable time extension associated with scopes of work for the General Contractor generated from NTP through November 4, 2016 and additional scope of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract. This change order represents an inclusive and final settlement for all aspects and impacts associated with the scope of work and approved change order outline on page # 2 for the period from NTP through November 4, 2016. For further detailed description of each item associated with change order see attached back-up.

Contract Change Order No.-CO-003

TOTAL COST of CONTRACT CHANGE Order No.-CO-003

\$3,493.00

Reason for Change:

Please see page # 02

Initiator of Change:

1 Site Conditions

The original Base Contract Sum was:	<u>\$409,462.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No.-CO-003 will be increased by:	<u>\$3,493.00</u>
The revised BASE Contract Sum:	<u>\$412,955.00</u>
Net change by previous authorized Change Order(s):	<u>\$27,698.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$440,653.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$440,653.00</u>
The contract TIME due to CO#03 will be increased by:	<u>39</u> (time extension only) calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>4-Nov-16</u>
SBCCD Change Order No. <u>CO # 03</u> includes Item Number(s):	<u>1.1</u>

This Contract Change Order is not valid until signed by both the Architect/Engineer 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
	Robert Jenkins, SBVC	<u>10/10/16</u>
	Glenn Nadalet, Kitchell	<u>10/10/16</u>
District:	Jose F. Torres, Vice Chancellor, Business and Fiscal Services, SBCCD	
Contractor:	Dan Lyman, President - Dan Lyman Construction, Inc.	<u>10-10-16</u>

Printed Name/Title

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

Approved: N/A per Engineer of Record: N/A

**CHANGE ORDER No.-CO-003**

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO #03						
Item 1.1	Replace Door LA-Humanities~1, which was found to have an asbestos core. Also add cylinder housings and cores for upstairs pod doors at Liberal Arts. Additional days are for lead time for new door.	A1	100		\$3,493.00	\$3,493.00
<b>TOTAL CONTRACT CHANGE ORDER</b>						<b>\$3,493.00</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

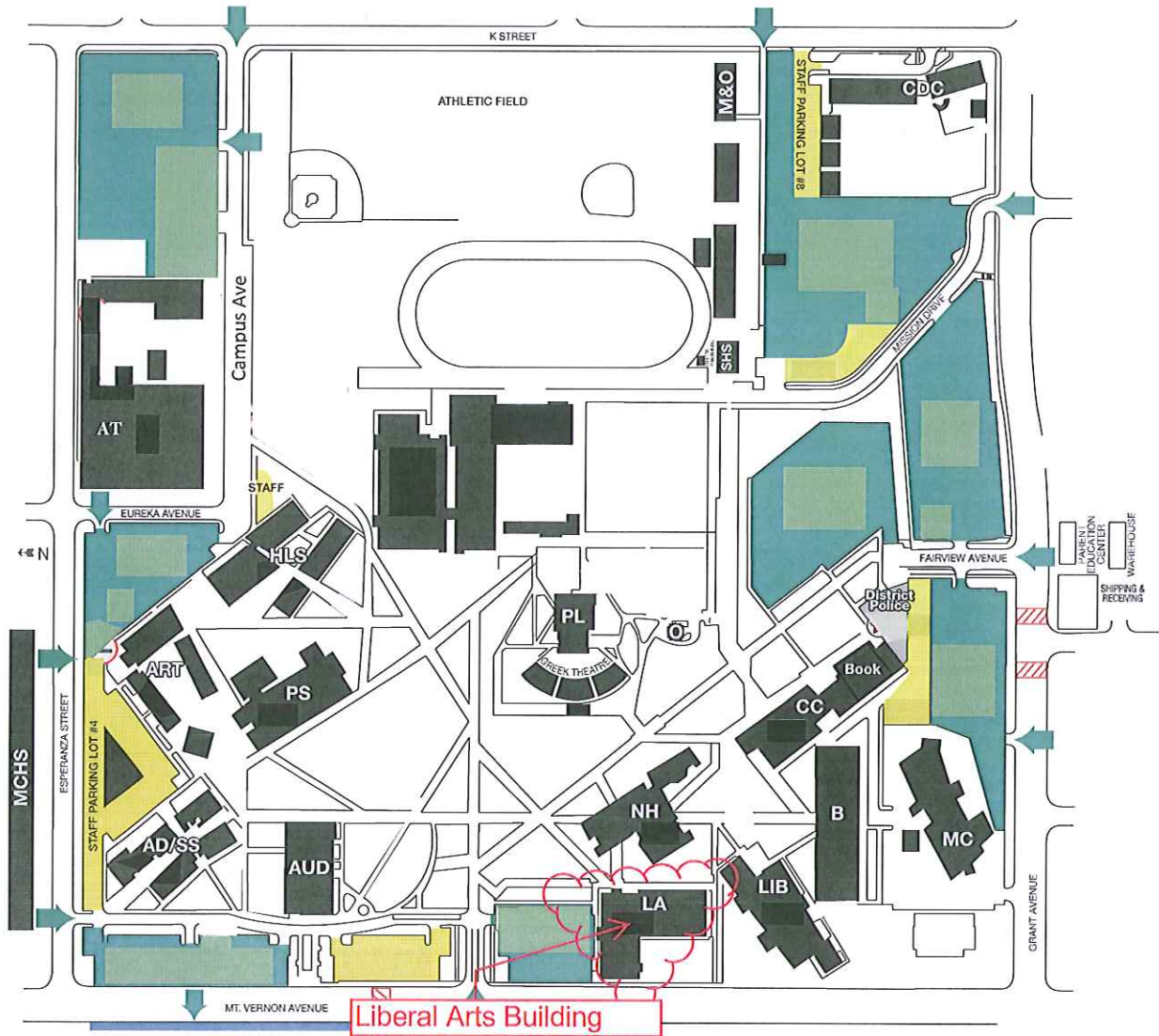
\* Note: "I" has been omitted not to be confused with "1"

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

# Lockdown Project

## San Bernardino Valley College

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



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Hussain Agah, Director, Facilities Planning & Construction  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Award Informal Bid and Contract to Baker Electric Inc. of Escondido CA

### **RECOMMENDATION**

It is recommended that the Board of Trustees award an informal bid and contract to Baker Electric of Escondido CA for Non-Bond Project 03-1415-01 – IT Emergency Generator Replacement at SBVC in the amount of \$151,636.00.

### **OVERVIEW**

This project will replace and upgrade the existing generator at the Computer Services building. This building, located on SBVC's campus, houses the computer server equipment for all of the district's systems. The existing generator does not meet Air Quality Management District (AQMD) requirements for emissions, nor is it AQMD permitted. The new generator will resolve these issues, as well as run more quietly, and be more reliable.

### **ANALYSIS**

As part of its Uniform Construction Cost Account Procedures program, SBCCD 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 Baker Electric Inc. of Escondido CA.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

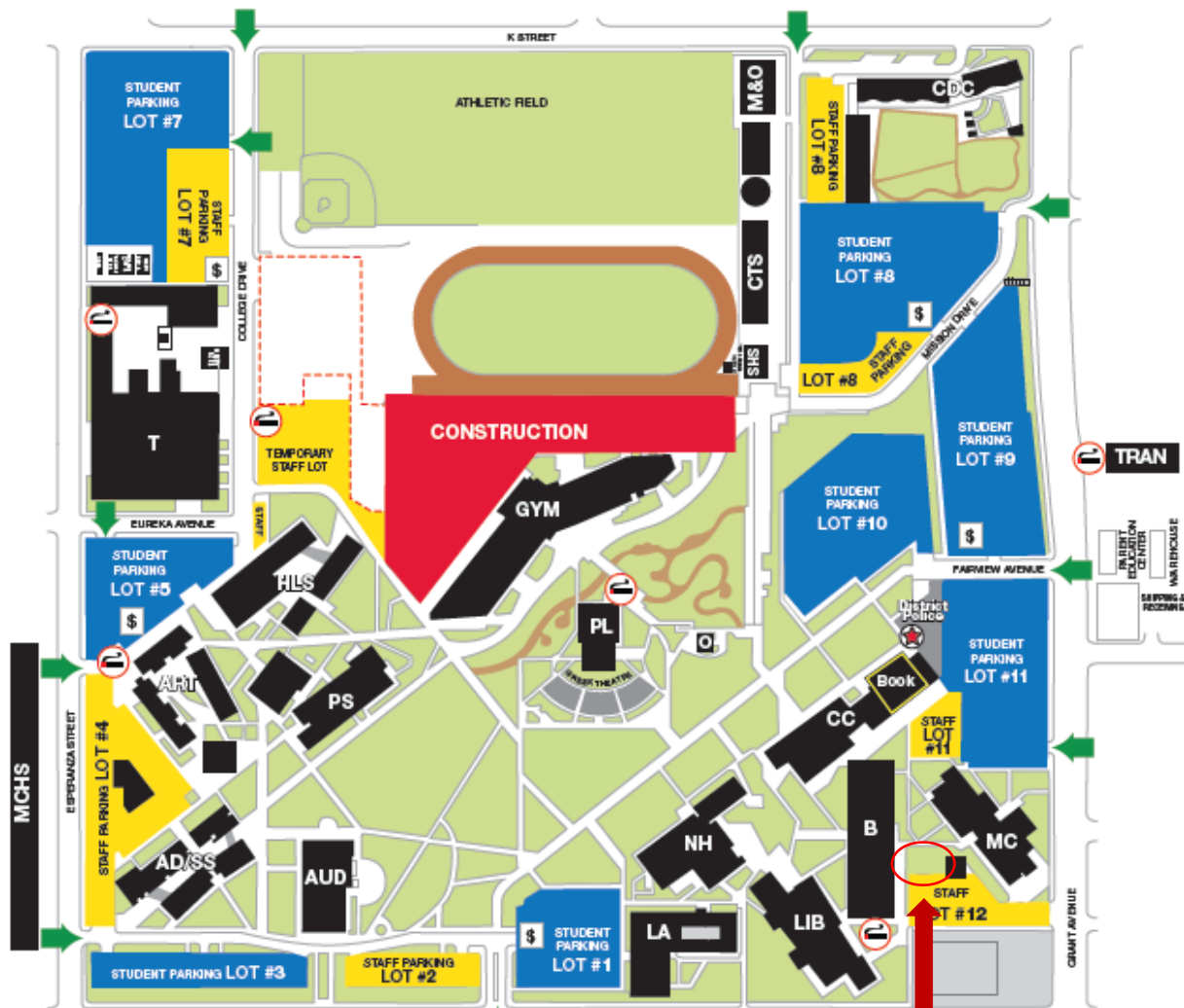
Included in the Fund 41 Capital Outlay budget.



Contractor	City	County	Bid Bond Y/N	Addenda (1) Noted Y/N	Base Bid	Allowance	Total Bid Amount*
Giant Services Inc. dba Giant PowerComm	Apple Valley	San Bernardino	Y	Y	\$161,700.00	\$10,000.00	\$171,700.00
RDM Electric Co., Inc.	Chino	San Bernardino	Y	Y	\$167,800.00	\$10,000.00	\$177,800.00
Baker Electric Inc.	Escondido	San Diego	Y	Y	\$141,636.00	\$10,000.00	\$151,636.00

# San Bernardino Valley College

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



Generator Location



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services

**PREPARED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services

**DATE:** November 10, 2016

**SUBJECT:** Consideration of Approval of a Resolution to Adopt the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS)

### **RECOMMENDATION**

It is recommended that the Board of Trustees approve the attached resolution authorizing adoption of the Public Agencies Post-Employment Benefits Trust Administered by Public Agency Retirement Services (PARS).

### **OVERVIEW**

In an effort to assist California Community College Districts with managing these pension rate increases, the Community College League of California joined with Public Agency Retirement Services (PARS) to provide the Pension Rate Stabilization Program (PRSP). This Pension Rate Stabilization Program is an approved Internal Revenue Service (IRS), Section 115 trust that allows us to move ahead with the following:

- Establishment of an irrevocable trust for the Pension Rate Stabilization Program and transfer the funds that SBCCD has held an account at the County Office of Education into the trust once it is established.
- Stabilizing the initial impact of recent and future pension rate increases.
- Addressing fiscal practices expected as part of accreditation compliance and bond rating required for successful facility bonds since agencies only acknowledge net pension liabilities funding once it is in an irrevocable trust.
- Establishing rate stabilization since the funds contributed to PRSP can be used to cover contribution rate cost increases at any time. Assets in the trust can be used as a rainy day source of funds for pension-related costs during difficult economic and budgetary times.
- Diversification of investments in an effort to achieve greater returns than Local Agency Investment Fund (LAIF) or County Treasury Pools.

- Appointment of the Vice Chancellor, Business & Fiscal Services, or his/her successor or his/her designee, as the District's Plan Administrator for the Program.

### **ANALYSIS**

Based on a conservative estimate, the total ongoing annual increase in CalPERS and CalSTRS employer contributions for community college districts will exceed \$400 million as of the 2020-21 fiscal year. For SBCCD this represents an increase of approximately \$6 million. This calculation does not consider any salary or staffing increases that will occur past the 2015-16 fiscal year, which would increase the estimate.

SBCCD set aside \$5.5 million in fiscal year 2015-16 specifically to address ongoing increases in CalPERS and CalSTRS contributions. It is recommended that the \$5.5 million is set aside in Benefits Trust program so that these funds can only be used to offset pension increases.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

It is believed that approval of this board item would result a significant increase in the rate return for moneys that SBCCD has set aside to address future pension costs with minimal risk. Current rate of return with the current investment in San Bernardino County is 0.86%. Anticipated rate of return with the PRSP is 4.09%, less fees.

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES  
OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
AUTHORIZING THE ADOPTION OF THE PUBLIC AGENCIES POST-EMPLOYMENT  
BENEFITS TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)**

**WHEREAS**, PARS has made available the PARS Public Agencies Post-Employment Benefits Trust (the “Program”) for the purpose of pre-funding pension obligations; and

**WHEREAS**, the San Bernardino Community College District (“District”) is eligible to participate in the Program, a tax-exempt trust performing an essential governmental function within the meaning of Section 115 of the Internal Revenue Code, as amended, and the Regulations issued there under, and is a tax-exempt trust under the relevant statutory provisions of the State of California; and

**WHEREAS**, the District’s adoption and operation of the Program has no effect on any current or former employee’s entitlement to post-employment benefits; and

**WHEREAS**, the terms and conditions of post-employment benefit entitlement, if any, are governed by contracts separate from and independent of the Program; and

**WHEREAS**, the District’s funding of the Program does not, and is not intended to, create any new vested right to any benefit nor strengthen any existing vested right; and

**WHEREAS**, the District reserves the right to make contributions, if any, to the Program.

**NOW THEREFORE, BE IT RESOLVED THAT:**

1. The Governing Board hereby adopts the PARS Public Agencies Post-Employment Benefits Trust, effective November 10, 2016; and
2. The Governing Board hereby appoints the Vice Chancellor, Business & Fiscal Services, or his/her successor or his/her designee, as the District’s Plan Administrator for the Program; and
3. The District’s Plan Administrator is hereby authorized to execute the PARS legal and administrative documents on behalf of the District and to take whatever additional actions are necessary to maintain the District’s participation in the Program and to maintain compliance of any relevant regulation issued or as may be issued; therefore, authorizing him/her to take whatever additional actions are required to administer the District’s Program.

Ayes:

Noes:

Abstentions:

Absent:

**RESOLUTION OF THE GOVERNING BOARD OF TRUSTEES  
OF THE SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
AUTHORIZING THE ADOPTION OF THE PUBLIC AGENCIES POST-EMPLOYMENT  
BENEFITS TRUST ADMINISTERED BY PUBLIC AGENCY RETIREMENT SERVICES (PARS)**

STATE OF CALIFORNIA  
COUNTY OF SAN BERNARDINO

Bruce Baron, the Secretary of the Governing Board of Trustees of the San Bernardino Community College District hereby certifies that the above foregoing resolution was duly and regularly adopted by said District at a regular meeting thereof held on November 10, 2016, and passed by a \_\_\_\_\_ vote of said Board.

IN WITNESS WHEREOF I have hereunto set my hand and seal this \_\_\_\_\_, 2016.

\_\_\_\_\_  
Secretary of the Board



PUBLIC  
AGENCY  
RETIREMENT  
SERVICES

**PARS**

TRUSTED SOLUTIONS. LASTING RESULTS.

# SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Proposal for PARS-CCLC Pension Rate Stabilization Program (PRSP)  
November 10, 2016

# THE PENSION RATE STABILIZATION PROGRAM

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The PARS-CCLC Pension Rate Stabilization Program (PRSP) is a first-of-its kind, IRS-approved trust program developed by PARS as a turn-key approach to pre-funding pension obligations

Offered to community college districts in partnership with the Community College League of California

- This presentation will address:
  - Why prefund pension liabilities
  - Services provided
  - Investments
  - Fees
  - Advantages

# PENSION CLIENT LIST

UPDATED: OCTOBER 2016

## EDUCATIONAL DISTRICTS

Grossmont-Cuyamaca CCD  
Hartnell CCD  
Victor Valley CCD  
Yosemite CCD  
Corning Union ESD  
Calistoga Joint USD  
San Marino USD  
Hesperia Unified SD  
Lakeside Union SD  
Lemon Grove SD  
Natomas USD  
Ocean View SD  
Ontario-Montclair SD  
Placer Union SD  
Whittier City SD

## CITIES & TOWNS

City of Bell Gardens  
City of Brea  
City of Chino Hills  
City of Coronado  
City of Fullerton  
City of Half Moon Bay  
City of Healdsburg  
City of Huntington Beach  
City of La Mesa  
City of Lake Forest  
City of Lodi  
City of Morgan Hill  
City of Napa  
City of Rancho Cucamonga  
City of Rohnert Park  
City of Santa Ana  
City of Sausalito  
City of Solana Beach  
City of Upland  
City of Yuba City  
Town of Colma  
Town of Tiburon

## COUNTIES

County of Humboldt  
County of Riverside  
County of San Benito  
County of Solano  
County of Sutter

## SPECIAL DISTRICTS

Delta Diablo (Sanitation District)  
El Dorado Hills County Water District  
Fallbrook Public Utility District  
Great Basin Unified APCD  
Rancho Cucamonga Fire PD  
Superior Court of CA  
- County of Kern  
Twentynine Palms Water District  
West Bay Sanitary District

# WHY SHOULD CCDs PREFUND PENSION?

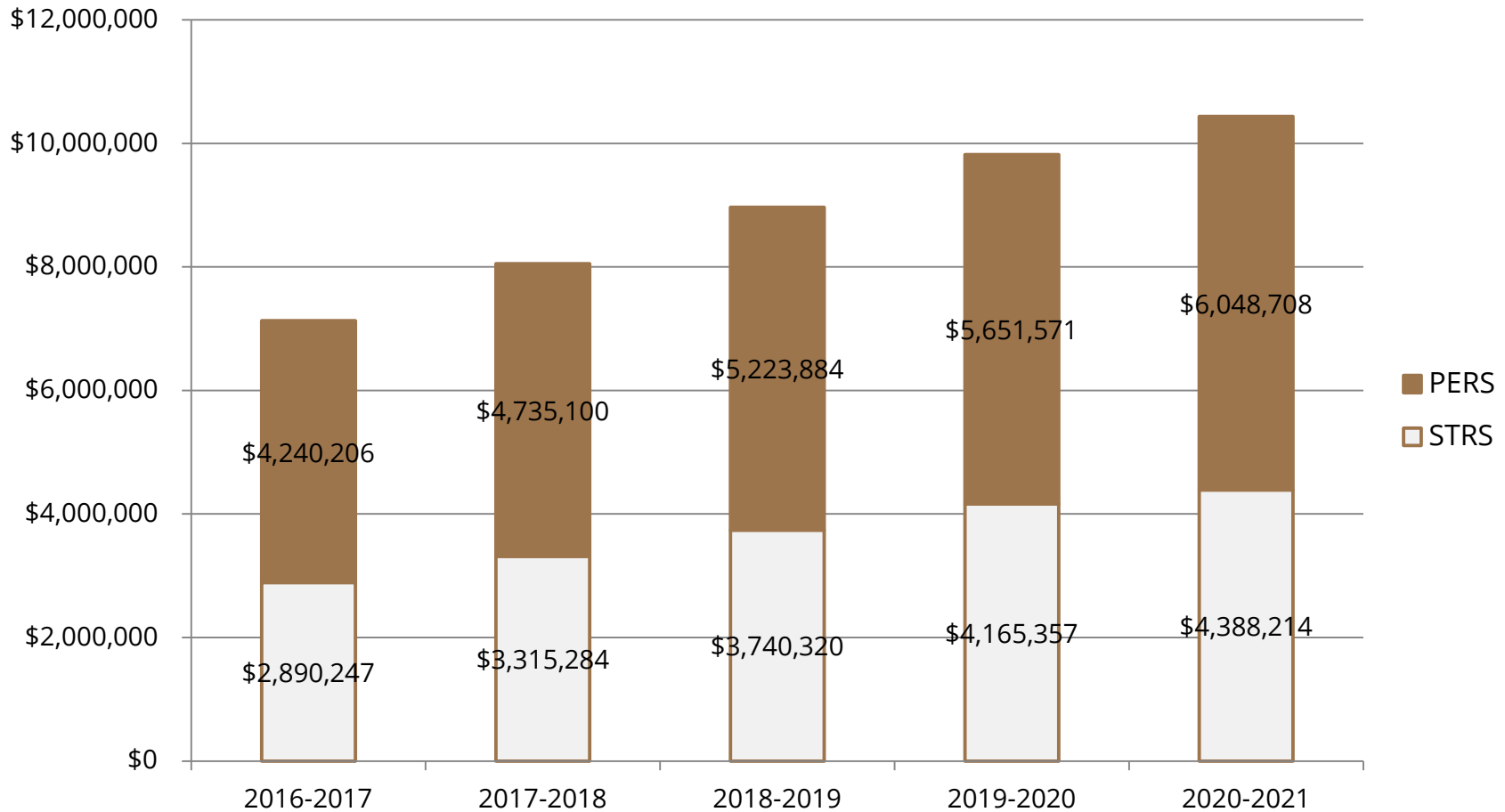
PERS/STRS rate increases through 2020-21:

FISCAL YEAR	CALPERS	CALSTRS
2013-2014	11.44%	8.25%
2014-2015	11.77%	8.88%
2015-2016	11.85%	10.73%
2016-2017	13.88%	12.58%
2017-2018	15.50%	14.43%
2018-2019	17.10%	16.28%
2019-2020	18.50%	18.13%
2020-2021	19.80%	19.10%



# HOW DO RATE INCREASES AFFECT YOUR DISTRICT?

Annual pension costs increase from **\$4.0 million to \$6.2 million** in 4 years.



\* Assuming Academic Salaries totaling \$22.9 million do not change year over year  
 \* Assuming Classified Salaries totaling \$30.5 million do not change year over year  
 \* Data from the Tentative Budget – Fiscal Year 2016-17

# WHY PREFUND PENSION OBLIGATIONS?

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## 1 Address Long-Term Costs

STRS/PERS costs are a long term burden beyond 2020 and prudent investment planning is critical to current and future management of obligations

## 2 Deal with GASB 68 Liability

GASB 68 now requires CCDs to report their net pension liability on their financial statements

## 3 Protect from Diversion

Funds are protected from diversion to other uses and curtails stakeholder pressure to use funds in other ways

## 4 Have a Rainy Day Fund

Assets can be used as an emergency source of funds for pension-related costs when District revenues are impaired based on economic or other conditions

# WHY PREFUND PENSION OBLIGATIONS?

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5

## Stabilize Costs

When contribution rates increase, assets can be transferred from the program to CalPERS/CalSTRS, which can help to pay large contribution increases

6

## Addresses Net Pension Liability

Contributions placed into an exclusive benefit trust are considered assets that lower the district's overall liability

7

## Achieve Better Returns

Prefunding with PRSP enables diversified investing that may achieve greater returns than LAIF or County Treasury Pools

8

## Strengthens Credit Rating & Accreditation

Credit rating agencies and accreditors may look more favorably upon districts who take steps to reduce liabilities

# WHO IS THE TRUST ADMINISTRATOR?

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## **PARS (Public Agency Retirement Services)**

- 32 years experience specializing exclusively in governmental retirement plan consulting and administration
- Focus and experience with all types of local governments: community colleges, school districts, cities, counties and special districts
- Pioneered retirement plan development
- Developed first multiple employer Section 115 irrevocable trust program in 2004
- Administers 50 Pension Rate Stabilization Programs clients
- Administers over 1,500 retirement plans across nine states
- Provides services to more than 850 client agencies with over 375,000 plan participants
- One of the largest, private Section 115 irrevocable trust administrators in the nation, with over 225 clients and over \$1 billion in assets



# WHAT IS THE ROLE OF THE DISTRICT?

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- 1 Contribute funds to the Trust
- 2 Submit disbursement requests
- 3 Monitor reports on account and provide investment oversight

# RECOMMENDED INVESTMENT OPTIONS

Vanguard, one of the world’s leading investment managers, has developed 3 portfolios exclusively for PRSP clients.

This non-advisory approach offers very low costs with portfolios comprised of institutional class, index-based, mutual funds and the following target asset allocations:

Portfolio	Equity	Fixed Income	Other	3-Yr Return
<b>Fixed Income</b>	0.00%	92.00%	8.00%	4.02%
<b>Conservative</b>	35.00%	57.00%	8.00%	5.94%
<b>County Treasury</b>	0.00%	0.00%	100.00%	0.86% <sup>1</sup>

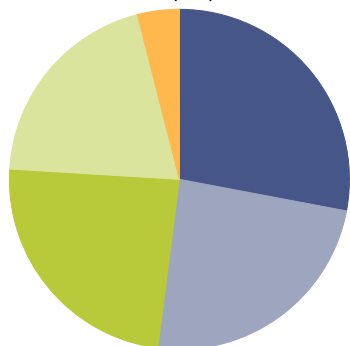
<sup>1</sup> Yield to Maturity at Cost as of September 30, 2016

*\*If a District wishes to use an alternative investment advisor, the PARS PRSP can accommodate this option with its fully flexible investment structure.*

# PARS Investment Partnership - Fixed Income Portfolio

## Portfolio holdings

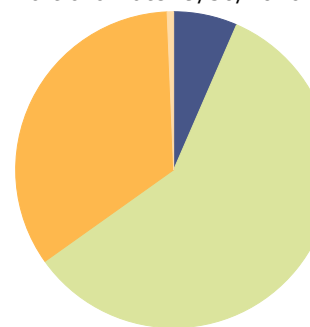
Portfolio Date: 9/30/2016



	%
Vanguard Short-Term Investment-Grade Adm	28.0
Vanguard Total Intl Bd Idx Admiral™	24.1
Vanguard Total Bond Market Index Adm	23.9
Vanguard Interm-Term Investment-Grde Adm	20.1
Vanguard Shrt-Term Infl-Prot Sec Idx Adm	4.0
<b>Total</b>	<b>100.0</b>

## Asset allocation

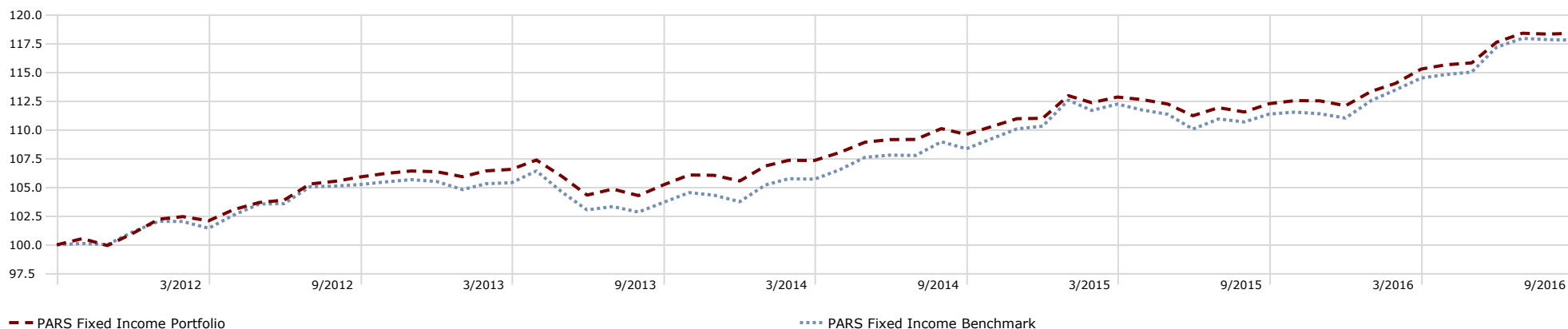
Portfolio Date: 9/30/2016



	%
Cash	6.5
US Equity	-
Non-US Equity	-
US Bond	58.6
Non-US Bond	34.2
Other	0.7
<b>Total</b>	<b>100.0</b>

## Investment growth

Time Period: 10/1/2011 to 9/30/2016

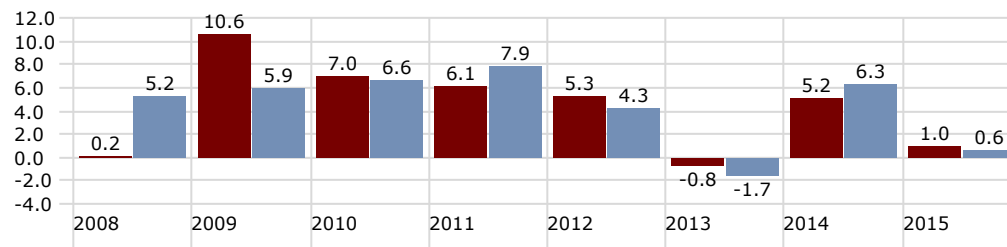


## Trailing Returns - Annualized after one year

As of Date: 9/30/2016

	YTD	One Year	Three Years	Five Years	Eight Years
PARS Fixed Income Portfolio	5.64	5.47	4.02	3.44	5.17
PARS Fixed Income Benchmark	6.12	5.79	4.36	3.34	5.06

## Annual returns



### Portfolio

52% Total Bond Market Index Admiral, 20% Intermediate-Term Investment Grade Admiral, 28% Short-Term Investment Grade Admiral through October 16, 2012/ 48% Total Bond Market Index Admiral, 20% Intermediate-Term Investment Grade Admiral, 28% Short-Term Investment Grade Admiral, 4% Short-Term Inflation-Protected Securities Index Admiral through May 31, 2013/ 24% Total Bond Market Index Admiral, 24% Total International Bond Index Admiral, 20% Intermediate-Term Investment Grade Admiral, 28% Short-Term Investment Grade Admiral, 4% Short-Term Inflation-Protected Securities Index Admiral thereafter.

### Benchmark

100% Spliced Barclays US Aggregate Float-Adjusted Bond Index through October 16, 2012/ 96% Spliced Barclays US Aggregate Float-Adjusted Bond Index, 4% Barclays US 0-5 Year TIPS Index through May 31, 2013/ 72% Spliced Barclays US Aggregate Float-Adjusted Bond Index, 24% Barclays ex-USD Flood Adjusted Index Hedged, 4% Barclays US 0-5 Year TIPS Index thereafter.

The performance data shown represent past performance, which is not a guarantee of future results. Investment returns and principal value will fluctuate, so investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited.

# PARS Investment Partnership - Conservative Portfolio

## Portfolio holdings

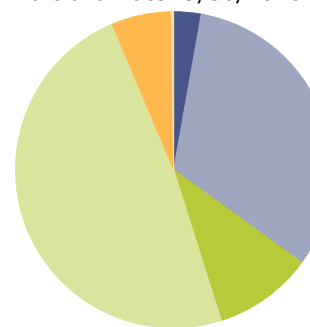
Portfolio Date: 9/30/2016



	%
Vanguard Total Stock Mkt Idx Adm	24.5
Vanguard Total Bond Market Index Adm	21.0
Vanguard Inflation-Protected Secs Adm	15.0
Vanguard Interm-Term Investment-Grde Adm	12.6
Vanguard Total Intl Stock Index Inv	10.5
Vanguard Short-Term Investment-Grade Adm	8.4
Vanguard REIT Index Adm	8.0
<b>Total</b>	<b>100.0</b>

## Asset allocation

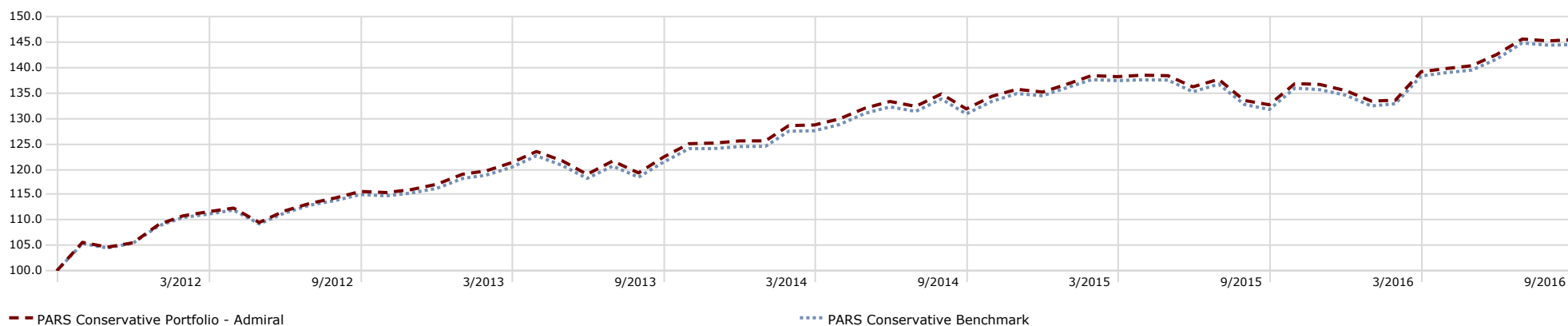
Portfolio Date: 9/30/2016



	%
Cash	2.8
US Equity	32.2
Non-US Equity	10.2
US Bond	48.5
Non-US Bond	6.1
Other	0.2
<b>Total</b>	<b>100.0</b>

## Investment growth

Time Period: 10/1/2011 to 9/30/2016

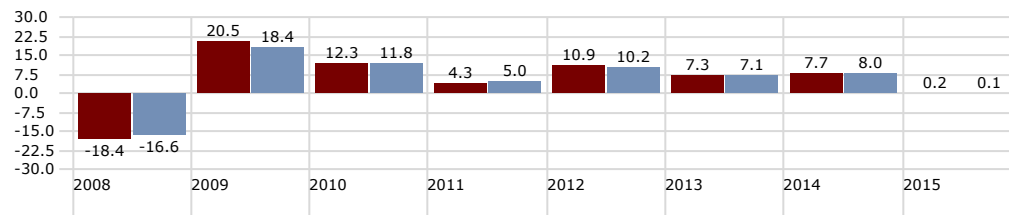


## Trailing Returns - Annualized after one year

As of Date: 9/30/2016

	YTD	One Year	Three Years	Five Years	Eight Years
PARS Conservative Portfolio - Admiral	7.39	9.65	5.94	7.79	7.11
PARS Conservative Benchmark	7.39	9.69	5.99	7.65	6.99

## Annual returns



## Benchmark

24.5% Spliced Total Stock Mkt Index (equal to CRSP US Total Market Index as of 6/2/13, MSCI US Broad Market Index through 4/22/05, prior DJ Wilshire 5000 Index)/ 10.5% Spliced Total International Composite Index (Consists of the Total International Composite Index through August 31, 2006; the MSCI EAFE + Emerging Markets Index through December 15, 2010; the MSCI ACWI ex USA IMI Index through 6/2/13; and the FTSE Global All Cap ex US Index thereafter) / 42% Spliced Barclays US Aggregate Float-Adjusted Bond Index/ 15% Barclays US Treasury Inflation-Protected Securities Index / 8% US REIT Spliced Index (equal to MSCI US REIT Index adjusted for a 2% cash position though 4/30/2009; MSCI US REIT Index thereafter).

The performance data shown represent past performance, which is not a guarantee of future results. Investment returns and principal value will fluctuate, so investors' shares, when sold, may be worth more or less than their original cost. Current performance may be lower or higher than the performance data cited.





# San Bernardino County Pool Summary (as of 9/30/2016)

Security Type	Par Value	Amortized Cost	Market Value	Market % of Portfolio	Yield to Maturity At Cost	Weighted Avg. Maturity	Modified Duration
Bankers Acceptances	0.00	0.00	0.00	0.0%			
Certificates of Deposit	1,075,000,000.00	1,075,000,000.00	1,074,689,770.50	21.1%	0.89%	132	0.35
Collateralized CD	0.00	0.00	0.00	0.0%			
Commercial Paper	571,050,000.00	569,872,947.00	569,951,543.25	11.2%	0.73%	71	0.18
Corporate Notes	82,000,000.00	82,068,392.69	82,122,585.00	1.6%	1.07%	669	1.80
Federal Agencies	1,870,666,000.00	1,871,391,891.39	1,875,298,813.36	36.7%	0.87%	424	1.15
Money Market Funds	242,000,000.00	242,000,000.00	242,000,000.00	4.8%	0.27%	3	0.01
Municipal Debt	0.00	0.00	0.00	0.0%			
Repurchase Agreements	0.00	0.00	0.00	0.0%			
Bank Deposit Account	50,000,000.00	50,000,000.00	50,000,000.00	1.0%	0.45%	3	0.01
Joint Powers Authority	192,000,000.00	192,000,000.00	192,000,000.00	3.8%	0.61%	3	0.01
Supranationals	740,000,000.00	738,694,908.50	741,878,065.00	14.6%	1.14%	792	2.13
U.S. Treasuries	265,000,000.00	265,169,231.20	266,050,375.00	5.2%	0.86%	295	0.80
<b>Total Securities</b>	<b>5,087,716,000.00</b>	<b>5,086,197,370.78</b>	<b>5,093,991,152.11</b>	<b>100.0%</b>	<b>0.86%</b>	<b>334</b>	<b>0.90</b>
Cash Balance	<b>112,466,693.41</b>	<b>112,466,693.41</b>	<b>112,466,693.41</b>				
<b>Total Investments</b>	<b>5,200,182,693.41</b>	<b>5,198,664,064.19</b>	<b>5,206,457,845.52</b>				
Accrued Interest		<b>10,670,062.95</b>	<b>10,670,062.95</b>				
<b>Total Portfolio</b>	<b>5,200,182,693.41</b>	<b>5,209,334,127.14</b>	<b>5,217,127,908.47</b>				

1. Yield for the money market funds is a weighted average of the month-end yields for the Federated, Goldman, and Fidelity money market funds.

2. Statistics for the total portfolio include money market funds.

3. Market prices are derived from closing bid prices as of the last business day of the month as supplied by F.T. Interactive Data, Bloomberg, or Telerate. Prices that fall between data points are interpolated.

# PROGRAM FEES

## TRUST ADMINISTRATION/CONSULTING FEES\*



### Plan Set-Up Fee:

None

### Ongoing Fees:

0.25%	for assets \$0-10 million
0.20%	for assets \$10-15 million
0.15%	for assets \$15-50 million
0.10%	for assets over \$50 million

## INVESTMENT MANAGEMENT FEES\*\*



### Ongoing Fees:

0.07%	for assets \$0-50 million
0.04%	for assets \$50-150 million
0.03%	for assets \$150-250 million
0.01%	for assets \$250-500 million
0.005%	for assets over \$500 million

**Option: Provider of District's Choice**

Fees determined by District's provider

## DIRECTED TRUSTEE FEES\*\*



### Ongoing Fees:

0.05%	for assets \$0-25 million
0.04%	for assets \$25-50 million
0.03%	for assets over \$50 million

\* PARS does not receive any compensation from the investments or any commissions, back-end loads, or any other forms of compensation.

\*\* Tiered fee schedules are based on combined assets in each of the Vanguard pools

**San Bernardino Community College District**  
**Pension Rate Stabilization Program (PRSP)**  
**PARS Return and Fee Analysis**  
**October 27, 2016**

**San Bernardino County Treasury Pool (0.86% Return)**

Period	Beginning Balance	Distribution	Interest	Subtotal	PARS Fees	Investment Mgmt Fees	US Bank Trustee Fees	TOTAL FEES	Ending Balance	PARS Fees (% of Assets)	Investment Mgmt Fees (% of Assets)	Trustee Fees (% of Assets)	Total Fees (% of Assets)
Year 1	\$5,500,000.00	\$1,000,000.00	\$38,700.00	\$4,538,700.00	\$0.00	\$0.00	\$0.00	\$0.00	\$4,538,700.00	0.00%	0.00%	0.00%	0.00%
Year 2	\$4,538,700.00	\$1,000,000.00	\$30,432.82	\$3,569,132.82	\$0.00	\$0.00	\$0.00	\$0.00	\$3,569,132.82	0.00%	0.00%	0.00%	0.00%
Year 3	\$3,569,132.82	\$1,000,000.00	\$22,094.54	\$2,591,227.36	\$0.00	\$0.00	\$0.00	\$0.00	\$2,591,227.36	0.00%	0.00%	0.00%	0.00%
Year 4	\$2,591,227.36	\$1,000,000.00	\$13,684.56	\$1,604,911.92	\$0.00	\$0.00	\$0.00	\$0.00	\$1,604,911.92	0.00%	0.00%	0.00%	0.00%
Year 5	\$1,604,911.92	\$1,000,000.00	\$5,202.24	\$610,114.16	\$0.00	\$0.00	\$0.00	\$0.00	\$610,114.16	0.00%	0.00%	0.00%	0.00%
<b>Total</b>			<b>\$110,114.16</b>					<b>\$0.00</b>					

**Vanguard Fixed Income (4.02% Return)**

Period	Beginning Balance	Distribution	Interest	Subtotal	PARS Fees	Investment Mgmt Fees	US Bank Trustee Fees	TOTAL FEES	Ending Balance	PARS Fees (% of Assets)	Investment Mgmt Fees (% of Assets)	Trustee Fees (% of Assets)	Total Fees (% of Assets)
Year 1	\$5,500,000.00	\$1,000,000.00	\$180,900.00	\$4,680,900.00	\$11,702.25	\$3,276.63	\$2,340.45	\$17,319.33	\$4,663,580.67	0.25%	0.07%	0.05%	0.37%
Year 2	\$4,663,580.67	\$1,000,000.00	\$147,275.94	\$3,810,856.61	\$9,527.14	\$2,667.60	\$1,905.43	\$14,100.17	\$3,796,756.44	0.25%	0.07%	0.05%	0.37%
Year 3	\$3,796,756.44	\$1,000,000.00	\$112,429.61	\$2,909,186.05	\$7,272.97	\$2,036.43	\$1,454.59	\$10,763.99	\$2,898,422.06	0.25%	0.07%	0.05%	0.37%
Year 4	\$2,898,422.06	\$1,000,000.00	\$76,316.57	\$1,974,738.63	\$4,936.85	\$1,382.32	\$987.37	\$7,306.53	\$1,967,432.10	0.25%	0.07%	0.05%	0.37%
Year 5	\$1,967,432.10	\$1,000,000.00	\$38,890.77	\$1,006,322.87	\$2,515.81	\$704.43	\$503.16	\$3,723.39	\$1,002,599.47	0.25%	0.07%	0.05%	0.37%
<b>Total</b>			<b>\$555,812.89</b>					<b>\$53,213.42</b>					

**Vanguard Conservative (5.94% Return)**

Period	Beginning Balance	Distribution	Interest	Subtotal	PARS Fees	Investment Mgmt Fees	US Bank Trustee Fees	TOTAL FEES	Ending Balance	PARS Fees (% of Assets)	Investment Mgmt Fees (% of Assets)	Trustee Fees (% of Assets)	Total Fees (% of Assets)
Year 1	\$5,500,000.00	\$1,000,000.00	\$267,300.00	\$4,767,300.00	\$11,918.25	\$3,337.11	\$2,383.65	\$17,639.01	\$4,749,660.99	0.25%	0.07%	0.05%	0.37%
Year 2	\$4,749,660.99	\$1,000,000.00	\$222,729.86	\$3,972,390.85	\$9,930.98	\$2,780.67	\$1,986.20	\$14,697.85	\$3,957,693.01	0.25%	0.07%	0.05%	0.37%
Year 3	\$3,957,693.01	\$1,000,000.00	\$175,686.96	\$3,133,379.97	\$7,833.45	\$2,193.37	\$1,566.69	\$11,593.51	\$3,121,786.47	0.25%	0.07%	0.05%	0.37%
Year 4	\$3,121,786.47	\$1,000,000.00	\$126,034.12	\$2,247,820.58	\$5,619.55	\$1,573.47	\$1,123.91	\$8,316.94	\$2,239,503.65	0.25%	0.07%	0.05%	0.37%
Year 5	\$2,239,503.65	\$1,000,000.00	\$73,626.52	\$1,313,130.16	\$3,282.83	\$919.19	\$656.57	\$4,858.58	\$1,308,271.58	0.25%	0.07%	0.05%	0.37%
<b>Total</b>			<b>\$865,377.46</b>					<b>\$57,105.88</b>					

1. Ending balances are net of PARS and Investment Management fees except for the San Bernardino County Treasury Pool.
2. Portfolio returns are based on 3-year returns as of September 30, 2016.

# KEY ADVANTAGES OF PARS-CCLC PRSP

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- **Ready-to-use** irrevocable multiple employer trust and investment program
- **Exclusive IRS Private Letter Ruling** on a multiple employer basis (obtained June 2015)
- **“Turn-key” comprehensive approach** so costs and burdens are not shifted to the District
- **No start up costs** or termination costs/restrictions
- **Local control** that allows each District to determine its own funding schedules
- Fully vetted **signature-ready documents** that enable streamlined implementation process
- **Economies of scale** decrease fees as assets grow
- **Flexible investment options** that include both discretionary and District-directed approaches
- **Regular reporting** and ongoing support that includes monthly statements and in-person client reviews
- **Partnership with CCLC** to help meet the needs of Districts
- **Local support and individualized attention** from California-based services team

# CONTACTS

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## MAUREEN TOAL

Senior Vice President, Consulting



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## NATASHA DAVIDSON

Consultant, Retirement Plans



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(800) 540-6369 ext. 145

## ELAINE REODICA

Director of Corporate Partners &  
Strategic Initiatives



[ereodica@cleague.org](mailto:ereodica@cleague.org)



(916) 245-5027

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Stacey Nikac, Executive Assistant  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Accept Board Policies for First Reading

**RECOMMENDATION**

It is recommended that the Board of Trustees accept Board Policies and Administrative Procedures for first reading.

AP 3516 Registered Sex Offender Information; BP/AP 3520 Local Law Enforcement; BP/AP 3530 Weapons on Campus; BP/AP 7600 District Police Department

**OVERVIEW**

The changes to these policies include requirements of the Education Code and current law.

The SBCCD has a process of continuous review of its Board Policies and Administrative Procedures to ensure compliance with Title 5, California Education Code and current district/college needs.

**ANALYSIS**

The Board may adopt policies authorized by law or determined to be necessary for the efficient operation of the district per Board Policy 2410.

The attached Administrative Procedures have been modified and or reviewed and have gone through the collegial consultation process per Board Policy 2410.

**BOARD IMPERATIVE**

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

**FINANCIAL IMPLICATIONS**

None.

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

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**AP 3516 REGISTERED SEX OFFENDER INFORMATION**

The District shall include in its Annual Security Report a statement advising the campus community where information pertaining to registered sex offenders may be obtained.

Sex offenders are required to register with the police in the jurisdiction in which they reside and at institutions of higher learning if they are students there or if they work there as employees, contractors, or volunteers. A sex offender who is an employee or volunteer in the District must disclose his/her status as a registrant upon his/her application or acceptance of the position if he/she:

- 1) would be working directly and in an unaccompanied setting with minor children on more than an incidental and occasional basis or have supervision or disciplinary power over minor children or
- 2) would be working directly and in an accompanied setting with minor children and his/her work would require touching minor children on more than an incidental basis.

A sex offender who must register for committing a crime against a minor victim under the age of 16 is prohibited from serving as an employer, employee, contractor, or volunteer in any capacity in which the sex offender would be working directly and in an unaccompanied setting with minor children on more than an incidental and occasional basis or involving having supervision or disciplinary power over minor children.

Sex offenders who may be required to register should do so at: San Bernardino Community College District Police Department 701 S. Mt. Vernon Ave. San Bernardino CA, 92410 Campus Center Room 100 or at 11711 Sand Canyon Road, Yucaipa, CA 92399 during normal business hours.

Information concerning registered sex offenders can be obtained from San Bernardino Community College District Police Department during normal business hours please call 909-384-4491 for more information or visit [www.meganslaw.ca.gov](http://www.meganslaw.ca.gov) or [www.icrimewatch.net](http://www.icrimewatch.net)

The District Police Department shall not release information regarding a sex offender, unless the person seeking the information has signed a statement, on a form provided by the Department of Justice, stating that he/she is not a registered sex offender, that he/she

45 understands the purpose of the release of information is to allow members of the campus  
46 community to protect themselves and their children from sex offenders, and that he/she  
47 understands it is unlawful to use the information received to commit a crime against any  
48 registered sex offender or to engage in illegal discrimination or harassment of a registered  
49 sex offender. The department will maintain the signed statement in its records for a period  
50 of five years.

51  
52 The District Police Department will release the following information regarding a  
53 registered sex offender:

- 54 1) full name;
- 55 2) known aliases;
- 56 3) gender;
- 57 4) race;
- 58 5) physical description;
- 59 6) photograph;
- 60 7) date of birth;
- 61 8) crimes resulting in registration; and
- 62 9) The date of last registration or re-registration.

63  
64 **References:** Penal Code Sections 290, 290.01, and 290.95;  
65 34 Code of Federal Regulations Part 668;  
66 42 U.S. Code Section 14071j;  
67 20 U.S. Code Sections 1092(f)(1)(I) and 1232g(b)(7)(A) (Campus Sex  
68 Crimes Prevention Act)

69  

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**Approved:**

70  
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## COMMENTS

BP or AP #	Representative group	COMMENT	RESPONSE
AP3516	POLICE	LINE 36 The San Bernardino LINE 37 Community College District Police Department-701 S. Mt. Vernon Ave. San Bernardino LINE 38 Ca. 92410, Campus Center room 100 or at 11711 Sand Canyon road, Yucaipa Ca LINE 39 92399 during normal business hours.] LINE 42 San Bernardino LINE 43 Community College District Police Department during normal business hours please call LINE44 909-384-4491 for more information or visit <a href="http://www.meganslaw.ca.gov">www.meganslaw.ca.gov</a> or  <a href="http://www.icrime.net">Line 45 www.icrime.net</a>	
AP 3516	8/24/16- Chancellor's Cabinet reviewed		
	10/4/16 – District Assembly	Agreed with changes	

74

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

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**BP 3520 LOCAL LAW ENFORCEMENT**

**NOTE:** *The language in red ink is **legally required** and is applicable whether or not the District includes a police department as part of its structure.*

The District, on behalf of each campus or center, shall enter into a written agreement with local law enforcement agencies. The agreement shall clarify operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault, occurring at each location.

The written agreement shall designate which law enforcement agency shall have operational responsibility for violent crimes and delineate the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.

The written agreements required by this policy shall be public records and shall be made available for inspection by members of the public upon request.

The District encourages accurate and prompt reporting of all crimes to the campus police and/or the appropriate police agencies. The Chancellor shall establish procedures that encourage pastoral counselors and professional counselors, if and when they deem it appropriate, to inform the persons they are counseling of any procedures to report crimes on a voluntary, confidential basis for inclusion in the annual disclosure of crime statistics.

**References:** Education Code Section 67381; [67381.1](#);  
34 Code of Federal Regulations Section 668.46(b)(4)

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**NOTE:** *The red ink signifies language that is **legally required** and recommended and recommended by the Policy and Procedure Service and its legal counsel (Liobert Cassidy Whitmore).*

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**Adopted:**

41

### COMMENTS

42

BP or AP #	Representative group	COMMENT	RESPONSE
BP 3520	SEE Legal Update #28-4/7/16	<b>BP 3520 Local Law Enforcement</b> – This policy was updated to reflect the new Education Code Section 67381.1 and alternate language for districts to use after a governing board adopts a rule requiring its campus(es) to update written agreements with local law enforcement agencies governing operational responsibilities for investigating violent crimes, sexual assaults, and hate crimes.	
<a href="#">BP 3520</a>	<a href="#">8/24/16- Chancellor's Cabinet Reviewed</a>		
	<a href="#">10/4/16 – District Assembly</a>	<a href="#">Agreed with changes</a>	

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

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**AP 3520 LOCAL LAW ENFORCEMENT**

The District, on behalf of each campus or center, has a written agreement with local law enforcement agencies. The agreement clarifies operational responsibilities for investigations of Part I violent crimes, defined by law as willful homicide, forcible rape, robbery, and aggravated assault, occurring at each location.

The written agreement designates which law enforcement agency has operational responsibility for violent crimes and delineates the specific geographical boundaries of each agency's operational responsibility, including maps as necessary.

The written agreements required by the Board policy are public records and are made available for inspection by members of the public upon request to Human Resources.

The District Chief of Police maintains a close working relationship with the with the local law enforcement agencies. The District Police Department occasionally works with other law enforcement agencies, including San Bernardino Police Department, Colton Police Department and San Bernardino County Sherriff Department. Meetings may be held between the leaders of these agencies on both a formal and informal basis. The District Police Department and San Bernardino Police Department and San Bernardino County Sherriff Department communicate regularly on the scene of incidents that occur in and around the campus area. When incidents arise that require joint investigative efforts, resources, crime related reports and exchanges of information, the District Police Department will work closely with San Bernardino Police Department and San Bernardino County Sherriff Department. There is a written memorandum of understanding between the District Police Department and San Bernardino Police Department and San Bernardino County Sherriff Department.

In response to a call, the District Police Department will take the required action, dispatching an officer or asking the victim to file an incident report. All incident reports received by the District Police Department are forwarded to the Director of Student Life for review and potential action. The District Police Department may investigate a report when it is deemed appropriate.

43 Crimes should be reported to the District Police Department to ensure inclusion in the  
44 annual crime statistics and to aid in providing timely warning notices to the community,  
45 when appropriate.

46  
47 Community members, students, faculty, staff, and guests are encouraged to report all  
48 crimes and public safety related incidents to the District Police Department in a timely  
49 manner. To report a crime on all District Sites, call the District Police Department 909-  
50 384-4491. For an emergency call 911. To report a non-emergency security or public  
51 safety related matter, call the District Police Department at 909-384-4491.

52  
53 The District Police have complete police authority to apprehend and arrest anyone  
54 involved in illegal acts on-campus and areas immediately adjacent to the campus. If  
55 minor offenses involving District rules and regulations are committed by a student, the  
56 campus police may also refer the individual to the Director of Student Life. Major offenses  
57 such as rape, murder, aggravated assault, robbery, and auto theft are reported to the  
58 local law enforcement and the District Police Department and local law enforcement work  
59 together to solve these serious felony crimes. District Police personnel work closely with  
60 local, state, and federal police agencies. The District Police Department is also a part of  
61 the local 911 Emergency System. Through coordination with local law enforcement  
62 agencies, any criminal activity engaged in by students at off-campus locations of student  
63 organizations, is monitored and recorded. This information is provided to the Director of  
64 Student Life for any action or follow-up that may be required.

65  
66 Security officers have the authority to ask persons for identification and to determine  
67 whether individuals have lawful business at the District. Safety and Security officers do  
68 not possess arrest power. Criminal incidents are referred to the local law enforcement  
69 officers who have jurisdiction on the campus. The District maintains a highly professional  
70 working relationship with the local law enforcement agencies. All crime victims and  
71 witnesses are strongly encouraged to immediately report the crime to campus Security  
72 Services Office and the appropriate police agency. Prompt reporting will assure timely  
73 warning notices on-campus and timely disclosure of crime statistics.

74  
75 Campus "Pastoral Counselors" and Campus "Professional Counselors," when acting as  
76 such, are not considered to be a campus security officers and are not required to report  
77 crimes for inclusion into the annual disclosure of crime statistics. As a matter of policy,  
78 they are encouraged, if and when they deem it appropriate, to inform persons being  
79 counseled of the procedures to report crimes on a voluntary basis for inclusion into the  
80 annual crime statistics.

81  
82 A Pastoral Counselor is a person who is associated with a religious order or  
83 denomination, recognized by that religious order or denomination as someone who  
84 provides confidential counseling and who is functioning within the scope of that  
85 recognition as a pastoral counselor.

86

87 A Professional Counselor is an employee of a District whose official responsibilities  
88 include providing psychological counseling to members of the District's community and  
89 who is functioning within the scope of his or her license or certification.

90  
91 All reports will be investigated. The District does not have procedures for voluntary,  
92 confidential reporting of crime statistics. Violations of the law will be referred to law  
93 enforcement agencies and when appropriate, to the District's Disciplinary Committee for  
94 review. When a potentially dangerous threat to the District's community arises, timely  
95 reports or warnings will be issued through e-mail announcements, the posting of flyers at  
96 local campuses, in-class announcements, or other appropriate means.

97  
98 **References:** Education Code Section 67381;  
99 34 Code of Federal Regulations Part 668.46

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**Approved:**

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### COMMENTS

BP or AP #	Representative group	COMMENT	RESPONSE
AP 3520	SEE Legal Update #28-4/7/16	<b>AP 3520 Local Law Enforcement</b> – This procedure was updated to reflect new Education Code Section 67381.1 and alternate language for districts to use after a governing board adopts a rule requiring its campus(es) to update written agreements with local law enforcement agencies governing operational responsibilities for investigating violent crimes, sexual assaults, and hate crimes.	
AP 3520	8/24/16- Chancellor’s Cabinet reviewed		
	10/4/16 – District Assembly	Agreed with changes.	

105

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

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**BP 3530 WEAPONS ON CAMPUS**

*(Replaces current SBCCD BP 3530)*

**NOTE:** *The language in current SBCCD BP 3530 parallels the language recommended by the Policy and Procedure Service.*

~~❖ From current SBCCD BP 3530 titled Weapons on Campus~~

Firearms or other weapons shall be prohibited on any college or District center or in any facility of the District except for activities conducted under the direction of District officials or as authorized by an official law enforcement agency.

**References:** Penal Code Sections 626.7, 626.9 and 626.10

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**NOTE:** *The red ink signifies language that is legally required and recommended and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in black ink is from the current SBCCD BP 3530 titled Weapons on Campus approved on 5/13/04.*

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**Adopted:** 5/13/04

**Revised:**



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## COMMENTS

BP or AP #	Representative group	COMMENT	RESPONSE
<a href="#">BP 3530</a>	<a href="#">8/24/16- Chancellor's Cabinet reviewed</a>		
	<a href="#">10/4/16 – District Assembly</a>	<a href="#">Agreed with changes</a>	

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

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AP 3530 WEAPONS ON CAMPUS

*~~NOTE: The language in red ink is suggested as good practice. It incorporates requirements of the penal code, which will apply whether or not a procedure is in place. Local practice may be inserted. If local practice is inserted, it should address the following.~~*

Firearms, knives, explosives or other dangerous objects, including but not limited to any facsimile firearm, knife or explosive, are prohibited on any District campus or at any District center, or in any facility of the District.

Activities involving firearms or other weapons conducted under the direction of District officials or as authorized by an official law enforcement agency shall be reported to the ~~[designate]~~ District Police Department before taking place.

Any person who believes that he/she may properly possess a firearm or other weapon on campus or in a District center or other facility of the District must promptly notify the ~~[designate]~~ District Police Department.

Bringing or possessing any dirk, dagger, ice pick, or knife having a fixed blade longer than 2 1/2 inches upon the grounds, unless the person is authorized to possess such a weapon in the course of his/her employment, has been authorized by a District employee to have the knife, or is a duly appointed peace officer, who is engaged in the performance of his/her duties, is prohibited on any District campus or at any District Center, or in any facility of the District.

**References:** Penal Code Sections 626.9 and 626.10

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

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**Approved:**

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## COMMENTS

BP or AP #	Representative group	COMMENT	RESPONSE
AP 3530	SEE Legal Update #28-4/7/16	<p><b>AP 3530 Weapons on Campus</b> – This procedure was updated to reflect new legislation in SB 707, which prohibits bringing loaded or unloaded firearms onto district property even with a license to carry a concealed firearm.</p> <p><u><a href="#">Line 17 District Police Department</a></u></p> <p><u><a href="#">Line 21 District Police Department</a></u></p>	
<u><a href="#">AP 3530</a></u>	<u><a href="#">8/24/16- Chancellor's Cabinet reviewed</a></u>		
	<u><a href="#">10/4/16 – District Assembly</a></u>	<u><a href="#">Agreed with changes</a></u>	

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**San Bernardino Community College District**  
**Board Policy**  
Chapter 7 – Human Resources

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**BP 7600 DISTRICT POLICE DEPARTMENT**

**NOTE:** ~~The following language in red ink is legally required.~~

The Board of Trustees has established a District Police Department under the supervision of a Chief of Police, who shall report directly to the Chancellor. The purpose of the District Police Department is to enforce the law on or near the campus and other grounds or properties owned, operated, controlled, or administered by the District or by the State acting on behalf of the District.

District police officers shall be employed as members of the classified service but shall, when duly sworn, be peace officers as defined by law. Prior to employment, they shall satisfy the training requirements set out in Penal Code Sections 830 et seq.

The Chancellor shall establish minimum qualifications of employment for the Chief of Police including, but not limited to, prior employment as a peace officer or completion of a peace officer training course approved by the Commission on Peace Officers' Standards and Training.

The Chancellor shall ensure that every member of the District Police Department first employed by the District before July 1, 1999 satisfies the requirements of state law regarding qualifications for continued employment.

Every member of the District Police Department shall be issued a suitable identification card and badge bearing the words "San Bernardino Community College District Police Department."

The Chancellor, in cooperation with the Chief of Police, shall issue such other regulations as may be necessary for the administration of the District Police Department.

References: Education Code Sections 72330 et seq.;  
Government Code Sections 3300 et seq.;  
Penal Code Sections 830 et seq.

50

## COMMENTS

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BP or AP #	Representative group	COMMENT	RESPONSE
<a href="#">BP 7600</a>	<a href="#">Police Department</a> <a href="#">7/7/16</a>	<a href="#">Reviewed and no changes.</a>	
	<a href="#">10/4/16 – District</a> <a href="#">Assembly</a>	<a href="#">Agreed</a>	

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San Bernardino Community College District  
Administrative Procedure  
Chapter 7 – Human Resources

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AP 7600 DISTRICT POLICE DEPARTMENT

**NOTE:** *The language in red ink is ~~legally advised~~.*

The ~~[designate position]~~ Chancellor is delegated the responsibility to establish minimum qualifications of employment for the Chief of Police including but not limited to the conditions contained in BP 7600 titled District Police Department.

Every member of the police department first employed by the District before July 1, 1999 must, in order to retain his/her employment, meet the requirements of Education Code Section 72330.2, including but not limited to:

- Submission of one copy of his/her fingerprints which shall be forwarded to the Federal Bureau of Investigation
- A determination that the employee is not a person prohibited from employment by a California community college district, and
- If the employee is required to carry a firearm, is not a person prohibited from possessing a firearm.

Every member of the college police shall be supplied with, and authorized to wear, a badge bearing the words “San Bernardino Community College District Police Department.” Every member of the District Police Department shall be issued a suitable identification card.

Salaries for District Police Department employees shall be established after appropriate negotiations with their exclusive representative. If no such unit is established, salaries shall be recommended by the ~~[designate position]~~ Vice Chancellor of HR.

The ~~[designate position]~~ Chancellor in cooperation with the Chief of Police, shall issue such other regulations as may be necessary for the administration of the District Police Department.

- Schedules and shifts
- Call back procedures
- Weapons practices, especially drawing weapons

- 45           • Use of vehicles
- 46           • Pursuit practices
- 47           • Discipline procedures
- 48           • Training

49  
50 The District Police Department shall cooperate with local law enforcement in accordance  
51 with an agreement to be entered into in accordance with the requirements of Education  
52 Code Section 67381. The agreement shall address, but not be limited to, the following:

- 53           • Operational responsibilities for investigations of the following violent crimes:  
54               willful homicide, forcible rape, robbery, aggravated assault
- 55           • Geographical boundaries of the operational responsibilities
- 56           • Mutual aid procedures

57  
58 **References:** Education Code Section 72330;  
59               Government Code Sections 3300 et seq.

60  
61  
62 ~~*NOTE: The red ink signifies language that is legally advised and recommended by the Policy and*~~  
63 ~~*Procedure Service and its legal counsel (Liebert Cassidy Whitmore).*~~  
64

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**Approved:**

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## COMMENTS

BP or AP #	Representative group	COMMENT	RESPONSE
AP 7600	SEE Legal Update #28-4/7/16	<b>AP 7600 College [Police or Security]</b> – This procedure was updated to correct a typographical error under Option B.  <a href="#">Line 14 Chancellor</a>  <a href="#">Line 36 Vice Chancellor of HR</a>  <a href="#">Line 38 Chancellor</a>	
	<a href="#">10/4/16 – District Assembly</a>	<a href="#">Agreed with changes</a>	

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## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Stacey Nikac, Executive Assistant  
**DATE:** November 10, 2016  
**SUBJECT:** Consideration of Approval to Accept Draft #2 Master Plans for San Bernardino Valley College, Crafton Hills College, and the District Needs & Institutional Support Plan for First Reading

### **RECOMMENDATION**

It is recommended that the Board of Trustees Accept Draft #2 Master Plans for San Bernardino Valley College, Crafton Hills College, and the District Needs & Institutional Support Plan for first reading.

The revised portions have been highlighted with a yellow background and revised pages are listed in the SBCCD Document Pages with Changes (attached). The full reports can be found at:

[http://www.sbccd.org/research/Institutional Effectiveness and Planning/Planning Consultants/Documents Provided by Planning Consultants](http://www.sbccd.org/research/Institutional_Effectiveness_and_Planning/Planning_Consultants/Documents_Provided_by_Planning_Consultants)

### **OVERVIEW**

The purpose of the Educational Master Planning process is to facilitate and support the Colleges and District Offices in their current educational planning processes, which will help to inform the development of the facilities master plans for the District and the Colleges. The formation of the Educational Master Plans will inform the development of the Facilities Master Plans.

### **APPROVAL SCHEDULE:**

- The final drafts (second read for the board) will be issued on November 22, 2016
- Board of Trustee consideration for adoption – BOT Business Meeting on December 8, 2016

## **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**

None.

## SBCCD DOCUMENT CHANGES

**RED TEXT** = No text added. Changes are either in pagination or removal of content.

**BLACK TEXT** = Content was added (see highlighted areas).

DOCUMENT	SECTION	PAGE NUMBER
Crafton Hills College Comprehensive Master Plan	CMP Overview	ii
Crafton Hills College Comprehensive Master Plan	CMP Overview	iii
Crafton Hills College Comprehensive Master Plan	CMP Overview	iv
Crafton Hills College Comprehensive Master Plan	CMP Overview	vii
Crafton Hills College Comprehensive Master Plan	CMP Overview	1.7
Crafton Hills College Comprehensive Master Plan	CMP Overview	1.9
Crafton Hills College Comprehensive Master Plan	EMP	2.3
Crafton Hills College Comprehensive Master Plan	EMP	2.4
Crafton Hills College Comprehensive Master Plan	EMP	2.5
Crafton Hills College Comprehensive Master Plan	EMP	2.6
Crafton Hills College Comprehensive Master Plan	EMP	2.41
Crafton Hills College Comprehensive Master Plan	EMP	2.42
Crafton Hills College Comprehensive Master Plan	EMP	2.43
Crafton Hills College Comprehensive Master Plan	EMP	2.44
Crafton Hills College Comprehensive Master Plan	EMP	2.45
Crafton Hills College Comprehensive Master Plan	EMP	2.54
Crafton Hills College Comprehensive Master Plan	EMP	2.55
Crafton Hills College Comprehensive Master Plan	EMP	2.88
Crafton Hills College Comprehensive Master Plan	EMP	2.94
Crafton Hills College Comprehensive Master Plan	EMP	2.95
Crafton Hills College Comprehensive Master Plan	EMP	2.101
Crafton Hills College Comprehensive Master Plan	EMP	2.102
Crafton Hills College Comprehensive Master Plan	EMP	2.103
Crafton Hills College Comprehensive Master Plan	EMP	2.104
Crafton Hills College Comprehensive Master Plan	EMP	2.105
Crafton Hills College Comprehensive Master Plan	EMP	2.106
Crafton Hills College Comprehensive Master Plan	EMP	2.107
Crafton Hills College Comprehensive Master Plan	EMP	2.108
Crafton Hills College Comprehensive Master Plan	EMP	2.109
Crafton Hills College Comprehensive Master Plan	EMP	2.110
Crafton Hills College Comprehensive Master Plan	EMP	2.111
Crafton Hills College Comprehensive Master Plan	EMP	2.112
Crafton Hills College Comprehensive Master Plan	EMP	2.113
Crafton Hills College Comprehensive Master Plan	EMP	2.114
Crafton Hills College Comprehensive Master Plan	EMP	2.115
Crafton Hills College Comprehensive Master Plan	EMP	2.116
Crafton Hills College Comprehensive Master Plan	EMP	2.117
Crafton Hills College Comprehensive Master Plan	EMP	2.118





San Bernardino Valley College Comprehensive Master Plan	EMP	2.94
San Bernardino Valley College Comprehensive Master Plan	EMP	2.95
San Bernardino Valley College Comprehensive Master Plan	EMP	2.96
San Bernardino Valley College Comprehensive Master Plan	EMP	2.97
San Bernardino Valley College Comprehensive Master Plan	EMP	2.98
San Bernardino Valley College Comprehensive Master Plan	EMP	2.99
San Bernardino Valley College Comprehensive Master Plan	EMP	2.100
San Bernardino Valley College Comprehensive Master Plan	EMP	2.101

San Bernardino Valley College Comprehensive Master Plan	FMP	3.24
San Bernardino Valley College Comprehensive Master Plan	FMP	3.25
San Bernardino Valley College Comprehensive Master Plan	FMP	3.34
San Bernardino Valley College Comprehensive Master Plan	FMP	3.35
San Bernardino Valley College Comprehensive Master Plan	FMP	3.43
San Bernardino Valley College Comprehensive Master Plan	FMP	3.50
San Bernardino Valley College Comprehensive Master Plan	FMP	3.52
San Bernardino Valley College Comprehensive Master Plan	FMP	3.53
San Bernardino Valley College Comprehensive Master Plan	FMP	3.54
San Bernardino Valley College Comprehensive Master Plan	FMP	3.61
San Bernardino Valley College Comprehensive Master Plan	FMP	3.62
San Bernardino Valley College Comprehensive Master Plan	FMP	3.64
San Bernardino Valley College Comprehensive Master Plan	FMP	3.66
San Bernardino Valley College Comprehensive Master Plan	FMP	3.67
San Bernardino Valley College Comprehensive Master Plan	FMP	3.68
San Bernardino Valley College Comprehensive Master Plan	FMP	3.69
San Bernardino Valley College Comprehensive Master Plan	FMP	3.70
San Bernardino Valley College Comprehensive Master Plan	FMP	3.71
San Bernardino Valley College Comprehensive Master Plan	FMP	3.72
San Bernardino Valley College Comprehensive Master Plan	FMP	3.73
San Bernardino Valley College Comprehensive Master Plan	FMP	3.74
San Bernardino Valley College Comprehensive Master Plan	FMP	3.75
San Bernardino Valley College Comprehensive Master Plan	FMP	3.76
San Bernardino Valley College Comprehensive Master Plan	FMP	3.77
San Bernardino Valley College Comprehensive Master Plan	FMP	3.78
San Bernardino Valley College Comprehensive Master Plan	FMP	3.83
San Bernardino Valley College Comprehensive Master Plan	FMP	3.84
San Bernardino Valley College Comprehensive Master Plan	FMP	3.85
San Bernardino Valley College Comprehensive Master Plan	FMP	3.86
San Bernardino Valley College Comprehensive Master Plan	FMP	3.87
San Bernardino Valley College Comprehensive Master Plan	FMP	3.88
San Bernardino Valley College Comprehensive Master Plan	FMP	3.89
San Bernardino Valley College Comprehensive Master Plan	FMP	3.90

SBCCD 2016 District Needs & Institutional Support Plan		Cover
SBCCD 2016 District Needs & Institutional Support Plan		vi
SBCCD 2016 District Needs & Institutional Support Plan		vii
SBCCD 2016 District Needs & Institutional Support Plan		1.2







SBCCD 2016 District Needs & Institutional Support Plan	5.5
SBCCD 2016 District Needs & Institutional Support Plan	5.6
SBCCD 2016 District Needs & Institutional Support Plan	5.7
SBCCD 2016 District Needs & Institutional Support Plan	6.1
SBCCD 2016 District Needs & Institutional Support Plan	6.2
SBCCD 2016 District Needs & Institutional Support Plan	6.3
SBCCD 2016 District Needs & Institutional Support Plan	6.4
SBCCD 2016 District Needs & Institutional Support Plan	6.5
SBCCD 2016 District Needs & Institutional Support Plan	8.1
SBCCD 2016 District Needs & Institutional Support Plan	8.2
SBCCD 2016 District Needs & Institutional Support Plan	8.3
SBCCD 2016 District Needs & Institutional Support Plan	8.4
SBCCD 2016 District Needs & Institutional Support Plan	8.5
SBCCD 2016 District Needs & Institutional Support Plan	8.6
SBCCD 2016 District Needs & Institutional Support Plan	8.7
SBCCD 2016 District Needs & Institutional Support Plan	8.8
SBCCD 2016 District Needs & Institutional Support Plan	9.1
SBCCD 2016 District Needs & Institutional Support Plan	9.23
SBCCD 2016 District Needs & Institutional Support Plan	9.24

SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.1
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.2
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.3
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.4
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.5
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.6
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.7
SBCCD 2016 District Needs & Institutional Support Plan	Appendix	A.8

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Karl Sparks, HR Consultant, Human Resources  
**PREPARED BY:** Whitney Fields, Director, Safety & Risk Management, Human Resources  
**DATE:** November 10, 2016  
**SUBJECT:** 12 Safety Programs Consolidation/Update for SBVC and CHC

### **RECOMMENDATION**

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

### **OVERVIEW**

Safety & Risk Management in conjunction with the SBVC/CHC campus administration has consolidated, created and or updated 12 safety programs for the San Bernardino Valley College and Crafton Hills College campuses. The 12 safety programs comply with Cal-OSHA standards and can be viewed electronically at the Safety & Risk Management website at <http://sbccd.org/safetyrisk>, under Safety Programs.

### **ANALYSIS**

To comply with Cal-OSHA safety requirements, the following safety programs have been consolidated and updated accordingly:

1. Injury & Illness Prevention Safety Program (IIPP) – SBVC/CHC, Consolidated Program
2. Communicable Disease Safety Program – SBVC/CHC, Consolidated Program
3. Confined Space Entry Safety Program – SBVC/CHC, Consolidated Program
4. Fire & Life Safety Program – SBVC/CHC, Consolidated Program
5. Hearing Conservation Safety Program – SBVC/CHC, Consolidated Program
6. Lock-Out/Tag-Out (LOTO) Safety Program – SBVC/CHC, Consolidated Program
7. Aerial Work Platform Safety Program – SBVC/CHC, Consolidated Program
8. Blood borne Pathogens Safety Program – SBVC/CHC, Consolidated Program
9. Fall Protection Safety Program – SBVC/CHC, Consolidated Program
10. Hazardous Communications Safety Program – SBVC/CHC, Consolidated Program
11. Heat Illness Prevention Safety Program – SBVC/CHC, Consolidated Program
12. Powered Industrial Truck-Forklift Safety Program – SBVC/CHC, Consolidated Program

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

The lack of the summarized safety programs could lead to regulatory fines associated with non-compliance of Cal-OSHA regulatory standards.

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Bruce Baron, Chancellor

**PREPARED BY:** Stacey Nikac, Executive Assistant

**DATE:** November 10, 2016

**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 have an opportunity to recognize someone at SBCCD who provides outstanding quality and service.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None.

**Caring Hands Applause Cards - November 2016**

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
<b>DISTRICT</b>				
Brady	Jason	TESS	Great work setting up the sbccd.org/ready webpage.	Chris Grant
Castro	Deborah	Printing Services	Thank you for your work and support in getting the printed materials ready for the SBVC 90th Anniversary Gala. You do beautiful work!	Karen Childers
Harris II	James	TESS	James expeditiously established (3) emergency/disaster phone hotlines for the District, SBVC and CHC in preparation for the Great Shakeout on 10/20/2016.	Chris Grant
Ornelas	Matthew	KVCR- TV/FM	Thank you for your work in preparing the SBVC video for the 90th Anniversary Gala. The video turned out great!	Karen Childers
Piggott	Gloria	Printing Services	Thank you for your work and support in getting the printed materials ready for the SBVC 90th Anniversary Gala. You do beautiful work!	Karen Childers
Sims	Jeremy	TESS	Jeremy helped expedite (3) emergency/disaster phone hotlines for the District, SBVC and CHC in preparation for the Great Shakeout on 10/20/2016.	Chris Grant
Torres	Maria	Human Resources	Thanks for your help with scheduling of the SBCCD FREE personal Disaster Preparedness Training sessions.	Chris Grant
Vasquez	Lillian	KVCR- TV/FM	Thank you for your work in preparing the SBVC video for the 90th Anniversary Gala. The video turned out great!	Karen Childers

**Caring Hands Applause Cards - November 2016**

LAST NAME	FIRST NAME	DIV/DEPT/OFFICE	Details of the Service	Recognized By
Walters	Diann	TESS	Thanks for going out of your way to help with our last-minute changes in the facility use office!	Michael Strong
<b>CHC</b>				
Appleby	Farrah	Transfer Center	Thank you for all of your help with both of our fairs! We are so appreciative of your upbeat attitude and hard work!	Brandice Mello
Blain	Jennifer	Office of Instruction	For exemplary performance in learning office procedures and college and district processes enabling optimal performance by the SINS division.	Mark Snowwhite
Bryant	Tom	Theatre Arts	Makes the class come alive with his lectures. Never been anxious to attend a class before. Speaks understandably, very informative, goes on for some time and can still get back to where he started. Excellent!	Anonymous student
Bryson	Richard	Custodial	Thank you for all your help with setting up the Transfer and Career Fairs. We really appreciate it!!	Brandice Mello
Kirkhart	Pat	Grounds	Thank you for always being so punctual with our requests and fo bringing your humor when you help us out. We really appreciate it.	Brandice Mello
Lopez	Frank	Transfer Center	Thank you for all of your help with both of our fairs! You were fantastic!	Brandice Mello
<b>SBVC</b>				
Aguilera	Alejandra	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers

**Caring Hands Applause Cards - November 2016**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Batalo	Mandi	Art	Thank you for working with your students to design a great season pass! It helped make the SBVC 90th Anniversary Gala a success.	Karen Childers
Bratulin	Paul	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Dusick	Diane	RTVF	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Gideon	Angie	Library	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Hua	Henry	Office of Instruction	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Jenkins	Robert	Facilities and Maintenance	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Lea	Brandon	Culinary Arts	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success! The food was delicious, and the service was top notch.	Karen Childers
Luke	Dr. Craig	First Year Experience	Dr. Luke is a great professor who encourages to be successful in college. I always liked and appreciated the way he welcomes the class and how happy he is for us to be here. "I'm here to serve you guys" he says he every day.	Jason Bun, Student

**Caring Hands Applause Cards - November 2016**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Macedo	Luis	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Meyer	Chef Stacy	Culinary Arts	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success! The food was delicious, and the service was top notch.	Karen Childers
Munoz	Jose	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Pacheco	Ashley	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Pang	Sonja	Development and Community Relations	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Posada Alvarado	Gloria	Marketing	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Powell	Mike	Athletics	Thank you for your hard work in support of the SBVC 90th Anniversary Gala. You had a lot of nice things to say in the Athletics video!	Karen Childers
Rivera-Reza	Rosemary	Guardian Scholars	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Rodriguez	Diana	President's Office	Thank you for your work, support, and leadership in making the SBVC 90th Anniversary Gala a success!	Karen Childers

**Caring Hands Applause Cards - November 2016**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Rubio	David	Athletics	Thank you for all your hard work and support for the 90th Anniversary Gala!	Karen Childers
Sanchez	Phylcia	Development and Community Relations	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Schlinkert	Tamara	Culinary Arts	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success! The food was delicious, and the service was top notch.	Karen Childers
Scully	Matie	Music	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Shabazz	Ricky	Student Services Office	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers
Stark	Scott	Administrative Services Office	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success! Excellent auctioneering!	Karen Childers
Torres	Christina	Athletics	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success! You had a lot of nice things to say in the Athletics video!	Karen Childers
Treto	Pablo	Marketing	Thank you for your hard work in making the 90th Anniversary Gala a success!	Karen Childers
Valencia	Samantha	Development and Community Relations	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers



**Caring Hands Applause Cards - November 2016**

<b>LAST NAME</b>	<b>FIRST NAME</b>	<b>DIV/DEPT/OFFICE</b>	<b>Details of the Service</b>	<b>Recognized By</b>
Vandiver	Jason	Athletics	Thank you for your hard work in support of the SBVC 90th Anniversary Gala. You had a lot of nice things to say in the Athletics video!	Karen Childers
Weiss	Kay	Arts & Humanities	Thank you for your hard work in making the SBVC 90th Anniversary Gala a success!	Karen Childers

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Director of Fiscal Services  
**DATE:** November 10, 2016  
**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 2016-17 fiscal year through October 24, 2016. As of September 30, SBCCD was 31.8% through the fiscal year and had spent and/or encumbered approximately 32.0% of its budgeted general fund.

### **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

### **FINANCIAL IMPLICATIONS**

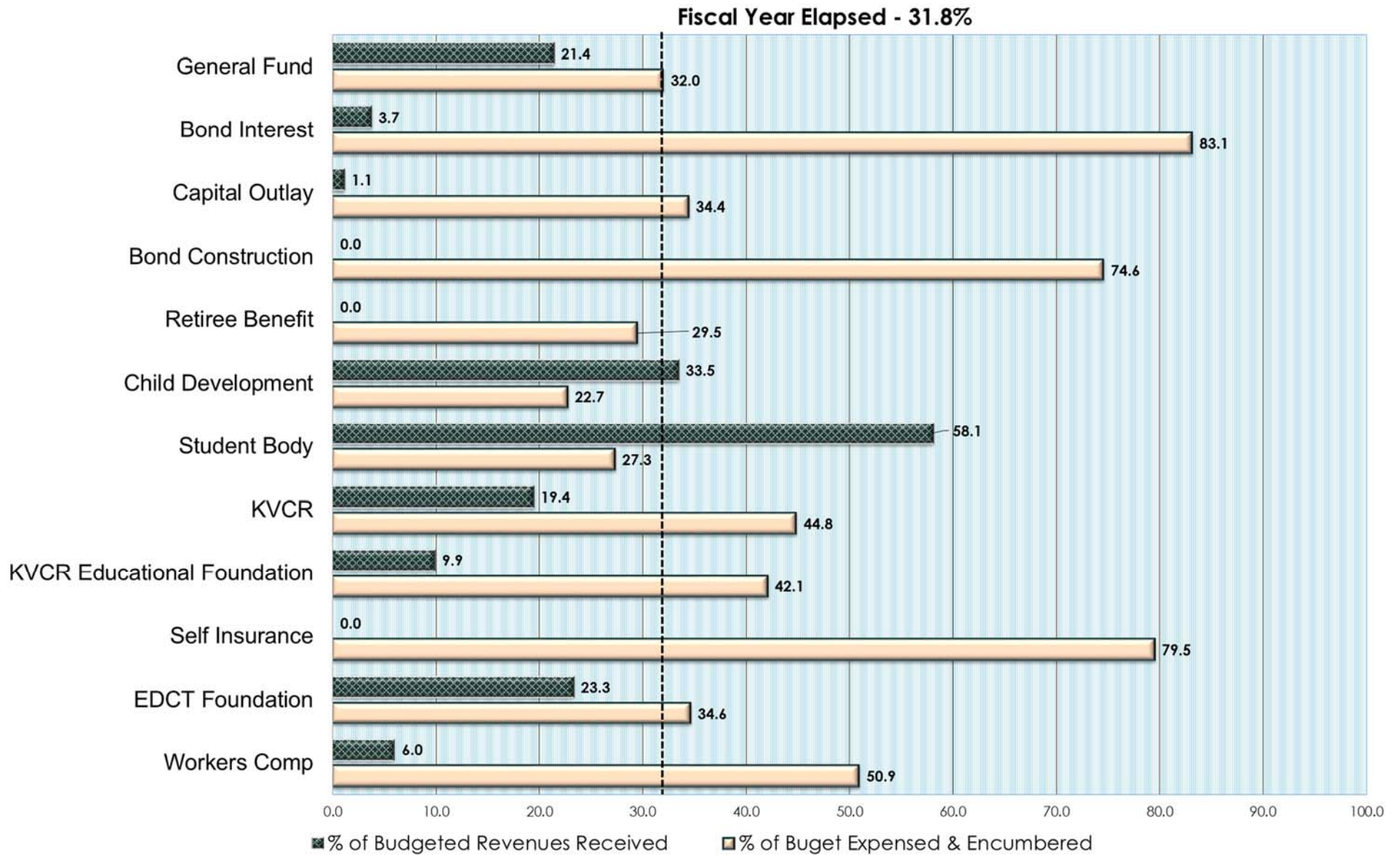
There are no financial implications.



## Budget Revenue & Expenditure Summary

Year to Date 10/24/2016  
31.8% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$141,889,371	\$ 30,346,153	21.4%	\$145,104,473	\$ 46,416,403	32.0%	
21 Bond Interest & Redemption	\$ 24,000,000	\$ 890,107	3.7%	\$ 24,000,000	\$ 19,952,987	83.1%	<i>Bond payment is made in September.</i>
41 Capital Outlay Projects	\$ 2,243,251	\$ 25,324	1.1%	\$ 10,981,789	\$ 3,782,351	34.4%	
42 Bond Construction	\$ -	\$ -	n/a	\$ 40,000,000	\$ 29,820,333	74.6%	<i>Encumbered amount is \$23.8 million.</i>
68 Retiree Benefit	\$ 100,000	\$ -	0.0%	\$ 366,500	\$ 108,068	29.5%	
72 Child Development	\$ 2,877,786	\$ 962,632	33.5%	\$ 2,877,786	\$ 654,330	22.7%	
73 Student Body Center Fee	\$ 293,352	\$ 170,311	58.1%	\$ 293,352	\$ 80,164	27.3%	
74 KVCR	\$ 5,471,893	\$ 1,063,550	19.4%	\$ 5,433,311	\$ 2,435,844	44.8%	<i>Encumbered amount is \$1.5 million.</i>
76 KVCR Educational Foundation	\$ 2,056,130	\$ 203,053	9.9%	\$ 2,038,659	\$ 857,874	42.1%	<i>Encumbered amount is \$292 thousand.</i>
78 Self Insurance-Liability	\$ 553,000	\$ -	0.0%	\$ 675,000	\$ 536,641	79.5%	<i>Premiums are paid in July.</i>
79 EDCT Foundation	\$ 228,996	\$ 53,333	23.3%	\$ 236,682	\$ 81,944	34.6%	
84 Workers Compensation	\$ 1,170,000	\$ 69,788	6.0%	\$ 1,170,000	\$ 595,794	50.9%	<i>Premiums are paid in July.</i>



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	3,769,838.77	166,832.00	166,832.00	4.4	0.00	3,603,006.77	95.5
8600.00 STATE REVENUES	109,659,640.04	26,010,793.26	26,010,793.26	23.7	0.00	83,648,846.78	76.2
8800.00 LOCAL REVENUES	28,287,891.89	4,162,819.30	4,162,819.30	14.7	0.00	24,125,072.59	85.2
8900.00 OTHER FINANCING SOURCES	172,000.00	5,708.56	5,708.56	3.3	0.00	166,291.44	96.6
TOTAL: 8000	141,889,370.70	30,346,153.12	30,346,153.12	21.3	0.00	111,543,217.58	78.6
1100.00 CONTRACT CLASSROOM INST.	17,531,812.48	3,419,078.80	3,419,078.80	19.5	0.00	14,112,733.68	80.4
1200.00 CONTRACT CERT. ADMINISTRATORS	9,657,189.02	2,381,714.77	2,381,714.77	24.6	0.00	7,275,474.25	75.3
1300.00 INSTRUCTORS DAY/HOURLY	12,402,891.33	2,801,676.57	2,801,676.57	22.5	0.00	9,601,214.76	77.4
1400.00 NON-INSTRUCTION HOURLY CERT.	2,681,618.47	529,313.55	529,313.55	19.7	0.00	2,152,304.92	80.2
TOTAL: 1000	42,273,511.30	9,131,783.69	9,131,783.69	21.6	0.00	33,141,727.61	78.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	20,612,449.62	4,851,475.43	4,851,475.43	23.5	0.00	15,760,974.19	76.4
2200.00 INSTRUCTIONAL AIDS	1,449,835.51	367,838.07	367,838.07	25.3	0.00	1,081,997.44	74.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	3,753,638.29	887,696.02	887,696.02	23.6	0.00	2,865,942.27	76.3
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,234,692.96	179,194.65	179,194.65	14.5	0.00	1,055,498.31	85.4
TOTAL: 2000	27,050,616.38	6,286,204.17	6,286,204.17	23.2	0.00	20,764,412.21	76.7
3100.00 CERTIFICATED RETIREMENT	4,810,157.55	977,123.68	977,123.68	20.3	0.00	3,833,033.87	79.6
3200.00 CLASSIFIED RETIREMENT	2,820,596.06	803,140.33	803,140.33	28.4	0.00	2,017,455.73	71.5
3300.00 OASDHI/FICA	2,524,753.25	598,103.71	598,103.71	23.6	0.00	1,926,649.54	76.3
3400.00 HEALTH AND WELFARE BENEFITS	10,628,936.75	2,253,477.71	2,253,477.71	21.2	0.00	8,375,459.04	78.7
3500.00 STATE UNEMPLOYMENT INSURANCE	61,155.13	7,631.29	7,631.29	12.4	0.00	53,523.84	87.5
3600.00 WORKERS COMPENSATION INSURANCE	999,740.25	247,800.00	247,800.00	24.7	0.00	751,940.25	75.2
3900.00 OTHER BENEFITS	233,146.49	65,150.37	65,150.37	27.9	0.00	167,996.12	72.0
TOTAL: 3000	22,078,485.48	4,952,427.09	4,952,427.09	22.4	0.00	17,126,058.39	77.5
4100.00 TEXTBOOKS	268,271.22	21,771.71	21,771.71	8.1	129,053.13	117,446.38	43.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	95,117.62	2,742.05	2,742.05	2.8	4,917.50	87,458.07	91.9
4300.00 INSTRUCTIONAL SUPPLIES	506,660.66	66,044.54	66,044.54	13.0	83,481.07	357,135.05	70.4
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	27,421.00	364.45	364.45	1.3	0.00	27,056.55	98.6
4500.00 NONINSTRUCTIONAL SUPPLIES	1,620,597.39	269,894.57	269,894.57	16.6	547,834.29	802,868.53	49.5
4700.00 FOOD SUPPLIES	225,441.20	12,153.96	12,153.96	5.3	84,457.54	128,829.70	57.1
TOTAL: 4000	2,743,509.09	372,971.28	372,971.28	13.5	849,743.53	1,520,794.28	55.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	20,117,420.71	5,133,689.71	5,133,689.71	25.5	10,150,543.23	4,833,187.77	24.0
5200.00 TRAVEL & CONFERENCE EXPENSES	1,539,813.01	192,247.69	192,247.69	12.4	337,894.68	1,009,670.64	65.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	475,817.42	55,352.35	55,352.35	11.6	118,796.75	301,668.32	63.4
5400.00 INSURANCES - DISTRICT USE	130,000.00	121,067.00	121,067.00	93.1	0.00	8,933.00	6.8
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,914,240.60	572,024.32	572,024.32	19.6	2,309,753.83	32,462.45	1.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	4,310,927.86	1,280,182.75	1,280,182.75	29.6	1,154,854.11	1,875,891.00	43.5
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	828,850.00	102,151.14	102,151.14	12.3	516,902.88	209,795.98	25.3
5800.00 OTHER OPERATING EXP-DIST. USE	12,194,906.06	380,559.03	380,559.03	3.1	401,913.38	11,412,433.65	93.5
TOTAL: 5000	42,511,975.66	7,837,273.99	7,837,273.99	18.4	14,990,658.86	19,684,042.81	46.3

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	136,658,097.91	28,580,660.22	28,580,660.22	20.9	15,840,402.39	92,237,035.30	67.4
6100.00 SITES & IMPROVEMENTS-DIST. USE	477,074.62	57,758.00	57,758.00	12.1	1,400.00	417,916.62	87.5
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	1,666,803.65	155,136.82	155,136.82	9.3	232,822.78	1,278,844.05	76.7
6300.00 LIBRARY BOOKS - EXPANSION	106,718.00	2,241.29	2,241.29	2.1	100,989.60	3,487.11	3.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,558,665.68	187,189.25	187,189.25	7.3	547,607.96	1,823,868.47	71.2
TOTAL: 6000	4,809,261.95	402,325.36	402,325.36	8.3	882,820.34	3,524,116.25	73.2
TOTAL: 1000-6999	141,467,359.86	28,982,985.58	28,982,985.58	20.4	16,723,222.73	95,761,151.55	67.6
7200.00 INTRAFUND TRANSFERS OUT	160,000.00	0.00	0.00	.0	0.00	160,000.00	100.0
7300.00 INTERFUND TRANSFERS	1,070,000.00	121,666.60	121,666.60	11.3	0.00	948,333.40	88.6
7400.00 OTHER TRANSFERS	1,310,000.00	0.00	0.00	.0	0.00	1,310,000.00	100.0
7500.00 OTHER OUTGO-STUDENT FIN AID	68,170.00	7,000.00	7,000.00	10.2	0.00	61,170.00	89.7
7600.00 OTHER STUDENT AID	1,028,943.39	209,452.88	209,452.88	20.3	372,075.02	447,415.49	43.4
TOTAL: 7000	3,637,113.39	338,119.48	338,119.48	9.2	372,075.02	2,926,918.89	80.4
TOTAL: 1000-7999	145,104,473.25	29,321,105.06	29,321,105.06	20.2	17,095,297.75	98,688,070.44	68.0

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	141,889,370.70	30,346,153.12	30,346,153.12	21.3	0.00	111,543,217.58	78.6
TOTAL:	1000-5999	136,658,097.91	28,580,660.22	28,580,660.22	20.9	15,840,402.39	92,237,035.30	67.4
TOTAL:	1000-6999	141,467,359.86	28,982,985.58	28,982,985.58	20.4	16,723,222.73	95,761,151.55	67.6
TOTAL:	1000-7999	145,104,473.25	29,321,105.06	29,321,105.06	20.2	17,095,297.75	98,688,070.44	68.0
TOTAL EXPENSES	(1000 - 7999)	145,104,473.25	29,321,105.06	29,321,105.06	20.2	17,095,297.75	98,688,070.44	68.0

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	2,700,000.00	834,943.40	834,943.40	30.9	0.00	1,865,056.60	69.0
8800.00 LOCAL REVENUES	18,300,000.00	55,163.23	55,163.23	.3	0.00	18,244,836.77	99.6
8900.00 OTHER FINANCING SOURCES	3,000,000.00	0.00	0.00	.0	0.00	3,000,000.00	100.0
TOTAL: 8000	24,000,000.00	890,106.63	890,106.63	3.7	0.00	23,109,893.37	96.2
7100.00 DEBT RETIREMENT	24,000,000.00	19,952,987.20	19,952,987.20	83.1	0.00	4,047,012.80	16.8
TOTAL: 7000	24,000,000.00	19,952,987.20	19,952,987.20	83.1	0.00	4,047,012.80	16.8
TOTAL: 1000-7999	24,000,000.00	19,952,987.20	19,952,987.20	83.1	0.00	4,047,012.80	16.8



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)	24,000,000.00	890,106.63	890,106.63	3.7	0.00	23,109,893.37	96.2
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	24,000,000.00	19,952,987.20	19,952,987.20	83.1	0.00	4,047,012.80	16.8
TOTAL EXPENSES	(1000 - 7999)	24,000,000.00	19,952,987.20	19,952,987.20	83.1	0.00	4,047,012.80	16.8

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	883,838.45	0.00	0.00	.0	0.00	883,838.45	100.0
8800.00 LOCAL REVENUES	1,359,413.00	25,324.00	25,324.00	1.8	0.00	1,334,089.00	98.1
TOTAL: 8000	2,243,251.45	25,324.00	25,324.00	1.1	0.00	2,217,927.45	98.8
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	102,018.05	17,295.74	17,295.74	16.9	0.00	84,722.31	83.0
TOTAL: 2000	102,018.05	17,295.74	17,295.74	16.9	0.00	84,722.31	83.0
3200.00 CLASSIFIED RETIREMENT	12,833.87	2,402.04	2,402.04	18.7	0.00	10,431.83	81.2
3300.00 OASDHI /FICA	7,841.10	1,329.25	1,329.25	16.9	0.00	6,511.85	83.0
3400.00 HEALTH AND WELFARE BENEFITS	12,915.95	2,113.26	2,113.26	16.3	0.00	10,802.69	83.6
3500.00 STATE UNEMPLOYMENT INSURANCE	51.25	8.69	8.69	16.9	0.00	42.56	83.0
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	200.00	200.00	16.6	0.00	1,000.00	83.3
3900.00 OTHER BENEFITS	58.94	6.46	6.46	10.9	0.00	52.48	89.0
TOTAL: 3000	34,901.11	6,059.70	6,059.70	17.3	0.00	28,841.41	82.6
4700.00 FOOD SUPPLIES	5,000.00	362.03	362.03	7.2	113.57	4,524.40	90.4
TOTAL: 4000	5,000.00	362.03	362.03	7.2	113.57	4,524.40	90.4
5100.00 PERSON&CONSULTANT SVC-DIST USE	3,295,025.00	359,971.26	359,971.26	10.9	2,504,482.37	430,571.37	13.0
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	80.00	80.00	16.6	0.00	400.00	83.3
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	337,720.15	36,775.45	36,775.45	10.8	18,556.64	282,388.06	83.6
5800.00 OTHER OPERATING EXP-DIST. USE	133,000.00	0.00	0.00	.0	0.00	133,000.00	100.0
TOTAL: 5000	3,766,225.15	396,826.71	396,826.71	10.5	2,523,039.01	846,359.43	22.4
TOTAL: 1000-5999	3,908,144.31	420,544.18	420,544.18	10.7	2,523,152.58	964,447.55	24.6
6100.00 SITES & IMPROVEMENTS-DIST. USE	3,436,560.37	23,501.77-	23,501.77-	.0	266,571.29	3,193,490.85	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	2,416,000.00	61,899.97	61,899.97	2.5	157,113.92	2,196,986.11	90.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,221,084.00	329,700.46	329,700.46	27.0	46,870.57	844,512.97	69.1
TOTAL: 6000	7,073,644.37	368,098.66	368,098.66	5.2	470,555.78	6,234,989.93	88.1
TOTAL: 1000-6999	10,981,788.68	788,642.84	788,642.84	7.1	2,993,708.36	7,199,437.48	65.5

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,243,251.45	25,324.00	25,324.00	1.1	0.00	2,217,927.45	98.8
TOTAL:	1000-5999	3,908,144.31	420,544.18	420,544.18	10.7	2,523,152.58	964,447.55	24.6
TOTAL:	1000-6999	10,981,788.68	788,642.84	788,642.84	7.1	2,993,708.36	7,199,437.48	65.5
TOTAL:	1000-7999	10,981,788.68	788,642.84	788,642.84	7.1	2,993,708.36	7,199,437.48	65.5
TOTAL EXPENSES	(1000 - 7999)	10,981,788.68	788,642.84	788,642.84	7.1	2,993,708.36	7,199,437.48	65.5

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,054,385.00	66,097.53	66,097.53	6.2	377,263.62	611,023.85	57.9
5400.00 INSURANCES - DISTRICT USE	248,000.00	204,124.42	204,124.42	82.3	204,124.42	160,248.84	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	65,500.02	38,383.45	38,383.45	58.6	9,156.67	17,959.90	27.4
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	264,400.00	0.00	0.00	.0	95,600.00	168,800.00	63.8
5800.00 OTHER OPERATING EXP-DIST. USE	3,941,906.49	10.00-	10.00-	.0	50,000.00	3,891,916.49	100.0
TOTAL: 5000	5,574,191.51	308,595.40	308,595.40	5.5	736,144.71	4,529,451.40	81.2
TOTAL: 1000-5999	5,574,191.51	308,595.40	308,595.40	5.5	736,144.71	4,529,451.40	81.2
6100.00 SITES & IMPROVEMENTS-DIST. USE	109,420.00	84,613.00	84,613.00	77.3	5,692.17	19,114.83	17.4
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	31,725,088.51	5,072,614.86	5,072,614.86	15.9	22,953,872.09	3,698,601.56	11.6
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,591,299.98	521,476.39	521,476.39	20.1	137,323.98	1,932,499.61	74.5
TOTAL: 6000	34,425,808.49	5,678,704.25	5,678,704.25	16.4	23,096,888.24	5,650,216.00	16.4
TOTAL: 1000-6999	40,000,000.00	5,987,299.65	5,987,299.65	14.9	23,833,032.95	10,179,667.40	25.4

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)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	5,574,191.51	308,595.40	308,595.40	5.5	736,144.71	4,529,451.40	81.2
TOTAL:	1000-6999	40,000,000.00	5,987,299.65	5,987,299.65	14.9	23,833,032.95	10,179,667.40	25.4
TOTAL:	1000-7999	40,000,000.00	5,987,299.65	5,987,299.65	14.9	23,833,032.95	10,179,667.40	25.4
TOTAL EXPENSES	(1000 - 7999)	40,000,000.00	5,987,299.65	5,987,299.65	14.9	23,833,032.95	10,179,667.40	25.4

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	100,000.00	0.00	0.00	.0	0.00	100,000.00	100.0
TOTAL: 8000	100,000.00	0.00	0.00	.0	0.00	100,000.00	100.0
3300.00 OASDHI /FICA	1,000.00	29.04	29.04	2.9	0.00	970.96	97.0
3400.00 HEALTH AND WELFARE BENEFITS	355,000.00	106,038.15	106,038.15	29.8	0.00	248,961.85	70.1
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	1.04	1.04	100.0	0.00	1.04-	.0
3900.00 OTHER BENEFITS	10,500.00	2,000.00	2,000.00	19.0	0.00	8,500.00	80.9
TOTAL: 3000	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5
TOTAL: 1000-5999	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5

Fund: 68 RETIREE BENEFIT FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDED/	UNENCUMBERED	
=====		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====						
SUMMARY BY OBJECT								
=====		=====						
TOTAL INCOME	(8000 - 8999)	100,000.00	0.00	0.00	.0	0.00	100,000.00	100.0
TOTAL:	1000-5999	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5
TOTAL:	1000-6999	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5
TOTAL:	1000-7999	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5
TOTAL EXPENSES	(1000 - 7999)	366,500.00	108,068.23	108,068.23	29.4	0.00	258,431.77	70.5

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	167,710.00	31,931.05	31,931.05	19.0	0.00	135,778.95	80.9
8600.00 STATE REVENUES	2,502,076.00	882,843.83	882,843.83	35.2	0.00	1,619,232.17	64.7
8800.00 LOCAL REVENUES	208,000.00	47,856.92	47,856.92	23.0	0.00	160,143.08	76.9
TOTAL: 8000	2,877,786.00	962,631.80	962,631.80	33.4	0.00	1,915,154.20	66.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,304,085.41	261,599.50	261,599.50	20.0	0.00	1,042,485.91	79.9
2300.00 NON-INSTRUCTION HOURLY CLASS.	520,392.34	88,771.11	88,771.11	17.0	0.00	431,621.23	82.9
TOTAL: 2000	1,824,477.75	350,370.61	350,370.61	19.2	0.00	1,474,107.14	80.7
3100.00 CERTIFICATED RETIREMENT	0.00	7,782.46	7,782.46	100.0	0.00	7,782.46	.0
3200.00 CLASSIFIED RETIREMENT	145,718.55	28,781.35	28,781.35	19.7	0.00	116,937.20	80.2
3300.00 OASDHI/FICA	101,125.14	17,205.17	17,205.17	17.0	0.00	83,919.97	82.9
3400.00 HEALTH AND WELFARE BENEFITS	457,070.22	107,854.70	107,854.70	23.5	0.00	349,215.52	76.4
3500.00 STATE UNEMPLOYMENT INSURANCE	650.25	149.50	149.50	22.9	0.00	500.75	77.0
3600.00 WORKERS COMPENSATION INSURANCE	48,875.00	12,000.00	12,000.00	24.5	0.00	36,875.00	75.4
3900.00 OTHER BENEFITS	17,400.74	2,679.24	2,679.24	15.3	0.00	14,721.50	84.6
TOTAL: 3000	770,839.90	176,452.42	176,452.42	22.8	0.00	594,387.48	77.1
4300.00 INSTRUCTIONAL SUPPLIES	44,470.00	2,200.84	2,200.84	4.9	13,270.16	28,999.00	65.2
4500.00 NONINSTRUCTIONAL SUPPLIES	86,618.00	6,053.74	6,053.74	6.9	20,607.64	59,956.62	69.2
4700.00 FOOD SUPPLIES	88,303.32	25,037.47	25,037.47	28.3	55,275.95	7,989.90	9.0
TOTAL: 4000	219,391.32	33,292.05	33,292.05	15.1	89,153.75	96,945.52	44.1
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	1,160.00	0.00	0.00	.0	0.00	1,160.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	56,217.03	604.50	604.50	1.0	0.00	55,612.53	98.9
TOTAL: 5000	57,377.03	604.50	604.50	1.0	0.00	56,772.53	98.9
TOTAL: 1000-5999	2,872,086.00	560,719.58	560,719.58	19.5	89,153.75	2,222,212.67	77.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	5,700.00	1,619.99	1,619.99	28.4	2,836.08	1,243.93	21.8
TOTAL: 6000	5,700.00	1,619.99	1,619.99	28.4	2,836.08	1,243.93	21.8
TOTAL: 1000-6999	2,877,786.00	562,339.57	562,339.57	19.5	91,989.83	2,223,456.60	77.2



Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,877,786.00	962,631.80	962,631.80	33.4	0.00	1,915,154.20	66.5
TOTAL:	1000-5999	2,872,086.00	560,719.58	560,719.58	19.5	89,153.75	2,222,212.67	77.3
TOTAL:	1000-6999	2,877,786.00	562,339.57	562,339.57	19.5	91,989.83	2,223,456.60	77.2
TOTAL:	1000-7999	2,877,786.00	562,339.57	562,339.57	19.5	91,989.83	2,223,456.60	77.2
TOTAL EXPENSES	(1000 - 7999)	2,877,786.00	562,339.57	562,339.57	19.5	91,989.83	2,223,456.60	77.2

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	293,352.00	170,310.75	170,310.75	58.0	0.00	123,041.25	41.9
TOTAL: 8000	293,352.00	170,310.75	170,310.75	58.0	0.00	123,041.25	41.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	99,982.53	24,891.00	24,891.00	24.8	0.00	75,091.53	75.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	11,875.00	11,875.00	21.9	0.00	42,125.00	78.0
TOTAL: 2000	153,982.53	36,766.00	36,766.00	23.8	0.00	117,216.53	76.1
3200.00 CLASSIFIED RETIREMENT	12,477.16	3,456.87	3,456.87	27.7	0.00	9,020.29	72.2
3300.00 OASDHI/FICA	7,648.65	1,848.18	1,848.18	24.1	0.00	5,800.47	75.8
3400.00 HEALTH AND WELFARE BENEFITS	32,289.86	8,244.74	8,244.74	25.5	0.00	24,045.12	74.4
3500.00 STATE UNEMPLOYMENT INSURANCE	49.99	12.10	12.10	24.2	0.00	37.89	75.7
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	750.00	750.00	25.0	0.00	2,250.00	75.0
3900.00 OTHER BENEFITS	147.36	24.24	24.24	16.4	0.00	123.12	83.5
TOTAL: 3000	55,613.02	14,336.13	14,336.13	25.7	0.00	41,276.89	74.2
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	13,500.00	3,389.83	3,389.83	25.1	0.00	10,110.17	74.8
TOTAL: 4000	14,000.00	3,389.83	3,389.83	24.2	0.00	10,610.17	75.7
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	30,000.00	1,172.20	1,172.20	3.9	0.00	28,827.80	96.0
5800.00 OTHER OPERATING EXP-DIST. USE	15,256.45	0.00	0.00	.0	0.00	15,256.45	100.0
TOTAL: 5000	45,256.45	1,172.20	1,172.20	2.5	0.00	44,084.25	97.4
TOTAL: 1000-5999	268,852.00	55,664.16	55,664.16	20.7	0.00	213,187.84	79.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	24,500.00	24,500.00	24,500.00	100.0	0.00	0.00	.0
TOTAL: 6000	24,500.00	24,500.00	24,500.00	100.0	0.00	0.00	.0
TOTAL: 1000-6999	293,352.00	80,164.16	80,164.16	27.3	0.00	213,187.84	72.6

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)	293,352.00	170,310.75	170,310.75	58.0	0.00	123,041.25	41.9
TOTAL:	1000-5999	268,852.00	55,664.16	55,664.16	20.7	0.00	213,187.84	79.2
TOTAL:	1000-6999	293,352.00	80,164.16	80,164.16	27.3	0.00	213,187.84	72.6
TOTAL:	1000-7999	293,352.00	80,164.16	80,164.16	27.3	0.00	213,187.84	72.6
TOTAL EXPENSES	(1000 - 7999)	293,352.00	80,164.16	80,164.16	27.3	0.00	213,187.84	72.6

Fund: 74 KVCR FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	4,216,563.45	595,216.78	595,216.78	14.1	0.00	3,621,346.67	85.8
8900.00 OTHER FINANCING SOURCES	1,255,330.00	468,333.30	468,333.30	37.3	0.00	786,996.70	62.6
TOTAL: 8000	5,471,893.45	1,063,550.08	1,063,550.08	19.4	0.00	4,408,343.37	80.5
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,325,726.70	278,354.08	278,354.08	20.9	0.00	1,047,372.62	79.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	544,000.00	130,692.25	130,692.25	24.0	0.00	413,307.75	75.9
TOTAL: 2000	1,869,726.70	409,046.33	409,046.33	21.8	0.00	1,460,680.37	78.1
3200.00 CLASSIFIED RETIREMENT	165,118.00	51,526.49	51,526.49	31.2	0.00	113,591.51	68.7
3300.00 OASDHI/FICA	101,418.08	29,364.24	29,364.24	28.9	0.00	72,053.84	71.0
3400.00 HEALTH AND WELFARE BENEFITS	303,695.82	60,136.32	60,136.32	19.8	0.00	243,559.50	80.1
3500.00 STATE UNEMPLOYMENT INSURANCE	662.86	203.99	203.99	30.7	0.00	458.87	69.2
3600.00 WORKERS COMPENSATION INSURANCE	28,950.00	6,656.25	6,656.25	22.9	0.00	22,293.75	77.0
3900.00 OTHER BENEFITS	11,322.02	1,738.89	1,738.89	15.3	0.00	9,583.13	84.6
TOTAL: 3000	611,166.78	149,626.18	149,626.18	24.4	0.00	461,540.60	75.5
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	300.00	0.00	0.00	.0	0.00	300.00	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	34,700.00	4,301.98	4,301.98	12.3	20,147.60	10,250.42	29.5
4700.00 FOOD SUPPLIES	10,500.00	55.60	55.60	.5	112.10	10,332.30	98.4
TOTAL: 4000	48,000.00	4,357.58	4,357.58	9.0	20,259.70	23,382.72	48.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	87,079.00	8,873.83	8,873.83	10.1	34,696.54	43,508.63	49.9
5200.00 TRAVEL & CONFERENCE EXPENSES	68,100.00	11,791.60	11,791.60	17.3	23,815.07	32,493.33	47.7
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	75,500.00	13,766.66	13,766.66	18.2	29,510.93	32,222.41	42.6
5400.00 INSURANCES - DISTRICT USE	10,500.00	0.00	0.00	.0	3,905.00	6,595.00	62.8
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	258,844.00	38,547.19	38,547.19	14.8	123,005.54	97,291.27	37.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	512,359.00	78,739.09	78,739.09	15.3	194,660.91	238,959.00	46.6
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	74,000.00	0.00	0.00	.0	17,300.00	56,700.00	76.6
5800.00 OTHER OPERATING EXP-DIST. USE	1,443,786.45	123,479.90	123,479.90	8.5	942,998.19	377,308.36	26.1
TOTAL: 5000	2,530,168.45	275,198.27	275,198.27	10.8	1,369,892.18	885,078.00	34.9
TOTAL: 1000-5999	5,059,061.93	838,228.36	838,228.36	16.5	1,390,151.88	2,830,681.69	55.9
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	264,874.00	105,576.48	105,576.48	39.8	101,887.07	57,410.45	21.6
TOTAL: 6000	264,874.00	105,576.48	105,576.48	39.8	101,887.07	57,410.45	21.6
TOTAL: 1000-6999	5,323,935.93	943,804.84	943,804.84	17.7	1,492,038.95	2,888,092.14	54.2
7200.00 INTRAFUND TRANSFERS OUT	109,375.00	0.00	0.00	.0	0.00	109,375.00	100.0
TOTAL: 7000	109,375.00	0.00	0.00	.0	0.00	109,375.00	100.0
TOTAL: 1000-7999	5,433,310.93	943,804.84	943,804.84	17.3	1,492,038.95	2,997,467.14	55.1

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	5,471,893.45	1,063,550.08	1,063,550.08	19.4	0.00	4,408,343.37	80.5
TOTAL:	1000-5999	5,059,061.93	838,228.36	838,228.36	16.5	1,390,151.88	2,830,681.69	55.9
TOTAL:	1000-6999	5,323,935.93	943,804.84	943,804.84	17.7	1,492,038.95	2,888,092.14	54.2
TOTAL:	1000-7999	5,433,310.93	943,804.84	943,804.84	17.3	1,492,038.95	2,997,467.14	55.1
TOTAL EXPENSES	(1000 - 7999)	5,433,310.93	943,804.84	943,804.84	17.3	1,492,038.95	2,997,467.14	55.1

Fund: 76 KVCR EDUCATIONAL FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	2,056,129.97	203,053.29	203,053.29	9.8	0.00	1,853,076.68	90.1
TOTAL: 8000	2,056,129.97	203,053.29	203,053.29	9.8	0.00	1,853,076.68	90.1
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	183,177.57	45,530.10	45,530.10	24.8	0.00	137,647.47	75.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	181,716.14	34,877.50	34,877.50	19.1	0.00	146,838.64	80.8
TOTAL: 2000	364,893.71	80,407.60	80,407.60	22.0	0.00	284,486.11	77.9
3200.00 CLASSIFIED RETIREMENT	22,886.49	10,926.42	10,926.42	47.7	0.00	11,960.07	52.2
3300.00 OASDHI/FICA	13,990.13	5,982.91	5,982.91	42.7	0.00	8,007.22	57.2
3400.00 HEALTH AND WELFARE BENEFITS	54,854.78	7,960.83	7,960.83	14.5	0.00	46,893.95	85.4
3500.00 STATE UNEMPLOYMENT INSURANCE	91.44	40.04	40.04	43.7	0.00	51.40	56.2
3600.00 WORKERS COMPENSATION INSURANCE	3,375.00	843.75	843.75	25.0	0.00	2,531.25	75.0
3900.00 OTHER BENEFITS	915.78	38.07	38.07	4.1	0.00	877.71	95.8
TOTAL: 3000	96,113.62	25,792.02	25,792.02	26.8	0.00	70,321.60	73.1
4500.00 NONINSTRUCTIONAL SUPPLIES	21,000.00	92.46-	92.46-	.0	2,195.94	18,896.52	100.0
4700.00 FOOD SUPPLIES	4,200.00	0.00	0.00	.0	261.94	3,938.06	93.7
TOTAL: 4000	25,200.00	92.46-	92.46-	.0	2,457.88	22,834.58	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	269,000.00	6,660.69	6,660.69	2.4	90,002.44	172,336.87	64.0
5200.00 TRAVEL & CONFERENCE EXPENSES	6,850.00	104.98	104.98	1.5	216.22	6,528.80	95.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	53,500.00	12,400.00	12,400.00	23.1	0.00	41,100.00	76.8
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	25,500.00	30.00	30.00	.1	17,982.32	7,487.68	29.3
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	16,883.00	0.00	0.00	.0	9,000.00	7,883.00	46.6
5800.00 OTHER OPERATING EXP-DIST. USE	339,428.83	40,960.90	40,960.90	12.0	164,473.21	133,994.72	39.4
TOTAL: 5000	711,161.83	60,156.57	60,156.57	8.4	281,674.19	369,331.07	51.9
TOTAL: 1000-5999	1,197,369.16	166,263.73	166,263.73	13.8	284,132.07	746,973.36	62.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	15,335.00	0.00	0.00	.0	7,478.21	7,856.79	51.2
TOTAL: 6000	15,335.00	0.00	0.00	.0	7,478.21	7,856.79	51.2
TOTAL: 1000-6999	1,212,704.16	166,263.73	166,263.73	13.7	291,610.28	754,830.15	62.2
7300.00 INTERFUND TRANSFERS	825,955.00	400,000.00	400,000.00	48.4	0.00	425,955.00	51.5
TOTAL: 7000	825,955.00	400,000.00	400,000.00	48.4	0.00	425,955.00	51.5
TOTAL: 1000-7999	2,038,659.16	566,263.73	566,263.73	27.7	291,610.28	1,180,785.15	57.9

Fund: 76 KVCR EDUCATIONAL FOUNDATION SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,056,129.97	203,053.29	203,053.29	9.8	0.00	1,853,076.68	90.1
TOTAL:	1000-5999	1,197,369.16	166,263.73	166,263.73	13.8	284,132.07	746,973.36	62.3
TOTAL:	1000-6999	1,212,704.16	166,263.73	166,263.73	13.7	291,610.28	754,830.15	62.2
TOTAL:	1000-7999	2,038,659.16	566,263.73	566,263.73	27.7	291,610.28	1,180,785.15	57.9
TOTAL EXPENSES	(1000 - 7999)	2,038,659.16	566,263.73	566,263.73	27.7	291,610.28	1,180,785.15	57.9

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	0.00	0.00	.0	0.00	3,000.00	100.0
8900.00 OTHER FINANCING SOURCES	550,000.00	0.00	0.00	.0	0.00	550,000.00	100.0
TOTAL: 8000	553,000.00	0.00	0.00	.0	0.00	553,000.00	100.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	15,000.00	0.02	0.02	.0	10,000.00	4,999.98	33.3
5400.00 INSURANCES - DISTRICT USE	410,000.00	451,641.00	451,641.00	100.0	0.00	41,641.00-	.0
5800.00 OTHER OPERATING EXP-DIST. USE	250,000.00	0.00	0.00	.0	75,000.00	175,000.00	70.0
TOTAL: 5000	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4
TOTAL: 1000-5999	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4



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)	553,000.00	0.00	0.00	.0	0.00	553,000.00	100.0
TOTAL:	1000-5999	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4
TOTAL:	1000-6999	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4
TOTAL:	1000-7999	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4
TOTAL EXPENSES	(1000 - 7999)	675,000.00	451,641.02	451,641.02	66.9	85,000.00	138,358.98	20.4

Fund: 79 EDCT FOUNDATION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	28,996.00	0.00	0.00	.0	0.00	28,996.00	100.0
8900.00 OTHER FINANCING SOURCES	200,000.00	53,333.30	53,333.30	26.6	0.00	146,666.70	73.3
TOTAL: 8000	228,996.00	53,333.30	53,333.30	23.2	0.00	175,662.70	76.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	127,423.71	24,398.46	24,398.46	19.1	0.00	103,025.25	80.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	8,996.00	0.00	0.00	.0	0.00	8,996.00	100.0
TOTAL: 2000	136,419.71	24,398.46	24,398.46	17.8	0.00	112,021.25	82.1
3200.00 CLASSIFIED RETIREMENT	12,570.40	3,388.47	3,388.47	26.9	0.00	9,181.93	73.0
3300.00 OASDHI/FICA	7,644.16	1,824.42	1,824.42	23.8	0.00	5,819.74	76.1
3400.00 HEALTH AND WELFARE BENEFITS	21,144.93	3,962.37	3,962.37	18.7	0.00	17,182.56	81.2
3500.00 STATE UNEMPLOYMENT INSURANCE	49.96	11.93	11.93	23.8	0.00	38.03	76.1
3600.00 WORKERS COMPENSATION INSURANCE	1,500.00	375.00	375.00	25.0	0.00	1,125.00	75.0
3900.00 OTHER BENEFITS	73.68	12.12	12.12	16.4	0.00	61.56	83.5
TOTAL: 3000	42,983.13	9,574.31	9,574.31	22.2	0.00	33,408.82	77.7
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	500.00	0.00	0.00	.0	0.00	500.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	3,000.00	0.00	0.00	.0	1,000.00	2,000.00	66.6
4700.00 FOOD SUPPLIES	6,000.00	0.00	0.00	.0	551.19	5,448.81	90.8
TOTAL: 4000	9,500.00	0.00	0.00	.0	1,551.19	7,948.81	83.6
5100.00 PERSON&CONSULTANT SVC-DIST USE	7,000.00	0.00	0.00	.0	0.00	7,000.00	100.0
5200.00 TRAVEL & CONFERENCE EXPENSES	9,750.00	1,494.73	1,494.73	15.3	5,243.00	3,012.27	30.8
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	4,000.00	50.00	50.00	1.2	0.00	3,950.00	98.7
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	600.00	76.02	76.02	12.6	523.98	0.00	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	8,260.00	0.00	0.00	.0	30,412.00	22,152.00-	.0
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	10,000.00	0.00	0.00	.0	6,000.00	4,000.00	40.0
5800.00 OTHER OPERATING EXP-DIST. USE	5,569.00	0.00	0.00	.0	1,500.00	4,069.00	73.0
TOTAL: 5000	45,179.00	1,620.75	1,620.75	3.5	43,678.98	120.73-	.0
TOTAL: 1000-5999	234,081.84	35,593.52	35,593.52	15.2	45,230.17	153,258.15	65.4
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	2,600.00	1,120.54	1,120.54	43.0	0.00	1,479.46	56.9
TOTAL: 6000	2,600.00	1,120.54	1,120.54	43.0	0.00	1,479.46	56.9
TOTAL: 1000-6999	236,681.84	36,714.06	36,714.06	15.5	45,230.17	154,737.61	65.3

Fund: 79 EDCT FOUNDATION

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	228,996.00	53,333.30	53,333.30	23.2	0.00	175,662.70	76.7
TOTAL:	1000-5999	234,081.84	35,593.52	35,593.52	15.2	45,230.17	153,258.15	65.4
TOTAL:	1000-6999	236,681.84	36,714.06	36,714.06	15.5	45,230.17	154,737.61	65.3
TOTAL:	1000-7999	236,681.84	36,714.06	36,714.06	15.5	45,230.17	154,737.61	65.3
TOTAL EXPENSES	(1000 - 7999)	236,681.84	36,714.06	36,714.06	15.5	45,230.17	154,737.61	65.3

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,170,000.00	69,787.71	69,787.71	5.9	0.00	1,100,212.29	94.0
TOTAL: 8000	1,170,000.00	69,787.71	69,787.71	5.9	0.00	1,100,212.29	94.0
5100.00 PERSON&CONSULTANT SVC-DIST USE	300,000.00	46,300.00	46,300.00	15.4	197,960.00	55,740.00	18.5
5400.00 INSURANCES - DISTRICT USE	190,000.00	145,749.00	145,749.00	76.7	29,251.00	15,000.00	7.8
5800.00 OTHER OPERATING EXP-DIST. USE	680,000.00	147,786.71	147,786.71	21.7	28,747.07	503,466.22	74.0
TOTAL: 5000	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0
TOTAL: 1000-5999	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,170,000.00	69,787.71	69,787.71	5.9	0.00	1,100,212.29	94.0
TOTAL:	1000-5999	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0
TOTAL:	1000-6999	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0
TOTAL:	1000-7999	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0
TOTAL EXPENSES	(1000 - 7999)	1,170,000.00	339,835.71	339,835.71	29.0	255,958.07	574,206.22	49.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	30,000.00	4,095.95	4,095.95	13.6	0.00	25,904.05	86.3
8600.00 STATE REVENUES	34,719,158.00	9,850,880.69	9,850,880.69	28.3	0.00	24,868,277.31	71.6
8800.00 LOCAL REVENUES	16,487,965.16	270,472.13	270,472.13	1.6	0.00	16,217,493.03	98.3
TOTAL: 8000	51,237,123.16	10,125,448.77	10,125,448.77	19.7	0.00	41,111,674.39	80.2
1100.00 CONTRACT CLASSROOM INST.	12,154,655.63	2,332,649.93	2,332,649.93	19.1	0.00	9,822,005.70	80.8
1200.00 CONTRACT CERT. ADMINI STRATORS	3,935,338.17	888,636.51	888,636.51	22.5	0.00	3,046,701.66	77.4
1300.00 INSTRUCTORS DAY/HOURLY	8,718,935.00	1,904,336.16	1,904,336.16	21.8	0.00	6,814,598.84	78.1
1400.00 NON-INSTRUCTION HOURLY CERT.	298,857.00	59,577.50	59,577.50	19.9	0.00	239,279.50	80.0
TOTAL: 1000	25,107,785.80	5,185,200.10	5,185,200.10	20.6	0.00	19,922,585.70	79.3
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,815,635.58	1,647,005.85	1,647,005.85	24.1	0.00	5,168,629.73	75.8
2200.00 INSTRUCTIONAL AIDS	849,266.44	209,906.24	209,906.24	24.7	0.00	639,360.20	75.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	531,268.00	176,498.51	176,498.51	33.2	0.00	354,769.49	66.7
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	332,919.00	32,666.14	32,666.14	9.8	0.00	300,252.86	90.1
TOTAL: 2000	8,529,089.02	2,066,076.74	2,066,076.74	24.2	0.00	6,463,012.28	75.7
3100.00 CERTIFICATED RETIREMENT	2,999,414.93	560,448.60	560,448.60	18.6	0.00	2,438,966.33	81.3
3200.00 CLASSIFIED RETIREMENT	965,475.92	286,436.10	286,436.10	29.6	0.00	679,039.82	70.3
3300.00 OASDHI /FICA	1,014,890.64	238,766.88	238,766.88	23.5	0.00	776,123.76	76.4
3400.00 HEALTH AND WELFARE BENEFITS	4,802,274.45	1,076,671.31	1,076,671.31	22.4	0.00	3,725,603.14	77.5
3500.00 STATE UNEMPLOYMENT INSURANCE	15,555.43	3,605.34	3,605.34	23.1	0.00	11,950.09	76.8
3600.00 WORKERS COMPENSATION INSURANCE	475,615.50	117,009.92	117,009.92	24.6	0.00	358,605.58	75.3
3900.00 OTHER BENEFITS	109,462.22	28,313.15	28,313.15	25.8	0.00	81,149.07	74.1
TOTAL: 3000	10,382,689.09	2,311,251.30	2,311,251.30	22.2	0.00	8,071,437.79	77.7
4100.00 TEXTBOOKS	3,497.00	0.00	0.00	.0	0.00	3,497.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	4,497.83	420.27	420.27	9.3	650.00	3,427.56	76.2
4300.00 INSTRUCTI ONAL SUPPLIES	50,421.00	3,631.79	3,631.79	7.2	11,030.68	35,758.53	70.9
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	6,398.00	285.35	285.35	4.4	0.00	6,112.65	95.5
4500.00 NONI NSTRUCTI ONAL SUPPLIES	514,852.00	123,074.23	123,074.23	23.9	217,989.11	173,788.66	33.7
4700.00 FOOD SUPPLIES	37,900.00	4,868.24	4,868.24	12.8	11,657.69	21,374.07	56.3
TOTAL: 4000	617,565.83	132,279.88	132,279.88	21.4	241,327.48	243,958.47	39.5
5100.00 PERSON&CONSULTANT SVC-DI ST USE	887,010.00	26,424.32	26,424.32	2.9	753,464.48	107,121.20	12.0
5200.00 TRAVEL & CONFERENCE EXPENSES	146,454.17	20,100.06	20,100.06	13.7	32,518.31	93,835.80	64.0
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	189,109.53	45,750.41	45,750.41	.0	27,562.81	207,297.13	100.0
5500.00 UTI LI TIES & HOUSEKEEP-DI ST. USE	1,862,375.00	438,895.42	438,895.42	23.5	1,497,605.07	74,125.49	.0
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	1,017,413.00	222,600.24	222,600.24	21.8	367,106.20	427,706.56	42.0
5800.00 OTHER OPERATING EXP-DI ST. USE	606,544.47	41,120.33	41,120.33	6.7	216,868.70	348,555.44	57.4
TOTAL: 5000	4,708,906.17	703,389.96	703,389.96	14.9	2,895,125.57	1,110,390.64	23.5
TOTAL: 1000-5999	49,346,035.91	10,398,197.98	10,398,197.98	21.0	3,136,453.05	35,811,384.88	72.5
6200.00 BUI LDI NGS&I MPROVEMENT-DI ST. USE	78,448.00	12,623.50	12,623.50	.0	27,070.49	64,001.01	100.0

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)	380,903.00	14,331.32	14,331.32	3.7	253,529.30	113,042.38	29.6
TOTAL: 6000	459,351.00	1,707.82	1,707.82	.3	280,599.79	177,043.39	38.5
TOTAL: 1000-6999	49,805,386.91	10,399,905.80	10,399,905.80	20.8	3,417,052.84	35,988,428.27	72.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	51,237,123.16	10,125,448.77	10,125,448.77	19.7	0.00	41,111,674.39	80.2
TOTAL:	1000-5999	49,346,035.91	10,398,197.98	10,398,197.98	21.0	3,136,453.05	35,811,384.88	72.5
TOTAL:	1000-6999	49,805,386.91	10,399,905.80	10,399,905.80	20.8	3,417,052.84	35,988,428.27	72.2
TOTAL:	1000-7999	49,805,386.91	10,399,905.80	10,399,905.80	20.8	3,417,052.84	35,988,428.27	72.2
TOTAL EXPENSES	(1000 - 7999)	49,805,386.91	10,399,905.80	10,399,905.80	20.8	3,417,052.84	35,988,428.27	72.2



Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6200.00 BUI LDI NGS&I MPROVEMENT-DI ST. USE	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1
TOTAL: 6000	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1
TOTAL: 1000-6999	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1

Fund: 41 CAPITAL OUTLAY PROJECTS FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1
TOTAL:	1000-7999	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1
TOTAL EXPENSES	(1000 - 7999)	331,399.00	61,901.57	61,901.57	18.6	139,700.38	129,797.05	39.1

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL: 8000	0.00	0.00	0.00	.0	0.00	0.00	.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)	0.00	0.00	0.00	.0	0.00	0.00	.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: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	1,500.00	915.00	915.00	61.0	0.00	585.00	39.0
8600.00 STATE REVENUES	17,834,196.00	5,076,573.61	5,076,573.61	28.4	0.00	12,757,622.39	71.5
8800.00 LOCAL REVENUES	8,173,795.00	108,899.87	108,899.87	1.3	0.00	8,064,895.13	98.6
TOTAL: 8000	26,009,491.00	5,186,388.48	5,186,388.48	19.9	0.00	20,823,102.52	80.0
1100.00 CONTRACT CLASSROOM INST.	5,142,664.41	1,047,808.80	1,047,808.80	20.3	0.00	4,094,855.61	79.6
1200.00 CONTRACT CERT. ADMINI STRATORS	2,692,230.57	650,337.34	650,337.34	24.1	0.00	2,041,893.23	75.8
1300.00 INSTRUCTORS DAY/HOURLY	3,537,877.50	897,812.53	897,812.53	25.3	0.00	2,640,064.97	74.6
1400.00 NON-INSTRUCTION HOURLY CERT.	322,063.00	93,881.55	93,881.55	29.1	0.00	228,181.45	70.8
TOTAL: 1000	11,694,835.48	2,689,840.22	2,689,840.22	23.0	0.00	9,004,995.26	76.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,838,708.26	970,400.23	970,400.23	25.2	0.00	2,868,308.03	74.7
2200.00 INSTRUCTIONAL AIDS	586,135.55	154,726.15	154,726.15	26.3	0.00	431,409.40	73.6
2300.00 NON-INSTRUCTION HOURLY CLASS.	219,511.60	86,717.92	86,717.92	39.5	0.00	132,793.68	60.4
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	403,112.00	49,413.01	49,413.01	12.2	0.00	353,698.99	87.7
TOTAL: 2000	5,047,467.41	1,261,257.31	1,261,257.31	24.9	0.00	3,786,210.10	75.0
3100.00 CERTIFICATED RETIREMENT	1,407,819.87	287,060.09	287,060.09	20.3	0.00	1,120,759.78	79.6
3200.00 CLASSIFIED RETIREMENT	584,947.70	176,768.93	176,768.93	30.2	0.00	408,178.77	69.7
3300.00 OASDHI /FICA	590,362.26	139,723.40	139,723.40	23.6	0.00	450,638.86	76.3
3400.00 HEALTH AND WELFARE BENEFITS	2,461,610.04	538,387.87	538,387.87	21.8	0.00	1,923,222.17	78.1
3500.00 STATE UNEMPLOYMENT INSURANCE	7,873.70	1,955.97	1,955.97	24.8	0.00	5,917.73	75.1
3600.00 WORKERS COMPENSATION INSURANCE	237,038.75	60,905.61	60,905.61	25.6	0.00	176,133.14	74.3
3900.00 OTHER BENEFITS	45,413.33	16,754.12	16,754.12	36.8	0.00	28,659.21	63.1
TOTAL: 3000	5,335,065.65	1,221,555.99	1,221,555.99	22.8	0.00	4,113,509.66	77.1
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	4,457.79	0.00	0.00	.0	815.00	3,642.79	81.7
4300.00 INSTRUCTIONAL SUPPLIES	52,594.00	14,739.40	14,739.40	28.0	5,879.72	31,974.88	60.7
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	1,225.00	12.95	12.95	1.0	0.00	1,212.05	98.9
4500.00 NONINSTRUCTIONAL SUPPLIES	172,120.00	38,651.03	38,651.03	22.4	69,529.48	63,939.49	37.1
TOTAL: 4000	230,396.79	53,403.38	53,403.38	23.1	76,224.20	100,769.21	43.7
5100.00 PERSON&CONSULTANT SVC-DI ST USE	55,345.00	8,840.48	8,840.48	15.9	19,627.00	26,877.52	48.5
5200.00 TRAVEL & CONFERENCE EXPENSES	121,762.50	16,832.61	16,832.61	13.8	18,284.62	86,645.27	71.1
5300.00 POST/DUES/MEMBERSHIPS-DI ST. USE	60,045.00	38,106.29	38,106.29	63.4	1,870.21	20,068.50	33.4
5500.00 UTILITIES & HOUSEKEEP-DI ST. USE	784,470.00	68,587.21	68,587.21	8.7	638,159.32	77,723.47	9.9
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	478,637.32	144,222.18	144,222.18	30.1	174,939.71	159,475.43	33.3
5800.00 OTHER OPERATING EXP-DI ST. USE	410,495.25	11,058.10	11,058.10	2.6	41,412.79	358,024.36	87.2
TOTAL: 5000	1,910,755.07	287,646.87	287,646.87	15.0	894,293.65	728,814.55	38.1
TOTAL: 1000-5999	24,218,520.40	5,513,703.77	5,513,703.77	22.7	970,517.85	17,734,298.78	73.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	43,514.64	2,214.64	2,214.64	5.0	6,955.25	34,344.75	78.9
TOTAL: 6000	43,514.64	2,214.64	2,214.64	5.0	6,955.25	34,344.75	78.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-6999	24,262,035.04	5,515,918.41	5,515,918.41	22.7	977,473.10	17,768,643.53	73.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	26,009,491.00	5,186,388.48	5,186,388.48	19.9	0.00	20,823,102.52	80.0
TOTAL:	1000-5999	24,218,520.40	5,513,703.77	5,513,703.77	22.7	970,517.85	17,734,298.78	73.2
TOTAL:	1000-6999	24,262,035.04	5,515,918.41	5,515,918.41	22.7	977,473.10	17,768,643.53	73.2
TOTAL:	1000-7999	24,262,035.04	5,515,918.41	5,515,918.41	22.7	977,473.10	17,768,643.53	73.2
TOTAL EXPENSES	(1000 - 7999)	24,262,035.04	5,515,918.41	5,515,918.41	22.7	977,473.10	17,768,643.53	73.2

Fund: 41 CAPITAL OUTLAY PROJECTS FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
6100.00 SITES & IMPROVEMENTS-DIST. USE	516,875.92	7,548.62-	7,548.62-	.0	251,384.12	273,040.42	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	0.00	1.60-	1.60-	.0	0.00	1.60	100.0
TOTAL: 6000	516,875.92	7,550.22-	7,550.22-	.0	251,384.12	273,042.02	100.0
TOTAL: 1000-6999	516,875.92	7,550.22-	7,550.22-	.0	251,384.12	273,042.02	100.0



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	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	516,875.92	7,550.22-	7,550.22-	.0	251,384.12	273,042.02	100.0
TOTAL:	1000-7999	516,875.92	7,550.22-	7,550.22-	.0	251,384.12	273,042.02	100.0
TOTAL EXPENSES	(1000 - 7999)	516,875.92	7,550.22-	7,550.22-	.0	251,384.12	273,042.02	100.0

BDX110  
 CHC Unrestricted  
 72 San Bernardino Community Col

BEST NET CONSORTIUM  
 BUDGET SUMMARY REPORT  
 07/01/2016 TO 06/30/2017

#J105

10/24/2016

PAGE 6

Fund: 72 CHILD DEVELOPMENT FUND

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

## SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services

**PREPARED BY:** Hussain Agah, Director, Facilities Planning & Construction

**DATE:** November 10, 2016

**SUBJECT:** Cenergistic Cumulative Energy Report

### **RECOMMENDATION**

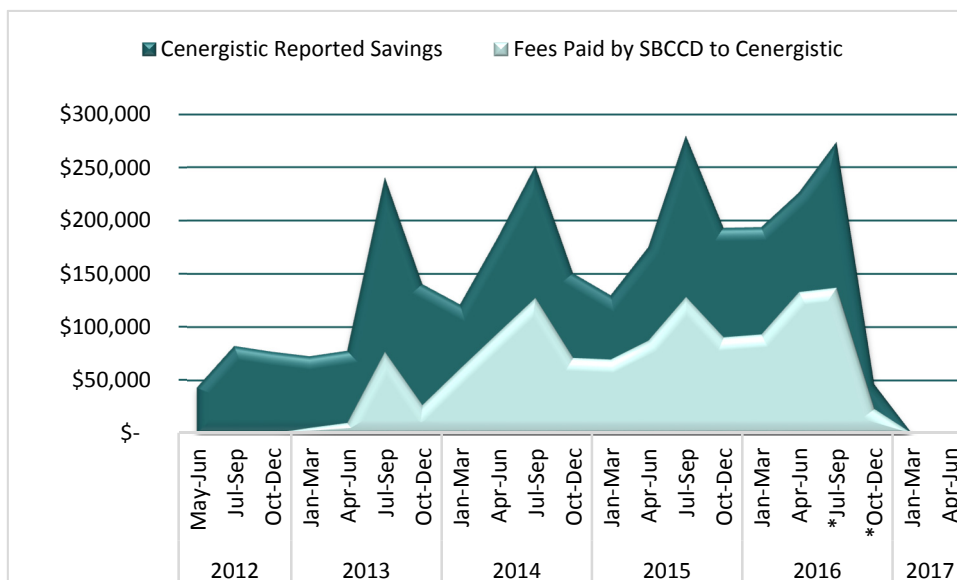
This item is for information only and no action is required.

### **OVERVIEW**

At its May 17, 2012 meeting, SBCCD approved a contract to implement a comprehensive energy savings program. The contract term dates are June 1, 2012 through May 31, 2017. For the first year of the contract, SBCCD agreed to pay 45% of program savings and act as employer for the program energy specialist. The contract was amended in January 2014 to stipulate that the energy specialist would be employed by Cenergistic rather than SBCCD, and the percentage cost of savings was raised to its current value of 50%.

### **ANALYSIS**

The attached report illustrates the cumulative energy savings identified by Cenergistic. To date, SBCCD has incurred \$1,231,887\* in fees, which is 42% of the total reported savings of \$2,951,060.



\*Payment amounts for Jul-Oct 2016 are estimated at 50% of the reported savings.

## **BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

## **FINANCIAL IMPLICATIONS**

This item is for information only; there are no financial implications.

**San Bernardino Community College District,  
California**

**Energy Conservation Program CAP - 19  
November 2016**

**Cumulative Cost Savings**

Expected Energy Cost	\$13,464,301
Actual Energy Cost	\$10,513,233
Program Savings	\$2,951,068
Percent Savings	21.9%
Other Savings	\$0
Total Savings	\$2,951,068



**Expected Energy Cost**

Anticipated expense without energy management.  
  
Base year usage after adjustments for such variables as changes in weather, equipment, schedules, occupancy and prices.

**Actual Energy Cost**

Actual utility costs for electricity, gas, water, sewer, etc. obtained directly from bills.

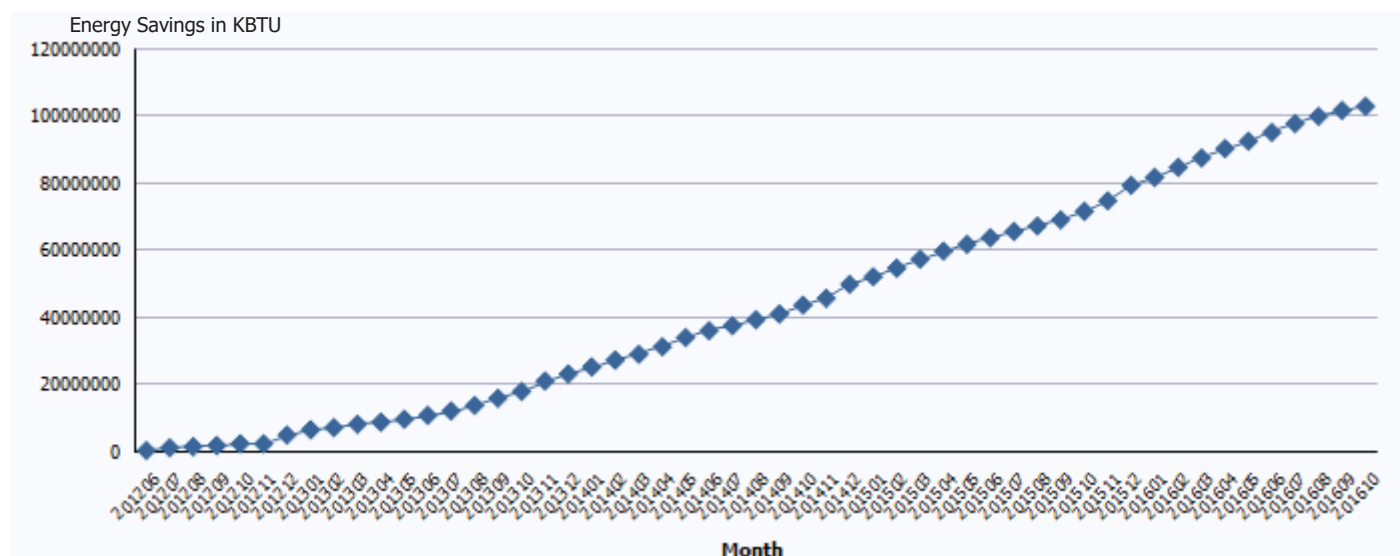
**Other Savings**

Additional documented savings attributable to Program activities but not the direct result of usage reductions, such as rebates, refunds, tariff changes, etc.

**Program Savings**

The difference between Expected and Actual Cost, calculated in accordance with the International Performance Measurement & Verification Protocol. Does not include savings attributable to reduced equipment maintenance and replacement costs and other collateral benefits. These savings can increase the program savings up to 20%.

**Cumulative Energy Savings**



**Cumulative Greenhouse Gas Reduction**

**Energy Reduction Impact:** 102,735,837 KBTU 6,448 equiv. metric tons of CO2

This is equivalent to the following:

Passenger cars not driven for one year:	1,343
Tree seedlings grown for 10 years:	165,323

**Requested by:** Mendter

**Version:**

**Report Version:** 14

**Filters:** Billing Period Between 201206;201610;Topmost Place Name Equals San Bernardino CC - CA

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Pierre Galvez, Police Chief  
**DATE:** November 10, 2016  
**SUBJECT:** District Clery Act Compliance Report

### **RECOMMENDATION**

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

### **OVERVIEW**

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

### **ANALYSIS**

Monthly Report of Clery Crimes for September (See attached)

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None



SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
CLERY ACT CRIMES  
September 2016

<u>Case#</u>	<u>Reported</u>	<u>Reportable Clery Crimes</u>	<u>Location</u>	<u>Disposition</u>
<b><u>ON CAMPUS:</u></b>				
<b>CRAFTON</b>				
16-376	9/28/16	Alcohol on School Grounds	PSAH	Citation Issued
<b>DISTRICT</b>				
NO INCIDENTS TO REPORT				
<b>VALLEY</b>				
16-301	9/01/16	Possession of Drug Paraphernalia	Lot 9	Citation Issued
16-310	9/02/16	Possession of Drug Paraphernalia	Lot 7	Subject Arrested
16-322	9/08/16	Robbery/Sexual Battery	ADSS	Report Taken
16-323	9/8/16	Robbery	Mt. Vernon	Report Taken
16-330	9/13/16	Under the Influence of a Controlled Substance	Campus Center	Subject Arrested
16-336	9/14/16	Under the Influence of a Controlled Substance	Station	Subject Arrested
16-371	9/27/16	Alcohol on School Grounds	Lot 1	Subject Arrested
<b><u>PUBLIC PROPERTY:</u></b>				
<b>CRAFTON</b>				
NO INCIDENTS TO REPORT				
<b>DISTRICT</b>				
NO INCIDENTS TO REPORT				
<b>VALLEY</b>				
16-360	9/25/16	Possession of Drug Paraphernalia	Mt. Vernon	Report Taken



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees

**FROM:** Bruce Baron, Chancellor

**REVIEWED BY:** Karl Sparks,  
Human Resources Consultant

**PREPARED BY:** Karl Sparks,  
Human Resources Consultant

**DATE:** November 10, 2016

**SUBJECT:** Information Item: CSEA MOUs

**RECOMMENDATION**

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

**OVERVIEW**

The District and the California School Employees Association met and entered into the attached MOUs.

**ANALYSIS**

The Memorandums of Understanding constitute the full and complete Agreements. MOUs are pending CSEA ratification.

**BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness and Excellence.

**FINANCIAL IMPLICATIONS**

None.

**MEMORANDUM OF UNDERSTANDING**

*By and between*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

*And*

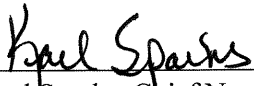
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its SAN BERNARDINO CCD CHAPTER 291

October 21, 2016

**Terms and Conditions:** The San Bernardino Community College District, (hereinafter, "District") and the California School Employees Association and its San Bernardino CCD chapter 291(hereinafter, "Association.") agree as follows:

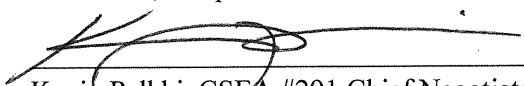
1. The parties met 12 October 2016 and discussed a long-pending request from Trelisa Glazatov to participate in the District's management intern program, as provided for in District Board Policy and Procedure 7265.
2. The parties agree that the District will move to seek Board approval on the November 2016 agenda for this request, following the procedures outlined in District AP7265.
3. The District will pay a stipend of \$400.00 for this unit member participating in the management intern program.
4. The parties agree that Trelisa Glazatov, while participating in the management intern program, remains a unit member and may avail herself of any and all rights and representation afforded her through affiliation with CSEA.
5. The extent of the work time necessitated by the internship assignment shall not extend more than two hours per week. Any overtime necessary to complete her regular work assignment will be compensated in accordance with the current provisions of the CSEA contract and Department of Labor, Wage and Hour Division regulations.
6. The parties recognize there are no current provisions in the CSEA Collective Bargaining Agreement that addresses management internships.
7. The parties agree that any future contractual provisions regarding management intern programs are subject to bargaining.
8. This agreement is subject to all approvals required by CSEA and the District.


For SBCCD

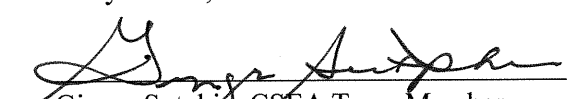
  
Karl Sparks, Chief Negotiator

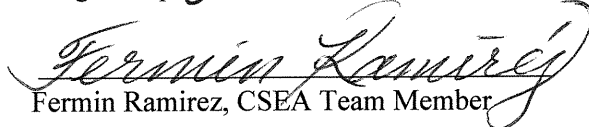
10/21/16

For CSEA, Chapter #291

  
Kevin Palkki, CSEA #291 Chief Negotiator

  
Stacy Garcia, CSEA Team Member

  
Ginger Sutphin, CSEA Team Member

  
Fermin Ramirez, CSEA Team Member

**MEMORANDUM OF UNDERSTANDING**

*By and between*

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

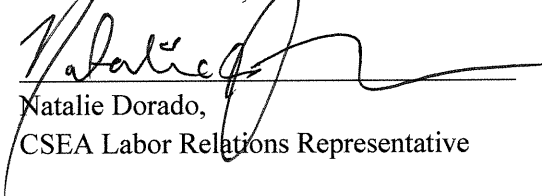
*And*

CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its SAN BERNARDINO CCD CHAPTER 291

October 21, 2016



Cassandra Thomas, CSEA Team Member



Natalie Dorado,  
CSEA Labor Relations Representative

MEMORANDUM OF UNDERSTANDING  
*By And Between*  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
*And*  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its  
SAN BERNARDINO CCD CHAPTER #291  
October 21, 2016

**Terms and Conditions:** This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association, and its Chapter #291, (hereinafter "Association").

The District and the Association agree to approve the interim Out-of-Class assignment for Ruby Zuniga, Administrative Secretary, to Administrative Assistant II, under the following stipulations:

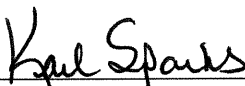
1. The length of the assignment will be effective November 4, 2016, until December 2, 2016.
2. The Employee will be compensated from the Confidential Salary Schedule at Range 4, Step A. The identification of the salary range and step in this MOU is for reference only, and not subject to negotiation between the District and CSEA. The Employee will be afforded all the rights, privileges, powers, and leave accruals appropriate for the position, except for those expressly stated herein.
3. The District and the Association agree that the Employee will not be evaluated during this out of class service.
4. Upon completion of the Out-of-Class assignment, the Employee shall return to her regular classified position as Administrative Secretary.
5. The District and the Association agree that during the Out-of-Class assignment, the Employee's seniority as Administrative Secretary will continue to accrue and the Out-of-Class assignment will not be construed in any manner as a break in service.

This Agreement is subject to the procedures required by CSEA Policy 610.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the Confidential assignment of Ruby Zuniga.

The effective date of this MOU is October 21, 2016.

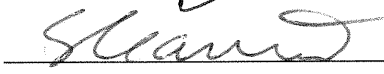
For the District

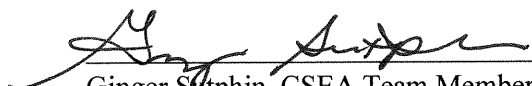
  
Karl Sparks, Chief Negotiator

10/21/16


For CSEA

  
Kevin Palkki, Chief Negotiator

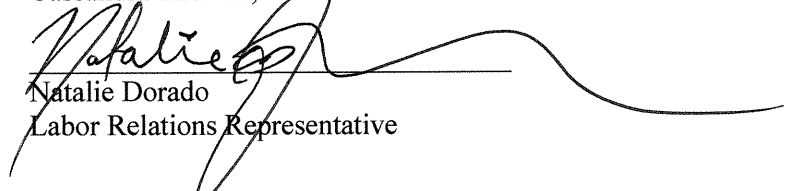
  
Stacy Garcia, CSEA Team Member

  
Ginger Sutphin, CSEA Team Member

MEMORANDUM OF UNDERSTANDING  
*By And Between*  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
*And*  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its  
SAN BERNARDINO CCD CHAPTER #291  
October 21, 2016

  
\_\_\_\_\_  
Fermin Ramirez, CSEA Team Member

  
\_\_\_\_\_  
Cassandra Thomas, CSEA Team Member

  
\_\_\_\_\_  
Natalie Dorado  
Labor Relations Representative


MEMORANDUM OF UNDERSTANDING  
*By And Between*  
SAN BERNARDINO COMMUNITY COLLEGE DISTRICT  
*And*  
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION and its  
SAN BERNARDINO CCD CHAPTER #291  
August 29, 2016

1 **Terms and Conditions:** The San Bernardino Community College District, (hereinafter, "District") and  
2 the California School Employees Association and its San Bernardino CCD chapter 291(hereinafter,  
3 "Association.") agree as follows:

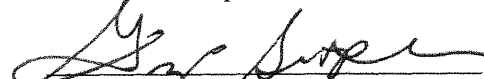
- 4 1. In accordance with Article 16: PERSONNEL, specifically article 16.3 REQUEST FOR  
5 RECLASSIFICATION, it has been determined the following bargaining unit members shall be  
6 reclassified.  
7  
8 2. Effective September 8, 2015, bargaining unit member Tracy Gray, Secretary I, Range 29 E/ 8 hour/  
9 261 day work year in the Technology Services Department at Crafton Hills College will be  
10 reclassified to the classification of Administrative Secretary, Range 37 B/ 8 hours/ 261 day work  
11 year.  
12  
13 3. Effective May 12, 2016, bargaining unit member Karen Mottl, Computer Technician, Range 38 E/  
14 4.75 hour/ 261 day work year in the Technology Services at Crafton Hills College will be  
15 reclassified to classification of Technology Support Specialist I, Range 46 B/ 4.75 hours/ 261 day  
16 work year.  
17  
18 4. Effective February 22, 2016, bargaining unit member Kaila Wheeler, Bookstore Assistant I, Range 23  
19 E/ 8 hour/ 261 days in the Bookstore Department at Crafton Hills College will be reclassified to the  
20 classification of Bookstore Assistant II, Range 27 D/ 8 hours/ 261 day work year.  
21

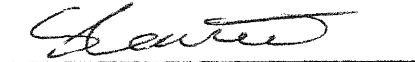
22 This Agreement is subject to the procedures required by CSEA Policy 610.  
23

24 For SBCCD

25   
26 \_\_\_\_\_  
27 Bruce Baron, Chancellor


For CSEA, Chapter #291

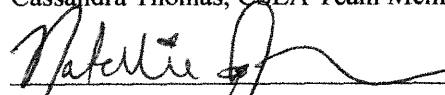
28   
29 \_\_\_\_\_  
30 Ginger Sutphin, CSEA Team Member

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33 Stacy Garcia, CSEA Team Member

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35 \_\_\_\_\_  
36 Kevin Palkki, CSEA Team Member

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38 \_\_\_\_\_  
39 Fermin Ramirez, CSEA Team Member

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41 \_\_\_\_\_  
42 Cassandra Thomas, CSEA Team Member

43   
44 \_\_\_\_\_  
45 Natalie Dorado,  
46 CSEA Labor Relations Representative

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Director of Fiscal Services  
**DATE:** November 10, 2016  
**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, 2017 is estimated to be \$23,159,840.

### **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 2016-17

	PROJECTIONS													ACCRUALS	TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN			
<b>Beginning Cash Balance</b>	31,501	32,226	32,326	35,634	35,380	31,471	35,343	36,480	36,227	37,468	38,957	38,266			
<b>Receipts</b>															
<b>Federal</b>	11		13	64	13	1,185	23	28	1,136	39	1,129	128		3,770	
<b>State</b>	7,271	6,112	11,928	11,536	5,937	11,557	10,472	8,997	12,564	9,613	7,100	6,572		109,660	
<b>State Deferrals</b>															
<b>Local</b>	1,082	2,836	13	885	2,936	5,750	3,094	2,273	1,287	4,968	3,915	-780		28,259	
<b>Temporary Borrowings</b>															
<b>Inc Transfer &amp; Sale of Assets</b>		3			21	54						94		172	
<b>Accounts Receivable/Accruals</b>	313	986	3,600											4,899	
<b>Total Receipts</b>	8,677	9,937	15,555	12,484	8,906	18,547	13,589	11,298	14,988	14,620	12,143	6,015		146,760	
<b>Disbursements</b>															
<b>Academic Salaries</b>	4	1,915	3,450	3,741	3,850	4,256	3,951	3,451	3,826	3,910	3,841	6,095		42,290	
<b>Classified Salaries</b>	1,770	1,936	2,132	2,246	2,285	2,963	2,236	2,020	2,280	2,221	2,337	2,626		27,052	
<b>Benefits</b>	850	1,471	1,721	1,841	1,860	1,999	1,829	1,754	1,829	1,854	2,467	2,613		22,088	
<b>Supplies &amp; Materials</b>	-7	70	161	199	121	207	168	182	183	229	298	947		2,757	
<b>Other Operating Exp</b>	6	479	3,867	4,440	4,612	5,063	2,712	3,917	5,016	4,241	3,408	4,766		42,527	
<b>Capital Outlay</b>		-12	56	158	59	186	171	175	432	607	464	2,439		4,732	
<b>Other Outgo</b>	4	129	12	112	29	1	1,386	51	180	70	19	1,635		3,627	
<b>Longterm Post-Employment Benefits</b>		-5	-8											-14	
<b>Accounts Payable/Accruals</b>	5,326	3,857	857											10,040	
<b>Total Disbursements</b>	7,953	9,837	12,247	12,738	12,816	14,675	12,452	11,550	13,747	13,132	12,833	21,121		155,101	
<b>Increase / (Decrease) in Cash Balance</b>	724	100	3,308	-254	-3,909	3,872	1,137	-252	1,241	1,488	-690	-15,107			
<b>Ending Cash Balance</b>	32,226	32,326	35,634	35,380	31,471	35,343	36,480	36,227	37,468	38,957	38,266	23,160			

<sup>†</sup> Rounded to the nearest 1,000.



## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Bruce Baron, Chancellor  
**PREPARED BY:** Stacey Nikac, Executive Assistant  
**DATE:** November 10, 2016  
**SUBJECT:** Measure M Demographics Report

### **RECOMMENDATION**

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

### **OVERVIEW**

Local Hire Measure M Demographics Report includes a summary of active construction projects for September. This report represents the local hire status for each project. Details of each project as well as schedules, progress, photos, costs, workers by city, and historical data are contained in the *Measure M Construction Projects and Demographics Report* prepared by Kitchell/BRj each month and can be accessed online at:

[http://www.sbccd.org/Construction\\_Program/Construction\\_Projects\\_Underway](http://www.sbccd.org/Construction_Program/Construction_Projects_Underway)

### **ANALYSIS**

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires (workforce) and twenty-five percent (25%) participation of Local Businesses (subcontractors) in its District Bid projects awarded each fiscal year. As of the most recent report, the District-wide total of local subcontractors was 49% and the District-wide total of local workforce was 54%.

### **BOARD IMPERATIVE**

I. Institutional Effectiveness

### **FINANCIAL IMPLICATIONS**

None.

## Demographics / Local Contracts Summary

September 2016

SBVC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non Local	Wages - Local (monthly)	Wages - Non Local (monthly)
New Gymnasiums & Pools	44	60%	29	40%	4,531,008.85	15,699,082.84	28,288,781.08	48,438.69	45,045.67
Applied Technology Ph. I	0	0%	0	0%	413,251.50	11,036.25	558,099.00		
Roof Building and Envelope Repair	0	0%	0	0%	99,848.91				
Lockdown Project	4	100%	0	0%			427,363.00	39,020.51	
Campuswide Parking Lot Reconditioning	0	0%	0	0%			147,895.00		
<b>TOTAL</b>	<b>48</b>	<b>62%</b>	<b>29</b>	<b>38%</b>	<b>\$ 5,044,109.26</b>	<b>\$ 15,710,119.09</b>	<b>\$ 29,422,138.08</b>	<b>\$ 87,459.20</b>	<b>\$ 45,045.67</b>
							<b>\$ 20,754,228.35</b>	<b>\$ 29,422,138.08</b>	
							<b>41%</b>	<b>59%</b>	

CHC	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non-Local	Wages - Local (monthly)	Wages - Non Local (monthly)
Laboratory/Administrative Renovation (LADM)	47	47%	52	53%			15,541,611.00	174,080.24	98,270.86
Student Services - A Renovation (SSA)	10	53%	9	47%				43,916.45	43,058.24
New Crafton Center	0	0%	0	0%	7,496,846.94	7,096,378.00	6,822,698.06		
New Science Building	2	100%	0	0%	3,579,050.00	6,804,716.00	8,199,240.00		
West Complex Classroom Building, TI	3	60%	2	40%		208,000.00		3,935.34	3,576.32
Occupational Education #2	0	0%	0	0%	1,329,733.00	2,412,208.00	12,146,059.00		
PE Complex	0	0%	0	0%	-	852,800.00	3,658,270.00		
East Complex Roof Restoration	0	0%	0	0%		24,380.00			
Lighting Replacement	0	0%	0	0%		186,094.19			
Non-Potable Water Project	0	0%	0	0%	688,555.00				
Performing arts Center Roofing Project (PAC)	0	0%	0	0%					
Landscape Renovation		0%	0	0%					
<b>TOTAL</b>	<b>62</b>	<b>50%</b>	<b>63</b>	<b>50%</b>	<b>\$ 13,094,184.94</b>	<b>\$ 17,584,576.19</b>	<b>\$ 46,367,878.06</b>	<b>\$ 221,932.03</b>	<b>\$ 144,905.42</b>
							<b>\$ 30,678,761.13</b>	<b>\$ 46,367,878.06</b>	
							<b>40%</b>	<b>60%</b>	

DISTRICT WIDE WORKFORCE	Local On-Site Work Force	%	Non Local On-Site Work Force	%	Contract Total – Riverside County	Contract Total – San Bernardino County	Contract Total – Non-Local	Wages - Local (monthly)	Wages - Non Local (monthly)
<b>TOTAL</b>	<b>110</b>	<b>54%</b>	<b>92</b>	<b>46%</b>	<b>\$ 18,138,294.20</b>	<b>\$ 33,294,695.28</b>	<b>\$ 75,790,016.14</b>	<b>\$ 309,391.23</b>	<b>\$ 189,951.09</b>
<b>DISTRICT GOAL</b>	<b>50.00%</b>				<b>\$ 51,432,989.48</b>		<b>\$ 75,790,016.14</b>		
							<b>40%</b>	<b>60%</b>	

SUBCONTRACTORS	ALL SUBS	LOCAL	MBE	WBE	VOBE	VOSB	SDVBE	DVBE	TOTAL CERTIFIED SUBS
<b>TOTAL FOR ALL PROJECTS</b>	<b>35</b>	<b>17</b>	<b>3</b>	<b>1</b>				<b>1</b>	<b>1</b>
<b>%</b>	<b>100%</b>	<b>49%</b>	<b>11.43%</b>			<b>2.86%</b>			<b>2.86%</b>
<b>DISTRICT GOAL</b>	<b>N/A</b>	<b>25.00%</b>	<b>25.00%</b>			<b>10.00%</b>			

## **SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** Lawrence P. Strong, Director of Fiscal Services  
**DATE:** November 10, 2016  
**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 Sept. 30, 2016

<b>Account</b>	<b>Amount</b>	<b>Interest</b>	<b>Type</b>	<b>Institution</b>
<b>General Fund</b>				
Clearing Account	\$ 171,871.06	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	\$ 52,357.34	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 224,228.40</u>			
<b>Bond Fund (#256245)</b>	\$ 37,002,830.71	0.00	Investment	Bank of New York Mellon, Los Angeles CA
<b>Enterprise Funds</b>				
Bookstore	\$ 1,139,337.09	0.00	Checking	Bank of America, Colton CA
Cafeteria	\$ 196,977.51	0.00	Checking	Bank of America, Colton CA
Bookstore CD ( <i>due 4/2/2017</i> )	\$ 108,269.46	(y)0.40	CD	Inland Valley Bank, Redlands CA
	<u>\$ 1,444,584.06</u>			
<b>Internal Service Funds</b>				
Workers Comp	\$ 120,000.00	0.05	Checking	Union Bank, Los Angeles CA
Property & Liability	\$ 25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 145,000.00</u>			
<b>Trust Funds</b>				
Financial Aid	\$ 12,254.07	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	\$ 1,243,654.88	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	\$ 40,772.91	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	\$ 21,449.35	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	\$ 17,889.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	\$ 203,070.45	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	\$ 13,123.83	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	\$ 235,109.33	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	\$ 92,628.22	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	\$ 71,376.69	0.00	Checking	Inland Valley Bank, Redlands CA
	<u>\$ 1,951,329.26</u>			
<b>Total Checking, Savings &amp; Investments</b>	\$ 40,767,972.43			

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT**

**TO:** Board of Trustees  
**FROM:** Bruce Baron, Chancellor  
**REVIEWED BY:** Jose F. Torres, Vice Chancellor, Business & Fiscal Services  
**PREPARED BY:** George Johnson, Bond Program Manager, Kitchell/BRj  
**DATE:** November 10, 2016  
**SUBJECT:** Summary of Measure M Construction Contract Change Orders and Amendments

**RECOMMENDATION**

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

**OVERVIEW**

All construction contract change orders and amendments are approved following a specific process of review by the construction manager, architect, program/project managers, and SBCCD staff. Nonessential changes are rejected and never receive approval. Any changes determined to be critical to the health of the project, required by the Division of the State Architect (DSA), and/or, of major benefit to the District are approved and implemented.

**ANALYSIS**

To date, total Measure M construction contracts, amendments and change orders, including those submitted at this board meeting, are as follows. A detailed report is attached.

Total Contracts Awarded	Total Contract Amendments	Revised Base Contract	Total Change Orders
\$183,867,603	\$2,053,642 1.12%	\$185,921,245	\$5,266,748 2.83%

**BOARD IMPERATIVE**

III. Resource Management for Efficiency, Effectiveness, and Excellence

**FINANCIAL IMPLICATIONS**

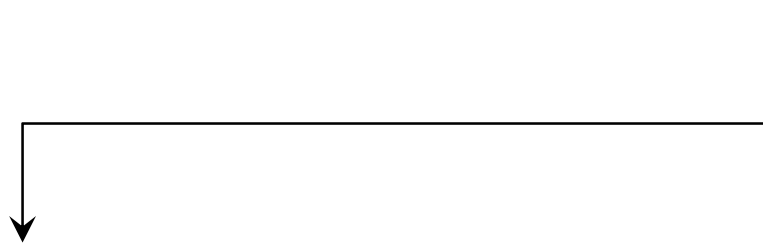
This item is for information only. There are no financial implications.

# Construction Change Summary

## Measure M Construction Recap - All Projects

### Contract Amendments

Campus	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 96,776,259.92	\$ 443,158.25	\$ -	\$ 97,219,418.17	0.46%
SBVC-San Bernardino Valley College	\$ 87,091,342.84	\$ 1,610,483.49	\$ -	\$ 88,701,826.33	1.85%
<b>Totals for Contract Amendments</b>	<b>\$ 183,867,602.76</b>	<b>\$ 2,053,641.74</b>	<b>\$ -</b>	<b>\$ 185,921,244.50</b>	<b>1.12%</b>



### Change Orders

Campus	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders (% of Base Contracts)
		Previous	Pending		
CHC-Crafton Hills College	\$ 97,219,418.17	\$ 2,509,732.77	\$ -	\$ 99,729,150.94	2.58%
SBVC-San Bernardino Valley College	\$ 88,701,826.33	\$ 2,757,015.42	\$ -	\$ 91,458,841.75	3.11%
<b>Totals for Change Orders</b>	<b>\$ 185,921,244.50</b>	<b>\$ 5,266,748.19</b>	<b>\$ -</b>	<b>\$ 191,187,992.69</b>	<b>2.83%</b>

# Construction Change Summary

## Crafton Hills College - Campus Recap

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Parking Lot/ADA/Lighting Improvem	\$ 6,211,902.68	\$ 404,093.32	\$ -	\$ 240,248.99	\$ -	\$ 6,856,244.99	3.63%
MATH AND SCIENCE ANNEX	\$ 2,328,227.49	\$ -	\$ -	\$ 110,977.48	\$ -	\$ 2,439,204.97	4.77%
MPOE/DATA RELOCATION	\$ 549,662.59	\$ -	\$ -	\$ 36,728.05	\$ -	\$ 586,390.64	6.68%
OLD LIBRARY DEMOLITION	\$ 1,131,738.79	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 1,135,241.28	0.00%
SOLAR FARM	\$ 6,326,861.95	\$ -	\$ -	\$ 62,263.38	\$ -	\$ 6,389,125.33	0.98%
OE 2	\$ 16,617,179.24	\$ 38,321.93	\$ -	\$ 650,912.37	\$ -	\$ 17,306,413.54	3.91%
OE 1 Roofing Package	\$ 422,487.48	\$ -	\$ -	\$ (1,531.00)	\$ -	\$ 420,956.48	-0.36%
PE Complex	\$ 4,880,499.63	\$ 743.00	\$ -	\$ (97,924.41)	\$ -	\$ 4,783,318.22	-2.01%
Science Building	\$ 18,763,480.49	\$ -	\$ -	\$ 1,016,777.25	\$ -	\$ 19,780,257.74	5.42%
LADM Renovation	\$ 9,746,884.65	\$ -	\$ -	\$ (1,754.65)	\$ -	\$ 9,745,130.00	-0.02%
Crafton Center	\$ 21,823,122.29	\$ -	\$ -	\$ 373,851.00	\$ -	\$ 22,196,973.29	1.71%
Student Services - A	\$ 5,363,708.20	\$ -	\$ -	\$ 9,259.72	\$ -	\$ 5,372,967.92	0.17%
Temporary Parking Lot	\$ 122,940.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 127,309.93	3.55%
Chemistry/Health/Science/Classroom	\$ 541,488.81	\$ -	\$ -	\$ (2,516.00)	\$ -	\$ 538,972.81	0.00%
M&O Renovation	\$ 1,295,092.83	\$ -	\$ -	\$ 82,238.50	\$ -	\$ 1,377,331.33	6.35%
Misc. Bond Improvements	\$ 393,574.80	\$ -	\$ -	\$ 7,186.67	\$ -	\$ 400,761.47	1.83%
Classroom Building	\$ 257,408.00	\$ -	\$ -	\$ 15,143.00	\$ -	\$ 272,551.00	5.88%

# Construction Change Summary

<b>TOTAL</b>	<b>\$ 96,776,259.92</b>	<b>\$ 443,158.25</b>	<b>\$ -</b>	<b>\$ 2,509,732.77</b>	<b>\$ -</b>	<b>\$ 99,729,150.94</b>	<b>2.58%</b>
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# Construction Change Summary

TOTAL	\$ 393,574.80	\$ -	\$ -	\$ 7,186.67	\$ -	\$ 400,761.47	1.83%
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