

**San Bernardino Community College District
Regular Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, November 13, 2014 – 4:00 p.m. – Board Room**

NOTICE: In accordance to Government Code Section 54953(b), Trustee Williams will attend the November 13, 2014 Board meeting via teleconference from Renaissance Baltimore Harbor Place Hotel, 202 E. Pratt St (Main Lobby), Baltimore, MD. The agenda has been posted to the teleconference site.

1. CALL TO ORDER – PLEDGE OF ALLEGIANCE

2. ANNOUNCEMENT OF CLOSED SESSION ITEMS

- a. Conference with Labor Negotiators
Government Code 54957.6
Agency Negotiators: Bruce Baron and Jack Miyamoto
CTA
CSEA
Management/Supervisors
Confidential Employees
- b. Public Employee Performance Evaluation
Government Code 54957
Title: Chancellor

3. PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action.

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

4. CONVENE CLOSED SESSION

5. RECONVENE PUBLIC MEETING

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

7. SPECIAL RECOGNITION AND PRESENTATION

- a. Approval of Resolution - Consideration of Approval to Adopt Resolution to Recognize the Month of November as National Native American Heritage Month and to Recognize the District's Strong Partnership with the San Manuel Band of Mission Indians (p.4)
- b. Presentation of Resolution to the San Manuel Band of Mission Indians

8. PUBLIC COMMENT

The San Bernardino Community College Board of Trustees welcomes public comment on any issue within the jurisdiction of the District. Comments must be limited to five (5) minutes per speaker and twenty (20) minutes per topic if there is more than one speaker. At the conclusion of public comment, the Board may ask staff to review a matter or may ask that a matter be put on a future agenda. As a matter of law, members of the Board may not discuss or take action on matters raised during public comment unless the matters are properly noticed for discussion or action in Open Session.

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

9. APPROVAL OF MINUTES

- a. October 9, 2014 (p.7)

10. INSTITUTIONAL PRESENTATIONS

- a. 2014 WCCC Owners' Project Excellence Awards: Business Building Renovation @ SBVC and Central Plant @ SBVC - Hussain Agah and Sweta Dedania
- b. Board Roles & Responsibilities During a Disaster –Pierre Galvez
- c. STAR Program – Deanne Rabon

11. REPORTS

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

- a. Board Members
- b. Student Trustees
- c. Chancellor
 - i. Board Information Requests (p.15)
- d. CHC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- e. SBVC
 - i. President
 - ii. Academic Senate
 - iii. Classified Senate
 - iv. Associated Students
- f. CSEA
- g. CTA

12. CONSENT AGENDA

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

a. INSTRUCTIONAL/STUDENT SERVICES

- i. Consideration of Approval of Curriculum Modifications CHC (p.20)

b. HUMAN RESOURCES

- i. Consideration of Acceptance of Classified Employee Resignation (p.28)
- ii. Consideration of Approval of Extending Agreement with Miyamoto Consulting (p.29)
- iii. Consideration of Approval of Adjunct and Substitute Academic Employees (p.30)
- iv. Consideration of Approval of Amendment to Assistant Coach Stipend (p.32)
- v. Consideration of Approval of Classified Employee Promotions (p.33)
- vi. Consideration of Approval of Classified Employees (p.34)
- vii. Consideration of Approval of District Volunteers (p.36)
- viii. Consideration of Approval of Five-Month Employment Management Contract (p.39)
- ix. Consideration of Approval of Head and Assistant Coach Stipends (p.40)
- x. Consideration of Approval of Interim Management Appointments (p.42)
- xi. Consideration of Approval of Management Appointments - SBVC President (p.43)
- xii. Consideration of Approval of Management Appointments (p.44)
- xiii. Consideration of Approval of Non-Instructional Pay for Academic Employees (p.46)
- xiv. Consideration of Approval of Professional Expert Short-Term and Substitute Employees (p.50)
- xv. Consideration of Approval of Revised Management Job Description (p.60)
- xvi. Consideration of Approval of the Revision to Professional Expert Rates of Pay (p.64)

- c. **FISCAL SERVICES**
 - i. Consideration of Approval of Conference Attendance (p.67)
 - ii. Consideration of Approval of District & College Expenses (p.74)
 - iii. Consideration of Approval of Individual Memberships (p.79)
 - iv. Consideration of Approval of Professional Services Contracts (p.81)
 - v. Consideration of Approval of Routine Contracts (p.85)
 - vi. Consideration of Approval of Surplus Property (p.115)

13. ACTION AGENDA

- a. **INSTRUCTIONAL/STUDENT SERVICES**
- b. **HUMAN RESOURCES**
 - i. Consideration of Acceptance of Academic Employee Retirement (p.118)
 - ii. Consideration of Acceptance of Classified Employee Retirement (p.119)
- c. **FISCAL SERVICES**
 - i. Consideration of Approval to Accept Independent Audit Report – District (p.120)
 - ii. Consideration of Approval to Accept Independent Audit Report - Prop 39 (p.206)
 - iii. Consideration of Adoption of Budget Calendar (p.236)
 - iv. Consideration of Approval of Board Directives for the 2015-16 Budget (p.239)
 - v. Consideration of Approval of Board Policies for Final Reading (p.241)
 - vi. Consideration of Approval of Sole Source Purchases - American Thermoform (p.260)
 - vii. Consideration of Approval to Appoint Member to the CBOC – Reyes (p.261)
 - viii. Consideration of Approval to Appoint Member to the CBOC - Roberts-Ross (p.263)
 - ix. Consideration of Approval to Award Bid & Contract - Oakview Constructors (p.266)
 - x. Consideration to Adopt a Resolution expressing Support for the United Nations designation of December 3, 2014 as International Day of Persons with Disabilities (p.272)
 - xi. Consideration of Approval of Amendment 007 – NTD (p.274)
 - xii. Consideration of Approval of Budget Adjustments (p.278)
 - xiii. Consideration of Approval of Measure M Change Orders and Amendments (p.292)

14. INFORMATION ITEMS

- a. Applause Cards (p.297)
- b. Budget Report (p.310)
- c. Clery Report (p.346)
- d. General Fund Cash Flow Analysis (p.348)
- e. Local Hire Summary Report (p.350)
- f. Measure M Construction Change Summary (p.412)
- g. MOU CSEA 2013-2014 Negotiation Items Carried Over (p.436)
- h. MOU CSEA 980 Work Schedule - Kelly Bingham (p.438)
- i. MOU CSEA 980 Work Schedule - Mary Colleen Leon (p.440)
- j. Purchase Order Report (p.442)
- k. Quarterly Investment Report (p.450)

15. ADJOURN – the next Board of Trustees Meeting will be Monday, November 17, 2014 at SBCCD Board Room.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Adopt a Resolution to Recognize the Month of November as National Native American Heritage Month and to Recognize the District's strong partnership with the San Manuel Band of Mission Indians

RECOMMENDATION

It is recommended that the Board of Trustees adopt a Resolution to recognize National Native American Heritage Month in November and November 28, 2014 as Native American Heritage Day, and to recognize the San Manuel Band of Mission Indians as a strong supporter of education and for their long-standing partnership with the San Bernardino Community College District. Through their generous support and encouragement, the nation's first television channel dedicated to the lives, cultures and histories of indigenous people the world over, First Nation's Experience (FNX), has grown in stature and distribution and is now being broadcast from the Corporation for Public Broadcasting's satellite for immediate downlink to PBS channels across the country and around the world.

OVERVIEW

The San Bernardino Community College District (SBCCD) actively supports the Presidential declaration of November 2014 as National Native American Heritage Month and November 28, 2014, as Native American Heritage Day and the continued partnership with the San Manuel Band of Mission Indians, which has benefitted so many people locally and around the country, in so many ways.

ANALYSIS

This commemorative month provides a platform for native people to share their culture, traditions, music, crafts, dance, and ways and concepts of life. This exchange gives native people the opportunity to express to their community, and city, county and state officials their concerns, and to propose solutions for building bridges of understanding and friendship in their local areas.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO RECOGNIZE NATIONAL NATIVE AMERICAN HERITAGE MONTH
AND TO RECOGNIZE THE DISTRICT'S STRONG PARTNERSHIP WITH THE
SAN MANUEL BAND OF MISSION INDIANS
NOVEMBER 2014**

WHEREAS, The San Bernardino Community College District (SBCCD) actively supports the Presidential declaration of November 2014 as National Native American Heritage Month, and November 28, 2014, as Native American Heritage Day, and

WHEREAS, the Mission of the SBCCD is to promote the discovery and application of knowledge, the acquisition of skills, and the development of intellect and character in a manner that prepares students to contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world. This Mission is achieved through the District's two colleges, the Economic Development and Corporate Training Division and public broadcast system (KVCR TV-FM) by providing high quality, effective and accountable instructional programs and services, and

WHEREAS, SBCCD holds its long-standing, strong partnership with the San Manuel Band of Mission Indians in great esteem, and

WHEREAS, SBVC annually recognizes the significance of the contributions of Native Americans with the presentation of speakers and programs during "Indigenous People's Month" and CHC annually hosts the San Manuel Band of Mission Indians for the California's First Cultures: A Celebration at Crafton Hills/Waa't for hundreds of elementary school children, and

WHEREAS, The First Nation's Experience (FNX) channel, the only television station dedicated to the lives, cultures and histories of indigenous peoples the world over, was started through a partnership between the SBCCD, KVCR and the San Manuel Band of Mission Indians as Founding Partners, who provided the funding for the channel, and which became available November 1 nationwide via the Public Television Satellite system, and

WHEREAS, as the Presidential Proclamation says, this Month "presents an opportunity to celebrate and honor the many ways American Indians and Alaska Natives have enriched our Nation, and to renew our commitment to respecting each tribe's identity while ensuring equal opportunity to pursue the American dream", and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino County Community College District recognizes **NATIONAL NATIVE AMERICAN HERITAGE MONTH** and supports the acknowledgment of the contributions of Native Americans to the economic and cultural heritage of our community, specifically recognizing **THE SAN MANUEL BAND OF MISSION INDIANS** for its long-standing partnership with the District which has improved educational opportunities for so many students. In addition, through the Tribe's generous support as a Founding Partner of the First Nation's Experience (FNX) Channel, thousands have come to know the lives, stories, histories, and cultures of indigenous peoples the world over. The SBCCD gives thanks and gratitude to THE SAN MANUEL BAND OF MISSION INDIANS and we look forward to many generations of continued

friendship, working together to expand educational opportunities and to enhance the understanding of indigenous cultures among all people in the world.

ADOPTED this 13th day of November, 2014.

Bruce Baron, Chancellor and
Secretary to the Board of Trustees

**San Bernardino Community College District
Minutes Meeting of the Board of Trustees
114 S. Del Rosa Drive, San Bernardino, CA 92408
Thursday, October 9, 2014 – 4:00 p.m. – Board Room**

CALL TO ORDER – PLEDGE OF ALLEGIANCE

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

Members Present:

Donna Ferracone, President
Dr. Kathleen Henry, Vice President – left early at approx. 5:45pm
John Longville
Donald Singer
Gloria Macias Harrison
Joseph Williams, Clerk
Nickolas W. Zoumbos
Tiffany Guzman, Student Trustee, SBVC
Alexis Panaguiton, Student Trustee, CHC – arrived late at 4:50pm

Members Absent:

None

Administrators Present:

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

Administrators Absent:

None

ANNOUNCEMENT OF CLOSED SESSION ITEMS

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

Public Employee Performance Evaluation, Government Code 54957, Title: Chancellor

PUBLIC COMMENT ON CLOSED SESSION AGENDA ITEMS

None

CONVENE CLOSED SESSION

The board convened to closed session at 4:01pm

RECONVENE PUBLIC MEETING

The public meeting was reconvened at 4:31pm

REPORT OF ACTION IN CLOSED SESSION

None.

PUBLIC COMMENT

Laurie Stalnaker, Bill Perez, Denise Macon, Shawndale Kennington, David Camarena, and Lamark Steward addressed the board on agenda item 12ci: Consideration of Approval to Direct the District to Proceed Toward the Development of a Community Benefits Agreement for Measure M Projects.

Enrique Solis commented on Cyber Security Awareness Month at SBVC.

INSTITUTIONAL PRESENTATIONS

Linda Bardere gave a brief background on the partnerships with the San Bernardino City Unified School District and introduced San Bernardino City Unified School District Board members Mike Gallo and Linda Savage and invited Dr. Dale Marsden to sign the Memorandum of Understanding to enhance college preparedness and student success. Mike Gallo, Chancellor Baron, and Dr. Fisher also signed the MOU.

Thomas Welsh, Consultant for Cenergistics gave an update on the District's Energy Savings Program. To date the District has seen a \$945,258 or 20% savings only 17 months into the energy program. By the end of the year the savings is projected to be \$1,430,000. Tom made a correction to update that the amount is actually at a \$1.6 million in savings as of August 2014.

APPROVAL OF MINUTES

Trustee Singer moved, Trustee Williams seconded, and the Board members voted as follows:
To approve the minutes of September 9, 2014:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Williams, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: None
ABSTENTIONS: Zoumbos

Trustee Henry moved, Trustee Harrison seconded, and the Board members voted as follows:
To approve the minutes of September 11, 2014:

AYES: Ferracone, Harrison, Henry, Longville, Singer, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: None
ABSTENTIONS: Williams, Zoumbos

REPORTS

Board Members

Trustee Williams showed The Voice newspaper about Joseph and YAP. He attended Barbara Jordan event at SBVC and a Student Senate event at Crafton and a Human Services Division meeting.

Trustee Singer attended Barbara Jordan event.

Trustee Harrison attended the Barbara Jordan event and was pleased to be recognized at the event. She urged everyone to support KVCR and donate to the KVCR fund drive.

Trustee Zoumbos also attended the Barbara Jordan event.

President Ferracone attended the Barbara Jordan event and participated in the accreditation mock interview process. She reported the 2015 tentative calendar is ready for review by the calendar committee and asked that the calendar be sent to Trustee Zoumbos and Williams.

Student Trustees

Trustee Guzman voter registration group registered 50 people to vote. She attended the Women in Politics event.

The Student California Teachers Association Club recognized the international day of peace and education. She recently became a member of Alpha Gamma Sigma, an honors committee on campus.

Trustee Panaguiton met with Trustee Longville and the Chancellor this month. She was interviewed by accreditation committee.

Chancellor

Attended Barbara Jordan event and congratulated Gloria Harrison who was recognized. He acknowledged accreditation teams for their hard work. FNX will be starting this month will air throughout the state of Utah, November 3 introduction of satellite downlink. Congratulated District for being part of the Regional Consortium for the trade adjustment act federal grant. The District's share is \$1.3 million to provide advanced manufacturing classes at Valley and at a learning center in Fontana.

Trustee Singer moved, Trustee Williams seconded, and the Board members voted as follows:
To change the order of the agenda to vote on item 12ci: Consideration of Approval to Direct the District to Proceed Toward the Development of a Community Benefits Agreement for Measure M Projects.

AYES: Harrison, Henry, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)

NOES: Ferracone
ABSENT: None
ABSTENTIONS: None

Consideration of Approval to Direct the District to Proceed Toward the Development of a Community Benefits Agreement for Measure M Projects

Trustee Henry moved, Trustee Longville seconded, and the Board members voted as follows:
To direct the District to proceed with the next steps toward the development of a Community Benefits Agreement (CBA) for Measure M projects.

Trustee Harrison asked for additional information and would like feedback from RCC. Trustee Longville requested the presence of a representative from RCC at the next board meeting. President Ferracone said she voted against this before and will probably vote against it again because she felt there were items included that she felt was unfair to small businesses. She is willing to look at the new agreement.

AYES: Harrison, Henry, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee)
Panaguition (CHC Student Trustee)
NOES: Ferracone
ABSENT: None
ABSTENTIONS: None

Trustee Henry left early at approximately 5:45pm.

SBVC
President

Written report was provided.

Academic Senate

Jeremiah Gilbert reported Steve Sutorus and Jose Torres attended academic senate and explained FON. James Smith shared the strategic plan which was approved. Senate started the process of revising bylaws. Faculty vacancies has been the big discussion.

Classified Senate

Recommendations will be made to College Council. SBVC received several commendations from ACCJC. Attending regional summit in Pasadena November 12.

CHC
President

Written report was provided. Dr. Marshall would not be surprised if Crafton Hills received a sanction because of the level of findings. Will be working on an action plan to address the findings on SLOs.

Academic Senate

Denise Allen reported Academic Senate has four new members. Senate has established basic skills committee a standing committee of the academic senate. Three members of the senate reported on the use of the pilot tablet and the program is moving forward and hoping the initiative will be repeated in the spring term. IB credit is being reviewed to see if they will be degree applicable at CHC. Discussion on middle college will continue. Senate will work with faculty and administration to get the deficiencies fixed that were found from the ACCJC visit. Academic Senate has a website.

Associated Students

Attended HACU in Colorado. Club Rush October 29 and planning Breast Cancer Awareness on October 23.

CONSENT AGENDA

Consideration of Approval of Curriculum Modifications CHC
Consideration of Approval of Academic Employees
Consideration of Approval of Adjunct and Substitute Academic Employees
Consideration of Approval of Amendments to Faculty Chair Stipends
Consideration of Approval of Assistant Coach Stipends
Consideration of Approval of Bilingual Stipend for Designated Classified Employees
Consideration of Approval of Classified Employee Promotions
Consideration of Approval of Classified Employees
Consideration of Approval of Confidential Tuition Reimbursement

- Consideration of Approval of Contract Amendment for Management
- Consideration of Approval of Coordinator Stipend
- Consideration of Approval of District Volunteers
- Consideration of Approval of Faculty Chair Stipends
- Consideration of Approval of Interim Management Appointment
- Consideration of Approval of Lead Programmer Stipend
- Consideration of Approval of Management Tuition Reimbursement
- Consideration of Approval of Non-Instructional Pay for Academic Employees
- Consideration of Approval of Professional Expert Short-Term and Substitute Employees
- Consideration of Approval of Revision of Confidential Benefits Specialist Job Description
- Consideration of Approval of Salary Amendment for Academic Employee
- Consideration of Approval of Temporary Academic Employee
- Consideration of Approval of the Revision to Professional Expert Rates of Pay
- Consideration of Approval of Conference Attendance

With the addition of conference attendance for Mark McConnell and Snezana Petrovic to attend Moment by Moment Event at Toyko Institute of Art and Design on November 12-17, 2014 - Time Only.

Consideration of Approval of District & College Expenses

With the addition of two college expenses: Fall 2014 Club Rush, October 29, 2014 for \$1,300.00 and Six Flags Dance Fest, November 9, 2014 for \$900.00

Consideration of Approval of Professional Services Contracts

Consideration of Approval of Routine Contracts

Trustee Harrison moved, Trustee Singer seconded, and the Board members voted as follows:
To approve the consent agenda:

- AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
- NOES: None
- ABSENT: Henry
- ABSTENTIONS: None

ACTION AGENDA

Consideration of Approval of Student Success and Support Program 2014 Plan

Trustee Harrison moved, Trustee Singer seconded, and the Board members voted as follows:
To approve SBVC's Student Success and Support Program (SSSP) 2014 Plan.

- AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
- NOES: None
- ABSENT: Henry
- ABSTENTIONS: None

Consideration of Approval to Serve Beer and Wine at a Campus Event – SBVC

Trustee Longville moved, Trustee Singer seconded, and the Board members voted as follows:
To approve beer and wine to be served at a campus event: Grand Re-opening of he SBVC Auditorium, October 1, 2014:

- AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
- NOES: None
- ABSENT: Henry
- ABSTENTIONS: None

Consideration of Approval to Update Mission, Vision, and Values statements for Crafton Hills College

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To approve the updated Mission, Vision, and Values statements for Crafton Hills College.

- AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
- NOES: None

ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Pre-Retirement Reduced Workload for Academic Employee

Trustee Harrison moved, Trustee Williams seconded, and the Board members voted as follows:
To approve the pre-retirement reduced workload for Julie Tilton, English Instructor, SBVC:

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Rescission of Pre-Retirement Reduced Workload for Academic Employee

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To approve the rescission of the pre-retirement reduced workload for Carolyn Allen Roper, Reading Instructor, SBVC:

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Retreat Rights for Management Employee

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To approve administrator retreat rights for Carolyn Lindsey, Interim Director, Student Life, SBVC:

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Amendment 008 - CHJ Incorporated

Trustee Williams moved, Trustee Guzman seconded, and the Board members voted as follows:
To approve Amendment 008 to the CHJ Incorporated contract at San Bernardino Valley College in the amount of \$8,968.00.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Measure M Change Orders and Amendments

Trustee Harrison moved, Trustee Zoumbos seconded, and the Board members voted as follows:
To approve this single action item for Measure M construction change orders and amendments. These changes are required and necessary, benefit the District, and reflect the most favorable negotiated costs.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: Zoumbos, Williams
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Board Policies for First Reading (BP 2725)

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

With a change to Item 12.c.iv Administrative Procedure 5030 Fees - p.183, line 227 change fee from \$5 to \$10
Trustee Guzman pulled BP 2725 Board Member Compensation for discussion.
To amend the Student Trustee amount to \$200 per month in BP 2725 Board Member Compensation.

Trustee Harrison opposed the \$400 and suggested the fee increase up to \$200, not to \$400. Student Trustees are not legally responsible, they are in advisory positions, and there is no job description for student trustees. Trustee Singer agreed with Trustee Harrison. Trustees are elected by the general public. Trustee Longville felt it was fair because the students put a lot of time into their work. State sets the amount of compensation for our size college at \$400.

Trustee Guzman reported statistics she found with other colleges with similar FTEs: Victor Valley College \$600 per semester, UC Irvine/Merced unfound-may not have student, Golden West \$250 per meeting, Chabot \$100 per meeting.

Trustee Panaguiton agreed with Trustee Guzman's statements.

Chancellor Baron reported Academic Senate will consult with their constituents and bring back their comments to District Assembly.

President Ferracone asked how performance would be measured. Trustee Guzman said BP 2015 would outline the specific duties and student trustees could be recalled by the students per the constitution if they were not performing.

Request to call for the question

AYES: Ferracone, Harrison, Singer, Zoumbos

NOES: Longville, Williams, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)

ABSENT: Henry

ABSTENTIONS: None

Consideration of Approval of Board Policies for First Reading

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

To accept Board Policies BP 2435 Evaluation of the Chancellor, BP 2714 Distribution of Tickets or Passes, BP 2715 Code of Ethics - Standards of Practice, BP 2735 Board Member Travel, BP 2740 Board Education, BP 4030 Academic Freedom, BP 5030 Fees, BP 7400 Travel for first reading.

AP 2431 Chancellor Selection, AP 2714 Distribution of Tickets or Passes, AP 2715 Code of Ethics - Standards of Practice (recommend deleting AP), AP 2735 Board Member Travel, AP 4030 Academic Freedom (recommend deleting AP), AP 5030 Fees, AP 7400 Travel were submitted for information only.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)

NOES: None

ABSENT: Henry

ABSTENTIONS: None

Consideration of Approval to Approve Board Policies

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

To approve Board Policies BP 2430 Delegation of Authority to the Chief Executive Officer, BP 2431 Chief Executive Officer Selection, BP 2510 Participation in Local Decision Making, BP 2745 Board Self Evaluation, BP 3050 Institutional Code of Ethics, BP 3200 Accreditation, BP 3250 Institutional Planning, BP 3410 Nondiscrimination, BP 4020 Program, Curriculum, and Course Development, BP 4050 Articulation, BP 4070 Auditing and Auditing Fees, BP 6330 Purchasing, BP 6520 Security of District Property, and BP 7120 Recruitment and Hiring.

AP 3050 Institutional Code of Ethics, AP 3200 Accreditation, AP 3250 Institutional Planning, AP 3410 Nondiscrimination, AP 4070 Auditing and Auditing Fees, AP 6330 Purchasing, AP 6520 Security of District Property, AP 7120 Recruitment and Hiring were submitted for information only.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)

NOES: None

ABSENT: Henry

ABSTENTIONS: None

Consideration of Approval of Budget Adjustments

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

To approve the attached Budget Adjustments.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration of Approval of Committee Assignments for Representation on Redevelopment Successor Agencies

Trustee Harrison moved, Trustee Singer seconded, and the Board members voted as follows:
To approve the committee assignments for representation on Redevelopment Successor Agencies as attached.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry, Zoumbos
ABSTENTIONS: None

Trustee Zoumbos left the meeting

Consideration of Approval to Title V Compliance Review of KVCR Educational Foundation for 2011-13

Trustee Longville moved, Trustee Harrison seconded, and the Board members voted as follows:
To accept the 2011-13 Title V Compliance Review of the KVCR Educational Foundation.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry, Zoumbos
ABSTENTIONS: None

Trustee Zoumbos returned to the meeting.

Consideration of Ratification of Contract - Three Peaks

Trustee Williams moved, Trustee Longville seconded, and the Board members voted as follows:
To ratify a contract with Three Peaks Corporation of Redlands, California for the Fencing around Welding Yard project at SBVC in the amount of \$29,130.00.

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

Consideration to Adopt a Resolution expressing Support for Designation of November 2014 as National Entrepreneurship Month

Trustee Longville moved, Trustee Guzman seconded, and the Board members voted as follows:
To adopt a resolution proclaiming November 2014 as "National Entrepreneurship Month".

AYES: Ferracone, Harrison, Longville, Singer, Williams, Zoumbos, Guzman (SBVC Student Trustee) Panaguiton (CHC Student Trustee)
NOES: None
ABSENT: Henry
ABSTENTIONS: None

INFORMATION ITEMS

Annual Security Report

Applause Cards

Budget Report

Clery Report

General Fund Cash Flow Analysis

Local Hire Summary Report

Purchase Order Report

Quarterly Financial Status Report

Revised Expenditure Report for Proposition 30 EPA
Summary of Measure M Change Orders and Amendments

ADJOURN

President Ferracone adjourned the meeting at 7:08pm.

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: November 13, 2014
SUBJECT: Board of Trustees Information Requests

RECOMMENDATION

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

No impact to the budget.

**San Bernardino Community College District
2014-2015 Board of Trustees Information Requests
(updated 11/5/14)**

Date of Request: 10/10/2013
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: Review current policies and bylaws to make sure they reflect current board realities

Comments: Planned work with Community College League consultant to review all Board policies and procedures for updates based on current legal recommendations and draft policies or procedures that are required but not currently in place. 1st committee meeting with Dr. Jane Wright on January 30, 2014. Multiple meetings with various work groups have taken place and are scheduled to go through the collegial consultation process. District Assembly adopted a new review process and has implemented for a more expeditious process as of 4/1/14. January-June 2014 + time through collegial consultation process.

Date of Request: 6/12/2014
Requested by: Trustee Williams
Planned Completion Date: Ongoing

Request: Requested for regular SBVC Foundation Updates.

Comments: Dr. Fisher will provide updates in her President's Reports.

Date of Request: 10/10/2013
Requested by: Trustee Williams
Planned Completion Date: Open

Request: Consider succession planning at the President/CEO and Cabinet levels.

Comments: For discussion with Chancellor's Cabinet. Policies are being developed through CCLC Consultant

Date of Request: 10/9/2014
Requested by: Trustee Longville
Planned Completion Date: 12/11/14

Request: Trustee Longville requested the presence of a representative from RCC at the next board meeting.

Comments: Chancellor will submit information to the board as requested.

Date of Request: 10/9/2014
Requested by: Trustee Harrison
Planned Completion Date: 12/11/14

Request: Trustee Harrison asked that we make sure the agreement entered into is better than what we now have. Reports of contractors and subcontractor should include minority and women owned designation. Would also like feedback from RCC

Comments: Chancellor will submit information to the board as requested.

Date of Request: 5/29/2014
Requested by: Trustee Williams
Planned Completion Date: 01/08/15

Request: To change budget cycle to begin review in the fall.
Comments: Chancellor indicated this can begin with the 2015-2016 budget calendar.

Date of Request: 9/11/2014
Requested by: Trustee Harrison
Planned Completion Date: 02/12/15

Request: Trustee Harrison asked that a directive for the new 2015-2016 budget be added to include: The reserve fund be used for short term projects and also to be used for one time cost.

Comments: To be included with the 2015-2016 Directives are sent to the board for approval.

Date of Request: 3/13/2014
Requested by: Trustee Williams
Planned Completion Date: 03/04/15

Request: Would like the board to consider sponsoring students to attend and/or organize a group to present at the A2Men Conference next year.

Comments: Conference to be held 3/4/15-3/6/15 at LAX Westin.

Date of Request: 8/14/2014
Requested by: Trustee Henry
Planned Completion Date: Completed

Request: Requested for additional information on the results of the Adult Education and Town Hall meetings that took place between December 2013 and February 2014.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 8/14/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested the Board to pass a resolution supporting a community college state-wide allocation model that considers college-going rate unemployment, poverty rates and other factors that can be included in a "Districts in Greatest Need" model.

Comments: Resolution sent to the board 10/9/14.

Date of Request: 8/14/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Trustee Williams asked if we could look into the comments made about the job developer at SBVC.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 8/14/2014
Requested by: Trustee Henry
Planned Completion Date: Completed

Request: Dr. Henry asked for what was presented previously compared to what is currently presented and what the difference was.

Comments: Sent with Chancellor's Chat on 8/22/14.

Date of Request: 9/9/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Requested future presentations include the conversion of FTES to # of students. He would also like to see what the goal is and where we are currently.

Comments: Sent with Chancellor's Chat on 9/19/14.

Date of Request: 9/9/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested for a projection of the budget if the unfunded FTES remained at 804 and how long could this be sustained?

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Williams
Planned Completion Date: Completed

Request: Requested a list of positions that were approved to be filled.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Ferracone
Planned Completion Date: Completed

Request: Requested for a breakdown for faculty positions.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/9/2014
Requested by: Trustee Harrison
Planned Completion Date: Completed

Request: Requested for a breakdown for staffing positions.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 9/11/2014
Requested by: Trustee Singer
Planned Completion Date: Completed

Request: Trustee Singer asked to see statistics of transfer and or success rate of the Left Lane Project.

Comments: Chancellor submitted information as requested with the November Board Book.

Date of Request: 11/14/2013
Requested by: Trustees Williams & Henry
Planned Completion Date: Completed

Request: Board of Trustees were encouraged to participate and go through safety overview training. Trustee Henry asked for clarification on topics 1-4. She understood this as more of a safety training overview and asked Trustee Williams to elaborate on what his r

Comments: Topics to include:

1. Workers' Compensations data - frequency/severity/ what the data means/process for filing a claim in the district
2. MSDS now SDS database – How it works
3. Safety training monthly statistics on training completion – What the numbers mean
4. Emergency preparedness/Table-top exercise training in the Spring.

Safety training overview focusing on what is the board's role if there is an earthquake? Great Shake-out simulation.

Presentation completed at 11/13/14 board meeting.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Cheryl A. Marshall, President, CHC
PREPARED BY: Bryan Reece, Vice President of Instruction, CHC
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Curriculum Modifications

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

CRAFTON HILLS COLLEGE
SUBMITTED FOR BOARD OF TRUSTEES APPROVAL
November 13, 2014

NEW COURSES

DIVISION: English
DEPARTMENT: English and Reading
COURSE ID: ENGL 152H
COURSE TITLE: Intermediate Composition and Literature - Honors
SEMESTER UNITS: 4
LECTURE: 64
LAB: 0
PREREQUISITE:

ENGL 101: Freshman Composition or
ENGL 101H: Freshman Composition-Honors and acceptance into the College Honors Institute.

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION:

Study of fiction, poetry, and drama with emphasis on the fundamental principles of literary criticism and interpretation. Instruction in writing compositions about literature. This course includes content and experiences appropriate for students wishing to earn honors credit.

SCHEDULE DESCRIPTION:

Study of fiction, poetry, and drama with emphasis on the fundamental principles of literary criticism and interpretation. Instruction in writing compositions about literature. This course includes content and experiences appropriate for students wishing to earn honors credit.

Note: Course currently equates with ENGL 151 at SBVC

Effective: FA15

Rationale:

ENGL 152H is one of two courses serving as the second semester of our two-semester Freshman writing program. Together with ENGL 101 (or ENGL 101H), the course is designed to create a literate student body. The course is designed to develop students' critical reading, thinking, and writing skills to help them succeed in all disciplines. This course is associate degree applicable and transfers to CSU and UC.

ENGL 152H serves two parts of the CHC Mission Statement. First the course satisfies the associate degree general education requirement in Area C1, Humanities, fulfills a CSU Breadth general education requirement in Area C2, Arts and Humanities and an IGETC general education requirement in Area 3B, Humanities. Second, it provides substantial and coherent exposure to the broad domains of higher education.

Ideally, the course enhances a student's lifelong skills in reading and writing.

DIVISION: Kinesiology
DEPARTMENT: Kinesiology and Health
COURSE ID: KIN 170
COURSE TITLE: Lifeguarding
SEMESTER UNITS: 3
LECTURE: 40
LAB: 24
PREREQUISITE:

Must be age 15 or older. 300 meters of continuous swim: front crawl, breaststroke or a

Curriculum Meeting: 10/13/14, 10/27/14

Conjoint Meeting: 10/28/14

Board of Trustees Meeting: 11/13/14

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combination of both without stopping to rest. Tread water for 2 minutes. Timed event: swim 20 meters out to retrieve a 10 pound weight within 1 minute and 40 seconds

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION:

Knowledge and skills required for deep water lifeguarding, meeting the certificate requirements of the American Red Cross. This course is also offered as PBSF 170.

SCHEDULE DESCRIPTION:

Knowledge and skills required for deep water lifeguarding, meeting the certificate requirements of the American Red Cross. This course is also offered as PBSF 170.

Note: Course does not currently equate with SBVC

Effective: FA15

Rationale:

Lifeguarding and water safety are critically important skills for public safety. As a lifeguard the ability to identify potential water safety problems and to make timely decisions before or during a water emergency can affect life. This course meets the college mission and vision as a provider of public safety education and training. This course provides the basic foundational services necessary at any water complex. This course transfer to CSU.

DIVISION: Psychology

DEPARTMENT: Human Development

COURSE ID: PSYCH 120

COURSE TITLE: Statistics for the Social and Behavioral Sciences

SEMESTER UNITS: 4

LECTURE: 64

LAB: 0

PREREQUISITE: MATH 095: Intermediate Algebra or
MATH 095C: Intermediate Algebra part C or eligibility for PSYCH 120 as determined through the Crafton Hills College assessment process

COREQUISITE: None

DEPARTMENTAL RECOMMENDATION: None

CATALOG DESCRIPTION:

The use of probability techniques, hypothesis testing, and predictive techniques to facilitate decision making. Topics include descriptive statistics; probability and sampling distributions; statistical inference; correlation and linear regression; analysis of variance; chi square and t-tests; and application of technology for statistical analysis including the interpretation of the relevance of the statistical findings. Applications using data from disciplines including the social sciences, health care and education. Focuses on practical applications in these fields, as opposed to the MATH 110 which approaches these topics with a firmer grounding in the principles of mathematics.

SCHEDULE DESCRIPTION: An introduction to statistics for sociology, health care, and education.

Note: Course does not currently equate with SBVC

Effective: FA15

Rationale:

Students majoring in many fields, including business, education, psychology, and sociology benefit from and may be required to take an introductory statistics course. PSYCH 120 is associate degree applicable and CSU transferable.

MODIFIED COURSES

COURSE ID	COURSE TITLE
EMS 020	Emergency Medical Technician

UNITS: 6
LECTURE: 64
LAB: 64
CLINICAL: 24
FIELD: 24

PREREQUISITE: 18 years of age at the time of registration.
 Completion of ENGL 010 or eligibility for ENGL 101 as determined through the Crafton Hills College Assessment Process

COREQUISITE(S):

EMS 021: Preventing Disease Transmission for Emergency Medical Technician-I/EMT- Basic
 EMS 022: Basic Life Support for Emergency Medical Technician-EMT
 EMS 023: Hazardous Materials First Responder Awareness for Emergency Medical Technician-I/EMT-Basic

Note: Course does not currently equate with SBVC

Effective: FA15

Rationale: Correcting the prerequisite.

COURSE ID	COURSE TITLE
EMS 021	Preventing Disease Transmission for the Emergency Medical Technician

UNITS: 0.5
LECTURE: 8

PREREQUISITE: None

COREQUISITE(S):

EMS-020
 EMS-022
 EMS-023

CATALOG DESCRIPTION:

Instruction in disease transmission, infection control practices, including occupational exposure management and legal concerns. Designed for Emergency Medical Services, hospital and public safety personnel. Graded on a Pass or No Pass basis only.

SCHEDULE DESCRIPTION:

Disease transmission, infection control practices, including occupational exposure management and legal concerns. Designed for Emergency Medical Services, hospital and public safety personnel.

Note: Does not currently equate at SBVC

Effective: FA15

Rationale: 6 year revision.

Curriculum Meeting: 10/13/14, 10/27/14
 Conjoint Meeting: 10/28/14
 Board of Trustees Meeting: 11/13/14
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COURSE ID	COURSE TITLE
ENGL 152	Intermediate Composition and Literature

UNITS: 4
LECTURE: 64
PREREQUISITE: ENGL 101 or ENGL 101H

Note: Currently equates with ENGL 151 at SBVC

Effective: FA15

Rationale: Create an honors course to go with course.

COURSE ID	COURSE TITLE
PBSF 170	Lifeguarding□

UNITS: 3
LECTURE: 40
LAB: 24

CATALOG DESCRIPTION: Knowledge and skills required for deep water lifeguarding, meeting the certificate requirements of the American Red Cross. This course is also offered as KIN 170.

SCHEDULE DESCRIPTION: Knowledge and skills required for deep water lifeguarding, meeting the certificate requirements of the American Red Cross. This course is also offered as KIN 170.

PREREQUISITE: Must be age 15 or older. 300 meters of continuous swim: front crawl, breaststroke or a combination of both without stopping to rest. Tread water for 2 minutes. Timed event: swim 20 meters out to retrieve a 10 pound weight within 1 minute and 40 seconds.

COREQUISITE: None

Note: Course does not currently equate with SBVC

Effective: FA15

Rationale:

Modify the course to be closer to the industry standards. When the course was originally approved we included blood borne pathogens, expanded CPR, and Hazardous awareness. These additions moved the CHC lifeguarding course to far away from the industry standard and had very low enrollment. After discussions it was decided to run the course very close to the American Red Cross. Following this update, we can slowly add these other courses as additional courses to the lifeguarding certificate.

COURSE ID	COURSE TITLE
CSCI 110	Introduction to Computer Science I

UNITS: 3
LECTURE: 32
LAB: 48

Note: Does not currently equate at SBVC

Curriculum Meeting: 10/13/14, 10/27/14

Conjoint Meeting: 10/28/14

Board of Trustees Meeting: 11/13/14

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Effective: FA14

Rationale: Correct units and hours.

COURSE ID	COURSE TITLE
CSCI 230	Introduction to Data Structures and Algorithms

UNITS: 3

LECTURE: 32

LAB: 48

PREREQUISITE: CSCI 120 Introduction to Computer Science II

Note: Does not currently equate at SBVC

Effective: FA14

Rationale: Correct units and hours.

COURSE ID	COURSE TITLE
CSCI 240	Computer Organization and Assembly Language Programming

UNITS: 3

LECTURE: 32

LAB: 48

PREREQUISITE: CSCI 110: Introduction to Computer Science I

Note: Does not currently equate at SBVC

Effective: FA14

Rationale: Correct units and hours.

COURSE NUMBER CHANGE

KIN 970A Personal Fitness Assessment I – Formerly KIN 070A

KIN 970B Personal Fitness Assessment II – Formerly KIN 070B

KIN 970C Personal Fitness Assessment III – Formerly KIN 070C

KIN 970D Personal Fitness Assessment IV – Formerly KIN 070D

Effective: FA14

Rationale: These courses were approved last year with a number 070. The department is only changing the number to 970 because the course does not apply to the associates degree.

CORRECTION TO PROGRAM

ASSOCIATE IN ARTS IN KINESIOLOGY FOR TRANSFER A.A. Degree Major

The Associate in Arts-Transfer (AA-T) degree in Kinesiology at Crafton Hills College is designed to meet the needs of students transferring to a California State University who intend to major in kinesiology or a related field of study.

Curriculum Meeting: 10/13/14, 10/27/14

Conjoint Meeting: 10/28/14

Board of Trustees Meeting: 11/13/14

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REQUIRED COURSES:

		UNITS
KIN 200	Introduction to Kinesiology	3.00
ANAT 150	Human Anatomy and Physiology I	4.00
ANAT 151	Human Anatomy and Physiology II	3.00

Students must complete one unit from any three of the following movement based course areas:

		UNITS
Aquatics		
KIN/F 164ABCD	Swimming I-IV	1.00
KIN/F 173ABCD	Water Aerobics and Depp Water Exercise I-IV	1.00
Combatives		
KIN/S 159ABCD	Karate I-IV	1.00
Team Sports		
KIN/S 116ABCD	Soccer I-IV	1.00
KIN/S 179ABCD	Team Sport I-IV	1.00
KIN/S 193ABCD	Softball I-IV	1.00
Individual Sports		
KIN/S 120ABCD	Golf I-IV	1.00
KIN/S 148ABCD	Tennis I-IV	1.00
KIN/S 248AB	Competitive Tennis	1.00
Fitness		
KIN/F 105ABCD	Aerobic Conditioning I-IV	1.00
KIN/F 106ABCD	Total Body Fitness	1.00
KIN/F 108ABCD	Resistance and Weight Training I-IV	1.00
KIN/F 127ABCD	Walking for Fitness I-IV	1.00
KIN/F 155ABCD	Conditioning with the Pilates Method I-IV	1.00
KIN/F 168ABCD	Yoga I-IV	1.00
KIN/S 190ABCD	Tai Chi I-IV	1.00
KIN/F 191ABCD	Hiking for Fitness I-IV	1.00
Dance		
KIN/D 130ABCD	Jazz Dance I-IV	1.00
KIN/D 143ABCD	Funk/Hip Hop Dance I-IV	1.00
KIN/D 163ABCD	Ballroom/Swing/Salsa I-IV	1.00

Students must complete at least six additional unites from the following list:

MATH 108	Statistics	4.00
	Or	
PSYCH 108	Statistics	4.00
CHEM 150	General Chemistry I	5.00
	Or	
CHEM 150H	General Chemistry I – Honors	5.00
PHYSIC 110	General Physics I	4.00
	Or	

Curriculum Meeting: 10/13/14, 10/27/14

Conjoint Meeting: 10/28/14

Board of Trustees Meeting: 11/13/14

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PHYSIC 250	College Physics I	4.00
KIN 231	First Aid and CPR	3.00
TOTAL UNITS:		20.00

Effective: FA14

Rationale: Correct course title for Tai Chi I-IV.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Acceptance of Classified Employee Resignations

RECOMMENDATION

It is recommended that the Board of Trustees accept the resignation of Guillermo Parra, Maintenance and Grounds Supervisor, SBVC, and June Flores, Purchasing Technician, District.

OVERVIEW

Guillermo Parra, Maintenance and Grounds Supervisor, SBVC, submitted his letter of resignation with an effective date of October 4, 2014, after 9 years of service to the District. His last day of employment with the District was October 3, 2014.

June Flores, Purchasing Technician, District, submitted her letter of resignation with an effective date of October 22, 2014, after 6 years of service to the District. Her last day of employment with the District was August 19, 2014.

ANALYSIS

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

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: Bruce Baron, Chancellor

PREPARED BY: Bruce Baron, Chancellor

DATE: November 13, 2014

SUBJECT: Consideration of Approval of Extending Agreement with Miyamoto Consulting

RECOMMENDATION

It is recommended that the Board of Trustees approve the agreement with Miyamoto Consulting for special Human Resources services for an amount not to exceed \$120,159.69, effective December 31, 2014, through June 30, 2015, or upon the successful hiring of a Vice Chancellor of Human Resources.

OVERVIEW

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

ANALYSIS

The recruitment for the Vice Chancellor, Human Resources & Employee Relations, is currently in process with a candidate to be named in Spring 2015. Until that time, Miyamoto Consulting will continue to provide special Human Resources services for the District for an additional period of six months or until the successful hiring of a Vice Chancellor of Human Resources. The consulting service contract was developed to meet the human resources needs of the District. Miyamoto Consulting brings to the District over twenty-six years of executive level human resources experience and training.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Cheryl Marshall, President, CHC
Dr. Gloria Fisher, Interim President, SBVC
DATE: November 13, 2014
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 2014-2015 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 2014-2015 academic year.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**San Bernardino Valley College
Adjunct and Substitute Academic Employees
Academic Year 2014-2015
November 13, 2014**

NAME	DISCIPLINE
Bonny, Justin	Psychology
Dowlatabadi, Mohammad	Electricity/Electronics
Ford, Jacquelyn	Reading
Iniguez, Sergio	Psychology
Turner, Glen	Electricity/Electronics
Vito, Christopher	Sociology

**Crafton Hills College
Adjunct & Substitute Academic Employees
Academic Year 2014-2015
Fall 2014**

NAME	DISCIPLINE
Able, Ethan	Emergency Medical Services
Avery, George	Emergency Medical Services

**Crafton Hills College
Adjunct & Substitute Academic Employees
Academic Year 2014-2015
Spring 2015**

Johansen, Greg	Microbiology
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Gloria Fisher, Interim President, SBVC
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Amendment to Assistant Coach Stipend

RECOMMENDATION

It is recommended that the Board of Trustees approve the SBVC amended assistant coach stipend.

OVERVIEW

Kenneth Mushinskie is serving as assistant football coach for the Fall 2014 season. He was previously approved at the October 9, 2014, board meeting for a \$3,642.00 stipend. The stipend amount should be \$4,162.00, effective October 10, 2014. Mr. Mushinskie had more experience that qualifies him at the higher stipend level.

ANALYSIS

Assistant Coaches are routinely hired for sports teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014/2015 budget

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Classified Employee Promotion

RECOMMENDATION

It is recommended that the Board of Trustees approve the promotion of Carol Hannon, User Liaison, ANNEX, to Data Analyst, ANNEX.

OVERVIEW

Carol Hannon, User Liaison, ANNEX, promoted to Data Analyst, ANNEX, effective December 1, 2014, at Classified Salary Schedule Range 47, Step E, \$5,504.00 per month. Replacement for Dianna Jones.

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 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Classified Employees

RECOMMENDATION

It is recommended that the Board of Trustees approve the employment of the classified employees on the attached list.

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

CLASSIFIED EMPLOYEES
November 13, 2014

Juana Moreno, Child Development Teacher, SBVC, effective December 1, 2014, at Child Development Salary Schedule Range 1, Step A, \$2,830.00 per month for 221 days of service each year. Replacement for Karen Taylor.

Susann BeDell, Administrative Assistant II, District, at Confidential Salary Schedule, Range 4, Step A, \$5,188.44 per month, effective November 14, 2014. Replacement for Lorraine Norton.

Brandon Heller, Secretary I, STAR Program, SBVC, effective December 1, 2014, at Classified Salary Schedule, Range 29, Step A, \$2,904.00 per month. Replacement for Marianne Kuhns.

Eunice "Faye" Cairns, Secretary II, Health Services, SBVC, effective December 1, 2014, at Classified Salary Schedule, Range 33, Step A, \$3,203.00 per month. Replacement for Barbara Spalding.

Maurice Spicer, Payroll Accountant, District, effective December 1, 2014, at Classified Salary Schedule Range 37, Step A, \$3,535.00 per month. Replacement for Diana Shirtcliff.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: November 13, 2014

SUBJECT: Consideration of Approval of District Volunteers

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

**San Bernardino Valley College
Volunteers
Academic Year 2014-2015
November 13, 2014**

NAME	ASSIGNMENT	DATE
Arevalo, Aracely	Student Services/STAR Program	11/17/2014-12/31/2014
Christian, Melissa	President's Office/Research, Planning and Institutional Effectiveness	11/17/2014-12/31/2014
Dufer, Joshua	Student Services/STAR Program	11/17/2014-12/31/2014
Graham, Zondra	President's Office/Police Academies	11/14/2014-12/31/2014
Hernandez, Omar	Science/Nursing	11/14/2014-12/31/2014
Herrera, Ramon	Student Services/STAR Program	11/17/2014-12/31/2014
Higuera, Maria	Science/Chemistry	11/14/2014-12/22/2014
Iniguez, Vicente	Arts and Humanities/Theatre Department	11/15/2014-11/24/2014
Jackson, Antoinette	Arts and Humanities/Theatre Department	11/15/2014-11/24/2014
Kalayeh, Azar	Student Services/STAR Program	11/17/2014-12/31/2014
Ponder, Asia	Arts and Humanities/Theatre Department	11/15/2014-11/24/2014
Ponder, Terra	Arts and Humanities/Theatre Department	11/15/2014-11/24/2014
Sahi, Mamta	President's Office/Research, Planning and Institutional Effectiveness	11/17/2014-12/31/2014
Schnose, Tabitha	Science/Biology	11/14/2014-12/22/2014
Scott II, Anthony	Social Sciences/Athletics	11/14/2014-12/31/2014
Solorzano, Valerie	President's Office/Marketing & Public Relations	11/14/2014-12/31/2014
Stewart, Jesyka	Science/Chemistry	11/14/2014-12/22/2014
Suarez-Ramirez, Patricia	Student Services/DSPS	11/14/2014-12/19/2014

**Crafton Hills College
Volunteers
Academic Year 2014-2015
November 13, 2014**

NAME	ASSIGNMENT	DATE
Gutierrez, Omar	Fire Technology	01/01/2015-06/30/2015
Sanford, Melissa	Tutoring Center	11/13/2014-12/31/2014
Sanford, Melissa	Tutoring Center	01/01/2015-06/30/2015
Valdez, Trevor	Fire Technology	01/01/2015-06/30/2015

**KVCR
Volunteers
November 13, 2014**

NAME	ASSIGNMENT	DATE
Ba, Trinity	Production	11/14/2014-12/30/2014
Belknap, Danny	Development	11/14/2014-12/31/2014
Clarke, John	Production	11/14/2014-12/31/2014
Estrada, Natalia	Development	11/14/2014-12/31/2014
Hesla, Brooke	Development	11/14/2014-12/31/2014
Hewitt, Terrance	Development	11/14/2014-12/31/2014
Mares, Michael	Production	11/14/2014-12/31/2014
Pasillas, Peter	FNX	11/14/2014-12/31/2014
SanMiguel, Corrine	Development	11/14/2014-12/31/2014

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: November 13, 2014

SUBJECT: Consideration of Approval of Extension of Employment Management
Contract for Five-Month Duration

RECOMMENDATION

It is recommended that the Board of Trustees approve an extension of the five-month employment contract for Wendy Zinn, Manager, CTE Community Collaborative, ATTC.

OVERVIEW

Wendy Zinn, Classified Manager, CTE Community Collaborative, ATTC, District employment Contract, effective December 1, 2014 through January 31, 2015.

ANALYSIS

Wendy Zinn, will receive an extension of the five-month employment contract effective July 1, 2014, through November 30, 2014, to January 31, 2015. The grant which provides funding for this position is due to expire at this time.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

This position is categorically funded and is dependent on the life of the grant.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Gloria Fisher, Interim President, SBVC
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Head and Assistant Coach Stipends

RECOMMENDATION

It is recommended that the Board of Trustees approve SBVC head and assistant coach stipends.

OVERVIEW

The individuals on the attached list will serve as head and assistant coaches for the Fall 2014 Season.

ANALYSIS

Coaches are routinely hired for sports teams.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014/2015 budget

**SBVC
Head and Assistant Coach Stipend
Academic Year 2014/2015
November 13, 2014**

Head Coaches
Effective November 14, 2014

Brewer, Quincy	Men's Basketball	\$6,764.00
Crebbin, Susan	Women's Basketball	\$6,764.00

Assistant Coaches
Effective November 14, 2014

Cordova, Christopher	Women's Cross-Country	\$1,821.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Interim Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the interim appointment of Jose Felipe Torres, Interim Vice Chancellor, Fiscal Services, District and Lawrence Strong, Interim Director of Fiscal Services, District.

OVERVIEW

Jose Felipe Torres, Interim Vice Chancellor, Fiscal Services, District, Management Salary Schedule, Range 26, Step B, \$160,345.00 per year, full-time, 12-month position effective November 14, 2014, through June 30, 2015. Replacement for Tim Oliver.

Lawrence Strong, Interim Director of Fiscal Services, District, Management Salary Schedule, Range 19, Step D, \$125,638.00 per year, full-time, 12-month position effective November 14, 2014, through June 30, 2015. Replacement for Jose Torres.

ANALYSIS

Due to the expiration of the contract with the Interim Vice Chancellor of Fiscal Services, Tim Oliver, Mr. Torres will serve as Interim Vice Chancellor, Fiscal Services, until June 30, 2015, or upon the successful hiring of a Vice Chancellor of Fiscal Services. The November 14, 2014, start date is necessary for Mr. Torres to transition into the position prior to Mr. Oliver's last day of December 31, 2014.

Due to Jose Torres being recommended to serve as Interim Vice Chancellor, Fiscal Services, until June 30, 2015, or upon the successful hiring of a Vice Chancellor of Fiscal Services, it is necessary for Lawrence Strong to fill the position as Interim Director of Fiscal Services effective November 14, 2014.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Acceptance of Management Appointment

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of _____, President, San Bernardino Valley College.

OVERVIEW

_____, President, SBVC, full-time, 12-month position, Management Salary Schedule Range, 26, Step __, \$_____ per month, plus doctorate stipend, effective _____ through _____. Replacement for Deborah Daniels.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Management Appointments

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of the management employees on the attached list.

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**Management Employees
November 13, 2014**

Wallace Johnson, Dean of Social Science, Human Development and Physical Education, SBVC, effective January 5, 2015, at Management Salary Schedule Range 19, Step A, \$108,532.00 per year, plus \$95.00 per month doctoral stipend. Replacement for Corene Schwartz.

Albert Maniaol, Dean of Applied Technology, Transportation and Culinary Arts, SBVC, effective November 14, 2014, at Management Salary Schedule Range 19, Step A, \$108,532.00 per year. Replacement for Achala Chatterjee.

Fred Larimore, Printing & Graphic Services Supervisor, ANNEX, effective December 1, 2014, at Management Salary Schedule Range 8, Step C, \$69,958.00 per year. Replacement for Louis Chavira.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron
Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

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

DATE: November 13, 2014

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

RECOMMENDATION

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

OVERVIEW

The following list of employees is submitted for approval.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

**Crafton Hills College
Non-Instructional Pay
Academic Year 2014-2015
Fall 2014
November 13, 2014**

Abad, Jeremy, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Allen, Denise, stipend for ITC/Digital Media Grant, 7/01/2014 through 11/15/2014, not to exceed \$2,288.00, Funding is Digital Media Grant.

Andrade, Myra, Adjunct Counselor for Science, Technology, Engineering, and Mathematics (STEM) students, 08/19/2014 through 1/09/2015, not to exceed 19 hours per week at \$90.00 per hour. Funding source is CHC STEM Pathways Grant.

Baker, Deena, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Branson, Joanna, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Cook, Natalie, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Commander, John, Non-instructional pay for Fit Testing in EMT program, 09/01/2014 through 5/30/2015, not to exceed 80 hours at \$49.00 per hour. Funding source is General Fund.

Dobbs, Anne, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Eby, Larry, Non-instructional pay for attending English 976 Retreats, 10/17/2014 through 11/14/2014, not to exceed 4 hours at \$49.00 per hour. Funding is Basic Skills.

Ford, Jacquelyn, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Franklin, Brad, stipend for RAMP-UP articulation agreements. 10/10/2014 through 12/31/2014, not to exceed \$900.00, \$300.00 per agreement. Funding source is RAMP-UP Grant.

Harrington, Judith, Adjunct Counselor & Articulation, 10/01/2014 through 01/09/2015, not to exceed 266 hours, at \$49.00 per hour. Funding Source is STEM Pathways Grant.

Hawkins, DJ, Non-instructional pay for attending English 976 Retreats, 10/17/2014 through 11/14/2014, not to exceed 4 hours at \$49.00 per hour. Funding is Basic Skills.

Henriquez, Aja, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Jennings, Sara, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Jordan, Jessica, stipend for Title V Honors Faculty, 9/9/2014 through 12/19/2014, not to exceed \$600.00, Funding is Title V Grant.

The Title V Honors Faculty Stipend is given to faculty members who have taken on an honors component with their taught course. One of the objectives of the Title V grant is to increase the number of honors courses offered at CHC.

LaPointe, Stacy, Non-instructional pay for attending English 976 Retreats, 10/17/2014 through 11/14/2014, not to exceed 4 hours at \$49.00 per hour. Funding is Basic Skills.

Larson-Holder, Amber, Non-instructional pay for attending English 976 Retreat, 10/17/2014 through 11/14/2014, not to exceed 4 hours at \$49.00 per hour. Funding is Basic Skills.

Lehar, Jade, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Linfield, Leon, Non-instructional pay for attending English 976 Retreats, 10/17/2014 through 11/14/2014, not to exceed 4 hours at \$49.00 per hour. Funding is Basic Skills.

Parks, David, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Przeklasa, Terence Robert, Stipend to develop course outline for intro to Native American Studies, 10/31/2014 through 12/31/2014, Not to exceed \$400. Funding is from general fund.

Shimeld, Lisa, STEM Pathways SciFri Micro Biology Activity, 2/27/2015 through 3/6/2015, not to exceed \$750.00. Funding source is STEM Pathways Grant.

Sonico, Melissa, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Spencer, Emily, STEM Pathways SciFri Biology Activity, 2/27/2015 through 3/6/2015, not to exceed \$750.00. Funding source is STEM Pathways Grant.

Spencer, Emily, STEM Pathways Chemistry Outreach Planning, 10/1/2014 through 12/31/2014, not to exceed \$1,250.00. Funding source is STEM Pathways Grant.

Walton, Brandon, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

White-Elliott, Cassandra, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Wise, Louise, Non-instructional pay for attending English 976 Retreat, 11/14/2014, not to exceed 2 hours at \$49.00 per hour. Funding is Basic Skills.

Yau, Margaret, stipend for ITC/Digital Media Grant, 7/01/2014 through 11/15/2014, not to exceed \$2,288.00, Funding is Digital Media Grant.

Yau, Margaret, STEM Pathways SciFri Computer Information Science Activity, 2/27/2015 through 3/6/2015, not to exceed \$750.00. Funding source is STEM Pathways Grant.

**San Bernardino Valley College
Non-Instructional Pay
Academic Year 2014-2015**

Markazan, Romero, to develop and update the Electricity/Electronics curriculum, 11/14/2014 to 12/19/2014, not to exceed 30 hours, at \$49.00 per hour. Funding source is the Electricity/Electronics general fund.

Tinoco, Michelle, Counselor, Counseling & Matriculation, 01/02/2015 to 06/30/2015, not to exceed 210 hours, at \$49.00 per hour. Funding source is the Matriculation Program Categorical Fund.

Demsky, Jeffrey, to provide resources and expertise for a program in Holocaust and Genocide education by a Memorandum of Understanding (MOU) between SBCCD and Rialto Unified School District (RUSD), 7/18/2014 to 10/2/2014, not to exceed \$6,000 at \$49.00 per hour. Funding source is History general fund.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
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 2014-2015 budget.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Professional Expert Hourly Employees

November 13, 2014

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Gastel, Robert G	Public Safety & Emergency Services	CHC	Lab Inst/ Primary Inst/ EMS Specialist	11/14/14	12/31/14	\$20/25/\$30
Bozar, Christine	Professional Development Center	DIST	Workforce Development/ PDC Trainer	11/14/14	12/31/14	\$60.00
Comiskey, Daniel F	Professional Development Center	DIST	Workforce Development/ PDC Trainer	11/14/14	12/31/14	\$50.00
Jamison, Melissa A	Disabled Student Programs & Services	SBVC	Interpreting/ Transliterating Level I	11/14/14	12/31/14	\$24.00
Kesling, Susaniel	Pharmacy Technology	SBVC	Pharmacy Technology Accreditation Coordinator	11/14/14	12/31/14	\$40.00

Amend September 11, 2014 Board to correct Hourly Rate:

Holliman, Roanne M	Professional Development Center	DIST	Workforce Development/ PDC Trainer	9/12/14	12/31/14	\$25.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Short Term Hourly Employees

November 13, 2014

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate
Garacia, Adrian	Aquatics	CHC	Lifeguard	11/14/14	12/31/14	\$12.00
Horton, Amanda A	Art	CHC	Model (Undraped)	11/14/14	12/31/14	\$16.00
Burgos, Micheil C	Music	CHC	Accompanist	11/14/14	12/31/14	\$16.00
Davis, Cynthia	GIS	SBVC	Tutor I	11/14/14	12/31/14	\$10.00
Polo, Denise	Instruction Office- Basic Skills Committee	SBVC	Tutor II	11/14/14	12/31/14	\$12.00

Amend July 10, 2014 Board to correct spelling of last name and end date of assignment.

Robles-Mora, Lyanne	Research and Planning	SBVC	Project Assistant I	7/14/14	12/31/14	\$10.00
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SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

Substitute Employees

November 13, 2014

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Davila, Robert	Bookstore	CHC	Bookstore Assistant I	11/9/14	1/9/15	\$13.29	Extension. Subbing for (K. Wheeler) working out of class. In recruitment.
Book, Paula J	Child Development Center	CHC	Child Development Assistant	10/10/14	12/10/14	\$12.84	Extension 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t).Insufficient pool, reposted.
Luther, Lorie	Child Development Center	CHC	Child Development Assistant	10/10/14	12/10/14	\$12.84	New: 2 - vacancies (R. Quintana, A. Sumlin) Need back up subs for coverage (1-p/t 1 - f/t).Insufficient pool, reposted.
Ramirez, Berenice	Child Development Center	CHC	Child Development Teacher	10/22/14	12/22/14	\$19.21	New: On call for sick/vacation coverage.
Hagin, Deborah	Counseling	CHC	Secretary II	10/8/14	12/8/14	\$18.41	New: Vacancy (M. Williams. In recruitment.

Johnson, Daniel	Custodial	CHC	Custodian	9/2/14	9/12/14	\$15.87	Extension: Vacancy (E. Chavez). Recruitment filled 9/13/14.
Ramos, Enrique	Custodial	CHC	Custodian	9/8/14	11/8/14	\$15.87	New: On call for sick/vacation coverage.
Carranza, Francisco	District Computing Services	DIST	Telecommunications Specialist	11/2/14	1/1/15	\$29.43	Extension: Vacancy - (J. Kyle). In recruitment.
BeDell, Susann L	Human Resources	DIST	Administrative Assistant II	11/3/14	11/13/14	\$29.82	Extension: Vacancy (L. Norton) Retired. Recruitment closed. Vacancy filled 11/14/14.
Lapham, Garrett	KVCR	DIST	Broadcast Operator	11/3/14	1/3/15	\$20.82	Extension: Vacancy Need multiple subs for coverage – 24/7 position. In recruitment
Miller, Donald D	KVCR	DIST	Broadcast Operator	11/3/14	1/3/15	\$20.82	Extension: Vacancy back up sub for one vacancy; position requires continuous coverage. In recruitment

Porter, Janine	KVCR	DIST	Broadcast Operator	11/3/14	1/3/15	\$20.82	Extension: Vacancy. Need multiple subs for coverage – 24/7 position. In recruitment
Rosales Jr, Manuel	KVCR	DIST	Broadcast Operator	11/3/14	1/3/15	\$20.82	Extension: Vacancy. Need multiple subs for coverage – 24/7 position. In recruitment
Andrada, Cecilia	Police	DIST	Administrative Secretary	10/20/14	12/20/14	\$20.32	New: Vacancy (R. Baker Lee) In recruitment.
Jackson, Rayshana	Administrative Services	SBVC	Mail Clerk	11/3/14	1/3/15	\$15.11	Extension: Sick/Vac Coverage
Gonzales, Amelia	Admission and Records	SBVC	Admission & Records Technician	9/28/14	11/28/14	\$17.97	Extension: (K. Marmolejo) working out of class in A&R Specialist position.
Claude, Peter R	Applied Technology-Tool Room	SBVC	Tool Room Specialist	9/24/14	11/24/14	\$15.48	New: Vacancy (J. Donnelly) Medical Leave. Splitting shift with other sub.

Mills, Lawrence	Applied Technology-Tool Room	SBVC	Tool Room Specialist	10/7/14	12/7/14	\$15.48	New: Vacancy (J. Donnelly) Medical Leave. Splitting shift with other sub.
Warren, Nichole	Applied Technology-Tool Room	SBVC	Tool Room Specialist	9/24/14	11/24/14	\$15.48	New: Vacancy (P. Nguyen). In recruitment.
Stevenson, David	Biology	SBVC	Lab Technician-Biology	10/10/14	12/8/14	\$20.82	New: Vacancy (D. Garza). In recruitment.
Molina, Liliana	Campus Business Office	SBVC	Account Clerk	11/3/14	1/3/15	\$15.48	Extension: On call for Sick/Vac Coverage
Martinez, Anabel	Central Business Office	SBVC	Account Clerk	11/24/14	1/24/15	\$15.48	Extension: On call for vacation and sick coverage.
Vallejo, Marlena	Chemistry	SBVC	Lab Technician - Chemistry	9/24/14	11/24/14	\$20.82	New: Vacancy (N. Zapien). Resigned. In recruitment.
Aboytes, Alfonso	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Cevallos-Medina, Maria A	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: Vacancy (N. Salas). In recruitment.
Cunningham, Sheri	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage

Delgado, Betsabe	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Laque-Ogea, Valerie	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Poynter, Wonder	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Revis, Anthony T	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Smith-Brooks, Love	Child Development Center	SBVC	Child Development Assistant	11/3/14	1/3/15	\$13.35	Extension: On call for Sick/Vac Coverage
Moreno, Juana	Child Development Center	SBVC	Child Development Teacher	11/3/14	1/3/15	\$19.21	Extension: On call for Sick/Vac Coverage
Reynolds, Rebecca	Child Development Center	SBVC	Child Development Teacher	11/3/14	1/3/15	\$19.21	Extension: On call for Sick/Vac Coverage
West, Nancy	Child Development Center	SBVC	Child Development Teacher	11/3/14	1/3/15	\$19.21	Extension: On call for Sick/Vac Coverage
Thomas Jr., Larry	Computer Technology Services	SBVC	Multimedia Specialist	11/3/14	1/3/15	\$18.86	Extension: Vacancy (J. Flaa) working out of class.
Fractious, Mary Y	Custodial	SBVC	Custodian	11/3/14	1/3/15	\$15.87	Extension: On call for Sick/Vac Coverage

Hernandez, Amber	Custodial	SBVC	Custodian	11/3/14	1/3/15	\$15.87	Extension: On call for Sick/Vac Coverage
Murillo, Rosa M	Custodial	SBVC	Custodian	11/3/14	1/3/15	\$15.87	Extension: On call for Sick/Vac Coverage
Ramirez, Ricardo	Custodial	SBVC	Custodian	11/3/14	1/3/15	\$15.87	Extension: On call for Sick/Vac Coverage
Sanchez, Mark C	Custodial	SBVC	Custodian	11/3/14	1/3/15	\$15.87	Extension: On call for Sick/Vac Coverage
Martin, Boramy	Food Service	SBVC	Food Service Worker	11/3/14	1/3/15	\$12.71	Extension: Sick / Vac Coverage
Reynolds, Valen	Food Service	SBVC	Food Service Worker	11/3/14	1/3/15	\$12.71	Extension: On call for Sick/Vac Coverage
Rykbos, Tiffany R	Food Service	SBVC	Food Service Worker	11/3/14	1/3/15	\$12.71	Extension: On call for Sick/Vac Coverage
Heller, Brandon L	STAR Program	SBVC	Secretary I	9/2/14	11/2/14	\$16.69	Extension: Vacancy (M. Kuhns). Recruitment closed. Vacancy filled12/1/14
Heller, Brandon L	STAR Program	SBVC	Secretary I	11/3/14	11/30/14	\$16.69	Extension: Vacancy (M. Kuhns). Recruitment closed. Vacancy filled12/1/14

Cairns, Eunice F	Student Health Services	SBVC	Clerical Assistant I	10/20/14	11/30/14	\$13.69	Extension: Vacancy (K. Yarbrough). Recruitment closed. Vacancy filled 12/1/14
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Amend September 11, 2014 Board to correct dates.

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Rosales Jr, Manuel	KVCR	DIST	Broadcast Operator	9/2/14	11/2/14	\$20.82	Extension: Vacancy. Need multiple subs for coverage – 24/7 position. In recruitment

Amend October 9, 2014 Board to correct hourly rate.

Name	Department	Site	Duties	Start Date	End Date	Hourly Rate	Justification
Schlinkert, Tamara	Culinary Arts	SBVC	Lab Technician-Culinary Arts	9/12/14	11/12/14	\$20.82	New: Vacancy.
Cortez, Yecenia	EDCT	DIST	Administrative Assistant I	9/1/14	11/1/14	\$22.43	Extension: Vacancy (M. Bender) - Failed recruitment. Sending back out.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant

DATE: November 13, 2014

SUBJECT: Consideration of Approval of Revised Management Job Description

RECOMMENDATION

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

OVERVIEW

The revisions to Manager, Workforce Development, PDC job description provides for a more accurate title and description of duties and responsibilities.

ANALYSIS

The revisions provide a clear and more defined job description which changed certain job functions and specific duties to fit project needs.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

MANAGER, WORKFORCE DEVELOPMENT MANAGER, PDC

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 full-time categorically funded position and is contingent upon the availability of funds.

SUMMARY DESCRIPTION

Under the direction of the ~~Executive Director of Economic Development and Corporate Training~~ Director of Workforce Development, the Workforce Development Manager position is responsible for managing the contract development, marketing ~~development~~ and delivery of fee-based training programs, seminars, workshops and the customized contract education (not-for-credit) programs offered through the Professional Development Center (PDC). This position ~~is also responsible for managing the operation of the food handling and food safety management training programs~~ requires the successful management of multiple programs including Employment Training Panel (ETP), State Chancellor grants such as the Rapid Training Fund (RTF) and Industry Driven Regional Collaboratives (IDRC), Workforce Development Department (WDD) projects, Department of Labor (DOL) grants and ascertains the workforce training needs of the public and private sector employers in the geographical service area of the District. along with other State funded contracts while simultaneously determining the workforce training needs of public and private sector employers in the geographical service area of the District.

REPRESENTATIVE DUTIES

The following duties are typical for this classification.

1. Ascertains the workforce training needs of the public and private sector employers in the geographical service area of the District by outreaching to the business community and working closely with various business sectors and industrial clusters.
- ~~2. Manages the development and marketing of short term fee based training programs, such as seminars and workshops, relevant to the human capital development needs of regional employers.~~
2. Provides outreach to the business community and works closely ~~with~~ in responding to the training needs of the employers in the geographical service area.
3. Researches, develops and submits training and grant proposals in order to secure funding and to offer workforce development programs and services to the regional employers.
4. Manages the grant funded programs, services and budget accounts.
5. Manages the marketing efforts and recruitment of incumbent workers and other training participants for the short-term grant funded and fee-based customized education (credit and not-for-credit) programs.
- ~~6. Plans, develops, markets, organizes and manages the operation of the Food Handling and Food Safety Management training programs offered by the PDC.~~
6. Manages the delivery of all training programs and student support services for programs offered at the PDC and at the employer or community site.
7. Provides supervision for the trainers and clerical support staff directly related to the Workforce Development programs offered through the PDC.
8. Manages the registration, fee collection, records management and the account management functions for the training programs offered.

9. Generates adequate funds through contracts and grants to fully support the continuation of the program and other direct and indirect expenses related to the fee-based training and customized contract education programs.
10. Prepares, monitors and recommends budgets for training programs and grant projects.
11. Plans, implements, and maintains compliance with the work-plan objectives, activities and deadlines of all federal and state grants received. Provides all quarterly and annual narrative reports.
12. Serves as the District representative to all required local, regional and state-wide committees as appropriate.
13. Anticipates, prevents and resolves difficult and sensitive inquiries, conflicts and complaints.
14. 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 contract education program.
 Principles and practices of administering and monitoring grants.
 Grant regulations and requirements including restrictions and financial reporting requirements.
 Principles and practices of program development and administration.
 Principles and practices of budget preparation and administration. Principles and practices of project management.
 Principles of supervision, training, and performance evaluation.
 Procedures, processes and programs utilized by community colleges' Economic and Workforce Development Program.
 Workforce training programs in a public college environment.
 Principles and practices in the development and implementation of marketing strategies. Pertinent federal, state, and local laws, codes and regulations relating to economic and workforce development programs.
 Office procedures, methods, and equipment including computers and applicable software applications such as word processing, spreadsheets, presentations, and databases.
 Methods and techniques of data collection, research and report preparation.
 Principles and procedures of record keeping.

Ability to:

Oversee and participate in the management of a comprehensive contract education program. Plan and organize seminars, training, and activities.
 Create and maintain project budget from overall financial plans through the use of computer base spreadsheets.
 Oversee, direct, and coordinate the work of lower level staff and participate in the selection, 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.
 Manage multiple programs, projects or grants simultaneously and be sensitive to changing priorities and deadlines.
 Prepare and present comprehensive, concise, clear oral and written reports and presentations. Analyze problems, identify alternative solutions, project consequences of proposed actions and implement recommendations in support of goals.
 Interpret and apply California Education Code, Title 5, federal, state, and local policies, laws, and regulations as it relates to the position.

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

Demonstrate professionalism, fairness and honesty in all aspects of the performance of duties. Provide leadership based on ethics and principles as they relate to grant management Functions and operations.

Plan and organize work to meet changing priorities and deadlines.

Communicate clearly and concise, both orally and in writing.

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

Education and Experience Guidelines

Education/Training:

A Bachelor's Degree from an accredited college or university ~~with major course work preferably in business or public administration or a related field.~~

Required Experience:

~~Five (5)~~ Three (3) years of increasingly responsible full-time work experience in economic and workforce development programs, including two (2) years of related project/program management, administrative and supervisory responsibility.

Special Requirements:

1. Willingness to work flexible hours, including evening and weekends.
2. Possession of a valid California Driver's License.

Preferred Experience:

1. ~~A Master's degree in business or public administration~~ Experience in managing grant funded training programs.
2. Experience in the development and coordination of Employment Training Panel (ETP) programs, grants from the state chancellors' office, and other state and federal grant funded projects offered at community colleges.
3. Experience in working with the Workforce Investment Board (WIB) and/or the Workforce Development Department (WDD).

PHYSICAL DEMANDS AND WORKING ENVIRONMENT

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

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

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

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

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

Board Approved: May 13, 2010

Revised: November 13, 2014

Range: 10

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Approval of the Revision to Professional Expert Rates of Pay

RECOMMENDATION

It is recommended that the Board of Trustees approve the revision of the Professional Expert Rates of Pay.

OVERVIEW

The approval of the following positions to the Professional Expert Rates of Pay Schedule:

- **CTE Transition Coordinator**

ANALYSIS

The revision of the Professional Expert Rates of Pay Schedule adds the classification of CTE Transition Coordinator at the pay range of \$20.00 to \$30.00 per hour.

The CTE Transition Coordinator will assist in developing career pathways, CTE articulation agreements with high schools and ROPs, promote concurrent and cross/dual enrollments. Provide coordination and effective communication with the college, unified school districts, ROPs and county personnel. Update existing articulations, student and faculty information as well as identifying common problems, questions and concerns for appropriate resolutions. Assist in the coordination of CTE courses alignment with high school CTE curriculum. Assist in promoting partnerships with various industry business and employers and other stakeholders. Assist in conducting professional development activities to high school and community college faculty. Assist the CATEMA System Manager in assisting users for any assistance or problems.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

There is no financial implication to the revision since the funding source is from SSSP/Matriculation.

**San Bernardino Community College District
PROFESSIONAL EXPERT RATES OF PAY**

PROFESSIONAL EXPERT ASSIGNMENT	HOURLY RATE
3D Animator	\$25.00 to \$40.00
Adult Education Planning Grant Coordinator	\$40.00
Assistant Instructor	\$20.00
Background Investigator	\$30.00
Bilingual Translator/Interviewer	\$20.00
Business and Resources Development Consultant	\$60.00
CAHSEE Facilitator	\$50.00
Camera & Lighting Technician	\$10.00 to \$20.00
Clinical Instructor	\$20.00
Content Specialist (FNX)	\$15.00 to \$40.00
Counseling Trainee	\$12.00
Criminal Justice Academy Liaison	\$30.00
CTE Transition Coordinator	\$20.00 to \$30.00
Guardian Scholars and Dreams Liaison (Categorical)	\$45.00
Editor (KVCR, FNX, Pledge Drive)	\$18.00 to \$30.00
EMT-1 Skills Laboratory Assistant	\$12.00
Fire Agility Group Leader/Proctor	\$12.50
Fire Agility Instructor	\$30.00
Flight Simulator Repair	\$30.00
Foster Parenting Education	\$45.00
GIS Technician	\$18.00 to \$24.00
Grant Program Assistant (Categorical)	\$35.00
Grant Writer I	\$30.00
Grant Writer II	\$40.00
Grant Writer III	\$55.00
Human Resources Recruiter	\$20.00
Interpreting/Transliterating Level I	\$24.00
Interpreting/Transliterating Level II	\$21.00
Interpreting/Transliterating Level III	\$18.00
Interpreting/Transliterating Level IV	\$15.00
Laboratory Instructor	\$20.00
Mental Health Educator/Counselor Intern	\$35.00
Nurse Practitioner I (1-2 years of SBCCD experience)	\$55.00
Nurse Practitioner II (3-5 years of SBCCD experience)	\$60.00
Nurse Practitioner III (6+ years of SBCCD experience)	\$65.00
Physician	\$30.00
EMT(EMS)/Respiratory Care/Fire TechPE/ASL Specialist	\$30.00
Pharmacy Technology Accreditation Coordinator	\$30.00 to \$50.00
Police Science Facilitator/Instructor	\$35.00
Post Masters Counseling Intern	\$25.00
Primary Instructor	\$25.00
Public Information Specialist	\$60.00

Board Approved: July 1, 2014
Revised: November 13, 2014

**San Bernardino Community College District
PROFESSIONAL EXPERT RATES OF PAY**

Radiologic Technology Specialist	\$30.00
Respiratory Care Clinical	\$40.00
RTVF Intern I	\$11.00
RTVF Intern II	\$12.00
RTVF Intern III	\$13.00
Safety Facilitator	\$19.00 to \$25.00
Safety Officer	\$22.50
Social Media Specialist (FNX)	\$21.00 to \$25.00
Special Events Planner	\$25.00 to \$35.00
Staff Writer/Photographer	\$16.00 to \$20.00
Tactical Officer/Police	\$28.00
Tactical Officer/Fire	\$23.00
Tech Prep	\$30.00
Training Specialist	\$19.00
TV Closed Captioning	\$10.00 to \$15.00
Veteran's Resource Specialist	\$50.00
Workforce Development/PDC Trainer	\$15.00 to \$100.00 or up to 85% of Enrollment or up to 60% of net
PROFESSIONAL EXPERT ASSIGNMENT	SESSION RATE
Foster Parent Host	\$25.00
Musician	\$75.00
PROFESSIONAL EXPERT ASSIGNMENT	DAILY RATE
Evaluator (<i>per scenario</i>)	\$105.00
Theatre Production Assistant	\$500.00
CPR/Lifeguard Certification Facilitator	\$200.00 to \$300.00
Consultant	\$300.00 to \$500.00
PROFESSIONAL EXPERT ASSIGNMENT	SEMESTER RATE
Faculty Intern	\$600.00
Future Teacher Intern	\$300.00
Grant Assignment	\$300.00
Medical Director (EMT)	\$3,500.00
Medical Director (Respiratory Care)	\$3,000.00

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 13, 2014
SUBJECT: Consideration of Approval of Conference Attendance

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

DISTRICT

NAME: Gloria Harrison
DEPARTMENT: Board of Trustees
CONFERENCE: CCLC Annual Convention
DATES: November 19-23, 2014
LOCATION: Rancho Mirage, CA
PURPOSE: To find opportunities and strategies to benefit our students and District.
BENEFIT: Attend sessions on achieving student success, leveraging partnerships, growing college foundations, creating a positive campus environment for veterans, and expanding access to higher education.
ESTIMATED COST: \$1,200.00
FUNDING SOURCE: Board of Trustees General Fund

NAME: Arlene McGowan
DEPARTMENT: TESS
CONFERENCE: Image Now For Administrators
DATES: December 1-4, 2014
LOCATION: Redlands, CA
PURPOSE: SBCCD will be upgrading to a new version of Image Now. This training will ensure Arlene, as the Administrator, is aware of and knows how to use all of the new features offered in the upgrade.
BENEFIT: To ensure the District utilizes all of the features included in the upgrade.
ESTIMATED COST: \$2,400.00
FUNDING SOURCE: DCS general funds

NAME: Glen Kuck
DEPARTMENT: TESS
CONFERENCE: American International Recruitment Council
DATES: December 2-6, 2014
LOCATION: Miami, FL
PURPOSE: The conference will cover Implementing and International Recruitment Plan, Visa Processing and Recruitment through Consulates, things to do and no do with recruiting agencies, developing commercial and academic pathways with International Students, legal requirements for International Students and International Recruiting Hot Spots.
BENEFIT: To assist with the growth of the International Student Initiative
ESTIMATED COST: \$1,700.00
FUNDING SOURCE: International Students general funds

NAME: Jason Oberhelman
DEPARTMENT: Purchasing
CONFERENCE: CAPPO Conference & Supplier Expo
DATES: January 4-10, 2015
LOCATION: Monterey, CA
PURPOSE: To improve processes and procedures in the purchasing department.
BENEFIT: The annual CAPPO conference is a gathering of peers in the state procurement industry. To gain contacts, further job development, and learn important changes in state purchasing laws and ed code.
ESTIMATED COST: \$1,853.00
FUNDING SOURCE: Business Services General Fund

NAME: Donald Singer
DEPARTMENT: Board of Trustees
CONFERENCE: ACCT National Legislative Conference
DATES: February 8-13, 2015
LOCATION: Washington, DC
PURPOSE: To attend sessions to receive a briefing on the new 2015 community college legislative priorities.
BENEFIT: To meet with members of congress and leverage additional support at the state and local levels.
ESTIMATED COST: \$3,600.00
FUNDING SOURCE: Board of Trustees General Fund

NAME: Andrew Chang
DEPARTMENT: TESS
CONFERENCE: League of Innovations 2014
DATES: March 7-11, 2015
LOCATION: Boston, MA
PURPOSE: To network with other Higher Education Administrators and learn the latest best practices.
BENEFIT: To better Serve the Colleges with the knowledge learned.
ESTIMATED COST: \$3,250.00
FUNDING SOURCE: District Computing Services General Funds

CHC

NAME: Rejoice Chavira
DEPARTMENT: Student Services
CONFERENCE: Pathways & Partnerships SUCCESS College and Career Readiness
DATES: December 1-3, 2014
LOCATION: Sacramento, CA
PURPOSE: The workshop will provide research based on professional development, instructional strategies and resources to promote equity and success for students from special populations. Keynote sessions include: The impact of low socio economics on students and what we can do; and Equity and Access for Underrepresented students.
BENEFIT: Bring this new information back to the Extended Opportunity Programs and Services Office at Crafton Hills.
ESTIMATED COST: \$1,125,00
FUNDING SOURCE: Workforce Readiness CalWorks General Fund

NAME: Robert McAtee
DEPARTMENT: Counseling
CONFERENCE: About the CA Community Colleges Veterans Summit
DATES: December 4-5, 2014
LOCATION: San Jose, CA
PURPOSE: The California Community Colleges Veterans Summit brings together professionals from community colleges and four-year public universities to share strategies and best practices to better serve our veteran students. The Summit offers professionals the necessary tools to better understand the needs of student veterans and support services for their successful transition to higher education and careers.
BENEFIT: Our veteran students have very special needs and circumstances and correct information is crucial to their success.
ESTIMATED COST: \$1,000.00
FUNDING SOURCE: Counseling General Fund

NAME: Reynaldo Bell and Brad Franklin
DEPARTMENT: Allied Health
CONFERENCE: AARC Congress 2014
DATES: December 9-12, 2014
LOCATION: Las Vegas, NV
PURPOSE: Update new changes including The Affordable Care Act and its impact on hospitals, patients and the respiratory therapist and Value-Based purchasing. Programs in all areas of respiratory care: adult critical care, neonatal and pediatric care, home care, continuing care, all presenting the most current and cutting-edge information.
BENEFIT: To bring back new technology and techniques to the class room.
ESTIMATED COST: \$1,400.00 each
FUNDING SOURCE: Respiratory Care Perkins Title I Grant

NAME: Troy Dial, Ben Mudgett
DEPARTMENT: Title V
CONFERENCE: CIAC 2015 Annual Articulation Conference
DATES: March 26-27, 2015
LOCATION: Berkeley, CA
PURPOSE: To continue ongoing knowledge and updates on articulation standards, policies and procedures.
BENEFIT: To increase knowledge regarding articulation.
ESTIMATED COST: \$1,315.00 each
FUNDING SOURCE: Title V Grant

SBVC

NAME: Ricky Shabazz, Ed.D.
DEPARTMENT: Student Services
CONFERENCE: 2014 National Association of Student Personnel Administrators (NASPA) Institute for New Chief Student Affairs Officers (CSAOs)
DATES: October 11-15, 2014
LOCATION: Alexandria, VA
PURPOSE: To provide a three-day learning and networking experience that prepares the new CSAOs to be strategic decision makers, high-effective managers and transformational leaders.
BENEFIT: To prepare the Vice President of Student Services with tools for managing for heightened organizational performance; entrepreneurial leadership; and achieving systematic and transformational change to the San Bernardino Valley College campus. This item was previously board approved at the July 10, 2014 meeting. Item is being revised to change the date of the conference from October 12-15, 2014 to October 11-15, 2014 and to increase the cost to reflect the increased hotel rate.
ESTIMATED COST: \$2,596.09
FUNDING SOURCE: Student Services General Fund.

NAME: Dr. Jeffrey Demsky
DEPARTMENT: Social Sciences, Human Development, and Physical Education
CONFERENCE: Jewish American and Holocaust Literature Symposium
DATES: November 9-12, 2014
LOCATION: Miami, FL
PURPOSE: This conference enabled me to continue growing my professional expertise in Holocaust and Genocide Studies. I am currently working, on behalf of the District, as a consultant to Rialto Unified School District charged with helping them to develop and implement Holocaust curriculum. I have also recently authored a new course for SBVC students, Comparative Genocide and War Crimes, making its way through the Curriculum Committee.
BENEFIT: SBVC Student and Community Awareness
ESTIMATED COST: Time Only
FUNDING SOURCE: Not Applicable

NAME: Jeremiah Gilbert
DEPARTMENT: Mathematics, Business, and Computer Technology
CONFERENCE: Fall 2014 Plenary
DATES: November 12-15, 2014
LOCATION: Irvine, CA
PURPOSE: Allowed the SBVC Academic Senate President to participate in and become familiar with legislation and dialogue taking place at the state level, which could have a direct effect locally.
BENEFIT: The president will convey the information learned to the campus and the district in an attempt to keep all constituencies.
ESTIMATED COST: \$1,135.00
FUNDING SOURCE: Academic Senate General Funds

NAME: Albert Maniaol
DEPARTMENT: Applied Technology, Transportation, and Culinary Arts
CONFERENCE: California Perkins Nontraditional & Special Populations Conference 2014
DATES: December 1-3, 2014
LOCATION: Sacramento, CA
PURPOSE: The purpose is to learn Resources to Support College and Career Readiness. Career Technical Education (CTE) Common Core & other changes, challenges, & opportunities in K-14.
BENEFIT: To recruit, retain, and build awareness about CTE Students from Special Populations, and College Attendance.
ESTIMATED COST: \$1,128.00
FUNDING SOURCE: Carl D. Perkins Grant Fund

NAME: Amber Gallagher, Samuel Trejo and Maria Trujillo
DEPARTMENT: Financial Aid
CONFERENCE: 2014 Federal Student Aid (FSA) Training Conference for Financial Aid Professionals
DATES: December 1-5, 2014
LOCATION: Atlanta, GA
PURPOSE: To update Financial Aid on the updated federal regulations that are required to remain in compliance.
BENEFIT: The update on federal regulations will ensure the college remains in compliance and will ensure better service is provided to students.
ESTIMATED COST: \$1,514.81 each
FUNDING SOURCE: Financial Aid General Fund, Financial Aid Board Financial Assistance Program (BFAP) Categorical Fund and Student Services General Fund.

NAME: Kindra Edmonson
DEPARTMENT: Student Health Services
CONFERENCE: Coaching Managers and Teams
DATES: December 2-3, 2014
LOCATION: Irvine, CA
PURPOSE: Coaching Managers and Teams.
BENEFIT: This conference will further develop knowledge and skills to support the campus in strength based leadership and coaching.
ESTIMATED COST: \$2,900.00
FUNDING SOURCE: Student Health Fee Prior Year Funding.

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 13, 2014
SUBJECT: Consideration of Approval of District/College Expenses

RECOMMENDATION

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

OVERVIEW

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

BOARD IMPERATIVE

IV. Enhanced and Informed Governance and Leadership

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

DISTRICT

EVENT: Travel for 1st and 2nd level interviews
DATES: September 22-24, 2014
AMOUNT: \$656.39
ITEM: Attend interviews for Dean of Social Science for San Bernardino Valley College. Out of state travel required.
FUNDING SOURCE: Human Resources Fund

EVENT: "In Her Boots" Female Veteran Boot Decorating Event
DATES: October 25, 2014
AMOUNT: \$500.00
ITEM: As part of grant activities, approximately 30 female veterans will participate in a boot decorating event to tell their own story of serving our country and their personal lives. These boots will then become a part of the traveling In Her Boots project with the VA Hospital in Loma Linda.
FUNDING SOURCE: KVCR General Funds

EVENT: Dinner at Napoli's Italian Restaurant for International Students
DATES: November 24, 2014
AMOUNT: \$1,500.00
ITEM: Dinner to recognize and celebrate the current International student population from both colleges.
FUNDING SOURCE: International Students General Funds

EVENT: CyberSecurity Careers in the 21st Century
DATES: December 5, 2014
AMOUNT: \$10,000.00
ITEM: Refreshments, Meals, Supplies, and Venue
Sponsored by The California Community College's Chancellor's Office Doing What Matters for Jobs and the Economy along with the Desert Regional Consortium, this event aims to raise awareness of careers in Cybersecurity and industry certifications. Anticipated attendance is 150 faculty, staff and community members.
FUNDING SOURCE: ICT/ Digital Media Funds

CHC

EVENT: Accreditation Site Visit
DATES: September 29-October 2, 2014
AMOUNT: \$475.00
ITEM: Refreshments, Meals
The Accrediting Commission for Community and Junior Colleges (ACCJC) of the Western Association of Schools and Colleges (WACS) Accreditation Visit at Crafton Hills College in response to the Institutional Self-Evaluation Study Report.
FUNDING SOURCE: Campus President General Fund

EVENT: Region 9 Transfer Center Director's Meeting
DATES: December 5, 2014
AMOUNT: \$300.00
ITEM: Refreshments and Supplies for hosting of the California Community Colleges Region 9 Transfer Center Director's meeting.
FUNDING SOURCE: Transfer Center General Fund

SBVC

EVENT: Student Success & Support Program Collaborative Partnership
DATES: November 15, 2014
AMOUNT: \$2,400.00
ITEM: Refreshments
Sponsored by Student Success, this event will encompass the Student Success & Support Program initiatives/requirements and their impact to student success. Additionally, the discussion will involve college and community leaders to enhance educational partnership. Anticipated staff is 120 staff and community members.
FUNDING SOURCE: Matriculation Categorical Fund.

EVENT: Voices for Success' Hot Dog Fundraiser
DATES: November 18, 2014
AMOUNT: \$150.00
ITEM: Refreshments and Supplies
Sponsored by Voices for Success, this fundraiser will aim to raise monies for the club. Funds will be used to award scholarships to SBVC students. Anticipated attendance is 75 students, faculty and staff. JoAlice Hunter will serve as the advisor for this event.
FUNDING SOURCE: Student Clubs & Trust/Voices for Success Club Account.

EVENT: Veterans Resource Center – Veterans Day Event
DATES: November 18, 2014
AMOUNT: \$2,118.89
ITEM: Decorations, Supplies and Refreshments
Sponsored by the Veterans Resource Center, the Veterans Day Event is to celebrate our veteran students and their families. The event is to honor our Veteran students who have serviced in the U.S. Armed Forces. Approximate attendance is 100 students, faculty and staff.
FUNDING SOURCE: Veterans Resource Center General Funds.

EVENT: Alpha Gamma Sigma Hot Dog Fundraiser
DATES: November 18, 2014
December 9, 2014
January 27, 2015
AMOUNT: \$150.00 each
ITEM: Refreshments and Supplies
Sponsored by Alpha Gamma Sigma, this fundraiser will aim to raise monies for Alpha Gamma Sigma. Funds will be used to purchase textbooks, school materials, and sponsor club related field trips. Anticipated attendance is 100 students, faculty and staff. Dr. Melissa King and Susan Mattson will serve as the advisors for the event.
FUNDING SOURCE: Student Clubs & Trust/Alpha Gamma Sigma Club Account.

EVENT: Clash of the Clubs
DATES: November 19, 2014
AMOUNT: \$5,000.00
ITEM: Refreshments, Supplies, Prizes and Club Awards
Sponsored by the Inter Club Council, this event will feature a fun/mildly competitive atmosphere in which clubs will compete against one another for prizes and overall bragging rights to be the winner of Clash of the Clubs 2014. The competitions are designed to encourage maximum participation of the clubs. Anticipated attendance is approximately 200 students, community members, faculty and staff.
FUNDING SOURCE: Student Clubs & Trust/Inter Club Council Account.

EVENT: Umoja X Conference
DATES: November 20-22, 2014
AMOUNT: \$4,298.20
ITEM: Registration, Lodging, Meals and Mileage
Sponsored by the Tumaini Program, the Umoja Community will host this event in San Diego to accelerate the academic success of African American and other students. Deliberate activities courageous and bold discussions and culturally relevant pedagogical methods will be discussed. Four faculty/chaperones and two Tumaini Program Students will attend this event. Chaperones will be Kathy Kafela, Dr. Craig Luke, Daniel Ramsey, and Sandra Blackman. This item was previously board approved at the October 9, 2014 meeting. Item is being revised to replace Willene Nelson as attendee with Dr. Craig Luke and decrease the number of students attending from four to two as well as add mileage to the cost of the conference.
FUNDING SOURCE: Matriculation Program Categorical Funds.

EVENT: Alpha Gamma Sigma E-Waste Event
DATES: November 22, 2014
AMOUNT: \$100.00
ITEM: Refreshments and Supplies
Sponsored by Alpha Gamma Sigma, this event will aim to raise monies for the club. Funds received from the recycling event will be used to purchase textbooks and sponsor club related field trips. Anticipated attendance is 200 students, faculty and staff. Dr. Melissa King and Susan Mattson will serve as the advisors for the event.
FUNDING SOURCE: Student Clubs & Trust/Alpha Gamma Sigma Club Account.

EVENT: President's Holiday Gathering & Gift Basket Extravaganza
DATES: December 5, 2014
AMOUNT: \$5,000.00
ITEM: Refreshments, Supplies and Decorations
The President's Annual Holiday Gathering event will be held on December 5th. Anticipated attendance is approximately 360 faculty, staff and trustees. This item was previously board approved at the July 10, 2014 meeting. Item is being revised to correct the date in the item description section to reflect date above as December 5th, not December 6th.
FUNDING SOURCE: SBVC Foundation President's Pepsi Fund Account and President General Fund

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 13, 2014
SUBJECT: Consideration of Approval of Individual Memberships

RECOMMENDATION

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

OVERVIEW

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

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget.

DISTRICT

NAME: Frank Blanquet
MEMBERSHIP: Vimeo Plus Membership for KVCR/FNX from Oct. 3, 2014 through Oct. 2, 2015
PURPOSE: Create streaming FNX NOW videos for FNX web-site
AMOUNT: 59.95
FUNDING SOURCE: KVCR Fund

SBVC

NAME: Abe Fulgham III, Grounds Caretaker and Ronald Gordin, Lead Grounds Caretaker
MEMBERSHIP: Department of Pesticide Regulation
PURPOSE: The State of California requires all individuals who handle pesticides to be certified to ensure that pesticides are used properly, all applicable regulations are adhered to and all required reports are submitted. The state requires the individual to be certified, not the institution.
AMOUNT: \$60.00 Each
FUNDING SOURCE: Grounds General Fund

NAME: Abe Fulgham III, Cesar Rojas, Grounds Caretaker and Ronald Gordin, Lead Grounds Caretaker
MEMBERSHIP: Pesticide Applicators Professional Association
PURPOSE: Continuing educational classes are required in order to renew their Department of Pesticide Management Certification every two years.
AMOUNT: \$45.00 Each
FUNDING SOURCE: Grounds General Fund

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Professional Services Contracts/Agreements

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are for fiscal audits, legal services, consultants and other professional services that are needed by the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements on the attached list are budgeted for via purchase orders.

Contracts for Approval

Scheduled Board Date 11/13/2014

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Consultants</i>				
Citadel Environmental Services, Inc	(10913) Environmental consulting services for sewer management for compliance with waste discharge requirements for SBVC Term: 11/14/2014 - 1/31/2015 Funding Source: Capital Outlay	EH&S/SBCCD	\$8,514.00	SSutorus
Colton Redlands Yucaipa ROP	(10887) Provide assistance in meeting the goals and work plan of ICT Digital Media Deputy Sector Navigator grant; funding through ICT Digital Media grant Term: 10/1/2014 - 11/30/2014 Funding Source: State Grant	PDC/SBCCD	\$1,790.00	SSutorus
<i>SubTotal for Consultants: 2</i>				
<i>Professional Services</i>				
Bella Artistry	(10885) Professional hair and makeup for on-air talent in field and studio production Term: 8/30/2014 - 6/30/2015 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$1,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
California Department of Corrections & Rehabilitation	(10961) Avenal - Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring; funded through State Braille grant Term: 7/1/2014 - 6/30/2015 Funding Source: State Grant	ATPC/SBCCD	\$12,000.00	SSutorus
California Department of Corrections & Rehabilitation	(10962) Ironwood - Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee monitoring; funded through State Braille grant Term: 7/1/2014 - 6/30/2015 Funding Source: State Grant	ATPC/SBCCD	\$25,000.00	SSutorus
Hathaway, Sailaja	(10927) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring; funded through Braille state grant Term: 7/1/2014 - 6/30/2015 Funding Source: State Grant	ATPC/SBCCD	\$22,000.00	SSutorus

<i>Contract Type</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Firm</i>				
Stolla, Sadie	(10928) Braille transcribing and/or embossing services to cover any or all of the following: Transcription of text books covering all subjects; these services may also include technical assistance, proofing, final production, and trainee mentoring; funded through State Braille grant Term: 11/14/2014 - 6/30/2015 Funding Source: State Grant	ATPC/SBCCD	\$22,000.00	SSutorus

SubTotal for Professional Services: 5

Grand Total Contracts for Board Date 11/13/2014: 7

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Routine Contracts/Agreements and Memorandums of Understanding

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

The attached list of contracts, agreements and their associated purchase orders are routine, customary and necessary for the on-going operations of the District. Unless otherwise noted the amount shown for multi-year agreements is the projected total amount for the full contract period. Any changes to these amounts will be submitted for board ratification and/or approval.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence

FINANCIAL IMPLICATIONS

The contracts/agreements/memorandums of understanding on the attached list are budgeted for via purchase orders.

Routine Contracts and Agreements

Scheduled Board Date 11/13/2014

Contract Type

<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<i>Broadcasting Rights</i>				
Akwesasne Cultural Center	(10854) Rights to air programs "Carriers of Culture and Utility Baskets: Henry Arquette" - no cost to District Term: 7/11/2014 - 7/10/2017 Funding Source: N/A	FNX/KVCR		SSutorus
American Public Television - Create TV	(10937) Broadcast rights to air Create TV on KVCR Term: 1/1/2015 - 12/31/2015 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$4,091.00	SSutorus
Joseph, RJ	(10904) Broadcasting rights for programs: "Peyote Man, Spirit Tipis, Pauline Whitesinger, and Che Ah Chi" - no cost to District Term: 7/1/2014 - 6/30/2017 Funding Source: N/A	TV/KVCR		SSutorus
Native American Music Awards	(10853) Rights to air annual program "Native American Music Awards Presentation" - no cost to District Term: 9/11/2014 - 9/10/2017 Funding Source: N/A	FNX/KVCR		SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Broadcasting Rights</u>					
	Oklahoma Educational Television Authority (OETA)	(10530) Rights to nine programs: Sense of Self, Dreaming Big, The Spirit of Line and Color, An American Expressionist, Oklahoma Star Trek, Winds of Creativity, Apache Legacy, State of Sequoyah, The People; Amendment 1-Add two programs "Dancing with the Red Wolf" and "Dream Big Music Video" - no cost to District Term: 7/1/2014 - 6/30/2017 Funding Source: N/A	FNX/KVCR		SSutorus
<i>SubTotal for Broadcasting Rights: 5</i>				<i>\$4,091.00</i>	
<u>CalWorks Off-Campus Work Study</u>					
	In-Roads Creative Programs, Inc	(10848) Off-Campus workstudy - Student - Zuniga, Sabrina; reimbursed at 75% of per hourly rate Term: 9/24/2014 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$8,859.00	SSutorus
	REC Center, The	(10946) Off-Campus workstudy - Student Penalzoa, Diana; reimbursed at 75% of per hourly rate Term: 10/20/2014 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$8,640.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>CalWorks Off-Campus Work Study</u>				
Star Commercial Refrigeration	(10875) Off-Campus workstudy - Student - Pablo, Raul; reimbursed at 75% of Per Hourly Rate Term: 9/10/2014 - 6/30/2015 Funding Source: CalWorks	Calworks/SBVC	\$11,352.00	SSutorus
<i>SubTotal for CalWorks Off-Campus Work Study: 3</i>			<i>\$28,851.00</i>	
<u>General</u>				
Alliance Bus Lines, Inc	(10916) Bus Rental for field trip to Dana Point Term: 11/8/2014 - 11/8/2014 Funding Source: General Funds	Oceanography/CHC	\$611.53	SSutorus
Alliance Bus Lines, Inc	(10914) Bus rental for field trip to Mormon Rock Term: 11/8/2014 - 11/8/2014 Funding Source: General Funds	Geology/CHC	\$477.19	SSutorus
Alliance Bus Lines, Inc	(10915) Bus rental for field trip to Mormon Rock Term: 11/21/2014 - 11/21/2014 Funding Source: General Funds	Geology/CHC	\$477.19	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>				
ALSCO, Inc	(9644) Uniform and linen rental for \$600 per year; extension of ending term date from 01/30/2014 Term: 11/14/2013 - 1/30/2018 Note – Program manager states this is an acceptable use of categorical, grant, bond, or trust funds Funding Source: State Grant	Restaurant Management/SBV	\$3,000.00	SSutorus
American Images Publishing	(10909) 1/3 page advertisement in the Official Guide to Ontario Publication a magazine to promote the City of Ontario Term: 2/1/2015 - 1/31/2018 Funding Source: General Funds	Chancellor/SBCCD	\$1,400.00	SSutorus
Amkus Rescue Systems	(10870) Rescue System equipment loan for training purposes only - no cost to District Term: 4/28/2014 - 4/27/2019 Funding Source: N/A	Resource Development/CHC		SSutorus
Audiopharmacy	(10935) Music license agreement for use of compositions and recordings for videos "Mamas, Honward and Prophecies"; no cost to District Term: 9/1/2014 - 8/31/2019 Funding Source: N/A	FNX/KVCR		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>				
Blackwind Productions	(10856) Provide assistance in video production for FNX events Term: 8/30/2014 - 6/30/2015 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$1,500.00	SSutorus
California State University - San Bernardino	(10920) Graduate student- Gravesande, Cadisha - to provide counselor services as a trainee; no cost to District Term: 8/1/2014 - 6/30/2015 Funding Source: N/A	Health Center/SBVC		SSutorus
Caribbean Pacific Bus, LLC	(10858) Bus rental for field trip to CSU San Marcos Term: 10/24/2014 - 10/24/2014 Funding Source: General Funds	Transfer Center/SBVC	\$939.60	SSutorus
Carl's Jr Restaurant	(10857) Catering for the "STEM Pass Go" grant event Term: 10/24/2014 - 10/24/2014 Funding Source: STEM Grant	Mathematics/SBVC	\$3,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
CCC Information Services Inc	(10924) Automotive master training license for use of as part of curriculum - no cost to District Term: 10/22/2014 - 10/21/2015 Funding Source: N/A	Technical Training/SBVC		SSutorus
Climatec Building Technologies Group	(10951) Install controller on fan coil unit in the Aquatics room Term: 10/13/2014 - 11/13/2014 Funding Source: General Funds	Administrative Services/CHC	\$3,684.00	SSutorus
Colton Redlands Yucaipa ROP	(10886) Agreement for the Affiliation Workability 1 Program; CHC to be a work study site for ROP participants - at no cost to District Term: 9/1/2014 - 5/31/2016 Funding Source: N/A	Child Development/CHC		SSutorus
Colton, City of	(10881) Facility use of Chavez baseball field for SBVC baseball practices Term: 8/21/2014 - 12/11/2014 Funding Source: General Funds	Administrative Services/SBVC	\$1,296.25	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>					
	Constant Contact	(10868) E-mail marketing service used to communicate with District wide personnel and to promote District wide programs to area business and citizens Term: 8/1/2014 - 7/31/2015 Funding Source: General Funds	Chancellor/SBCCD	\$660.00	SSutorus
	Current Publications	(10939) 1/2 page color advertisement to promote FNX Native American and World Indigenous TV Term: 10/6/2014 - 12/2/2014 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$2,766.96	SSutorus
	Custom Pin & Design	(10930) Produce 500 lapel pins with KVCR-FNX logo as promotional give-a-ways Term: 10/23/2014 - 11/23/2014 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$690.12	SSutorus
	Dark Water Rising	(10931) Music license agreement for use of compositions and recordings for videos "My Fun, Home Town Hero and Rebel" - no cost to District Term: 9/29/2014 - 9/28/2019 Funding Source: N/A	FNX/KVCR		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>				
Dave's Auto Medics	(10888) Repair of KVCR Nissan Exterra- Replace heater core and recharge A/C Term: 9/18/2014 - 10/18/2014 Funding Source: KVCR - Gen Funds	KVCR-TV/SBCCD	\$696.05	SSutorus
Development Exchange Inc., The	(10898) Acquisition Co-Op list rental for KVCR-TV and FM for Winter and Fall Term: 9/1/2014 - 8/31/2015 Funding Source: KVCR - Foundation	SBCCD/KVCR	\$18,200.00	SSutorus
Direct Connection	(10810) Service to trim, collate, fold and saddle stitch Term: 9/9/2014 - 12/31/2014 Funding Source: General Funds	Marketing/SBVC	\$810.00	SSutorus
Dowden Associates, Inc	(7307) Services - Grant Writing and Application Development for HSI STEM Grant; CHC is to reimburse expenses in pursuit of Federal Grant; If the grant is awarded to CHC, then CHC is to pay contractor the sum of \$30,000 per year of every year the grant is funded Term: 4/28/2011 - 6/30/2016 Funding Source: General Funds	President/CHC	\$5,000.00 Current Cost	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>					
	Gordon, Nicholas	(10932) Music license agreement for use of compositions and recordings for video "Detonate"; no cost to District Term: 10/10/2014 - 10/9/2015 Funding Source: N/A	FNX/KVCR		SSutorus
	Graham, Ben	(10852) Music license to use compositions and recording for five videos "Addiction, Light My Way, Howl, and Detonate" - no cost to District Term: 9/29/2014 - 9/28/2019 Funding Source: N/A	FNX/KVCR		SSutorus
	H & L Charter Co, Inc	(10918) Bus rental for women's soccer game at Los Angeles Community College; funding through trust account 4475 Term: 9/5/2014 - 9/5/2014 Funding Source: Trust Account	Athletics/SBVC	\$1,079.00	SSutorus
	H & L Charter Co, Inc	(10917) Bus rental for women's soccer game at Santa Ana College: funding through trust account 4475 Term: 9/12/2014 - 9/12/2014 Funding Source: Trust Account	Athletics/SBVC	\$1,079.00	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>					
	Holiday Inn Express - Beaumont	(10911) Catering and refreshments for Counselor Retreat Term: 9/18/2014 - 9/19/2014 Funding Source: General Funds	Counseling/CHC	\$1,535.00	SSutorus
	Hunt, Noah	(10934) Music license agreement for use of compositions and recordings for videos Aftershock, Wicked, The Hurt Map and Slow Fade - no cost to District Term: 9/19/2014 - 9/18/2019 Funding Source: N/A	FNX/KVCR		SSutorus
	Hunt, Noah	(10936) Provide assistance in studio interviewing and live musical performance in the KVCR studio Term: 11/3/2014 - 11/3/2014 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$350.00	SSutorus
	Inland Computer Systems	(10889) On demand repairs and maintenance on SBVC printers and scanners Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Technology Services/SBVC	\$1,500.00	SSutorus
	Inland Empire Tours & Transportation	(10891) Bus rental for field trip to Cajon Pass Term: 10/28/2014 - 10/28/2014 Funding Source: General Funds	Geology/SBVC	\$585.00	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>				
Inland Empire Tours & Transportation	(10890) Bus rental for field trip to Mill Creek Term: 11/4/2014 - 11/4/2014 Funding Source: General Funds	Geology/SBVC	\$585.00	SSutorus
Inland Empire Tours & Transportation	(10882) Bus rental for Geography class field trip to Cajon Pass Term: 11/14/2014 - 11/14/2014 Funding Source: General Funds	Geography/SBVC	\$970.00	SSutorus
Internal Revenue Service	(10945) Sponsorship in the Volunteer Income Tax Assistance (VITA) or Tax Counseling for the Elderly (TCE) tax return preparation program: no cost to District Term: 11/13/2014 - 6/30/2015 Funding Source: N/A	Accounting/CHC		SSutorus
Jib Jab	(10952) Software subscription renewal Term: 10/22/2014 - 10/21/2015 Funding Source: General Funds	Chancellor/SBCCD	\$18.00	SSutorus
LiveTimeNet Global Communications Inc.	(10906) IP Video purchase agreement for FNX to be aired on the Navajo Nation Office of Broadcast Service Term: 11/13/2014 - 11/12/2017 Funding Source: KVCR - FNX Grant	KVCR-FNX/SBCCD	\$2,700.00	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>					
	Mak, Kelley	(10861) Band performance for CHC College Hour - no cost to District Term: 10/1/2014 - 10/1/2014 Funding Source: N/A	Student Life/CHC		SSutorus
	Market Based Solutions (MBS)	(10956) Emission Credits for South Coast Air Quality Management District (SCAQMD) Rule 2202 compliance and On-Road Motor Vehicle Mitigation Options Term: 1/1/2014 - 12/31/2015 Funding Source: General Funds	Administrative Services/SBVC	\$38,874.00	SSutorus
	MHM & Associates Enterprise Inc	(10894) Provide assistance in developing the National Science Foundation grant: funded through Community Services Term: 9/25/2014 - 10/6/2014 Funding Source: Grant Funded	EDCT/SBCCD	\$2,450.00	SSutorus
	Music Theatre International	(10851) Production license and royalty fees contract for the play "Into the Woods" which includes rights to produce the play and rental of standard set of materials Term: 5/7/2015 - 5/10/2015 Funding Source: General Funds	Theater Arts/SBVC	\$1,501.20	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>				
Party Plus Rentals	(10877) Rental of 57 seven foot white umbrellas for the Transfer Fair Term: 10/15/2014 - 10/15/2014 Funding Source: Matriculation	Transfer Center/SBVC	\$714.45	SSutorus
PerkinElmer	(10948) Move and re-install GC-MS Machine Term: 5/22/2014 - 6/30/2014 Funding Source: General Funds	Chemistry/SBVC	\$3,726.00	SSutorus
Public Media Partnerships, Inc	(10825) Plan and execute KVCR-FM membership campaign for both Fall 2014 and Spring 2015 Term: 9/1/2014 - 6/30/2015 Funding Source: General Funds	FM/KVCR	\$15,075.00	SSutorus
Public Radio International	(8376) Network affiliation agreement for Federal Communications Commission non-commercial educational radio station; correction on term date to 06/30/2017 Term: 7/1/2012 - 6/30/2017 Funding Source: Federal Grant	FM/KVCR	\$24,136.00	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>				
Que Buena 96.1 FM	(10849) Booth rental at Fiestas Patrias 2014 event Term: 9/14/2014 - 9/14/2014 Funding Source: General Funds	Marketing/SBVC	\$2,000.00	SSutorus
Ran Graphics, Inc	(10866) Production of SBVC's Spring 2015 and Fall 2015 class Schedules Term: 10/7/2014 - 9/30/2015 Funding Source: General Funds	Instruction/SBVC	\$13,818.77	SSutorus
Rialto, City of	(10878) Operating Agreement for the Rialto Executive Institute and Advanced Learning Center; a cooperative education project - no cost to District Term: 9/9/2014 - 9/8/2019 Funding Source: N/A	EDCT/SBCCD		SSutorus
Rossy, Luis	(10933) Music license agreement for use of compositions and recordings for videos "Save My Soul" - no cost to District Term: 9/17/2014 - 9/16/2019 Funding Source: N/A	FNX/KVCR		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>				
San Bernardino County Superintendent of Schools	(10874) Provide assistance in the Adult Education Consortium planning process of the AB86 project: funded through AB86 Grant Term: 8/21/2014 - 5/31/2015 Funding Source: State Grant	Mathematics/SBVC	\$13,740.00	SSutorus
San Bernardino Valley College Foundation	(10872) Full page color advertising on program for SBVC auditorium opening Term: 10/17/2014 - 10/17/2014 Funding Source: General Funds	Chancellor/SBCCD	\$500.00	SSutorus
Taco Village	(10867) Refreshments for the Transfer Fair Term: 10/15/2014 - 10/15/2014 Funding Source: Matriculation	Matriculation/SBVC	\$1,000.00	SSutorus
Time Warner Cable - Business Class	(10907) Agreement for KVCR business class service Term: 11/1/2014 - 6/30/2016 Funding Source: KVCR - Gen Funds	KVCR-TV/SBCCD	\$7,180.00	SSutorus
Time Warner Cable Media Sales	(10908) Network cable spots to promote the airing of "In Her Boots" Term: 11/8/2014 - 11/10/2014 Funding Source: KVCR - Gen Funds	KVCR-TV/SBCCD	\$1,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>General</u>				
Universal Hospital Service	(7844) On-demand rental of respiratory equipment for use in lab setting; Amendment 3 to extend term to 06/30/2015 Term: 9/1/2011 - 6/30/2015 Funding Source: General Funds	Respiratory Care/CHC	\$1,328.00	SSutorus
University of California - Riverside	(10879) Refreshments for the Puente Project Banquet Term: 5/12/2014 - 5/12/2014 Funding Source: Basic Skills	Counseling/SBVC	\$1,393.65	SSutorus
Wirz & Company	(10905) Production of 500 envelopes with FNX logo Term: 10/17/2014 - 11/17/2014 Funding Source: KVCR - FNX Grant	KVCR-FNX/SBCCD	\$560.74	SSutorus
<i>SubTotal for General: 57</i>			<i>\$184,607.70</i>	
<u>Income - Contract Ed</u>				
Celestica, LLC	(10947) PDC to provide on-site training to Celestica participants Term: 10/22/2014 - 6/30/2015 Funding Source: N/A	PDC/SBCCD	\$14,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Contract Ed</u>				
LaVerne University	(10850) Education advancement and facility use agreement Term: 8/1/2014 - 6/30/2017 Funding Source: N/A	Social Science/SBVC	\$10,500.00	SSutorus
Louis Vuitton Americas	(10922) PDC to provide custom training sessions to contractor Term: 10/13/2014 - 6/30/2015 Funding Source: N/A	PDC/SBCCD	\$14,000.00	SSutorus
Metropolitan Water District of Southern California, The	(10923) PDC to provide instructional training for Metropolitan's Mechanical Apprenticeship program Term: 1/1/2015 - 12/31/2015 Funding Source: N/A	PDC/SBCCD	\$53,340.00	SSutorus
<i>SubTotal for Income - Contract Ed: 4</i>			<i>\$91,840.00</i>	
<u>Income - Facilities Use</u>				
Redlands Swim Team	(10895) Facility use of CHC swimming pool for swim practices Term: 9/6/2014 - 1/9/2015 Funding Source: N/A	Administrative Services/CHC	\$2,544.72	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Facilities Use</u>					
	United States Olympic Committee	(10876) Use of CHC Aquatic Center for swim competitions Term: 9/26/2014 - 9/28/2014 Funding Source: N/A	Administrative Services/CHC	\$1,500.00	SSutorus
<i>SubTotal for Income - Facilities Use: 2</i>				<i>\$4,044.72</i>	
<u>Income - General</u>					
	Cal Micro Recycling	(10957) E-waste recycling as a fundraiser for Alpha Gamma Sigma; club to get between \$0.01 per lb and \$0.10 per lb for standard E-waste, and \$0.01 each for cell phones Term: 11/22/2014 - 11/22/2014 Funding Source: N/A	Student Life/SBVC		SSutorus
	IEHP - Inland Empire Health Plan	(10938) KVCR to provide Autism Initiative Video production services to IEHP Term: 8/19/2014 - 9/12/2015 Funding Source: N/A	TV/KVCR	\$2,400.00	SSutorus
	Mt. San Jacinto CCD	(10900) SBVC's Cafeteria to provide catering for Mt San Jacinto's SB1070 Pathways Grant Training held at SBVC Term: 9/24/2014 - 9/25/2014 Funding Source: N/A	ATTC/SBVC	\$844.56	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - General</u>					
	Rialto Unified School District	(10897) SBCCD to provide assistance in conducting holocaust and genocide awareness education programs Term: 8/16/2014 - 6/30/2015 Funding Source: N/A	President/SBVC	\$8,500.00	SSutorus
	San Bernardino, County of	(10883) Child care covered by third party - Parent - Isais, Yvette Term: 8/1/2014 - 6/30/2015 Funding Source: N/A	Child Care Center/CHC	\$5,610.00	SSutorus
<i>SubTotal for Income - General: 5</i>				<i>\$17,354.56</i>	
<u>Income - Grant</u>					
	Chabot-Las Positas CCD	(10859) California Early Childhood Mentor Program participation agreement Term: 8/1/2014 - 7/31/2015 Funding Source: N/A	Social Science/SBVC	\$32,000.00	SSutorus
	CPB - Corp for Public Broadcasting	(10955) Television Community Services Grant for KVCR-TV Term: 10/1/2014 - 9/30/2016 Funding Source: N/A	TV/KVCR	\$1,361,607.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	CPB - Corp for Public Broadcasting	(10954) Television Interconnection Grant for KVCR-TV Term: 10/1/2014 - 9/30/2015 Funding Source: N/A	TV/KVCR	\$24,633.00	SSutorus
	Foundation for California CC	(8484) Grant - Building Strengths: Enhancing Campus-Wide Mental Health Strategies and Training project; through outreach, training, peer-to-peer support, and data tracking; this project seeks to improve the efficiency and effectiveness of early intervention and suicide prevention strategies on campus; Amendment 01 - Amount of grant decreased from \$248,191 to \$191,214; Amendment 02- Extend end date and increase contract amount by \$50,001.05 Term: 7/1/2012 - 6/30/2015 Funding Source: N/A	Grant Development/SBVC	\$241,216.05	SSutorus
	Library of Congress	(10893) Grant for Braille supplies and services Term: 9/24/2014 - 9/25/2015 Funding Source: N/A	TESS/Annex	\$853,401.60	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Income - Grant</u>					
	Southern California Foothills Consortium	(10953) MOU - Membership 2014-2015 Study Abroad Program - Allows Students and Instructors Participating to Get Financial Aid through the Consortium: Reimbursement for up to \$9,000 for each college for participating faculty reassignment in consortium duties Term: 7/1/2014 - 6/30/2015 Funding Source: N/A	Science/SBVC	\$18,000.00	SSutorus
<i>SubTotal for Income - Grant: 6</i>				<i>\$2,530,857.65</i>	
<u>Income - Underwriter</u>					
	Agua Caliente Cultural Museum	(10884) Underwriter agreement for program "R.O.S" Term: 10/1/2014 - 3/8/2015 Funding Source: N/A	KVCR-FM/SBCCD	\$7,500.00	SSutorus
<i>SubTotal for Income - Underwriter: 1</i>				<i>\$7,500.00</i>	
<u>Joint Power/Piggyback Purchase</u>					
	Dell Computer Company	(10926) Software service agreement for F5 Premium Services; WSCA B27160 Term: 12/29/2014 - 12/28/2015 Funding Source: General Funds	TESS/SBCCD	\$2,805.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Joint Power/Piggyback Purchase</u>				
Dell Computer Company	(10959) Vmware Horizon View software upgrade and maintenance for 3 years; WSCA B27160 Term: 12/22/2014 - 12/21/2017 Funding Source: General Funds	TESS/Annex	\$21,202.50	SSutorus
<u>SubTotal for Joint Power/Piggyback Purchase: 2</u>			<u>\$24,007.50</u>	
<u>Maintenance Agreement</u>				
Johnson Power Systems	(10892) Repair & Maintenance for transmitters at SBVC and CHC Term: 10/8/2014 - 11/30/2014 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$1,100.00	SSutorus
OnX USA LLC	(10919) Software maintenance agreement for backup data library system Term: 12/1/2014 - 11/30/2015 Funding Source: General Funds	TESS/SBCCD	\$4,044.00	SSutorus
Quality Copy, Inc	(10950) Maintenance and support agreement for OCS printing software Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Technology Services/CHC	\$1,100.00	SSutorus

<i>Contract Type</i>	<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Maintenance Agreement</u>					
	SimplexGrinnell	(10903) Annual fire alarm testing, inspection and monitoring Term: 8/1/2014 - 7/31/2015 Funding Source: General Funds	Maintenance/CHC	\$16,410.00	SSutorus
<i>SubTotal for Maintenance Agreement: 4</i>				<i>\$22,654.00</i>	
<u>PO as Contract</u>					
	Almendarez Technical Services	(10855) PO as contract - Re-lamp tower for Box Springs transmitter labor and travel Term: 10/1/2014 - 10/31/2014 Funding Source: KVCR - Gen Funds	TV/KVCR	\$1,500.00	SSutorus
	Illumination Concepts LLC	(10942) PO as contract - Repair of Auditorium lighting rack and rack fan Term: 10/15/2014 - 10/15/2014 Funding Source: General Funds	Maintenance/SBVC	\$1,589.58	SSutorus
	Inland Computer Systems	(10912) PO as contract - Repair of Canon 5570 plus of cost of toner motor Term: 10/20/2014 - 11/20/2014 Funding Source: KVCR - Gen Funds	KVCR/SBCCD	\$291.56	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>PO as Contract</u>				
J R Instruments	(10899) PO as contract - Maintenance on microscopes in science labs Term: 10/20/2014 - 11/20/2014 Funding Source: General Funds	Biology/SBVC	\$2,640.00	SSutorus
Medical Equipment Service	(10871) PO as contract - To install an internal steam trap Term: 9/26/2014 - 10/26/2014 Funding Source: General Funds	Biology/SBVC	\$957.65	SSutorus
Printer Copier Guys	(10943) PO as contract - Replace bill acceptor in Jamex Machine Term: 10/15/2014 - 11/15/2014 Funding Source: General Funds	Maintenance/SBVC	\$1,438.15	SSutorus
Ram Plumbing Heating & Air	(10869) PO as contract - Repair and reconnect drains on 2 floors Term: 10/8/2014 - 11/8/2014 Funding Source: General Funds	Administrative Services/SBVC	\$4,182.48	SSutorus
Redlands, City of	(10873) PO as contract - 1/4 page advertisement in the Veteran's Day Parade Program Term: 11/11/2014 - 11/11/2014 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>PO as Contract</u>				
Wingate Mechanical, Inc	(10944) PO as contract - Repair of condenser for the KVCR-TV HVAC at Box Springs site Term: 10/20/2014 - 11/20/2014 Funding Source: KVCR - Gen Funds	TV/KVCR	\$404.46	SSutorus
<i>SubTotal for PO as Contract: 9</i>			<i>\$13,503.88</i>	
<u>Software/Online Services</u>				
Allegiance Software, Inc	(10940) Software support and upgrades for "Allegiance Main Fundraising System" Term: 10/15/2014 - 10/14/2015 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$13,282.66	SSutorus
Animation Factory	(10921) Subscription and software licensing and access to Animation Factory Term: 11/1/2014 - 10/31/2015 Funding Source: General Funds	Chancellor/SBCCD	\$149.95	SSutorus
CollegeSource Inc	(10925) Online subscription for College Source for review of transcripts from other educational institutions Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	Admissions & Records/SBVC	\$2,495.00	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>				
Docu-Trust	(10910) Service - Off-site media storage for SBCCD for one year Term: 7/1/2014 - 6/30/2015 Funding Source: General Funds	TESS/SBCCD	\$4,500.00	SSutorus
Eureka	(10960) Software License - Site license for Eureka software, a career information system Term: 9/1/2014 - 8/31/2014 Funding Source: General Funds	Counseling/CHC	\$1,182.60	SSutorus
Governet	(10880) Maintenance and support fee for CurricUNET software Term: 10/7/2014 - 10/6/2015 Funding Source: General Funds	TESS/Annex	\$26,750.00	SSutorus
Lortondata	(9638) Quarterly processing of KVCR donor files for changes and updating; expiration date changed to 12/31/2014 Term: 10/10/2013 - 12/31/2014 Funding Source: KVCR - Foundation Fund	KVCR-FM/SBVC	\$2,332.32	SSutorus
lynda.com	(10901) Subscription for online training through Lynda.com Term: 11/1/2014 - 10/31/2015 Funding Source: General Funds	TESS/Annex	\$15,000.00	SSutorus

<i>Contract Type</i>				
<i>Firm</i>	<i>Purpose and Information</i>	<i>Department / Location</i>	<i>Amount</i>	<i>Signed</i>
<u>Software/Online Services</u>				
Myers Information Systems	(10929) Software - ProWeb Module - Automated system that deploys the TV schedule for FNX Term: 11/1/2014 - 10/31/2015 Funding Source: KVCR - CPB Grant - TV	TV/KVCR	\$14,379.67	SSutorus
Symmetry Data, Inc	(10860) Network access control and management software for improvement of switch management for devices and tablets Term: 11/14/2014 - 11/13/2017 Funding Source: Capital Outlay	TESS/SBCCD	\$33,043.68	SSutorus
Telestream	(10941) Provide software updates and email telephone support for Closed Captioning Term: 11/1/2014 - 10/31/2015 Funding Source: KVCR - FNX Grant	FNX/KVCR	\$3,239.35	SSutorus
XAP Corporation	(10896) License agreement for eTranscripts software used by SBVC and CHC Student Services department: no cost to District funded through State Chancellor Office Term: 11/13/2014 - 6/30/2017 Funding Source: N/A	TESS/SBCCD		SSutorus
<i>SubTotal for Software/Online Services: 12</i>			<i>\$116,355.23</i>	

<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 11/13/2014: 110

Routine Contracts - Summary

Scheduled Board Meeting 11/13/2014

EXPENSES

Category	Number of Contracts	Contract Value
<i>ASB Discount program</i>		
<i>Broadcast Rights</i>	5	\$4,091.00
<i>CalWORKs Off-Campus Work Study</i>	3	\$28,851.00
<i>General</i>	57	\$184,607.70
<i>Joint Powers/Piggyback Purchases</i>	2	\$24,007.50
<i>Maintenance Agreement</i>	4	\$22,654.00
<i>PO as contract</i>	9	\$13,503.88
<i>Software/Online Services</i>	12	\$116,355.23
	92	
		Total Expenses
		<u>\$394,070.31</u>

INCOME

Category	Number of Contracts	Contract Value
<i>Income - Contract Ed</i>	4	\$91,840.00
<i>Income - Facilities Use</i>	2	\$4,044.72
<i>Income - General</i>	5	\$17,354.56
<i>Income - Grant</i>	6	\$2,530,857.65
<i>Income - Underwriter</i>	1	\$7,500.00
	18	
		Total Number of Contracts
	<u>110</u>	Total Income
		<u>\$2,651,596.93</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron, Chancellor

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

PREPARED BY: Steven J. Sutorus, Business Manager

DATE: November 13, 2014

SUBJECT: Consideration of Approval of Surplus Property and Authorize Disposal or Private Sale

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Fixed Assets Surplus Report
November 13, 2014

Asset Number	Date Retired	Location	Description	Date In Service	Initial Value	Current Value
17691	9/23/2014	CRAFTON HILLS COLLEGE	CPU	7/1/2008	\$1,336.00	\$0.00
17704	10/21/2014	CRAFTON HILLS COLLEGE	Laptop	7/1/2008	\$1,531.00	\$0.00
17715	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17724	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17726	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17730	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17732	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17733	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17734	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17737	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17739	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17746	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	2/29/2008	\$1,344.29	\$0.00
17824	9/23/2014	CRAFTON HILLS COLLEGE	Dell Optiplex 755	5/21/2008	\$1,279.96	\$0.00
17913	9/23/2014	CRAFTON HILLS COLLEGE	CPU w/monitor	4/17/2009	\$1,115.26	\$0.00
17915	9/23/2014	CRAFTON HILLS COLLEGE	CPU w/mon	4/17/2009	\$1,157.00	\$0.00
17917	9/23/2014	CRAFTON HILLS COLLEGE	CPU w/mon	4/17/2009	\$1,157.00	\$0.00
17939	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon.	4/17/2009	\$1,115.26	\$0.00
17945	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon	4/17/2009	\$1,115.26	\$0.00
17947	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon.	4/17/2009	\$1,115.26	\$0.00
17949	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon.	4/17/2009	\$1,115.26	\$0.00
17954	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon	4/17/2009	\$1,115.26	\$0.00
17955	9/23/2014	CRAFTON HILLS COLLEGE	cpu w/mon	4/17/2009	\$1,115.26	\$0.00
30474	10/21/2014	CRAFTON HILLS COLLEGE	dual radio FP-SP0155	6/1/2012	\$1,547.54	\$0.00
30475	10/21/2014	CRAFTON HILLS COLLEGE	daul radio FP-SP0155	6/1/2012	\$1,547.54	\$0.00
30476	10/21/2014	CRAFTON HILLS COLLEGE	daul radio FP-SP0155	6/1/2012	\$1,547.54	\$0.00
30477	10/21/2014	CRAFTON HILLS COLLEGE	daul radio FP-SP0155	6/1/2012	\$1,547.54	\$0.00
Total					\$33,900.84	\$0.00

Non-Fixed Asset Surplus List

November 13, 2014

Hoods	4 ea
Cab	1 ea
Scrap Engine	1 ea
Broken A/C Machine	2 ea
Rims and Tires	6 ea
Misc Obsolete Engine Parts	Lot
Misc Power Cables	5 ea
1905FP Dell Monitor	1 ea
1908FP Dell Monitor	2 ea
1704FP Dell Monitor	1 ea
Disk Drive	95 ea
UPS 1000VA Battery Backup	3 ea
UPS 2200VA Battery Backup	2 ea
Hp Office Jet Pro K550	1 ea
Surge Protector	1 ea
PS2 Keyboard	1 ea
Parallel Cables	6 ea
Phone Cables	1 ea
MERU Antennae	4 ea
MERU MC3000 Wireless Control Box	1 ea
MERU SA200 Wireless Control Box	1 ea
CISCO 4400 Series Wireless LAN	1 ea
CISCO Aironet 1200 Series	2 ea
CISCO Aironet 1000 Series	8 ea
Linksys DSL Router	1 ea
CISCO AIRONET 1130 AG Series	24 ea
Power Cords for MERU	4 ea
Network Cables for MERU	4 ea
MERU Network Series	36 ea
Cisco 7940 Phone	1 ea
Sharp MX 2300N Copier	1 ea
Dell Optiplex 780 Computer	2 ea
Xerox 8560 MFP Printer	1 ea

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron
Chancellor
REVIEWED BY: Dr. Jack Miyamoto
Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto
Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Acceptance of Academic Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Daniel Angelo, Instructor, Business, SBVC.

OVERVIEW

Daniel Angelo, Instructor, Business, SBVC, submitted his letter of retirement effective December 31, 2014, after 26 years of service to the District. His last day of employment with the District will be December 30, 2014.

ANALYSIS

The employee's retirement 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: Dr. Jack Miyamoto, Human Resources Consultant
PREPARED BY: Dr. Jack Miyamoto, Human Resources Consultant
DATE: November 13, 2014
SUBJECT: Consideration of Acceptance of Classified Employee Retirement

RECOMMENDATION

It is recommended that the Board of Trustees accept the retirement of Debra Moses, Secretary II, SBVC and Rosella King-Berggern, Tutorial Coordinator, SBVC.

OVERVIEW

Debra Moses, Secretary II, SBVC, submitted her letter of retirement with an effective date of December 31, 2014, after 24 years of service to the District. Her last day of employment will be December 30, 2014.

Rosella King-Berggern, Tutorial Coordinator, SBVC, submitted her letter of retirement with an effective date of October 18, 2014, after 13 years of service to the District. Her last day of employment was October 17, 2014.

ANALYSIS

The Human Resources Department provided employees acceptance of their retirement.

BOARD IMPERATIVE

None.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Director of Internal Audits
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Accept Independent Audit Report of the San Bernardino Community College District for 2013-14

RECOMMENDATION

It is recommended that the Board of Trustees accept the 2013-14 independent audit report of the San Bernardino Community College District.

OVERVIEW

Vavrinek, Trine, Day & Company has conducted the yearly districtwide independent audit for the period ending June 30, 2014.

ANALYSIS

Each year the District undergoes an independent audit, after which the auditing firm compiles a written report detailing its financial statements.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board item has no financial implications.



SAN BERNARDINO
COMMUNITY COLLEGE
DISTRICT

ANNUAL FINANCIAL REPORT

JUNE 30, 2014

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Board of Trustees
San Bernardino Community College District
San Bernardino, California

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of San Bernardino Community College District (the District) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatements, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the District as of June 30, 2014, and the changes in net position and cash flows for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Correction of an Error

As discussed in the notes to the financial statements, the accompanying financial statements reflect certain changes as a result of a correction to the beginning Other Postemployment Benefit Asset, Bonds Payable liability, and the Supplemental Early Retirement Plan liability accounts for the year ended June 30, 2014. These changes require a restatement of the beginning net position of the District as discussed in Note 15. Our opinion is not modified with respect to this matter.

Emphasis of Matter - Change in Accounting Principles

As discussed in Note 15 to the financial statements, the District has elected to change its method of accounting for cost of debt issuance as prescribed by Governmental Accounting Standards Board (GASB) Statement No. 65, *Items Previously Reported as Assets and Liabilities*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require the Management's Discussion and Analysis on pages 5 through 11 and the Schedule of Other Postemployment Benefits (OPEB) Funding Progress on page 50 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The accompanying supplementary information listed in the Table of Contents, including the Schedule of Expenditures of Federal Awards, as required by U.S. Office of Management and Budget (OMB) Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The accompanying supplementary information, including the Schedule of Expenditures of Federal Awards, is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2014, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control over financial reporting and compliance.



Rancho Cucamonga, California
October 30, 2014



USING THIS ANNUAL REPORT

The purpose of this annual report is to provide readers with information about the activities programs and financial condition of San Bernardino Community College District (the District) as of June 30, 2014. The report consists of three basic financial statements: the Statement of Financial Position, Statement of Revenues, Expenses, and Changes in Net Position, and Statement of Cash Flows and provides information about the District as a whole. This section of the annual financial report presents our discussion and analysis of the District's financial performance during the fiscal year that ended on June 30, 2014. Please read it in conjunction with the District's financial statements, which immediately follow this section. Responsibility for the completeness and accuracy of this information rests with the District management.

OVERVIEW OF THE FINANCIAL STATEMENTS

San Bernardino Community College District's financial statements are presented in accordance with Governmental Accounting Standards Board Statements No. 34, *Basic Financial Statements - and Management's Discussion and Analysis - for State and Local Governments* and No. 35, *Basic Financial Statements - and Management Discussion and Analysis - for Public College and Universities*. These statements allow for the presentation of financial activity and results of operations which focuses on the District as a whole. The entity-wide financial statements present the overall results of operations whereby all of the District's activities are consolidated into one total versus the traditional presentation by fund type. The focus of the Statement of Net Position is designed to be similar to the bottom line results of the District. This statement combines and consolidates current financial resources with capital assets and long-term obligations. The Statement of Revenues, Expenses, and Changes in Net Position focuses on the costs of the District's operational activities with revenues and expenses categorized as operating and nonoperating, and expenses are reported by natural classification. The Statement of Cash Flows provides an analysis of the sources and uses of cash within the operations of the District.

The California Community Colleges Chancellor's Office has recommended that all State community colleges follow the Business-Type Activity (BTA) model for financial statement reporting purposes.

FINANCIAL HIGHLIGHTS

- The District's primary funding source is apportionment received from the State of California. The District's apportionment amount is determined by the number and size of colleges in the District and the number of Full-Time Equivalent Students (FTES). In fiscal year 2013-2014, the District was able to increase access to classes for the first time since 2010-2011, restoring 95 percent of student enrollment. The District FTES for the year ended June 30, 2014, increased 5.9 percent over the prior year as noted below.

	Year Ended June 30		
	2014	2013	Change
San Bernardino Valley College	9,902	9,518	4.0%
Crafton Hills College	4,499	4,079	10.3%
San Bernardino Community College District	14,401	13,597	5.9%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

- The District paid in full its nearly \$4.0 million other postemployment benefit (OPEB) liability.
- During the year ended June 30, 2010, the District offered two Supplemental Early Retirement Plans. These plans allowed qualified individuals to retire at age 55 and offered monetary incentives and health insurance benefits. The funding of these plans required payments totaling nearly \$3.5 million over a multi-year period ending June 30, 2019. During the year ended June 30, 2014, the District paid the remainder of this liability in full, thereby eliminating any future payments for those two plans.
- The District continues to monitor compliance with the 50 percent law, which requires that at least 50 percent of the current expense of education be spent on instructional salaries. During the year ended June 30, 2014, the District improved the rate to 51.38 percent from 50.66 percent in the previous year.

Statement of Net Position

The Statement of Net Position presents the assets, liabilities, and net position of the District as of the end of the fiscal year and is prepared using the accrual basis of accounting, which is similar to the accounting method used by most private-sector organizations. The Statement of Net Position is a point-of-time financial statement whose purpose is to present to the readers a fiscal snapshot of the District. The Statement of Net Position primarily presents end-of-year data concerning assets (current and noncurrent), liabilities (current and noncurrent), and net position (assets plus deferred outflows of resources minus liabilities).

From the data presented, readers of the Statement of Net Position are able to determine the assets available to continue the operations of the District. Readers are also able to determine how much the District owes vendors and employees. Finally, the Statement of Net Position provides a picture of the assets and their availability for expenditure by the District.

The difference between the sum of total assets plus deferred outflows of resources and total liabilities (net position) is one indicator of the current financial condition of the District; another indicator is the change in net position which shows whether the overall financial condition has improved or worsened during the year. Assets and liabilities are generally measured using current values. One notable exception is capital assets, which are stated at historical cost less an allocation for depreciation expense.

The Net Position is divided into three major categories. The first category, net investment in capital assets, provides the equity amount in property, plant, and equipment owned by the District. The second category is expendable restricted assets; these assets are available for expenditure by the District, but must be spent for purposes as determined by external entities and/or donors that have placed time or purpose restrictions on the use of the assets. The final category is unrestricted net position that is available to the District for any lawful purpose of the District.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2014**

The Statement of Net Position as of June 30, 2014 and June 30, 2013, is summarized below.

(Amounts in thousands)

	<u>2014</u>	<u>2013*</u>
ASSETS		
Current Assets		
Cash and investments	\$ 243,216	\$ 263,798
Accounts receivable (net)	12,952	21,449
Other current assets	1,157	5,598
Total Current Assets	<u>257,325</u>	<u>290,845</u>
Net OPEB Assets	4,605	-
Capital Assets (net)	410,041	389,942
Total Assets	<u>671,971</u>	<u>680,787</u>
DEFERRED OUTFLOWS OF RESOURCES		
Deferred charge on refunding	<u>34,947</u>	<u>44,394</u>
LIABILITIES		
Current Liabilities		
Accounts payable and accrued liabilities	31,967	24,132
Current portion of long-term debt	6,782	5,661
Total Current Liabilities	<u>38,749</u>	<u>29,793</u>
Long-Term Obligations	<u>508,108</u>	<u>511,126</u>
Total Liabilities	<u>546,857</u>	<u>540,919</u>
NET POSITION		
Net investment in capital assets	64,893	126,228
Restricted	41,511	39,651
Unrestricted	53,657	18,383
Total Net Position	<u>160,061</u>	<u>184,262</u>
Total Liabilities and Net Position	<u>\$ 706,918</u>	<u>\$ 725,181</u>

*As restated. See Note 15 for more information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2014

Statement of Revenues, Expenses, and Changes in Net Position

Changes in total net position are presented in the Statement of Revenues, Expenses, and Changes in Net Position. The purpose of this statement is to present the operating and nonoperating revenues earned, whether received or not by the District; the operating and nonoperating expense incurred, whether paid or not by the District; and any other revenues, expenses, gains and/or losses earned or incurred by the District. Thus, this statement presents the District's results of operations.

Generally, operating revenues are earned for providing goods and services to the various customers and constituencies of the District. Operating expenses are those expenses incurred to acquire or produce the goods and services provided in return for the operating revenues and to fulfill the mission of the District. Nonoperating revenues are those received or pledged for which goods and services are not provided; for example, State appropriations are nonoperating because they are provided by the legislature to the District without the legislature directly receiving commensurate goods and services for those revenues.

The Statement of Revenues, Expenses, and Changes in Net Position for the years ended June 30, 2014 and June 30, 2013, is summarized below.

	2014	2013
Operating Revenues		
Tuition and fees	\$ 6,222	\$ 5,881
Auxiliary sales and charges	4,316	2,032
Total Operating Revenues	<u>10,538</u>	<u>7,913</u>
Operating Expenses		
Salaries and benefits	80,738	72,598
Supplies and maintenance	26,856	26,786
Student financial aid	27,397	26,442
Depreciation	15,311	14,247
Total Operating Expenses	<u>150,302</u>	<u>140,073</u>
Loss on Operations	<u>(139,764)</u>	<u>(132,160)</u>
Nonoperating Revenues		
State apportionments	45,922	46,840
Property taxes	43,944	39,475
Grants and contracts	41,560	40,056
State revenues	3,031	14,978
Net interest expense	(30,059)	(25,898)
Other nonoperating revenues	9,207	2,303
Total Nonoperating Revenue	<u>113,605</u>	<u>117,754</u>
Other Revenues		
State and local capital income	<u>1,958</u>	<u>540</u>
Net Change in Net Position	<u>\$ (24,201)</u>	<u>\$ (13,866)</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2014**

In accordance with requirements set forth by the California Community Colleges Chancellor's Office, the District reports operating expenses by object code. Operating expenses by functional classification are as follows:

Year ended June 30, 2014:

	Salaries	Employee Benefits	Supplies, Material, and Other Expenses and Services	Equipment, Maintenance, and Repairs	Student Financial Aid	Depreciation	Total
Instructional activities	\$ 25,936	\$ 7,593	\$ 1,811	\$ 482	\$ -	\$ -	\$ 35,822
Academic support	9,237	1,430	143	85	-	-	10,895
Student services	7,200	2,022	793	134	-	-	10,149
Plant operations and maintenance	2,880	1,400	8,291	41	-	-	12,612
Instructional support services	8,221	4,975	8,077	49	-	-	21,322
Community services and economic development	2,425	812	1,585	123	-	-	4,945
Ancillary services and auxiliary operations	4,712	1,791	3,527	177	-	-	10,207
Student aid	-	-	-	-	27,397	-	27,397
Physical property and related acquisitions	79	25	1,538	-	-	-	1,642
Unallocated depreciation	-	-	-	-	-	15,312	15,312
Total	\$ 60,690	\$ 20,048	\$ 25,765	\$ 1,091	\$ 27,397	\$ 15,312	\$ 150,303

Statement of Cash Flows

The Statement of Cash Flows provides information about cash receipts and cash payments during the fiscal year. This statement also helps users assess the District's ability to generate positive cash flows, meet obligations as they come due, and the need for external financing.

The Statement of Cash Flows reports cash provided by or used in the following activities:

- Operating - consists of cash receipts from enrollment fees, grants and contracts, and cash payments for salaries, benefits, supplies, utilities, and other items related to the instructional program.
- Noncapital financing - primarily State apportionment and property taxes.
- Capital financing - purchase of capital assets (land, buildings, and equipment) and bond interest payments and receipts from Federal and State grants for capital purposes, as well as property tax revenue for bond repayments.
- Investing - consists of investment activities and earnings on those investments.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2014**

The Statement of Cash Flows for the years ended June 30, 2014 and June 30, 2013, is summarized below.

(Amounts in thousands)

	2014	2013
Cash Provided by (Used in)		
Operating activities	\$ (129,203)	\$ (75,208)
Noncapital financing activities	131,294	96,516
Capital financing activities	(25,865)	(50,694)
Investing activities	3,086	256
Net Decrease in Cash	(20,688)	(29,130)
Cash, Beginning of Year	120,461	149,591
Cash, End of Year	\$ 99,773	\$ 120,461

CAPITAL ASSET AND DEBT ADMINISTRATION

Capital Assets

As of June 30, 2014, the District had \$507.6 million in capital assets, less \$97.6 million accumulated depreciation for net capital assets of \$410.0 million. The District continues to work on the facilities projects that are part of the \$450 million bond master plan. The District spent approximately \$54.0 million on capital assets during the year, the majority of which relate to bond proceeds. Depreciation charges during the year totaled \$15.3 million.

(Amounts in thousands)

	Balance Beginning of Year	Additions	Deletions	Balance End of Year
Land and construction in progress	\$ 56,222	\$ 33,729	\$ (18,455)	\$ 71,496
Buildings and improvements	392,620	19,310	(545)	411,385
Furniture and equipment	23,831	952	(44)	24,739
Subtotal	472,673	53,991	(19,044)	507,620
Accumulated depreciation	(82,731)	(15,312)	464	(97,579)
	\$ 389,942	\$ 38,679	\$ (18,580)	\$ 410,041

Obligations

As of June 30, 2014, the District had \$514.9 million in debt consisting of \$509.7 million from general obligation bonds, \$2.3 million from compensated absences, and \$2.9 million claims liability.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2014**

Details including the type, interest rates, and maturities of the general obligation bonds are found in Note 9.

(Amounts in thousands)

	Balance Beginning of Year	Additions	Deletions	Balance End of Year
General obligation bonds	\$ 511,851	\$ 8,016	\$ (10,202)	\$ 509,665
Supplemental early retirement plan	762	-	(762)	-
Compensated absences	2,074	230	-	2,304
Claims liability	2,100	820	-	2,920
Total Long-Term Debt	<u>\$ 516,787</u>	<u>\$ 9,066</u>	<u>\$ (10,964)</u>	<u>\$ 514,889</u>
Amount due within one year				<u>\$ 6,782</u>

ECONOMIC FACTORS AFFECTING THE FUTURE OF SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

The financial position of San Bernardino Community College District is closely tied to that of the State of California. The District receives over 75 percent of its combined general fund revenues through State apportionments and local property taxes. These two sources, along with allocations from the Education Protection Account, redevelopment allocations, and student paid enrollment fees, essentially make up the District's general apportionment, the main funding support for California community colleges.

Management continues to closely monitor the State budget information and operating costs of the District and will maintain a close watch over resources to ensure financial stability and retain reserve levels required by Board Policy and the State Chancellor's Office.

CONTACTING THE DISTRICT'S FINANCIAL MANAGEMENT

This financial report is designed to provide our citizens, taxpayers, students, and investors and creditors with a general overview of the District's finances and to show the District's accountability for the money it receives. If you have questions about this report or need any additional financial information, contact the Vice Chancellor, Business and Fiscal Services, at San Bernardino Community College District, 114 South Del Rosa Drive, San Bernardino, California 92408.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF NET POSITION - PRIMARY GOVERNMENT
JUNE 30, 2014**

ASSETS

Current Assets

Cash and cash equivalents	\$ 738,894
Investments	242,477,582
Accounts receivable, net	12,156,867
Student loans receivable, net	795,456
Due from fiduciary funds	7,262
Prepaid expenses	90,798
Inventories	1,011,017
Other current assets	47,385

Total Current Assets 257,325,261

Noncurrent Assets

Net OPEB assets	4,605,101
Nondepreciable capital assets	71,496,057
Depreciable capital assets, net of depreciation	338,544,827

Total Noncurrent Assets 414,645,985

TOTAL ASSETS 671,971,246

DEFERRED OUTFLOWS OF RESOURCES

Deferred charge on refunding	34,946,758
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LIABILITIES

Current Liabilities

Accounts payable	21,688,589
Accrued interest payable	7,408,263
Unearned revenue	2,870,507
Bonds payable - current portion	6,781,848

Total Current Liabilities 38,749,207

Noncurrent Liabilities

Compensated absences payable	2,304,662
Bonds payable - noncurrent portion	502,883,025
Claims liability	2,920,000

Total Noncurrent Liabilities 508,107,687

TOTAL LIABILITIES 546,856,894

NET POSITION

Net investment in capital assets	64,893,262
Restricted for:	
Debt service	27,702,044
Capital projects	13,231,859
Educational programs	576,456
Unrestricted	53,657,489

TOTAL NET POSITION \$ 160,061,110

The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF REVENUES, EXPENSES,
AND CHANGES IN NET POSITION - PRIMARY GOVERNMENT
FOR THE YEAR ENDED JUNE 30, 2014**

OPERATING REVENUES	
Student Tuition and Fees	\$ 19,090,967
Less: Scholarship discount and allowance	(12,869,287)
Net tuition and fees	<u>6,221,680</u>
Auxiliary Enterprise Sales and Charges	
Bookstore	3,638,410
Cafeteria	678,018
TOTAL OPERATING REVENUES	<u>10,538,108</u>
OPERATING EXPENSES	
Salaries	60,689,582
Employee benefits	20,047,878
Supplies, materials, and other operating expenses and services	25,765,016
Student financial aid	27,397,075
Equipment, maintenance, and repairs	1,091,345
Depreciation	15,312,264
TOTAL OPERATING EXPENSES	<u>150,303,160</u>
OPERATING LOSS	<u>(139,765,052)</u>
NONOPERATING REVENUES (EXPENSES)	
State apportionments, noncapital	45,921,621
Local property taxes, levied for general purposes	18,795,862
Taxes levied for other specific purposes	25,148,129
Federal grants	29,552,508
State grants	12,007,694
State taxes and other revenues	3,031,252
Investment income	312,019
Interest expense on capital related debt	(31,191,979)
Investment income on capital asset-related debt, net	821,498
Other nonoperating revenue	9,206,801
TOTAL NONOPERATING REVENUES (EXPENSES)	<u>113,605,405</u>
LOSS BEFORE OTHER REVENUES	<u>(26,159,647)</u>
State revenues, capital	450,583
Local revenues, capital	1,507,698
TOTAL OTHER REVENUES	<u>1,958,281</u>
CHANGE IN NET POSITION	(24,201,366)
NET POSITION, BEGINNING OF YEAR, AS RESTATED (See Note 15)	<u>184,262,476</u>
NET POSITION, END OF YEAR	<u><u>\$ 160,061,110</u></u>

The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF CASH FLOWS - PRIMARY GOVERNMENT
FOR THE YEAR ENDED JUNE 30, 2014**

CASH FLOWS FROM OPERATING ACTIVITIES	
Tuition and fees	\$ 5,426,224
Payments to or on behalf of employees	(80,101,075)
Payments to vendors for supplies and services	(31,447,780)
Payments to students for scholarships and grants	(27,397,075)
Auxiliary enterprise sales and charges	4,316,428
Net Cash Flows From Operating Activities	<u>(129,203,278)</u>
CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES	
State apportionments	45,082,847
Grant and contracts	28,430,764
Property taxes	18,795,862
State taxes and other apportionments	29,838,440
Other nonoperating	9,147,066
Net Cash Flows From Noncapital Financing Activities	<u>131,294,979</u>
CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES	
Purchase of capital assets	(30,033,793)
State revenue, capital projects	450,583
Local revenue, capital projects	1,507,698
Property taxes - related to capital debt	25,148,129
Principal paid on capital debt	(10,202,471)
Interest paid on capital debt	(13,557,151)
Interest received on capital asset-related debt	821,498
Net Cash Flows From Capital Financing Activities	<u>(25,865,507)</u>
CASH FLOWS FROM INVESTING ACTIVITIES	
Purchase of investments	(106,725)
Interest received from investments	3,192,421
Net Cash Flows From Investing Activities	<u>3,085,696</u>
NET CHANGE IN CASH AND CASH EQUIVALENTS	(20,688,110)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	<u>120,461,142</u>
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 99,773,032</u></u>

The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF CASH FLOWS - PRIMARY GOVERNMENT, Continued
FOR THE YEAR ENDED JUNE 30, 2014**

**RECONCILIATION OF NET OPERATING LOSS TO NET CASH
FLOWS FROM OPERATING ACTIVITIES**

Operating Loss	<u>\$ (139,765,052)</u>
Adjustments to Reconcile Operating Loss to Net Cash Flows From Operating Activities	
Depreciation expense	15,312,264
Changes in Assets and Liabilities	
Receivables	(795,456)
Student receivables	
Inventories	(120,817)
Prepaid expenses	(138,183)
Accounts payable and accrued liabilities	(3,126,027)
Unearned revenue	(858,307)
Supplemental Early Retirement Plan	(762,440)
Compensated absences	230,320
Claims liabilities	820,420
Total Adjustments	<u>10,561,774</u>
Net Cash Flows From Operating Activities	<u><u>\$ (129,203,278)</u></u>

CASH AND CASH EQUIVALENTS CONSIST OF THE FOLLOWING:

Cash in banks	\$ 738,894
Cash in county treasury	99,034,138
Total Cash and Cash Equivalents	<u><u>\$ 99,773,032</u></u>

NONCASH TRANSACTIONS

On behalf payments for benefits	<u><u>\$ 2,880,828</u></u>
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The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF FIDUCIARY NET POSITION
JUNE 30, 2014**

	<u>Trust</u>	<u>Agency Funds</u>
ASSETS		
Cash and cash equivalents	\$ 330,918	\$ 212,960
Investments	8,443,239	-
Accounts receivable	1,255	-
Total Assets	<u>8,775,412</u>	<u>\$ 212,960</u>
LIABILITIES		
Accounts payable	21,447	\$ 2,641
Due to primary government	2,723	4,539
Due to student groups	-	205,780
Total Liabilities	<u>24,170</u>	<u>\$ 212,960</u>
NET POSITION		
Unreserved	8,751,242	
Total Net Position	<u>\$ 8,751,242</u>	

The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**STATEMENT OF CHANGES IN FIDUCIARY NET POSITION
FOR THE YEAR ENDED JUNE 30, 2014**

	Trust
ADDITIONS	
Local revenues	<u>\$ 977,266</u>
DEDUCTIONS	
Classified salaries	144,872
Employee benefits	48,325
Services and operating expenditures	250,884
Capital outlay	37,767
Total Deductions	<u>481,848</u>
OTHER FINANCING SOURCES (USES)	
Other sources	3,931,491
Other uses	(157,424)
Total Other Financing Sources (Uses)	<u>3,774,067</u>
Change in Net Position	4,269,485
Net Position - Beginning, as restated (See Note 15)	<u>4,481,757</u>
Net Position - Ending	<u><u>\$ 8,751,242</u></u>

The accompanying notes are an integral part of these financial statements.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

NOTE 1 - ORGANIZATION

San Bernardino Community College District (the District) was established in 1926 as a political subdivision of the State of California and is a comprehensive, public, two-year institution offering educational services to residents of the surrounding area. The District operates under a locally elected seven-member Board of Trustees form of government, which establishes the policies and procedures by which the District operates. The Board must approve the annual budgets for the General Fund, special revenue funds, and capital project funds, but these budgets are managed at the department level. Currently, the District operates two colleges, a Professional Development Center, and a television and radio station located within San Bernardino County. While the District is a political subdivision of the State of California, it is legally separate and is independent of other State and local governments, and it is not a component unit of the State in accordance with the provisions of Governmental Accounting Standards Board (GASB) Statement No. 61.

NOTE 2 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The District has adopted GASB Statement No. 61, *Determining Whether Certain Organizations are Component Units*. This statement amends GASB Statement No. 14, *The Financial Reporting Entity*, to provide additional guidance to determine whether certain organizations, for which the District is not financially accountable, should be reported as component units based on the nature and significance of their relationship with the District. The three components used to determine the presentation are: providing a "direct benefit", the "environment and ability to access/influence reporting", and the "significance" criterion. As defined by accounting principles generally accepted in the United States of America and established by the Governmental Accounting Standards Board, the financial reporting entity consists of the primary government, the District, and the following component units:

- KVCR Educational Foundation, Inc.

The KVCR Educational Foundation, Inc. (the Foundation) is a legally separate, tax-exempt component unit of the District. The Foundation acts primarily as a fundraising organization to provide funding support to KVCR-TV/FM, a wholly owned broadcasting affiliate of the District. Although the District does not control the timing or amount of receipts, the majority of resources, or income thereon that the Foundation holds and invests, are restricted to the activities of the District by the donors. Because these restricted resources held by the Foundation can only be used by, or for the benefit of, the District, the Foundation is considered a component unit of the District with the inclusion of the statements as a blended component unit.

The Foundation is a not-for-profit organization under Internal Revenue Code (IRC) Section 501(c)(3) that reports its financial results in accordance with Financial Accounting Standards Codifications. As such, certain revenue recognition criteria and presentation features have been accounted for within this report using GASB revenue recognition criteria and presentation features.

Complete financial statements for the Foundation can be obtained from the District's Business Office.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

For financial reporting purposes, the District is considered a special-purpose government engaged only in business-type activities as defined by GASB Statements No. 34 and No. 35 as amended by GASB Statements No. 37 and No. 38. This presentation provides a comprehensive entity-wide perspective of the District's assets, liabilities, activities, and cash flows and replaces the fund group perspective previously required. Accordingly, the District's financial statements have been presented using the economic resources measurement focus and the accrual basis of accounting. The significant accounting policies followed by the District in preparing these financial statements are in accordance with accounting principles generally accepted in the United States of America as prescribed by GASB. Additionally, the District's policies comply with the California Community Colleges Chancellor's Office *Budget and Accounting Manual*. Under the accrual basis, revenues are recognized when earned, and expenses are recorded when an obligation has been incurred. All material intra-agency and intra-fund transactions have been eliminated.

Revenues resulting from exchange transactions, in which each party gives and receives essentially equal value, are classified as operating revenues. These transactions are recorded on the accrual basis when the exchange takes place. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, operating revenues consist primarily of student fees and auxiliary activities through the bookstore and cafeteria.

Nonexchange transactions, in which the District receives value without directly giving equal value in return, include State apportionments, property taxes, certain Federal and State grants, entitlements, and donations. Property tax revenue is recognized in the fiscal year received. State apportionment revenue is earned based upon criteria set forth from the Community Colleges Chancellor's Office and includes reporting of full-time equivalent students (FTES) attendance. The corresponding apportionment revenue is recognized in the period the FTES are generated. Revenue from Federal and State grants and entitlements are recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements may include time and/or purpose requirements.

Operating expenses are costs incurred to provide instructional services including support costs, auxiliary services, and depreciation of capital assets. All other expenses not meeting this definition are reported as nonoperating. Expenses are recorded on the accrual basis as they are incurred, when goods are received, or services are rendered.

The District reports are based on all applicable GASB pronouncements, as well as applicable Financial Accounting Standards Board (FASB) pronouncements issued on or before November 30, 1989, unless those pronouncements conflict or contradict GASB pronouncements. The District has not elected to apply FASB pronouncements after that date.

The financial statements are presented in accordance with the reporting model as prescribed in GASB Statement No. 34, *Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*, and GASB Statement No. 35, *Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*, as amended by GASB Statements No. 37 and No. 38. The business-type activities model followed by the District requires the following components of the District's financial statements:

- Management's Discussion and Analysis
- Basic Financial Statements for the District as a whole including:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

- Statements of Net Position - Primary Government
- Statements of Revenues, Expenses, and Changes in Net Position - Primary Government
- Statements of Cash Flows - Primary Government
- Financial Statements for the Fiduciary Funds including:
 - Statements of Fiduciary Net Position
 - Statements of Changes in Fiduciary Net Position
- Notes to the Financial Statements

Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be unrestricted cash on hand, demand deposits, and short-term unrestricted investments with original maturities of three months or less from the date of acquisition. Cash equivalents also include unrestricted cash with county treasury balances for purposes of the Statement of Cash Flows. Restricted cash and cash equivalents represent balances restricted by external sources such as grants and contracts or specifically restricted for the repayment of capital debt.

Investments

In accordance with GASB Statement No. 31, *Accounting and Financial Reporting for Certain Investments and External Investment Pools*, investments held at June 30, 2014, are stated at fair value. Fair value is estimated based on quoted market prices at year-end. Short-term investments have an original maturity date greater than three months, but less than one year at time of purchase. Long-term investments have an original maturity of greater than one year at the time of purchase.

Restricted Assets

Restricted assets arise when restrictions on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation. Restricted assets represent investments required by debt covenants requirement source to be set aside by the District for the purpose of satisfying certain requirements of the bonded debt issuance.

Accounts Receivable

Accounts receivable include amounts due from the Federal, State and/or local governments, or private sources, in connection with reimbursement of allowable expenditures made pursuant to the District's grants and contracts. Accounts receivable also consist of tuition and fee charges to students and auxiliary enterprise services provided to students, faculty, and staff, the majority of each residing in the State of California. The District provides for an allowance for uncollectible accounts as an estimation of amounts that may not be received. This allowance is based upon management's estimates and analysis. The allowance was estimated at \$129,507 for the year ended June 30, 2014.

Prepaid Expenses

Prepaid expenses represent payments made to vendors and others for services that will benefit periods beyond June 30.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

Inventories

Inventories consist primarily of bookstore merchandise and cafeteria food and supplies held for resale to the students and faculty of the colleges. Inventories are stated at cost, utilizing the lower of cost or market. The cost is recorded as an expense as the inventory is consumed.

Capital Assets and Depreciation

Capital assets are stated at cost at the date of acquisition or fair value at the date of gift. The District's capitalization policy includes all items with a unit cost of \$5,000 for machinery and equipment and an estimated useful life of greater than one year. Buildings, renovations to buildings, infrastructure, and land improvements that cost more than \$25,000, significantly increase the value, or extend the useful life of the structure, are capitalized. Routine repair and maintenance costs are charged to operating expenses in the year in which the expense is incurred. Depreciation of equipment and vehicles, facilities, and other physical properties is provided using the straight-line method over the estimated useful lives of the respective assets, or in the case of assets acquired under capital leases, the shorter of the lease term or useful life. Costs for construction in progress are capitalized when incurred.

Depreciation of capital assets is computed and recorded utilizing the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows: buildings, 40 to 50 years; improvements, 25 to 50 years; equipment, 5 to 10 years.

Accrued Liabilities and Long-Term Obligations

All payables, accrued liabilities, and long-term obligations are reported in the entity-wide financial statements.

Bond Premiums and Discounts

Debt premiums and discounts are amortized over the life of the bonds using the straight-line method.

Deferred Charge on Refunding

Deferred charge on refunding is amortized using the straight-line method over the remaining life of the new debt.

Compensated Absences

Accumulated unpaid employee vacation benefits are accrued as a liability as the benefits are earned. The entire compensated absence liability is reported on the entity-wide financial statements. The amounts have been recorded in the fund from which the employees, who have accumulated the leave, are paid.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

Sick leave is accumulated without limit for each employee based upon negotiated contracts. Leave with pay is provided when employees are absent for health reasons; however, the employees do not gain a vested right to accumulated sick leave. Employees are never paid for any sick leave balance at termination of employment or any other time. Therefore, the value of accumulated sick leave is not recognized as a liability in the District's financial statements. However, retirement credit for unused sick leave is applicable to all classified school members who retire after January 1, 1999. At retirement, each member will receive .004 year of service credit for each day of unused sick leave. Retirement credit for unused sick leave is applicable to all academic employees and is determined by dividing the number of unused sick days by the number of base service days required to complete the last school year, if employed full time.

Unearned Revenue

Unearned revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the District prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability for unearned revenue is removed from the combined balance sheet and revenue is recognized. Unearned revenue includes (1) amounts received for tuition and fees prior to the end of the fiscal year that are related to the subsequent fiscal year and (2) amounts received from Federal and State grants received before the eligibility requirements are met.

Noncurrent Liabilities

Noncurrent liabilities include bonds, compensated absences, and claims payable with maturities greater than one year.

Net Position

GASB Statements No. 34 and No. 35 report equity as "Net Position" and represent the difference between assets and liabilities. The net position is classified according to imposed restrictions or availability of assets for satisfaction of District obligations according to the following net asset categories:

Net Investment in Capital Assets consists of capital assets, net of accumulated depreciation and outstanding principal balances of debt attributable to the acquisition, construction, or improvement of those assets. To the extent debt has been incurred, but not yet expended for capital assets, such accounts are not included as a component invested in capital assets – net of related debt.

Restricted: Net position is reported as restricted when there are limitations imposed on their use, either through enabling legislation adopted by the District, or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The District first applies restricted resources when an expense is incurred for purposes for which both restricted and unrestricted resources are available.

None of the District's restricted net position has resulted from enabling legislation adopted by the District.

Unrestricted: Net position that is not subject to externally imposed constraints. Unrestricted net position may be designated for specific purposes by action of the Board of Trustees or may otherwise be limited by contractual agreements with outside parties.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

When both restricted and unrestricted resources are available for use, it is the District's practice to use restricted resources first and the unrestricted resources when they are needed. The entity-wide financial statements report \$41,510,359 of restricted net position.

State Apportionments

Certain current year apportionments from the State are based on financial and statistical information of the previous year. Any corrections due to the recalculation of the apportionment are made in February of the subsequent year. When known and measurable, these recalculations and corrections are accrued in the year in which the FTES are generated.

Property Taxes

Secured property taxes attach as an enforceable lien on property as of January 1. The County Assessor is responsible for assessment of all taxable real property. Taxes are payable in two installments on November 1 and February 1 and become delinquent on December 10 and April 10, respectively. Unsecured property taxes are payable in one installment on or before August 31. The County of San Bernardino bills and collects the taxes on behalf of the District. Local property tax revenues are recorded when received.

The voters of the District passed General Obligation Bonds in November 2002 and February 2008 for the acquisition, construction, and remodeling of certain District property. As a result of the passage of the Bond, property taxes are assessed on the property within the District specifically for the repayment of the debt incurred. The taxes are assessed, billed, and collected as noted above and remitted to the District when collected.

Board of Governors Grants (BOGG) and Fee Waivers

Student tuition and fee revenue is reported net of allowances and fee waivers approved by the Board of Governors through BOGG fee waivers in the Statement of Revenues, Expenses, and Changes in Net Position. Scholarship discounts and allowances represent the difference between stated charges for enrollment fees and the amount that is paid by students or third parties making payments on the students' behalf. To the extent that fee waivers have been used to satisfy tuition and fee charges, the District has recorded a scholarship discount and allowance.

Federal Financial Assistance Programs

The District participates in federally funded Pell Grants, SEOG Grants, and Federal Work-Study programs, as well as other programs funded by the Federal government. Financial aid to students is either reported as operating expenses or scholarship allowances, which reduce revenues. The amount reported as operating expense represents the portion of aid that was provided to the student in the form of cash. Scholarship allowances represent the portion of aid provided to students in the form of reduced tuition. These programs are audited in accordance with the Single Audit Act Amendments of 1996, and the U.S. Office of Management and Budget's revised Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations* and the related *Compliance Supplement*.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

On Behalf Payments

GASB Statement No. 24 requires direct on behalf payments for fringe benefits and salaries made by one entity to a third party recipient for the employees for another legally separate entity be recognized as revenues and expenditures by the employer entity. The State of California makes direct on behalf payments to the California State Teachers' Retirement System (CalSTRS) on behalf of all community colleges in California. The California Department of Education has issued a fiscal advisory instructing districts not to record the revenue and expenditures for the on behalf payments within the funds and accounts of a district. The amount of the on behalf payments made for the District for the year ended June 30, 2014, was \$2,880,828 for CalSTRS. These amounts are reflected in the District's audited financial statements.

Estimates

The preparation of the financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the amounts reported in the financial statements and accompanying notes. Actual results may differ from those estimates.

Interfund Activity

Interfund transfers and interfund receivables and payables are eliminated during the consolidation process in the entity-wide financial statements.

Change in Accounting Principles

In March 2012, the GASB issued Statement No. 65, *Items Previously Reported as Assets and Liabilities*. This Statement establishes accounting and financial reporting standards that reclassify, as deferred outflows of resources or deferred inflows of resources, certain items that were previously reported as assets and liabilities and recognizes, as outflows of resources or inflows of resources, certain items that were previously reported as assets and liabilities.

Concepts Statement No. 4, *Elements of Financial Statements*, introduced and defined the elements included in financial statements, including deferred outflows of resources and deferred inflows of resources. In addition, Concepts Statement No. 4 provides that reporting a deferred outflow of resources or a deferred inflow of resources should be limited to those instances identified by the Board in authoritative pronouncements that are established after applicable due process. Prior to the issuance of this Statement, only two such pronouncements have been issued. Statement No. 53, *Accounting and Financial Reporting for Derivative Instruments*, requires the reporting of a deferred outflow of resources or a deferred inflow of resources for the changes in fair value of hedging derivative instruments, and Statement No. 60, *Accounting and Financial Reporting for Service Concession Arrangements*, requires a deferred inflow of resources to be reported by a transferor government in a qualifying service concession arrangement. This Statement amends the financial statement element classification of certain items previously reported as assets and liabilities to be consistent with the definitions in Concepts Statement No. 4. This Statement also provides other financial reporting guidance related to the impact of the financial statement elements deferred outflows of resources and deferred inflows of resources, such as changes in the determination of the major fund calculations and limiting the use of the term *deferred* in financial statement presentations.

The District has implemented the provisions of this Statement for the year ended June 30, 2014.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

As the result of implementing GASB Statement No. 65, the District has restated the beginning net position in the government-wide Statement of Net Position, effectively decreasing net position as of July 1, 2013, by \$2,669,609. The decrease results from no longer deferring and amortizing bond issuance costs.

New Accounting Pronouncements

In June 2012, the GASB issued Statement No. 68, *Accounting and Financial Reporting for Pensions—an amendment of GASB Statement No. 27*. The primary objective of this Statement is to improve accounting and financial reporting by State and local governments for pensions. It also improves information provided by State and local governmental employers about financial support for pensions that is provided by other entities. This Statement results from a comprehensive review of the effectiveness of existing standards of accounting and financial reporting for pensions with regard to providing decision-useful information, supporting assessments of accountability and inter-period equity, and creating additional transparency.

This Statement replaces the requirements of Statement No. 27, *Accounting for Pensions by State and Local Governmental Employers*, as well as the requirements of Statement No. 50, *Pension Disclosures*, as they relate to pensions that are provided through pension plans administered as trusts or equivalent arrangements (hereafter jointly referred to as trusts) that meet certain criteria. The requirements of Statements No. 27 and No. 50 remain applicable for pensions that are not covered by the scope of this Statement.

The scope of this Statement addresses accounting and financial reporting for pensions that are provided to the employees of State and local governmental employers through pension plans that are administered through trusts that have the following characteristics:

- Contributions from employers and non-employer contributing entities to the pension plan and earnings on those contributions are irrevocable.
- Pension plan assets are dedicated to providing pensions to plan members in accordance with the benefit terms.
- Pension plan assets are legally protected from the creditors of employers, non-employer contributing entities, and the pension plan administrator. If the plan is a defined benefit pension plan, plan assets also are legally protected from creditors of the plan members.

This Statement establishes standards for measuring and recognizing liabilities, deferred outflows of resources, deferred inflows of resources, and expense/expenditures. For defined benefit pensions, this Statement identifies the methods and assumptions that should be used to project benefit payments, discount projected benefit payments to their actuarial present value, and attribute that present value to periods of employee service.

Note disclosure and required supplementary information requirements about pensions also are addressed. Distinctions are made regarding the particular requirements for employers based on the number of employers whose employees are provided with pensions through the pension plan and whether pension obligations and pension plan assets are shared. Employers are classified in one of the following categories for purposes of this Statement:

- Single employers are those whose employees are provided with defined benefit pensions through single-employer pension plans—pension plans in which pensions are provided to the employees of only one employer (as defined in this Statement).

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

- Agent employers are those whose employees are provided with defined benefit pensions through agent multiple-employer pension plans—pension plans in which plan assets are pooled for investment purposes, but separate accounts are maintained for each individual employer so that each employer's share of the pooled assets is legally available to pay the benefits of only its employees.
- Cost-sharing employers are those whose employees are provided with defined benefit pensions through cost-sharing multiple-employer pension plans—pension plans in which the pension obligations to the employees of more than one employer are pooled and plan assets can be used to pay the benefits of the employees of any employer that provides pensions through the pension plan.

In addition, this Statement details the recognition and disclosure requirements for employers with liabilities (payables) to a defined benefit pension plan and for employers whose employees are provided with defined contribution pensions. This Statement also addresses circumstances in which a non-employer entity has a legal requirement to make contributions directly to a pension plan.

This Statement is effective for fiscal years beginning after June 15, 2014. Early implementation is encouraged.

In November 2013, the GASB issued Statement No. 71, *Pension Transition for Contributions Made Subsequent to the Measurement Date—an amendment of GASB Statement No. 68*. The objective of this Statement is to address an issue regarding application of the transition provisions of Statement No. 68, *Accounting and Financial Reporting for Pensions*. The issue relates to amounts associated with contributions, if any, made by a State or local government employer or nonemployer contributing entity to a defined benefit pension plan after the measurement date of the government's beginning net pension liability.

Statement No. 68 requires a State or local government employer (or nonemployer contributing entity in a special funding situation) to recognize a net pension liability measured as of a date (the measurement date) no earlier than the end of its prior fiscal year. If a State or local government employer or nonemployer contributing entity makes a contribution to a defined benefit pension plan between the measurement date of the reported net pension liability and the end of the government's reporting period, Statement No. 68 requires that the government recognize its contribution as a deferred outflow of resources. In addition, Statement No. 68 requires recognition of deferred outflows of resources and deferred inflows of resources for changes in the net pension liability of a State or local government employer or nonemployer contributing entity that arise from other types of events. At transition to Statement No. 68, if it is not practical for an employer or nonemployer contributing entity to determine the amounts of *all* deferred outflows of resources and deferred inflows of resources related to pensions, paragraph 137 of Statement No. 68 required that beginning balances for deferred outflows of resources and deferred inflows of resources not be reported.

Consequently, if it is not practical to determine the amounts of all deferred outflows of resources and deferred inflows of resources related to pensions, contributions made after the measurement date of the beginning net pension liability could not have been reported as deferred outflows of resources at transition. This could have resulted in a significant understatement of an employer or nonemployer contributing entity's beginning net position and expense in the initial period of implementation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

This Statement amends paragraph 137 of Statement No. 68 to require that, at transition, a government recognize a beginning deferred outflow of resources for its pension contributions, if any, made subsequent to the measurement date of the beginning net pension liability. Statement No. 68, as amended, continues to require that beginning balances for other deferred outflows of resources and deferred inflows of resources related to pensions be reported at transition only if it is practical to determine all such amounts.

The provisions of this Statement are required to be applied simultaneously with the provisions of Statement No. 68.

NOTE 3 - DEPOSITS AND INVESTMENTS

Policies and Practices

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

Investment in County Treasury

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (*Education Code* Section (ECS) 41001). The fair value of the District's investment in the pool is reported in the accompanying financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

General Authorizations

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

<u>Authorized Investment Type</u>	<u>Maximum Remaining Maturity</u>	<u>Maximum Percentage of Portfolio</u>	<u>Maximum Investment in One Issuer</u>
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

Authorized Under Debt Agreements

Investments of debt proceeds held by bond trustees are governed by provisions of the debt agreements rather than the general provisions of the California Government Code. These provisions allow for the acquisition of investment agreements with maturities of up to 30 years.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Summary of Deposits and Investments

Deposits and investments as of June 30, 2014, consist of the following:

Primary government	\$ 243,216,476
Fiduciary funds	8,987,117
Total Deposits and Investments	<u>\$ 252,203,593</u>
Cash on hand and in banks	\$ 1,219,872
Cash in revolving	62,900
Investments	250,920,821
Total Deposits and Investments	<u>\$ 252,203,593</u>

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County pool.

Specific Identification

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of the District's investment by maturity:

Investment Type	Book Value	Fair Value	Weighted Average Days to Maturity
San Bernardino County Pool	\$ 100,105,703	\$ 99,635,346	428
Short-Term Securities	143,336,771	143,336,771	N/A
Fixed Income	3,999,594	3,999,594	N/A
Equities	3,324,417	3,324,417	N/A
Certificate of Deposits	154,336	154,336	N/A
Total	<u>\$ 250,920,821</u>	<u>\$ 250,450,464</u>	

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. The District's investment in the County pool is not required to be rated, nor has it been rated as of June 30, 2014.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Custodial Credit Risk - Deposits

This is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District does not have a policy for custodial credit risk. However, the California Government Code requires that a financial institution secure deposits made by State or local governmental units by pledging securities in an undivided collateral pool held by a depository regulated under State law (unless so waived by the governmental unit). The market value of the pledged securities in the collateral pool must equal at least 110 percent of the total amount deposited by the public agency. California law also allows financial institutions to secure public deposits by pledging first trust deed mortgage notes having a value of 150 percent of the secured public deposits and letters of credit issued by the Federal Home Loan Bank of San Francisco having a value of 105 percent of the secured deposits. As of June 30, 2014, the District's bank balance of \$1,245,986 was exposed to custodial credit risk because it was uninsured and collateralized with securities held by the pledging financial institution's trust department or agent, but not in the name of the District.

NOTE 4 - ACCOUNTS RECEIVABLE

Accounts receivable for the District consisted primarily of intergovernmental grants, entitlements, interest, and other local sources.

The accounts receivable are as follows:

Federal Government	
Categorical aid	\$ 1,121,744
State Government	
Apportionment	7,089,834
Categorical aid	882,176
Lottery	1,059,677
Other State sources	710,898
Local Sources	
Interest	105,888
Other local sources	1,268,457
Less allowance for bad debt	<u>(81,807)</u>
Total	<u><u>\$ 12,156,867</u></u>
Student receivables	\$ 843,156
Less allowance for bad debt	<u>(47,700)</u>
Student receivables, net	<u><u>\$ 795,456</u></u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the District for the fiscal year ended June 30, 2014, was as follows:

	Balance Beginning of Year	Additions	Deductions	Balance End of Year
Capital Assets Not Being Depreciated				
Land	\$ 4,518,454	\$ -	\$ -	\$ 4,518,454
Construction in progress	51,703,324	33,728,814	18,454,535	66,977,603
Total Capital Assets Not Being Depreciated	<u>56,221,778</u>	<u>33,728,814</u>	<u>18,454,535</u>	<u>71,496,057</u>
Capital Assets Being Depreciated				
Land improvements	71,034,182	1,415,075	-	72,449,257
Buildings and improvements	321,586,441	17,894,010	545,000	338,935,451
Furniture and equipment	23,830,928	951,934	44,110	24,738,752
Total Capital Assets Being Depreciated	<u>416,451,551</u>	<u>20,261,019</u>	<u>589,110</u>	<u>436,123,460</u>
Total Capital Assets	<u>472,673,329</u>	<u>53,989,833</u>	<u>19,043,645</u>	<u>507,619,517</u>
Less Accumulated Depreciation				
Land improvements	20,600,758	6,592,258	-	27,193,016
Buildings and improvements	44,711,121	6,591,090	427,825	50,874,386
Furniture and equipment	17,419,464	2,128,916	37,149	19,511,231
Total Accumulated Depreciation	<u>82,731,343</u>	<u>15,312,264</u>	<u>464,974</u>	<u>97,578,633</u>
Net Capital Assets	<u>\$ 389,941,986</u>	<u>\$ 38,677,569</u>	<u>\$ 18,578,671</u>	<u>\$ 410,040,884</u>

Depreciation expense for the year was \$15,312,264.

Interest expense on capital related debt for the year ended June 30, 2014, was \$33,399,727. Of this amount, \$2,207,748 was capitalized.

NOTE 6 - ACCOUNTS PAYABLE

Accounts payable for the District consisted of the following:

Accrued payroll	\$ 4,548,085
Apportionment	5,028,091
Construction	11,670,349
Other	442,064
Total	<u>\$ 21,688,589</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 7 - UNEARNED REVENUE

Unearned revenue consisted of the following:

Federal financial assistance	\$ 14,859
State categorical aid	1,609,522
Enrollment fees	544,464
Other local	701,962
Total	<u>\$ 2,870,807</u>

NOTE 8 - INTERFUND TRANSACTIONS

Interfund Receivables and Payables (Due To/Due From)

Interfund receivable and payable balances arise from interfund transactions and are recorded by all funds affected in the period in which transactions are executed. Interfund activity within the governmental funds and fiduciary funds has been eliminated respectively in the consolidation process of the basic financial statements. Balances owing between the primary government and the fiduciary funds are not eliminated in the consolidation process. As of June 30, 2014, the amount owed between the fiduciary funds and the primary government was \$7,262.

Interfund Operating Transfers

Operating transfers between funds of the District are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use restricted revenues collected in the General Fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. Operating transfers within the funds of the District have been eliminated in the consolidation process. Transfers between the primary government and the fiduciary funds are not eliminated in the consolidation process. During the 2014 fiscal year, there were no transfers between the primary government and the fiduciary funds.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 9 - LONG-TERM OBLIGATIONS

Summary

The changes in the District's long-term obligations during the 2014 fiscal year consisted of the following:

	*Balance Beginning of Year	Additions	Deductions	Balance End of Year	Due in One Year
Bonds Payable					
Election 2002 Series A	\$ 1,095,000	\$ -	\$ 1,095,000	\$ -	\$ -
Election 2002 Series B	725,000	-	340,000	385,000	385,000
Election 2002 Series C	58,390,000	-	-	58,390,000	-
Election 2002 Series D	6,524,949	501,288	-	7,026,237	-
Election 2002 Series E	15,000,000	-	-	15,000,000	-
Subtotal Election 2002	<u>81,734,949</u>	<u>501,288</u>	<u>1,435,000</u>	<u>80,801,237</u>	<u>385,000</u>
 2005 GO Refunding Bonds	 <u>18,423,013</u>	 <u>655,453</u>	 <u>2,515,000</u>	 <u>16,563,466</u>	 <u>3,455,000</u>
 Election 2008 Series A	 7,185,000	 -	 180,000	 7,005,000	 540,000
Election 2008 Series B	93,846,103	6,859,678	627,735	100,078,046	631,848
Election 2008 Series C	45,210,000	-	-	45,210,000	-
Subtotal Election 2008	<u>146,241,103</u>	<u>6,859,678</u>	<u>807,735</u>	<u>152,293,046</u>	<u>1,171,848</u>
 2013 GO Refunding Bonds Series A	 198,570,000	 -	 3,025,000	 195,545,000	 1,175,000
2013 GO Refunding Bonds Series B	32,460,000	-	530,000	31,930,000	595,000
Premium on debt	34,421,860	-	1,889,736	32,532,124	-
Total Bonds Payable	<u>511,850,925</u>	<u>8,016,419</u>	<u>10,202,471</u>	<u>509,664,873</u>	<u>6,781,848</u>
 Other Liabilities					
Supplemental Early Retirement Plan	762,440	-	762,440	-	-
Compensated absences	2,074,342	230,320	-	2,304,662	-
Claims liabilities	2,099,580	820,420	-	2,920,000	-
Total Other Liabilities	<u>4,936,362</u>	<u>1,050,740</u>	<u>762,440</u>	<u>5,224,662</u>	<u>-</u>
 Total Long-Term Obligations	 <u>\$ 516,787,287</u>	 <u>\$ 9,067,159</u>	 <u>\$ 10,964,911</u>	 <u>\$ 514,889,535</u>	 <u>\$ 6,781,848</u>

*As restated. See Note 15 for description of restatement.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

Description of Obligations

Payments on the general obligation bonds are made by the bond interest and redemption fund with local property tax collections. Workers' compensation claims liability is an estimate based on an actuarial study completed by a third party specialist. Actual claims paid will be made from the Self-Insurance Fund. Management is responsible to evaluate the adequacy of the change in value. The compensated absences will be paid by the fund for which the employee worked.

Bonded Debt

The San Bernardino Community College District Election of 2002

General obligation bonds were approved by a local election in November 2002. The total amount approved by the voters was \$190,000,000. As of June 30, 2014, \$189,999,797 had been issued and \$80,801,237 was outstanding. Interest rates on the bonds range from 2.00 to 7.63 percent.

The San Bernardino Community College District 2005 Refunding Bonds

In April 2005, the District issued \$56,562,550 in general obligation bonds to advance refund a portion of 2002 Series A and B Bonds. Interest rates on the bonds range from 3.00 to 5.14 percent. The proceeds were deposited into an escrow account to pay future principal and interest amounts on the refunded bonds. The assets and liabilities for the defeased bonds are not included on the District's financial statements. The outstanding balance for the 2005 Refunding Bonds is \$16,563,466.

The San Bernardino Community College District Election of 2008

General obligation bonds were approved by a local election in November 2008. The total amount approved by the voters was \$500,000,000. As of June 30, 2014, \$258,312,389 had been issued and \$152,293,046 was outstanding. Interest rates on the bonds range from 2.60 to 7.63 percent.

The San Bernardino Community College District 2013 Refunding Bonds

In April 2013, the District issued 2013 General Obligation Series A Refunding Bonds and 2013 General Obligation Series B Refunding Bonds to advance refund portions of 2002 Series C, the 2005 General Obligation Refunding Bonds, and the 2008 Series A Bonds. Interest rates on the bonds range from .49 to 5.00 percent. The proceeds from the bonds were deposited into an escrow account to pay future principal and interest amounts on the refunded bonds. The assets and liabilities for the defeased bonds are not included on the District's financial statements. The outstanding balances for the 2013 General Obligation Series A Refunding Bonds and the 2013 General Obligation Series B Refunding Bonds are \$195,545,000 and \$31,930,000, respectively.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Debt Maturity

General Obligation Bonds

Issue Series	Issue Date	Maturity Date	Interest Rate	Original Issue	*Bonds			Bonds
					Outstanding July 1, 2013	Additions	Redeemed	Outstanding June 30, 2014
2002 A	5/1/2003	8/1/2013	2.00%-5.00%	\$ 50,000,000	\$ 1,095,000	\$ -	\$ 1,095,000	\$ -
2002 B	2/12/2004	8/1/2014	2.25%-5.25%	20,000,000	725,000	-	340,000	385,000
2002 C	8/22/2006	8/1/2031	4.25%-5.00%	100,000,000	58,390,000	-	-	58,390,000
2002 D	6/9/2009	8/1/2033	6.02%-6.79%	4,999,797	6,524,949	501,288	-	7,026,237
2002 E	6/9/2009	8/1/2033	7.63%	15,000,000	15,000,000	-	-	15,000,000
Refunding 2005	3/22/2005	8/1/2023	3.00%-5.14%	56,562,550	18,423,013	655,453	2,515,000	16,563,466
2008 A	12/17/2008	8/1/2018	3.75%-6.50%	140,000,000	7,185,000	-	180,000	7,005,000
2008 B	6/9/2009	8/1/2048	2.60%-7.19%	73,102,389	93,846,103	6,859,678	627,735	100,078,046
2008 C	6/9/2009	8/1/2044	7.43%-7.63%	45,210,000	45,210,000	-	-	45,210,000
Refunding 2013 Series A	4/10/2013	8/1/2033	.50%-5.00%	198,570,000	198,570,000	-	3,025,000	195,545,000
Refunding 2013 Series B	4/10/2013	8/1/2021	.49%-3.06%	32,460,000	32,460,000	-	530,000	31,930,000
Subtotal General Obligation Bonds					477,429,065	8,016,419	8,312,735	477,132,749
Premium on debt					34,421,860	-	1,889,736	32,532,124
					<u>\$ 511,850,925</u>	<u>\$ 8,016,419</u>	<u>\$ 10,202,471</u>	<u>\$ 509,664,873</u>

*As restated. See Note 15 for description of restatement.

The 2002 General Obligation Series B Bonds mature through August 1, 2014, as follows:

Fiscal Year	Principal	Interest to Maturity	Total
2015	\$ 385,000	\$ 6,978	\$ 391,978

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

The 2002 General Obligation Series C Bonds mature through August 1, 2031, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ -	\$ 2,919,500	\$ 2,919,500
2016	-	2,919,500	2,919,500
2017	-	2,919,500	2,919,500
2018	-	2,919,500	2,919,500
2019	-	2,919,500	2,919,500
2020-2024	-	14,597,500	14,597,500
2025-2029	12,740,000	14,279,000	27,019,000
2030-2032	45,650,000	3,554,250	49,204,250
Total	<u>\$ 58,390,000</u>	<u>\$ 47,028,250</u>	<u>\$ 105,418,250</u>

The 2002 General Obligation Series D Bonds mature through August 1, 2033, as follows:

<u>Fiscal Year</u>	<u>Principal Including Accreted Interest</u>	<u>Accreted Interest</u>	<u>Total</u>
2015	\$ -	\$ -	\$ -
2016	-	-	-
2017	-	-	-
2018	-	-	-
2019	-	-	-
2020-2024	-	-	-
2025-2029	805,248	1,009,752	1,815,000
2030-2034	6,220,989	20,854,011	27,075,000
Total	<u>\$ 7,026,237</u>	<u>\$ 21,863,763</u>	<u>\$ 28,890,000</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

The 2002 General Obligation Series E Bonds mature through August 1, 2033, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ -	\$ 1,144,500	\$ 1,144,500
2016	-	1,144,500	1,144,500
2017	-	1,144,500	1,144,500
2018	-	1,144,500	1,144,500
2019	-	1,144,500	1,144,500
2020-2024	-	5,722,500	5,722,500
2025-2029	-	5,722,500	5,722,500
2030-2034	15,000,000	4,578,000	19,578,000
Total	<u>\$ 15,000,000</u>	<u>\$ 21,745,500</u>	<u>\$ 36,745,500</u>

The 2005 General Obligation Refunding Bonds mature through August 1, 2023, as follows:

<u>Fiscal Year</u>	<u>Principal Including Accreted Interest</u>	<u>Accreted Interest</u>	<u>Current Interest</u>	<u>Total</u>
2015	\$ 3,455,000	\$ -	\$ 435,012	\$ 3,890,012
2016	4,030,000	-	256,750	4,286,750
2017	-	-	156,000	156,000
2018	3,120,000	-	78,000	3,198,000
2019	-	-	-	-
2020-2024	5,958,466	10,726,534	-	16,685,000
Total	<u>\$ 16,563,466</u>	<u>\$ 10,726,534</u>	<u>\$ 925,762</u>	<u>\$ 28,215,762</u>

The 2008 General Obligation Series A Bonds mature through August 1, 2018, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ 540,000	\$ 342,587	\$ 882,587
2016	935,000	305,712	1,240,712
2017	1,365,000	248,212	1,613,212
2018	1,830,000	168,338	1,998,338
2019	2,335,000	61,294	2,396,294
Total	<u>\$ 7,005,000</u>	<u>\$ 1,126,143</u>	<u>\$ 8,131,143</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

The 2008 General Obligation Series B Bonds mature through August 1, 2048, as follows:

<u>Fiscal Year</u>	<u>Principal Including Accreted Interest</u>	<u>Accreted Interest</u>	<u>Current Interest</u>	<u>Total</u>
2015	\$ 631,848	\$ 488,152	\$ -	\$ 1,120,000
2016	633,097	621,903	-	1,255,000
2017	629,284	765,716	-	1,395,000
2018	621,190	918,810	-	1,540,000
2019	609,583	1,080,417	-	1,690,000
2020-2024	824,317	2,050,683	9,045,168	11,920,168
2025-2029	802,106	4,802,894	10,050,187	15,655,187
2030-2034	4,660,153	6,919,847	9,802,040	21,382,040
2035-2039	32,113,885	128,511,115	756,872	161,381,872
2040-2044	-	-	-	-
2045-2049	30,239,178	367,100,822	-	397,340,000
Subtotal	71,764,641	513,260,359	29,654,267	614,679,267
Accumulated Accretion	28,313,405	(28,313,405)	-	-
	<u>\$ 100,078,046</u>	<u>\$ 484,946,954</u>	<u>\$ 29,654,267</u>	<u>\$ 614,679,267</u>

The 2008 General Obligation Series C Bonds mature through August 1, 2044, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ -	\$ 3,387,103	\$ 3,387,103
2016	-	3,387,103	3,387,103
2017	-	3,387,103	3,387,103
2018	-	3,387,103	3,387,103
2019	-	3,387,103	3,387,103
2020-2024	-	16,935,515	16,935,515
2025-2029	-	16,935,515	16,935,515
2030-2034	-	16,935,515	16,935,515
2035-2039	-	16,935,515	16,935,515
2040-2044	31,210,000	6,500,452	37,710,452
2045	14,000,000	534,100	14,534,100
Total	<u>\$ 45,210,000</u>	<u>\$ 91,712,127</u>	<u>\$ 136,922,127</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

The 2013 General Obligation Series A Refunding Bonds mature through August 1, 2033, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ 1,175,000	\$ 8,731,400	\$ 9,906,400
2016	1,195,000	8,701,725	9,896,725
2017	1,235,000	8,659,100	9,894,100
2018	1,285,000	8,608,700	9,893,700
2019	1,330,000	8,556,400	9,886,400
2020-2024	29,195,000	39,615,250	68,810,250
2025-2029	90,265,000	24,379,400	114,644,400
2030-2034	69,865,000	6,854,350	76,719,350
Total	<u>\$ 195,545,000</u>	<u>\$ 114,106,325</u>	<u>\$ 309,651,325</u>

The 2013 General Obligation Series B Refunding Bonds mature through August 1, 2021, as follows:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2015	\$ 595,000	\$ 722,587	\$ 1,317,587
2016	600,000	717,924	1,317,924
2017	5,040,000	683,658	5,723,658
2018	2,190,000	633,570	2,823,570
2019	5,725,000	553,966	6,278,966
2020-2022	17,780,000	744,836	18,524,836
Total	<u>\$ 31,930,000</u>	<u>\$ 4,056,541</u>	<u>\$ 35,986,541</u>

NOTE 10 - POSTEMPLOYMENT HEALTH CARE PLAN AND OTHER POSTEMPLOYMENT BENEFITS (OPEB) ASSET

The District provides postemployment health care benefits for retired employees in accordance with negotiated contracts with the various bargaining units of the District. The District has entered into an agreement with Benefit Trust Company to form the Futuris Public Entity Investment Trust to be used for the funding and payments of the District's obligations under the employee benefit plans that provide retiree health and other postemployment benefits.

Plan Description

The San Bernardino Community College District Health Plan (the Plan) is a single-employer defined benefit healthcare plan administered by the District. The Plan provides medical and dental insurance benefits to eligible retirees and their spouses. Membership of the Plan consists of 61 retirees and beneficiaries currently receiving benefits and 565 active Plan members.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Funding Policy

The contribution requirements of Plan members and the District are established and may be amended by the District and the District's bargaining units. The required contribution is based on projected pay-as-you-go financing requirements with an additional amount to prefund benefits as determined annually through agreements between the District and the bargaining units. For fiscal year 2013-2014, the District contributed \$4,384,127 to the Plan of which \$447,763 was used for current premiums, and \$3,936,364 was contributed to an irrevocable trust.

Annual OPEB Cost and Net OPEB Asset

The District's annual OPEB cost (expense) is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the payments of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover normal cost each year and amortize any unfunded actuarial accrued liabilities (UAAL) (or funding costs) over a period not to exceed 30 years. The following table shows the components of the District's annual OPEB cost for the year, the amount actually contributed to the Plan, and changes in the District's net OPEB asset to the Plan:

Annual required contribution	\$ 732,097
Change in value of irrevocable trusts	<u>(376,877)</u>
Annual OPEB cost (expense)	355,220
Pay as you go contribution	(447,763)
Contributions made to irrevocable trusts	<u>(3,936,364)</u>
Increase in net OPEB asset	(4,028,907)
Net OPEB asset, beginning of year*	<u>(576,194)</u>
Net OPEB asset, end of the year	<u><u>\$ (4,605,101)</u></u>

*As restated. See Note 15 for description of restatement.

Trend Information

Trend information for the annual OPEB cost, the percentage of annual OPEB cost contributed to the Plan, and the net OPEB (asset) obligation for the past three years is as follows:

Year Ended June 30,	Annual OPEB Cost	Actual Contribution	Percentage Contributed	Net OPEB (Asset) Obligation
2012	\$ 671,902	\$ 848,109	126%	\$ 63,015
2013	477,934	1,117,143	234%	(576,194)
2014	355,220	4,384,127	1234%	(4,605,101)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Funding Status and Funding Progress

Actuarial Accrued Liability (AAL)	\$ 7,224,899
Actuarial Value of Plan Assets	<u>3,288,535</u>
Unfunded Actuarial Accrued Liability (UAAL)	<u><u>\$ 3,936,364</u></u>
Funded Ratio (Actuarial Value of Plan Assets/AAL)	46%
Covered Payroll	<u>52,594,073</u>
UAAL as Percentage of Covered Payroll	<u><u>7.48%</u></u>

The above noted actuarial accrued liability was based on the February 1, 2014, actuarial valuation. Actuarial valuation of an ongoing plan involves estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future employment, mortality, and the healthcare cost trend. Amounts determined regarding the funded status of the Plan and the annual required contribution of the employer are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Other Postemployment Benefits Funding Progress, presented as required supplementary information, follows the notes to the financial statements and presents multi-year trend information about whether the actuarial value of Plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive Plan (the Plan as understood by the employer and the Plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the employer and the Plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial values of assets, consistent with the long-term perspective of the calculations.

In the February 1, 2014, actuarial valuation, the Entry Age Normal cost method was used. The actuarial assumptions included a 6.0 percent investment rate of return based on the Plan being funded in an irrevocable employee benefit trust fund. The healthcare cost trend rate used was an ultimate rate of 4.0 percent. The UAAL is being amortized using a level percentage of payroll method. The actuarial value of assets was \$3,288,535 as of the actuarial valuation date. At June 30, 2014, the Trust held assets in the amount of \$7,324,011.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 11 - RISK MANAGEMENT

Insurance Coverages

The District is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; and natural disasters. During fiscal year ended June 30, 2014, the District contracted with the Statewide Association for Excess Risks (SAFER) for property and liability insurance coverage. Settled claims have not exceeded this commercial coverage in any of the past three years. There has not been a significant reduction in coverage from the prior year.

Workers' Compensation

For fiscal year 2013-2014, the District participated in the Schools Alliance for Workers' Compensation Excess (SAWCX II) Joint Powers Authority (JPA), an insurance purchasing pool. The District is self insured for the first \$500,000 of each workers' compensation claim. The intent of the JPA is to achieve the benefit of a reduced premium for the District by virtue of its grouping and representation with other participants in the JPA. The workers' compensation experience of the participating districts is calculated as one experience, and a common premium rate is applied to all districts in the JPA. Each participant pays its workers' compensation premium based on its individual rate. Total savings are then calculated and each participant's individual performance is compared to the overall saving. A participant will then either receive money from or be required to contribute to the "equity-pooling fund." This "equity pooling" arrangement ensures that each participant shares equally in the overall performance of the JPA. Participation in the JPA is limited to K-12 and community college districts that can meet the JPA's selection criteria.

<u>Insurance Program / Company Name</u>	<u>Type of Coverage</u>	<u>Limits</u>
Schools Alliance for Worker's Compensation Excess (SAWCX II)	Excess Workers' Compensation	\$ 25,000,000
Schools Association for Excess Risk (SAFER)	Property	250,000,000
Schools Association for Excess Risk (SAFER)	Liability	25,000,000

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

NOTE 12 - EMPLOYEE RETIREMENT SYSTEMS

Qualified employees are covered under multiple-employer retirement plans maintained by agencies of the State of California. Certificated employees are members of the California State Teachers' Retirement System (CalSTRS) and classified employees are members of the California Public Employees' Retirement System (CalPERS).

CalSTRS

Plan Description

The District contributes to CalSTRS, a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalSTRS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and survivor benefits to beneficiaries. As a result of the Public Employee Pension Reform Act of 2013 (PEPRA), changes have been made to the defined benefit pension plan effective January 1, 2013. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law. CalSTRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalSTRS annual financial report may be obtained from CalSTRS, 100 Waterfront Place, West Sacramento, CA 95605.

Funding Policy

Due to the implementation of the PEPRA, new members must pay at least 50 percent of the normal costs of the plan, which can fluctuate from year to year. For 2013-2014, the required contribution rate for new members is 8.0 percent. "Classic" plan members are also required to contribute 8.0 percent of their salary. The District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalSTRS Teachers' Retirement Board. The required employer contribution rate for fiscal year 2013-2014 was 8.25 percent of annual payroll. The contribution requirements of the plan members are established by State statute. The District's contributions to CalSTRS for the fiscal years ended June 30, 2014, 2013, and 2012, were \$2,557,524, \$2,249,776, and \$2,202,259, respectively, and equal 100 percent of the required contributions for each year.

CalPERS

Plan Description

The District contributes to the School Employer Pool under CalPERS a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and survivor benefits to plan members and beneficiaries. As a result of the PEPRA, changes have been made to the defined benefit pension plan effective January 1, 2013. Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Laws. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95811.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

Funding Policy

As a result of the implementation of the PEPRRA, new members must pay at least 50 percent of the normal costs of the plan, which can fluctuate from year to year. For 2013-2014, the normal cost is 11.85 percent, which rounds to a 6.0 percent contribution rate. "Classic" plan members continue to contribute 7.0 percent. The District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for fiscal year 2013-2014 was 11.442 percent of covered payroll. The contribution requirements of the plan members are established by State statute. The District's contributions to CalPERS for the fiscal years ended June 30, 2014, 2013, and 2012, were \$2,477,411, \$2,410,369, and \$2,416,961, respectively, and equal 100 percent of the required contributions for each year.

Accumulation Program for Part-Time and Limited-Service Employees (APPLE) Plan

Plan Description

The District contributes to the Accumulation Program for Part-Time and Limited-Service Employees (APPLE) plan. All employees who do not participate in another retirement plan provided by the District are eligible to participate in the APPLE plan, a multi-employer defined-contribution retirement program.

The District's contributions for employees covered by the APPLE plan for the years ended June 30, 2014, 2013, and 2012, were \$62,610, \$50,531, and \$41,082, respectively.

Participants become 100 percent vested in the Employer Contribution Account at normal retirement age, total disability, or death. Participants are 100 percent vested in the Employee Contribution Account at all times.

On Behalf Payments

The State of California makes contributions to CalSTRS and CalPERS on behalf of the District. These payments consist of State General Fund contributions to CalSTRS for the fiscal year ended June 30, 2014, which amounted to \$2,880,828 (5.541 percent) of salaries subject to CalSTRS. Contributions are no longer appropriated in the annual *Budget Act* for the legislatively mandated benefits to CalPERS. Therefore, there is no on behalf contribution rate for CalPERS. No contributions were made for CalPERS for the years ended June 30, 2014, 2013, and 2012. Under accounting principles generally accepted in the United States of America, these amounts are to be reported as revenues and expenditures. These amounts have been reflected in the basic financial statements as a component of nonoperating revenue and employee benefit expense.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2014

NOTE 13 - PARTICIPATION IN PUBLIC ENTITY RISK POOLS AND JOINT POWERS AUTHORITIES

The District is a member of several JPAs. The relationship between the District and the JPAs is such that they are not considered component units of the District for financial reporting purposes. The following is summary of these arrangements:

Schools Association for Excess Risk (SAFER)

SAFER's excess property and liability insurance program was established in 2002 to meet the needs of California K-12 schools and community college districts. The program provides their members with comprehensive coverage and competitive rates. SAFER's membership consists of one individual member district and three joint powers authority members, which represent 547 school and college districts. A board comprised of two representatives from each member with an average daily attendance (ADA) of over 100,000, or one representative for ADAs with less than 100,000, governs SAFER. Each member is allowed votes based on a weighted system based on ADA.

Statewide Association of Community Colleges (SWACC)

SWACC arranges for and provides the broadest possible property and liability protection available to school districts. SWACC's membership consists of 44 community college districts and two joint powers authority members, which represent 20 districts. A board comprised of one representative from each member governs SWACC. Each member is allowed votes based on a weighted system based on ADA. The board controls the operations of SWACC and elects officers from its members.

Schools Alliance for Workers' Compensation Excess II Self Joint Powers Authority (SAWCX II)

SAWCX II arranges for and provides services necessary for members to establish, operate, and maintain a joint program of workers' compensation protection. SAWCX II membership consists of various educational districts and JPAs statewide. A board comprised of one representative from each member governs SAWCX II.

California Community College Financing Authority (CCCFA)

CCCFA provides short-term financing for members. A board of 16 elected voting members, elected alternates, and two ex-officio members governs CCCFA. Membership consists of community college districts throughout California. A board comprised of one representative from each member governs CCCFA.

San Bernardino Regional Emergency Training Center (SBRETC)

SBRETC was formed to establish a live-fire aircraft, rescue, and fire-fighting training facility in Southern California.

Membership consists of the San Bernardino County Consolidated Fire District, the City of San Bernardino, and the San Bernardino Community College District. The governing board is comprised of representatives from each member agency.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2014

NOTE 14 - COMMITMENTS AND CONTINGENCIES

Grants

The District receives financial assistance from Federal and State agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the District. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2014.

Litigation

The District is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2014.

Operating Leases

The District leases land on Box Springs Mountain for KVCR's broadcasting equipment. The lease term expires on October 31, 2032.

The District leases land in Palm Springs for additional broadcasting equipment. The five-year lease agreement was renewed for an additional five years commencing on January 1, 2011. The terms of the lease provide for quarterly payments of rent.

The District leases a transmission tower on Blue Mountain for KVCR's broadcasts. The lease calls for monthly payments which increase annually on the anniversary date by four percent.

The District leases equipment for general use. Payout amounts vary by lease agreement.

Year Ending June 30,	Lease Payment
2015	\$ 236,788
2016	35,118
2017	28,068
2018	20,743
2019	16,557
Thereafter	187,200
Total	<u>\$ 524,474</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Construction Commitments

As of June 30, 2014, the District had the following commitments with respect to the unfinished capital projects:

<u>CAPITAL PROJECT</u>	<u>Spent to Date</u>	<u>Remaining Construction Commitment</u>
SBVC Sitework/ADA	\$ 3,015,890	\$ 539,076
SBVC Central Plant/Infrastructure	17,066,126	137,576
SBVC Auditorium Renovation	8,818,100	1,893,065
SBVC Gymnasium and Stadium	7,152,034	62,244,004
SBVC Applied Technology	217,555	5,551,351
CHC Physical Education Complex	6,205,976	870,309
CHC Performing Arts Center Renovation	221,358	2,595,408
CHC Science Building	7,234,782	19,570,735
CHC LADM Renovation	1,162,369	14,373,830
CHC Occupational Education 1 - OE1	280,377	391,674
CHC Occupational Education 2 - OE2	7,612,919	15,707,887
CHC College Center Renovation	176,108	1,820,393
CHC Student Services A Renovation	631,304	6,849,862
CHC M and O Renovation	121,219	1,784,196
CHC Student Services Building (Crafton Center)	6,900,274	24,406,420
CHC Chemistry Health Science Renovation	165,590	387,854
CHC Classroom Building Renovation	69,800	232,898
	<u>\$ 67,051,781</u>	<u>\$ 159,356,538</u>

The projects are funded through a combination of general obligation bonds and capital project apportionments from the California State Chancellor's Office.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 15 - RESTATEMENT OF PRIOR YEAR NET POSITION

The District's beginning net position has been restated as of June 30, 2014.

Effective in fiscal year 2013-2014, the District was required to implement GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. The implementation of this standard required a change in accounting principle and restatement of the beginning net position of the District by \$2,669,609.

Also, the beginning net position was restated for the correction of errors. The Supplemental Early Retirement Plan liability and the Other Postemployment Benefit Plan obligations were not fairly stated. The District's 2013 Refunding Bonds were issued in the prior year and not accounted for within the financial statements. See the reconciliation of the beginning net position below.

Primary Government	
Net Position - Beginning	\$ 186,946,710
Restatement of costs of issuance for implementation of GASB Statement No. 65	(2,669,609)
Restatement of Other Postemployment Benefit (asset) obligation	1,076,825
Restatement for the refunding of the 2013 General Obligation Bonds	(2,272,060)
Restatement for the Supplemental Early Retirement Plan (SERP)	1,180,610
Net Position - Beginning, as Restated	<u>\$ 184,262,476</u>
Fiduciary Funds	
Net Position - Beginning	\$ 4,213,003
Reclassification of Agency funds to Trusts funds	268,754
Net Position - Beginning, as Restated	<u>\$ 4,481,757</u>

REQUIRED SUPPLEMENTARY INFORMATION

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF OTHER POSTEMPLOYMENT BENEFITS (OPEB) FUNDING
PROGRESS
FOR THE YEAR ENDED JUNE 30, 2014**

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Method Used (b)	Unfunded AAL (UAAL) (b - a)	Funded Ratio (a / b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll ((b - a) / c)
August 1, 2006	\$ -	\$ 5,110,498	\$ 5,110,498	0.00%	\$ 33,678,675	15.17%
August 1, 2009	1,168,751	8,338,911	7,170,160	14.02%	42,707,577	16.79%
February 1, 2012	2,027,100	6,253,735	4,226,635	32.41%	43,070,755	9.81%
February 1, 2014	3,288,535	7,224,899	3,936,364	45.52%	52,594,073	7.48%

SUPPLEMENTARY INFORMATION

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

DISTRICT ORGANIZATION JUNE 30, 2014

San Bernardino Community College District was established in 1926 and is located in San Bernardino County. There were no changes in the boundaries of the District during the current year. The District's colleges are accredited by the Accrediting Commission for Community and Junior Colleges, Western Association of Schools and Colleges, which is one of six regional associations that accredit public and private schools, colleges, and universities in the United States.

BOARD OF TRUSTEES

<u>MEMBER</u>	<u>OFFICE</u>	<u>TERM EXPIRES</u>
Donna Ferracone	President	2014
Dr. Kathleen Henry	Vice President	2016
Joseph Williams	Clerk	2014
Gloria Macias Harrison	Member	2016
John Longville	Member	2016
Dr. Donald L. Singer	Member	2014
Nickolas W. Zoumbos	Member	2016
Alexis Panaguiton	Student Trustee, CHC	2015
Tiffany Guzman	Student Trustee, SBVC	2015

ADMINISTRATION

Bruce Baron, M.S.	Chancellor
Gloria Fisher, Ed.D.	Interim President - San Bernardino Valley College
Cheryl A. Marshall, Ed.D.	President - Crafton Hills College

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2014**

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	CFDA Number	Pass-Through Entity Identifying Number	Federal Expenditures
U.S. DEPARTMENT OF EDUCATION			
Student Financial Assistance Cluster			
Supplemental Educational Opportunity Grant	84.007		\$ 396,432
Federal Work Study	84.033		288,014
Federal Pell Grant	84.063		25,089,725
Federal Perkins Loan	84.038		77,441
Supplemental Educational Opportunity Grant - Administrative Allowance	84.007		21,211
Federal Work Study - Administrative Allowance	84.033		14,505
Federal Pell Grant - Administrative Allowance	84.063		35,620
Perkins Loan Administration	84.038		3,872
Total Student Financial Assistance Cluster			<u>25,926,820</u>
Title IV - TRIO - Student Support Services	84.042A		279,592
Minority Science and Engineering Improvement Program	84.120A		142,692
Title V - Hispanic Serving Institutions - Strengthening Institutions	84.031S		602,962
Title V - Hispanic Serving Institutions - STEM	84.031C		1,726,894
Passed through from the California Community Colleges Chancellor's Office			
Career and Technical Education Act (Perkins Title I-C)	84.048	13-C01-046	373,974
CTE Transitions	84.048	13-112-982	52,185
Total U.S. Department of Education			<u>29,105,119</u>
U.S. DEPARTMENT OF AGRICULTURE			
Passed through the California Department of Education			
Child and Adult Care Food Program	10.558	[1]	151,268
U.S. DEPARTMENT OF LABOR			
TANF Work Study	17.258		150,235
NATIONAL SCIENCE FOUNDATION			
Bridging the Water Divide	47.076		28,531
U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES			
Passed through from the California Community Colleges Chancellor's Office			
Temporary Assistance for Needy Families	93.575	[1]	15,746
Passed through from the California Community Colleges Chancellor's Office			
Temporary Assistance for Needy Families	93.558	[1]	68,276
Total U.S. Department of Health and Human Services			<u>84,022</u>
Total Expenditures of Federal Awards			<u><u>\$ 29,519,175</u></u> [2]

[1] Pass-Through Entity Identifying Number not available.

[2] The difference between the Schedule of Expenditures of Federal Awards and Federal revenues reported on the Statement of Revenues, Expenses, and Changes in Net Position is due to differences of \$33,333 related to revenue recognition principles in various programs.

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE YEAR ENDED JUNE 30, 2014**

Program	Program Entitlements		
	Current Year	Prior Year	Total Entitlement
SFAA-BFAP Adm Allowance	\$ 241,550	\$ 417,870	\$ 659,420
EOPS-CARE Program	121,896	-	121,896
EOPS	999,756	-	999,756
Handicapped Student Programs	882,603	-	882,603
Child Development	717,982	-	717,982
State Preschool Grant	1,844,388	-	1,844,388
Foster Parents	169,764	-	169,764
Youth Empowerment Str (FRM ILP)	22,500	-	22,500
Workability III Grant	142,762	-	142,762
Transfer Center	-	323	323
Telecommunications Technology	-	5,641	5,641
Basic Skills	197,075	311,469	508,544
Instructional Equipment Allocation	163,709	249,297	413,006
Block Grant Fiscal Year 1998	163,707	181,794	345,501
Matriculation Funds	890,780	-	890,780
Lottery - Restricted Portion	349,343	191,523	540,866
3C Media Solutions	599,000	11,337	610,337
Alternate Text Production Center	1,300,000	54,096	1,354,096
CalWORKS	465,866	-	465,866
Equal Employment Opportunity	6,994	3,486	10,480
ATTC/IDRC	-	246,450	246,450
Employment Training Panel	-	674,201	674,201
Middle College High School	99,000	-	99,000
Student Mental Health Program	116,449	36,707	153,156
Job Development Incentive Funding	-	210,834	210,834
Comm Tech Education - Collaborative	-	4,969	4,969
RTF-LEAN Processing Training	-	187,122	187,122
WIA - State Match II	-	63	63
AB86 Adult Consortium	366,883	-	366,883
ICT/Digital Media - 1070	100,000	-	100,000
Caltrans Workcrew Project/ATTC	2,625,000	-	2,625,000
ICT/Digital Media - ATTC	200,000	-	200,000
Total State Awards			

See accompanying note to supplementary information.

Program Revenues				
Cash	Accounts	Unearned	Total	Program
Received	Receivable	Revenue	Revenue	Expenditures
\$ 659,420	\$ -	\$ -	\$ 659,420	\$ 659,420
121,820	-	-	121,820	121,820
999,765	-	-	999,765	999,765
836,988	-	-	836,988	836,988
775,648	-	-	775,648	775,648
1,665,285	-	-	1,665,285	1,665,285
84,882	84,635	-	169,517	169,517
6,726	15,762	-	22,488	22,488
31,234	68,046	-	99,280	99,280
323	-	-	323	323
5,641	-	5,641	-	-
508,544	-	165,491	343,053	343,053
413,006	-	405,173	7,833	7,833
345,500	-	289,825	55,675	55,675
890,780	-	93,872	796,908	796,908
28,977	431,255	-	460,232	460,232
713,377	-	293,490	419,887	419,887
1,309,382	-	-	1,309,382	1,309,382
464,757	43,060	-	507,817	507,817
41,860	-	26,545	15,315	15,315
106,450	140,000	-	246,450	246,450
118,761	259,251	-	378,012	378,012
39,600	56,800	-	96,400	96,400
43,499	57,747	-	101,246	101,246
123,036	37,421	-	160,457	160,457
409,940	-	78,247	331,693	331,693
67,668	119,454	-	187,122	187,122
63	-	63	-	-
183,442	-	164,696	18,746	18,746
40,000	-	8,650	31,350	31,350
700,007	-	77,829	622,178	622,178
98,837	-	-	98,837	98,837
<u>\$ 11,835,218</u>	<u>\$ 1,313,431</u>	<u>\$ 1,609,522</u>	<u>\$ 11,539,127</u>	<u>\$ 11,539,127</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF WORKLOAD MEASURES FOR STATE GENERAL
 APPORTIONMENT ANNUAL (ACTUAL) ATTENDANCE
 FOR THE YEAR ENDED JUNE 30, 2014**

CATEGORIES	<u>Reported Data</u>	<u>Audit Adjustments</u>	<u>Audited Data</u>
A. Summer Intersession (Summer 2013 only)			
1. Noncredit	-	-	-
2. Credit	683	-	683
B. Summer Intersession (Summer 2014 - Prior to July 1, 2014)			
1. Noncredit	-	-	-
2. Credit	688	-	688
C. Primary Terms (Exclusive of Summer Intersession)			
1. Census Procedure Courses			
(a) Weekly Census Contact Hours	9,748	-	9,748
(b) Daily Census Contact Hours	1,147	-	1,147
2. Actual Hours of Attendance Procedure Courses			
(a) Noncredit	2	-	2
(b) Credit	749	-	749
3. Independent Study/Work Experience			
(a) Weekly Census Contact Hours	950	-	950
(b) Daily Census Contact Hours	434	-	434
(c) Noncredit Independent Study/Distance Education Courses	-	-	-
D. Total FTES	<u>14,401</u>	<u>-</u>	<u>14,401</u>
SUPPLEMENTAL INFORMATION (Subset of Above Information)			
E. In-Service Training Courses (FTES)	-	-	-
H. Basic Skills Courses and Immigrant Education			
1. Noncredit	-	-	-
2. Credit	951	-	951

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF EDUCATION CODE SECTION 84362 (50 PERCENT LAW) CALCULATION
FOR THE YEAR ENDED JUNE 30, 2014**

	Object/TOP Codes	ECS 84362 A Instructional Salary Cost AC 0100 - 5900 and AC 6110			ECS 84362 B Total CEE AC 0100 - 6799		
		Reported Data	Audit Adjustments	Revised Data	Reported Data	Audit Adjustments	Revised Data
<u>Academic Salaries</u>							
Instructional Salaries							
Contract or Regular	1100	\$ 15,523,983	\$ -	\$ 15,523,983	\$ 15,523,983	\$ -	\$ 15,523,983
Other	1300	10,435,780	-	10,435,780	10,435,780	-	10,435,780
Total Instructional Salaries		25,959,763	-	25,959,763	25,959,763	-	25,959,763
Noninstructional Salaries							
Contract or Regular	1200	-	-	-	5,890,554	-	5,890,554
Other	1400	-	-	-	582,420	-	582,420
Total Noninstructional Salaries		-	-	-	6,472,974	-	6,472,974
Total Academic Salaries		25,959,763	-	25,959,763	32,432,737	-	32,432,737
<u>Classified Salaries</u>							
Noninstructional Salaries							
Regular Status	2100	-	-	-	12,512,522	-	12,512,522
Other	2300	-	-	-	1,062,035	-	1,062,035
Total Noninstructional Salaries		-	-	-	13,574,557	-	13,574,557
Instructional Aides							
Regular Status	2200	1,121,378	-	1,121,378	1,121,378	-	1,121,378
Other	2400	611,211	-	611,211	611,211	-	611,211
Total Instructional Aides		1,732,589	-	1,732,589	1,732,589	-	1,732,589
Total Classified Salaries		1,732,589	-	1,732,589	15,307,146	-	15,307,146
Employee Benefits	3000	6,170,901	-	6,170,901	13,067,594	-	13,067,594
Supplies and Material	4000	-	-	-	883,417	-	883,417
Other Operating Expenses	5000	1,160,894	-	1,160,894	8,710,710	-	8,710,710
Equipment Replacement	6420	-	-	-	393,234	-	393,234
Total Expenditures Prior to Exclusions		35,024,147	-	35,024,147	70,794,838	-	70,794,838

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF EDUCATION CODE SECTION 84362 (50 PERCENT LAW) CALCULATION, Continued
FOR THE YEAR ENDED JUNE 30, 2014**

	Object/TOP Codes	ECS 84362 A Instructional Salary Cost AC 0100 - 5900 and AC 6110			ECS 84362 B Total CEE AC 0100 - 6799		
		Reported Data	Audit Adjustments	Revised Data	Reported Data	Audit Adjustments	Revised Data
<u>Exclusions</u>							
Activities to Exclude							
Student Health Services Above Amount Collected	6441	\$ -	\$ -	\$ -	\$ 61,136	\$ -	\$ 61,136
Objects to Exclude							
Rents and Leases	5060	-	-	-	859,300	-	859,300
Lottery Expenditures							-
Books, Magazines, and Periodicals	4200	-	-	-	398	-	398
Instructional Supplies and Materials	4300	-	-	-	44,475	(44,475)	-
Total Supplies and Materials		-	-	-	44,873	(44,475)	398

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF EDUCATION CODE SECTION 84362 (50 PERCENT LAW) CALCULATION, Continued
FOR THE YEAR ENDED JUNE 30, 2014**

	Object/TOP Codes	ECS 84362 A Instructional Salary Cost AC 0100 - 5900 and AC 6110			ECS 84362 B Total CEE AC 0100 - 6799		
		Reported Data	Audit Adjustments	Revised Data	Reported Data	Audit Adjustments	Revised Data
Other Operating Expenses and Services	5000	\$ -	\$ -	\$ -	\$ 1,717,741	\$ (16,045)	\$ 1,701,696
Capital Outlay							
Equipment	6300	-	-	-	5,406	(5,406)	-
Equipment - Replacement	6420	-	-	-	13,198	(10,707)	2,491
Total Equipment		-	-	-	18,604	(16,113)	2,491
Total Exclusions		-	-	-	2,701,654	(76,633)	2,625,021
Total for ECS 84362, 50 Percent Law		\$ 35,024,147	\$ -	\$ 35,024,147	\$ 68,093,184	\$ 76,633	\$ 68,169,817
Percent of CEE (Instructional Salary Cost/Total CEE)		51.44%		51.38%	100.00%		100.00%
50% of Current Expense of Education					\$ 34,046,592		\$ 34,084,909

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT (CCFS-311)
WITH FUND FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2014**

Summarized below is the fund balance reconciliation between the Annual Financial and Budget Report (CCFS-311) and the fund financial statements.

	<u>General Fund</u>
FUND BALANCE	
Balance, June 30, 2014, (CCFS-311)	\$ 18,581,885
Change in:	
Accounts payable	<u>(4,896,604)</u>
Balance, June 30, 2014, Audited	<u><u>\$ 13,685,281</u></u>

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**PROPOSITION 30 EDUCATION PROTECTION ACT (EPA) EXPENDITURE REPORT
FOR THE YEAR ENDED JUNE 30, 2014**

Activity Classification	Object Code				Unrestricted
EPA Proceeds:	8630				\$ 9,421,581
Activity Classification	Activity Code	Salaries and Benefits (Obj 1000-3000)	Operating Expenses (Obj 4000-5000)	Capital Outlay (Obj 6000)	Total
Instructional Activities	1000-5900	\$ 9,421,581	-	-	\$ 9,421,581
Total Expenditures for EPA		\$ 9,421,581	-	-	\$ 9,421,581
Revenues Less Expenditures					\$ -

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF GOVERNMENTAL FUNDS TO THE
STATEMENT OF NET POSITION
JUNE 30, 2014**

**Amounts Reported for Governmental Activities in the Statement
of Net Position are Different Because:**

Total Fund Balance:

General Fund	\$ 13,685,281	
Special Revenue Funds	576,456	
Capital Project Funds	177,749,110	
Debt Service Funds	27,702,044	
Enterprise Funds	1,181,927	
Internal Service Funds	8,772,116	
Fiduciary Funds	182,621	
Total Fund Balance - All District Funds		\$ 229,849,555

Capital assets used in governmental activities are not financial resources and, therefore, are not reported as assets in governmental funds.

The cost of capital assets is	507,619,517	
Accumulated depreciation is	(97,578,633)	
Less fixed assets already recorded in the enterprise funds	(3,390)	410,037,494

The District has refunded debt obligations. The difference between the amount that was sent to escrow agent for the payment of the old debt and the actual remaining debt obligations will be amortized as an adjustment to interest expense over the remaining life of the refunded debt. The balance represents the unamortized deferred charges on refunding amounts as of June 30, 2014.

34,946,758

In governmental funds, postemployment benefit costs are recognized as expenditures in the period they are paid. In the government-wide financial statements, postemployment benefit costs are recognized in the period that they are incurred. The other postemployment benefit net asset is a result of the accumulated contributions in excess of the annual required contribution (ARC).

4,605,101

In governmental funds, unmatured interest on long-term debt is recognized in the period when it is due. On the government-wide statements, unmatured interest on long-term debt is recognized when it is incurred.

(7,408,263)

Long-term liabilities at year end consist of:

Bonds payable	509,664,873	
Compensated absences	2,304,662	(511,969,535)
Total Net Position		\$ 160,061,110

See accompanying note to supplementary information.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

NOTE TO SUPPLEMENTARY INFORMATION JUNE 30, 2014

NOTE 1 - PURPOSE OF SCHEDULES

District Organization

This schedule provides information about the District's governing board members and administration members.

Schedule of Expenditures of Federal Awards

The accompanying Schedule of Expenditures of Federal Awards includes the Federal grant activity of the District and is presented on the modified accrual basis of accounting. The information in this schedule is presented in accordance with the requirements of the United States Office of Management and Budget Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements.

Schedule of Expenditures of State Awards

The accompanying Schedule of Expenditures of State Awards includes the State grant activity of the District and is presented on the modified accrual basis of accounting. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the financial statements. The information in this schedule is presented to comply with reporting requirements of the California State Chancellor's Office.

Schedule of Workload Measures for State General Apportionment Annual (Actual) Attendance

FTES is a measurement of the number of pupils attending classes of the District. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of State funds, including restricted categorical funding, are made to community college districts. This schedule provides information regarding the annual attendance measurements of students throughout the District.

Reconciliation of *Education Code Section 84362 (50 Percent Law)* Calculation

ECS 84362 requires the District to expend a minimum of 50 percent of the unrestricted General Fund monies on salaries of classroom instructors. This is reported annually to the State Chancellor's Office. This schedule provides a reconciliation of the amount reported to the State Chancellor's Office and the impact of any audit adjustments and/or corrections noted during the audit.

Reconciliation of Annual Financial and Budget Report (CCFS-311) With Fund Financial Statements

This schedule provides the information necessary to reconcile the fund balance of all funds reported on the Form CCFS-311 to the District's internal fund financial statements.

Proposition 30 Education Protection Act (EPA) Expenditure Report

This schedule provides the District's summary of receipts and uses of the monies received through the EPA.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**NOTE TO SUPPLEMENTARY INFORMATION
JUNE 30, 2014**

Reconciliation of Governmental Funds to the Statement of Net Position

This schedule provides a reconciliation of the adjustments necessary to bring the District's internal fund financial statements, prepared on a modified accrual basis, to the entity-wide full accrual basis financial statements required under GASB Statements No. 34 and No. 35 business-type activities reporting model.

INDEPENDENT AUDITOR'S REPORTS



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Trustees
San Bernardino Community College District
San Bernardino, California

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States, the basic financial statements of the business-type activities of San Bernardino Community College District (the District) as of and for the year ended June 30, 2014, and the related notes to the financial statements, which collectively comprise the District's basic financial statements and have issued our report thereon dated October 30, 2014.

Emphasis of Matter - Change in Accounting Principles

As discussed in Note 15 to the financial statements, the District has elected to change its method of accounting for cost of debt issuance as prescribed by GASB Statement No. 65, *Items Previously Reported as Assets and Liabilities*. Our opinion is not modified with respect to this matter.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, as described in the accompanying Schedule of Findings and Questioned Costs, we identified certain deficiencies in internal control that we consider to be material weaknesses and significant deficiencies.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis. We consider the deficiency described in the accompanying Schedule of Findings and Questioned Costs as item 2014-001 to be a material weakness.

A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness yet important enough to merit attention by those charged with governance. We consider the deficiency described in the accompanying Schedule of Findings and Questioned Costs as item 2014-002 to be a significant deficiency.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

We noted certain matters that we reported to management of the District in a separate letter dated October 30, 2014.

San Bernardino Community College District's Responses to the Findings

The District's responses to the findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.



Rancho Cucamonga, California
October 30, 2014



**INDEPENDENT AUDITOR'S REPORT ON COMPLIANCE FOR
EACH MAJOR PROGRAM AND REPORT ON INTERNAL CONTROL
OVER COMPLIANCE REQUIRED BY OMB CIRCULAR A-133**

Board of Trustees
San Bernardino Community College District
San Bernardino, California

Report on Compliance for Each Major Federal Program

We have audited San Bernardino Community College District's (the District) compliance with the types of compliance requirements described in the OMB Circular A-133 *Compliance Supplement* that could have a direct and material effect on each of the District's major Federal programs for the year ended June 30, 2014. The District's major Federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs.

Management's Responsibility

Management is responsible for compliance with the requirements of laws, regulations, contracts, and grants applicable to its Federal programs.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance for each of the District's major Federal programs based on our audit of the types of compliance requirements referred to above. We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards* issued by the Comptroller General of the United States; and OMB Circular A-133, *Audits of State, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major Federal program occurred. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such other procedures as we consider necessary in the circumstances.

We believe that our audit provides a reasonable basis for our opinion on compliance for each major Federal program. However, our audit does not provide a legal determination of the District's compliance.

Opinion on Each Major Federal Program

In our opinion, the District complied, in all material respects, with the types of compliance requirements referred to above that could have a direct and material effect on each of its major Federal programs for the year ended June 30, 2014.

Other Matters

The results of our auditing procedures disclosed instances of noncompliance, which are required to be reported in accordance with OMB Circular A-133 and which are described in the accompanying Schedule of Findings and Questioned Costs as items 2014-003 through 2014-005. Our opinion on each major Federal program is not modified with respect to these matters.

The District's responses to the noncompliance findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The District's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Report on Internal Control Over Compliance

Management of the District is responsible for establishing and maintaining effective internal control over compliance with the types of compliance requirements referred to above. In planning and performing our audit of compliance, we considered the District's internal control over compliance with the types requirements that could have a direct and material effect on each major Federal program to determine the auditing procedures that are appropriate in the circumstances for the purpose of expressing an opinion on compliance for each major Federal program and to test and report on internal control over compliance in accordance with OMB Circular A-133, but not for the purpose of expressing an opinion on the effectiveness of internal control over compliance. Accordingly, we do not express an opinion on the effectiveness of the District's internal control over compliance.

A deficiency in internal control over compliance exists when the design or operation of a control over compliance does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, noncompliance with a type of compliance requirement of a Federal program on a timely basis. *A material weakness in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance, such that there is a reasonable possibility that material noncompliance with a type of compliance requirement of a Federal program will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency in internal control over compliance* is a deficiency, or a combination of deficiencies, in internal control over compliance with a type of compliance requirement of a Federal program that is less severe than a material weakness in internal control over compliance, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over compliance was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over compliance that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. We did not identify any deficiencies in internal control over compliance that we consider to be material weaknesses. However, we identified certain deficiencies in internal control over compliance described in the accompanying Schedule of Findings and Questioned Costs as items 2014-003 through 2014-005 that we consider to be significant deficiencies.

The District's responses to the internal control over compliance findings identified in our audit are described in the accompanying Schedule of Findings and Questioned Costs. The District's responses were not subjected to the auditing procedures applied in the audit of compliance and, accordingly, we express no opinion on the responses.

The purpose of this report on internal control over compliance is solely to describe the scope of our testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Accordingly, this report is not suitable for any other purpose.

Vaivunik Fine, Day & Co. LLP

Rancho Cucamonga, California
October 30, 2014



INDEPENDENT AUDITOR'S REPORT ON STATE COMPLIANCE

Board of Trustees
San Bernardino Community College District
San Bernardino, California

Report on State Compliance

We have audited San Bernardino Community College District's (the District) compliance with the types of compliance requirements as identified in the California Community Colleges Chancellor's Office *District Audit Manual* issued in December 2013 that could have a direct and material effect on each of the District's programs as noted below for the year ended June 30, 2014.

Management's Responsibility

Management is responsible for compliance with the requirements identified in the California Community Colleges Chancellor's Office *District Audit Manual* issued in December 2013.

Auditor's Responsibility

Our responsibility is to express an opinion on compliance of each of the District's State programs based on our audit of the types of compliance requirements referred to above. We conducted our audit in accordance with auditing standards generally accepted in the United States of America; the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; and the standards and procedures identified in the California Community Colleges Chancellor's Office *District Audit Manual*. These standards require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the compliance requirements referred to above could have a material effect on the applicable programs noted below. An audit includes examining, on a test basis, evidence about the District's compliance with those requirements and performing such procedures as we consider necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination of the District's compliance with those requirements.

Basis for Qualified Opinion

As described in the accompanying Schedule of Findings and Questioned Costs, the District did not comply with requirements regarding Section 474 Cooperative Agencies Resources for Education (CARE) (see finding 2014-006). Compliance with such requirements is necessary, in our opinion, for the District to comply with the requirements applicable to that program.

Qualified Opinion

In our opinion, except for the noncompliance described in the Basis for Qualified Opinion paragraph, the District complied, in all material respects, with the types of compliance requirements referred to above for the year ended June 30, 2014.

Unmodified Opinion for Each of the Programs

In our opinion, the District complied, in all material respects, with the compliance requirements referred to above that are applicable to the programs noted below that were audited for the year ended June 30, 2014, except as described in the State Awards Findings and Questioned Costs section of the accompanying Schedule of Findings and Questioned Costs.

In connection with the audit referred to above, we selected and tested transactions and records to determine the District's compliance with State laws and regulations applicable to the following:

- Section 421 Salaries of Classroom Instructors (50 Percent Law)
- Section 423 Apportionment for Instructional Service Agreements/Contracts
- Section 424 State General Apportionment Funding System
- Section 425 Residency Determination for Credit Courses
- Section 426 Students Actively Enrolled
- Section 427 Concurrent Enrollment of K-12 Students in Community College Credit Courses
- Section 430 Schedule Maintenance Program
- Section 431 Gann Limit Calculation
- Section 435 Open Enrollment
- Section 438 Student Fees – Health Fees and Use of Health Fee Funds
- Section 439 Proposition 39 Clean Energy
- Section 474 Extended Opportunity Programs and Services (EOPS) and Cooperative Agencies Resources for Education (CARE)
- Section 475 Disabled Student Programs and Services (DSPS)
- Section 479 To Be Arranged (TBA) Hours
- Section 490 Proposition 1D State Bond Funded Projects
- Section 491 Proposition 30 Education Protection Account Funds

The District's response to the finding identified in our audit is described in the accompanying Schedule of Findings and Questioned Costs. We did not audit the District's response and, accordingly, we express no opinion on the response.

Vaurine, Dine, Day & Co. LLP

Rancho Cucamonga, California
October 30, 2014

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SUMMARY OF AUDITOR'S RESULTS
FOR THE YEAR ENDED JUNE 30, 2014**

FINANCIAL STATEMENTS

Type of auditor's report issued:	<u>Unmodified</u>
Internal control over financial reporting:	
Material weaknesses identified?	<u>Yes</u>
Significant deficiencies identified?	<u>Yes</u>
Noncompliance material to financial statements noted?	<u>No</u>

FEDERAL AWARDS

Internal control over major Federal programs:	
Material weaknesses identified?	<u>No</u>
Significant deficiencies identified?	<u>Yes</u>
Type of auditor's report issued on compliance for major Federal programs:	<u>Unmodified</u>
Any audit findings disclosed that are required to be reported in accordance with Section .510(a) of OMB Circular A-133?	<u>No</u>

Identification of major Federal programs:

<u>CFDA Numbers</u>	<u>Name of Federal Program or Cluster</u>
84.007, 84.033, 84.063, and <u>84.038</u>	<u>Student Financial Assistance Cluster</u>

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 300,000</u>
Auditee qualified as low-risk auditee?	<u>No</u>

STATE AWARDS

Type of auditor's report issued on compliance for State programs:	<u>Qualified</u>
Unmodified for all State programs except for the following State program which was qualified:	

<u>Name of State Program</u>
<u>474 Cooperative Agencies Resources for Education (CARE)</u>

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2014

The following findings represent significant deficiencies and/or material weaknesses related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

2014-001 Material Weakness - Material Audit Adjustment

Criteria or Specific Requirements

Best practices require a review and reconciliation of the components of State apportionment at year end. This will ensure property tax revenue, student enrollment fees, and State apportionment have been accurately reported in the financial statements.

Condition

The State apportionment components were not reconciled at year end. Property tax revenue was received in excess of amounts anticipated which then reduces State apportionment. An accrual in the amount of \$4.8 million was calculated by the auditors, reviewed, and accepted by management to properly account for the revenues.

Recommendation

Management should develop a procedure and control to reconcile the apportionment accounts at year end. As part of the closing process, an accounts receivable or payable should be booked to properly account for current year activity.

Management's Response and Corrective Action Plan

Management has developed a procedure to reconcile the apportionment accounts and will ensure this is performed at year end. The reconciliation results will be properly reflected in the financial statements.

2014-002 Significant Deficiency - Deficit Fund Balance

Criteria or Specific Requirement

Best accounting practices require the District to maintain adequate financial resources, both at an entity-wide level and at the specific fund level.

Condition

At year end, the District had two funds that showed a negative fund balance: the Cafeteria Fund and the Child Development Fund. The Cafeteria Fund balance has shown a negative balance for the last two years and ended with a deficit balance of \$197,374. The expenditures for the Cafeteria Fund exceeded the revenues by \$16,276 in the current year. Included in the liabilities of the Cafeteria Fund is an amount owed to the General Fund for salaries, benefits, and other support in the amount of \$400,000. Without positive net income, this amount is at risk of not being repaid.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2014

The Child Development Fund showed an ending negative fund balance of \$133,598. The expenditures for the Child Development Fund exceeded the revenues by \$398,775. We also noted that current year revenues were \$455,757 less than what was initially budgeted for the year. Corresponding reductions in the expenses of the fund were not made.

Recommendation

A plan for the continuing operations of the Cafeteria Fund should be discussed and implemented to ensure the program has the ability to sustain itself. The revenues of the Child Development Fund should be reviewed against the budget during the year, and when revenues are reduced, institute plans to also reduce the expenses related to the program. The District should continue to monitor the budget of these two funds to ensure that the operating losses do not continue and become a General Fund obligation.

Management's Response and Corrective Action Plan

A plan for continuing operations of the Cafeteria Fund has been discussed and several options are being considered. The implementation of this plan may include process consolidation to reduce overhead costs and improve overall profitability. Management will examine the Child Development Fund and prepare a plan that will include regular review of the budget and the need to adjust expense levels appropriately with changes in revenue.

The District will monitor the budget of these two funds regularly to prevent operating losses from becoming a General Fund obligation.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

The following findings represent significant deficiencies and/or instances of noncompliance including questioned costs that are required to be reported by OMB Circular A-133.

San Bernardino Valley College

2014-003 Student Financial Aid Eligibility

Program

U.S. Department of Education (ED), Student Financial Assistance Cluster (CFDA #s 84.007, 84.033, and 84.063)

Federal Program Affected

U.S. Department of Education, Student Financial Assistance Cluster: Federal Supplemental Education Opportunity Grant (CFDA #84.007), Federal Work Study Program (CFDA #84.033), and Federal Pell Grant Program (CFDA #84.063)

Compliance Requirement

Eligibility.

Criteria or Specific Requirement

34 CFR Section 600.10(c)(2)). Student Financial Assistance (SFA) funds can be awarded only to students enrolled in eligible programs. Eligible programs are listed on an institution's Eligibility and Certification Approval Report (ECAR). Other programs can be added after the school's most recent certification without obtaining ED's approval if they lead to an associate, baccalaureate, professional, or graduate degree or are at least 8 semester hours, 12 quarter hours, or 600 clock hours, and they prepare students for gainful employment in the same or a related occupation of a previously ED-designated eligible program (34 CFR Section 600.10(c)(2)).

Condition

Significant Deficiency - Students must be enrolled in an eligible program or matriculation towards a transfer to a higher education in order to receive financial aid awards. During the review of eligibility documents, the District Student Financial Aid Office does not have procedures in place to determine if recipients of financial aid are enrolled in an eligible program. Students have been enrolled in more than a semester each and received funding for all semesters.

Also, the District used the IRS Form 1040 for verification of income for 2 of the 40 students tested.

Questioned Costs

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

Context

At San Bernardino Valley College, the total population of Financial Aid Students was 4,599. During the fiscal year, of these students, 40 student files were tested. Six student files did not show evidence that the student declared a major during the year for San Bernardino Valley College.

When income is verified, only IRS tax transcripts should be used unless the student's IRS Form 1040 was modified and submitted by the IRS.

Effect

The District Student Financial Aid Office is at risk of disbursing Federal financial aid funds to ineligible students.

Cause

The District Student Financial Aid Office had not updated its procedures to provide steps for ensuring that the students disbursed financial aid funds are in an eligible program, and the 1040 IRS form is no longer being used for income verification.

Recommendation

The District Student Financial Aid Office should develop and implement procedures to review the academic program of all financial aid recipients to ensure that funds are only paid to those students enrolled in an eligible program. Also, the District should ensure that the correct forms are used to verify income.

Management's Response and Corrective Action Plan

Management has reviewed its procedures and is implementing controls to ensure that funds are only paid to those students enrolled in an eligible program and that income is verified by referring to the appropriate forms.

San Bernardino Valley College and Crafton Hills College

2014-004 Return to Title IV

Program

U.S. Department of Education (ED), Student Financial Assistance Cluster (CFDA #s 84.007, 84.033, and 84.063)

Federal Program Affected

U.S. Department of Education, Student Financial Assistance Cluster: Federal Supplemental Education Opportunity Grant (CFDA #84.007), Federal Work Study Program (CFDA #84.033), and Federal Pell Grant Program (CFDA #84.063)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

Compliance Requirement

Special tests and provisions.

Criteria or Specific Requirement

A-133 Compliance Supplement, 34 CFR Section 668.22(j):

Return of Title IV funds are required to be deposited or transferred into the SFA account or electronic funds transfer initiated to ED as soon as possible, but no later than 45 days after the date the institution determines that the student withdrew. Returns by check are late if the check is issued more than 45 days after the institution determined that the student withdrew, or the date on the cancelled check shows the check was endorsed more than 60 days after the date the institution determined that the student withdrew.

Condition

Significant Deficiency - During our review of the requirements for Return of Title IV funds, we determined that both campuses were not remitting within the 45 day time requirement.

Questioned Costs

None noted.

Context

At San Bernardino Valley College, the total population of Return to Title IV students was 181 students. There were 15 students of 21 tested for whom the Return of Title IV funds exceeded the 45 day time requirement.

At Crafton Hills College, the total population of Return to Title IV students was 64 students. There were 4 students of 8 tested for whom the Return of Title IV funds exceeded the 45 day time requirement.

Effect

The District is not in compliance with the Federal requirements described in A-133 Compliance Supplement, 34 CFR Section 668.22(j).

Cause

The District has not implemented policies and procedures to monitor the Return of Title IV funds.

Recommendation

It is recommended that the District implement procedures to ensure that the Return of Title IV funds occurs within 45 days from the date the District determines that the student withdrew from classes. In addition, the District needs to ensure that all amounts owed are returned.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

Management's Response and Corrective Action Plan

Management is reviewing the refund process and will make adjustments so that Title IV funds are returned prior to the 45-day deadline. The District will monitor to ensure the deadline is consistently met.

2014-005 Cash Management

Program

U.S. Department of Education (ED), Student Financial Assistance Cluster (CFDA #s 84.007, 84.033, and 84.063)

Federal Program Affected

U.S. Department of Education, Student Financial Assistance Cluster: Federal Supplemental Education Opportunity Grant (CFDA #84.007), Federal Work Study Program (CFDA #84.033), and Federal Pell Grant Program (CFDA #84.063)

Compliance Requirement

Cash management.

Criteria or Specific Requirement

For each bank or investment account that includes Title IV, HEA program funds, an institution must clearly identify that Title IV, HEA program funds are maintained in that account by:

- (i) Including in the name of each account the phrase "Federal Funds"; or
 - (A) Notifying the bank or investment company of the accounts that contain Title IV, HEA program funds and retaining a record of that notice; and
 - (B) Except for a public institution, filing with the appropriate State or municipal government entity a UCC-1 statement disclosing that the account contains Federal funds and maintaining a copy of that statement.

Condition

Significant Deficiency - The District has a bank account that includes Title IV funds that are not identified as "Federal Funds". For these unidentified Federal funds, the District also has not filed with the appropriate State or municipal government entity a UCC-1 statement.

Questioned Costs

There are no questioned costs related to this finding due to the District not identifying their bank or investment accounts as "Federal Funds".

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

Context

At the end of the 2013-2014 fiscal year, the District's bank account had a balance of \$201,742 that was not identified as "Federal Funds".

Effect

Without proper documentation, the District is at risk of noncompliance with 34 CFR 84 §668.163.

Cause

The District did not ensure that FSA funds are maintained in the account by including the phrase "Federal Funds" or did not file a UCC-1 statement with the appropriate State or municipal government entity that discloses that an account contains Federal funds when opening the account.

Recommendation

Whenever the District opens a bank or investment account that will contain Federal funds, they should ensure that proper disclosure of Federal funds has been achieved.

Management's Response and Corrective Action Plan

The District has requested that their bank update the account name to include the phrase "Federal Funds" and will ensure the change is completed.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

STATE AWARDS FINDINGS AND QUESTIONED COSTS FOR THE YEAR ENDED JUNE 30, 2014

The following finding represents an instance of noncompliance and/or questioned costs relating to State program laws and regulations.

San Bernardino Valley College

2014-006 Cooperative Agencies Resources for Education (CARE)

Criteria or Specific Requirement

Per guidelines set forth by the California Community Colleges Chancellor's Office, each CARE program shall have an advisory committee and/or interagency group. The CARE advisory committee and/or interagency group shall meet at least twice during each academic year.

Condition

The San Bernardino Valley College CARE advisory committee did not hold a second advisory committee meeting during the academic year.

Questioned Costs

Not determinable.

Context

The District receives approximately \$1.6 million in CARE funding.

Effect

The campus is not in compliance with State requirements to hold two CARE advisory committee meetings per academic year.

Cause

The campus maintains a joint EOPS and CARE advisory committee meeting; however, the committee only met once during the academic year.

Recommendation

The District should implement procedures to ensure the CARE advisory committee holds two meetings each academic year. Each year, the District should adopt a meeting schedule to ensure compliance.

Management's Response and Corrective Action Plan

Management updated the CARE advisory committee calendar to include two meetings each year.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2014**

None reported.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Larry Strong, Director of Internal Audits
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Accept Independent Audit Report of the San Bernardino Community College District Measures P and M Proposition 39 Bond Building Fund for 2013-14

RECOMMENDATION

It is recommended that the Board of Trustees accept the 2013-14 independent audit report of the San Bernardino Community College District Measures P and M Proposition 39 Bond Building Fund.

OVERVIEW

Vavrinek, Trine, Day & Company has conducted the yearly independent audit for the period ending June 30, 2014.

ANALYSIS

Each year the District's Measures P and M Proposition 39 Bond Building Fund undergoes an independent audit, after which the auditing firm compiles a written report detailing its financial statements.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This board item has no financial implications.

**SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT**

**MEASURE P AND MEASURE M
GENERAL OBLIGATION BONDS
ELECTION 2002 AND 2008**

AUDIT REPORT

JUNE 30, 2014

**SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT**

**MEASURE P AND MEASURE M
GENERAL OBLIGATION BONDS
ELECTION 2002 AND 2008**

FINANCIAL AUDIT

JUNE 30, 2014

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**FINANCIAL AUDIT
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JUNE 30, 2014**

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FINANCIAL SECTION



INDEPENDENT AUDITOR'S REPORT

Board of Trustees and Citizens' Bond Oversight Committee
San Bernardino Community College District
General Obligation Bonds
San Bernardino, California

Report on the Financial Statements

We have audited the accompanying financial statements of the San Bernardino Community College District's (the District) General Obligation Bonds Construction Funds (General Obligation Bonds, Election 2002 and 2008) as of and for the year ended June 30, 2014, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the General Obligation Bonds Construction Funds (General Obligation Bonds, Election 2002 and 2008) of the District at June 30, 2014, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the General Obligation Bonds Construction Funds specific to General Obligation Bonds, Election 2002 and 2008, and are not intended to present fairly the financial position and changes in financial position of the District in accordance with accounting principles generally accepted in the United States of America.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 30, 2014, on our consideration of the District General Obligation Bonds Construction Funds' (General Obligation Bonds, Election 2002 and 2008) internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, grant agreements, and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District General Obligation Bonds Construction Funds' (General Obligation Bonds, Election 2002 and 2008) internal control over financial reporting and compliance. Accordingly, this communication is not suitable for any other purpose.

Vaurick Fine, Day & Co. LLP

Rancho Cucamonga, California
October 30, 2014

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**BALANCE SHEET – MODIFIED ACCRUAL BASIS
JUNE 30, 2014**

	<u>Measure P</u>	<u>Measure M</u>	<u>Total</u>
ASSETS			
Cash and investments	\$ 3,373,919	\$ 167,045,000	\$ 170,418,919
Accounts receivable	3,485	27,600	31,085
Total Assets	<u>\$ 3,377,404</u>	<u>\$ 167,072,600</u>	<u>\$ 170,450,004</u>
LIABILITIES AND FUND BALANCE			
LIABILITIES			
Accounts payable	<u>\$ 314</u>	<u>\$ 5,932,439</u>	<u>\$ 5,932,753</u>
FUND BALANCE			
Restricted for capital projects	<u>3,377,090</u>	<u>161,140,161</u>	<u>164,517,251</u>
Total Fund Balance	<u>3,377,090</u>	<u>161,140,161</u>	<u>164,517,251</u>
Total Liabilities and Fund Balance	<u>\$ 3,377,404</u>	<u>\$ 167,072,600</u>	<u>\$ 170,450,004</u>

The accompanying notes are an integral part of these financial statements.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE - MODIFIED ACCRUAL BASIS
JUNE 30, 2014**

	<u>Measure P</u>	<u>Measure M</u>	<u>Total</u>
REVENUES			
Local revenues	\$ 14,830	\$ 135,967	\$ 150,797
EXPENDITURES			
Salaries and benefits	-	12,847	12,847
Professional services and other operating expenditures	1,976	834,891	836,867
Capital outlay	1,163,137	29,064,983	30,228,120
Total Expenditures	<u>1,165,113</u>	<u>29,912,721</u>	<u>31,077,834</u>
EXCESS OF REVENUES UNDER EXPENDITURES	<u>(1,150,283)</u>	<u>(29,776,754)</u>	<u>(30,927,037)</u>
FUND BALANCE, BEGINNING OF YEAR	<u>4,527,373</u>	<u>190,916,915</u>	<u>195,444,288</u>
FUND BALANCE, END OF YEAR	<u>\$ 3,377,090</u>	<u>\$ 161,140,161</u>	<u>\$ 164,517,251</u>

The accompanying notes are an integral part of these financial statements.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of San Bernardino Community College District (the District) General Obligation Bonds Construction Funds (Measure P and Measure M) conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). San Bernardino Community College District Bond Funds account for the financial transactions in accordance with the policies and procedures of the California Community Colleges Budget and Accounting Manual.

Financial Reporting Entity

The audited financial statements include only the General Obligation Bonds Construction Funds (Measure P and Measure M) of the District. These funds were established to account for the receipt of proceeds of general obligation bond issuances and the expenditures of the proceeds under the General Obligation Bond Election of November 2002 and February 2008. These financial statements are not intended to present fairly the financial position and the changes in financial position of the District in compliance with accounting principles generally accepted in the United States of America.

Fund Accounting

The operations of the General Obligation Bonds Construction Funds (Measure P and Measure M) are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Basis of Accounting

The Bond Funds are accounted for using a flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balance reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources. These fund financial statements do not include the adoption of GASB Statement No. 54, *Fund Balance Reporting and Governmental Fund Type Definitions*, as the District was not required to adopt GASB Statement No. 54 under the reporting requirements of GASB Statement No. 35.

Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for all governmental funds. The District's Board of Trustees adopts an operating budget no later than July 1 in accordance with State law. A public hearing must be conducted to receive comments prior to adoption. The District's Board of Trustees satisfied these requirements. The Board revises this budget during the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Encumbrances

The District utilizes an encumbrance accounting system under which purchase orders, contracts, and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation. Encumbrances are liquidated when the commitments are paid and all outstanding encumbrances are liquidated at June 30 since they do not constitute expenditures or liabilities.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

Fund Balance - Governmental Funds

As of June 30, 2014, the fund balance of the General Obligation Bonds Construction Funds (Measure P and Measure M) was classified as follows:

Restricted - amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation, or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

NOTE 2 - INVESTMENTS

Policies and Practices

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instruments; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreements; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security; and collateralized mortgage obligations.

Investment in County Treasury

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (*Education Code* Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statements at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

General Authorizations

Limitations as they relate to interest rate risk, credit risk, and concentration of credit risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	0	None	None
U.S. Agency Securities	0	None	None
Banker's Acceptance	0	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	0	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	0	None	None

Summary of Investments

Investments as of June 30, 2014, consist of the following:

	Measure P	Measure M	Total
San Bernardino County investment pool	\$ 3,373,919	\$ 23,708,229	\$ 27,082,148
Short-term securities	-	143,336,771	143,336,771
Total Deposits and Investments	\$ 3,373,919	\$ 167,045,000	\$ 170,418,919

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The District has a formal investment policy that limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates. The District also manages its exposure to interest rate risk by investing in the San Bernardino County Investment Pool.

Specific Identification

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuation is provided by the following schedule that shows the distribution of the District's investment by maturity:

<u>Investment Type</u>	<u>Reported Value</u>	<u>Fair Value</u>	<u>Weighted Average Days to Maturity</u>
San Bernardino County investment pool	\$ 27,082,148	\$ 27,102,806	428
Short-term securities	143,336,771	143,336,771	N/A
Total	<u>\$ 170,418,919</u>	<u>\$ 170,439,577</u>	

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California Government Code, the District's investment policy, or debt agreements, and the actual rating as of the year end for each investment type.

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>
San Bernardino County investment pool	\$ 27,102,806	AAA/V1
Short-term securities	143,336,771	AAAm
Total	<u>\$ 170,439,577</u>	

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 3 - ACCOUNTS RECEIVABLE

Receivables at June 30, 2014, consist of the following:

Interest	<u>\$ 31,085</u>
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NOTE 4 - ACCOUNTS PAYABLE

Accounts payable at June 30, 2014, consist of the following:

Construction payables	<u>\$ 5,932,753</u>
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NOTE 5 - FUND BALANCE

Fund balance is composed of the following element:

Restricted Capital projects	<u>\$ 164,517,251</u>
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**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

NOTE 6 - COMMITMENTS AND CONTINGENCIES

As of June 30, 2014, the General Obligation Bonds Construction Funds had the following significant construction commitments with respect to unfinished capital projects:

Approved Measure M Bond Projects	Total Project Cost Through June 30, 2013	Costs Incurred During Current Year	Total Project Cost Through June 30, 2014
SBVC Gymnasium and Stadium	\$ 5,979,534	\$ 1,172,500	\$ 7,152,034
SBVC Business Building Renovation	7,307,039	2,074,133	9,381,172
SBVC Site Infrastructure/ADA Compliance Project	3,448,941	(433,050)	3,015,891
SBVC Cafeteria	637,125	10,714	647,839
SBVC Central Plant/Infrastructure	16,515,209	550,917	17,066,126
SBVC Auditorium Renovation	1,387,785	7,430,315	8,818,100
SBVC Soccer Field Renovation	-	116,987	116,987
SBVC Baseball Netting Project	-	68,874	68,874
SBVC K Street Lighting	-	110,462	110,462
SBVC Applied Technology	-	217,555	217,555
CHC Student Services Building (Crafton Center)	3,971,547	2,928,727	6,900,274
CHC Science Building	2,704,288	3,633,043	6,337,331
CHC Physical Education Complex	1,145,684	4,798,109	5,943,793
CHC Performing Arts Center Renovation	224,777	(3,419)	221,358
CHC LADM Renovation	467,415	694,954	1,162,369
CHC Occupational Education 1	2,319	278,057	280,376
CHC Occupational Education 2	2,042,670	5,570,249	7,612,919
CHC College Center Renovation	204,913	(28,805)	176,108
CHC Student Services A Renovation	409,359	221,946	631,305
CHC Maintenance and Operations Renovation	38,652	82,567	121,219
CHC Solar Farm	3,896,762	4,681	3,901,443
CHC Chemistry Health Science Renovation	-	165,590	165,590
CHC Parking Lot N	-	159,705	159,705
CHC Directional Signage	-	18,109	18,109
CHC Classroom Building Renovation	-	69,800	69,800
Total	\$ 50,384,019	\$ 29,912,720	\$ 80,296,739
	Total Project Cost Through June 30, 2013	Costs Incurred During Current Year	Total Project Cost Through June 30, 2014
Approved Measure P Bond Projects			
CHC Learning Resource Center	\$ 20,221,272	\$ 1,997	\$ 20,223,269
CHC Community Recreation Facility	12,609,719	3,482	12,613,201
CHC Physical Education Complex	-	262,183	262,183
CHC Science Building	-	897,451	897,451
Total	\$ 32,830,991	\$ 1,165,113	\$ 33,996,104

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2014**

Litigation

The District is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the overall financial position of the District at June 30, 2014.

INDEPENDENT AUDITOR'S REPORT



**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED
ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

Board of Trustees and Citizens' Bond Oversight Committee
San Bernardino Community College District
General Obligation Bonds
San Bernardino, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying financial statements of the San Bernardino Community College District's (the District) General Obligation Bonds Construction Funds (General Obligation Bonds, Election 2002 and 2008), as of and for the year ended June 30, 2014, and have issued our report thereon dated October 30, 2014.

As discussed in Note 1, the financial statements present only the General Obligation Bonds Construction Funds specific to General Obligation Bonds, Election 2002 and 2008, and are not intended to present fairly the financial position and changes in financial position of San Bernardino Community College District in accordance with accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered the District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. *A material weakness* is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected, on a timely basis. *A significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and, therefore, significant deficiencies or material weaknesses may exist that were not identified. We did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses, as defined above.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the District's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The result of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Vaurieck, Fine, Day & Co. LLP

Rancho Cucamonga, California
October 30, 2014

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS
JUNE 30, 2014**

None reported.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
GENERAL OBLIGATION BOND CONSTRUCTION FUND
(MEASURE P AND MEASURE M)**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2014**

None reported.

**SAN BERNARDINO
COMMUNITY COLLEGE DISTRICT**

**MEASURE P AND MEASURE M
GENERAL OBLIGATION BONDS
ELECTION 2002 AND 2008**

PERFORMANCE AUDIT

JUNE 30, 2014

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
MEASURE M AND MEASURE P GENERAL OBLIGATION BONDS**

**PERFORMANCE AUDIT
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JUNE 30, 2014**

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INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

Board of Trustees and Citizens' Bond Oversight Committee
San Bernardino Community College District
General Obligation Bonds
San Bernardino, California

We were engaged to conduct a performance audit of San Bernardino Community College District's (the District) Proposition 39 Measure P and Measure M General Obligation Bond funds for the year ended June 30, 2014.

We conducted this performance audit in accordance with the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusion based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our conclusions based on our audit objectives.

Our audit was limited to the objectives listed within the report which includes determining the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that the District expended Proposition 39 Measure P and Measure M General Obligation Bond funds only for the specific projects approved by the voters, in accordance with Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution.

Vavrinek, Trine, Day & Co. LLP

Rancho Cucamonga, California
October 30, 2014

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT MEASURE P AND MEASURE M GENERAL OBLIGATION BONDS

JUNE 30, 2014

AUTHORITY FOR ISSUANCE

The Measure P and Measure M General Obligation Bonds (the Bonds) were issued pursuant to the Constitution and laws of the State of California (the State), including the provisions of Chapters 1 and 1.5 of Part 10 of the California *Education Code*, and other applicable provisions of law. The Bonds were authorized to be issued by a resolution adopted by the Board of Supervisors of San Bernardino County (the County Resolution), pursuant to a request of the San Bernardino Community College District (the District) made by a resolution adopted by the Board of Education of the District (the District Resolution).

The District received authorization at elections held on November 5, 2002 and February 5, 2008, to issue bonds of the District in an aggregate principal amount not to exceed \$690,000,000 to finance specific construction and renovation projects approved by eligible voters within the District. The Measures required approval by at least 55 percent of the votes cast by eligible voters within the District. The Bond Funds represent the authorized bond issuance of the Measure P Series 2002B, 2002C, 2002D, 2002E and Measure M 2008A, 2008B, 2008C, as well as the 2005 and 2013 Refunding Bonds.

PURPOSE OF ISSUANCE

The general obligation bond funds of the District would be used to finance the design, acquisition, installation, restoration, and construction of public schools and school facilities and providing facilities improvements and upgrades, and the acquisition of related facilities costs, including, but not limited to, financing the following: renovation of student restrooms, classrooms, and science labs; upgrading of electrical systems and wiring to safely accommodate computers, technology, and other electrical devices; repair and replacement of fixtures and systems. Project costs for expansion of existing facilities may include, but is not limited to, some or all of the following: vocational and technical training programs and to enhance nursing, firefighter, paramedic, public safety, and hi-tech job training. Project costs for furniture and equipment may include, but is not limited to, some or all of the following: desks and tables; window and floor covering; computer, media recording, and presentation equipment; science laboratory equipment; and/or other electronic equipment.

AUTHORITY FOR THE AUDIT

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools, and Financial Accountability Act. Proposition 39 amended portions of the California Constitution to provide for the issuance of general obligation bonds by school districts, community college districts, or county offices of education, "for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of rental property for school facilities", upon approval by 55 percent of the electorate. In addition to reducing the approval threshold from two-thirds to 55 percent, Proposition 39 and the enacting legislation (AB 1908 and AB 2659) requires the following accountability measures as codified in *Education Code* Sections 15278-15282:

1. Requires that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b)(3)(C) of the California Constitution, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
MEASURE P AND MEASURE M GENERAL OBLIGATION BONDS**

JUNE 30, 2014

2. The district must list the specific school facilities projects to be funded in the ballot measure, and must certify that the governing board has evaluated safety, class size reduction, and information technology needs in developing the project list.
3. Requires the district to appoint a Citizens' Oversight Committee.
4. Requires the district to conduct an annual independent financial audit and performance audit in accordance with the *Government Auditing Standards* issued by the Comptroller General of the United States of the bond proceeds until all of the proceeds have been expended.
5. Requires the district to conduct an annual independent performance audit to ensure that the funds have been expended only on the specific projects listed.

OBJECTIVES OF THE AUDIT

Determine whether expenditures charged to the Bond Funds have been made in accordance with the Bond project list approved by the voters through the approval of Measure P and Measure M.

SCOPE OF THE AUDIT

The scope of our performance audit covered the period of July 1, 2013 through June 30, 2014. The population of expenditures tested included all object and project codes associated with the Bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than proceeds of the bonds, were not included within the scope of the audit. Expenditures incurred subsequent to June 30, 2014, were not reviewed or included within the scope of our audit or in this report.

PROCEDURES PERFORMED

We obtained the general ledger and the project expenditure reports prepared by the District for the fiscal year ended June 30, 2014, for the Bond Funds (Measure P and Measure M). Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the requirements of Article XIII A, Section 1(b)(3)(C) of the California Constitution and Measure P and Measure M as to the approved Bond projects list. We performed the following procedures:

1. We verified that a separate Bond Construction Fund of the District has been established to account for the receipt of Bond proceeds and expenditure of the funds for the period July 1, 2013 through June 30, 2014.
2. We verified the District has established a Citizens' Bond Oversight Committee comprised of representatives from the seven specific constituency groups required by the Proposition.
3. We verified the Citizens' Bond Oversight Committee met regularly during the year and minutes of the meetings were maintained.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
MEASURE P AND MEASURE M GENERAL OBLIGATION BONDS**

JUNE 30, 2014

4. We selected a sample of expenditures for the period starting July 1, 2013 and ending June 30, 2014, and reviewed supporting documentation to ensure that such funds were properly expended on the specific projects listed in the ballot text.
5. Our sample included transactions totaling \$14,978,641. This represents 48 percent of the total expenditures of \$31,077,834.
6. We verified that funds from the Bond Construction Funds (Measure P and Measure M) were expended for the voter authorized Bond projects as listed in the Approved Bond Project Listing.
7. We verified that the District used formal bid procedures for those contracts over the construction bid level requirements in accordance with the Education Code requirements and District policies.

CONCLUSION

The results of our tests indicated that, in all significant respects, San Bernardino Community College District has properly accounted for the expenditures held in the Bond Funds (Measure P and Measure M) and that such expenditures were made for authorized Bond projects. There were no salaries of administrators charged to the Bond Funds for District general administration or operations. District procedures for disbursement of funds were applied in accordance with laws and regulations, as well as policies approved by the Board of Trustees.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
MEASURE P AND MEASURE M GENERAL OBLIGATION BONDS**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2014**

None reported.

**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
MEASURE P AND MEASURE M GENERAL OBLIGATION BONDS**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS AND QUESTIONED COSTS
JUNE 30, 2014**

None reported.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Budget Calendar for 2015-16

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 2015-2016 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 2015-16 Budget Calendar

Tentative Date	Item	Responsible
November 2014	Budget calendar to Board of Trustees for adoption. Reaffirmation of budget directives from Board of Trustees. <i>(AP 6200: Each January the Board will adopt a budget development calendar that identifies activities and sets dates for each step in the budget development process.)</i>	Business & Fiscal Services Board of Trustees
January 2015	Recommendations for projected funds and tentative distribution to campuses are developed by District Budget Committee for Chancellor's Cabinet. <i>(AP 6200: Each February 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 base budget for the District and each site.)</i>	Business & Fiscal Services District Budget Committee
February 2015	Projected funds 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 24, 2015	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
February 25, 2015 to March 26, 2015	Campus budget processes determine priorities and reallocation of funds; responsibility center managers prepare budget forms for submittal to District.	College Presidents College VPs Business & Fiscal Services Responsibility Managers
March 27, 2015	Development Budget reports to establish Preliminary Budget due at District.	College Presidents
April 2015	District Budget Committee reviews Preliminary Budget and develops recommended adjustments, if any, for Chancellor's Cabinet.	Business & Fiscal Services District Budget Committee
April 2015	Chancellor's Cabinet is updated on status of Preliminary Budget. Reviews recommended adjustments as necessary.	Business & Fiscal Services Chancellor's Cabinet
May 2015	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 the May Board meeting the Chief Business Officer will present the Preliminary Budget to the Board. No formal action is required by the Board on the Preliminary Budget. b. Between the time that the Preliminary Budget is developed and the Final Budget is adopted, changes to the budget will be made as additional information is received from the state based on the state budget adoption process.)</i>	Business & Fiscal Services Board of Trustees

Fiscal Year 2015-16 Budget Calendar

Tentative Date	Item	Responsible
June 2015	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 2015	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 the District that reflects changes made to the Tentative Budget and provides the operational budget base for the District for the fiscal year of adoption.)</i>	Business & Fiscal Services
August 5, 2015	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 19, 2015	Draft of Final Budget discussed at Chancellor's Cabinet.	Business & Fiscal Services Chancellor's Cabinet
September 10, 2015	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: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Board Directives for the 2015-16 Budget

RECOMMENDATION

It is recommended that the Board of Trustees approve the Board Directives for the 2015-16 Budget.

OVERVIEW

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

ANALYSIS

Board Directives for the 2015-16 Budget are submitted for review and approval. These are initial directives which, based on early information and may change as the District moves forward in the budget development process.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

The financial implications of this item are to be determined.



Board Directives for the 2015-16 Budget

As Submitted for Approval at the November 13, 2014 Board of Trustees Meeting

1. Balance the 2015-16 budget without the use of Fund Balance (Reserve).
2. Maintain a minimum Fund Balance level of 15% (state minimum is 5%).
3. Fund Balance may be utilized for specially identified "one-time" needs as long as the 15% balance can be maintained. "One-time" is defined as an expenditure that has no ongoing commitment. While "one-time" needs may be repeated in future years, the nature of the expenditure must conform to the definition.
4. Allocate funding through the district resource allocation model to support SBVC and CHC as comprehensive community colleges through transfer education, career/technical education, and basic skills education.
5. Increase student success and access.
6. Identify new or reallocated funds for strategic initiatives.
7. Maintain "selective hiring freeze" to provide strategic funding of priority needs.
8. Reorganize and reallocate resources where possible to increase efficiency and improve services.
9. Reduce expenditures that are not mission-critical.
10. Invest in projects that enhance the efficiency of district and college operations.
11. Continue the Measure M bond program based on facilities master plans.
12. Continue to develop external funding streams including grants, scholarships, and fundraising.
13. Maintain full funding for step and column increases.
14. Maintain 50% law ratios in staffing plans.
15. Honor collective bargaining agreements.
16. Continue toward the sustainability of KVCR.

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 13, 2014
SUBJECT: Consideration of Approval of Board Policies:
BP 2435 Evaluation of the Chancellor
BP 2714 Distribution of Tickets or Passes
BP 2715 Code of Ethics - Standards of Practice
BP 2725 Board Member Compensation
BP 2735 Board Member Travel
BP 2740 Board Education
BP 4030 Academic Freedom
BP 5030 Fees
BP 7400 Travel

RECOMMENDATION

It is recommended that the Board of Trustees accept Board Policies BP 2435 Evaluation of the Chancellor; BP 2714 Distribution of Tickets or Passes; BP 2715 Code of Ethics - Standards of Practice; BP 2725 Board Member Compensation; BP 2735 Board Member Travel; BP 2740 Board Education; BP 4030 Academic Freedom; BP 5030 Fees; BP 7400 Travel.

Administrative Procedures are submitted for information only.

ANALYSIS

The changes to these policies were submitted for First Reading on October 9, 2014.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None.

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2435 EVALUATION OF THE CHANCELLOR

(Replaces current SBCCD BP 2175)

The Board of Trustees shall conduct an evaluation of the Chancellor at least annually. Such evaluation shall comply with any requirements set forth in the contract of employment with the Chancellor as well as this policy.

~~The Board shall evaluate the Chancellor using an evaluation process developed and jointly agreed to by the Board and the Chancellor.~~

The criteria for evaluation shall be based on Board policy, the Chancellor job description, and performance goals and objectives developed in accordance with AP 2435 titled Evaluation of the Chancellor.

❖ **From current SBCCD BP 2175 titled Evaluation of the Chancellor**

~~The Board shall conduct an evaluation of the Chancellor in compliance with the requirements set forth in the contract of employment with the Chancellor and Administrative Procedure 2175.~~

Reference: WASC/ACCJC Accreditation Standard 40.A.4 IV.B.1

NOTE: The **red ink** signifies language that is **required** by accreditation 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 2175 titled Evaluation of the Chancellor adopted on 5/9/13. The language in **blue ink** is included for consideration. The language in **green ink** was added by the Board Policy Work Group on 3/18/14 and 9/23/14.

Adopted: 5/9/13

Revised:

**San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees**

BP 2714 DISTRIBUTION OF TICKETS OR PASSES

The District shall comply with California Fair Political Practices Commission (“FPCC”) Regulation 18944.1 regarding distribution by the District of tickets and passes to facilities, events, shows, or performances for an entertainment, amusement, recreational, or similar purpose.

The District will distribute tickets or passes when attendance at the event will further the District’s mission or will contribute to the professional development of an employee or a member of the Board of Trustees. Pursuant to FPCC Regulation 18944.1(a)(2), a “public purpose” for the distribution of tickets or passes to District employees (but not trustees) can be to support general employee morale or retention, or to reward service to the District. Tickets or passes may be distributed only to accomplish one or more of these public purposes.

The distribution of any ticket or pass by the District to, or at the behest of, a District employee or trustee must accomplish a public purpose of the District. Under FPCC Regulation 18944.1(e), the District has discretion to determine whether the distribution of a ticket or pass serves a legitimate public purpose of the District.

Individuals who receive tickets or passes under this Policy are prohibited from giving them to any other person, except to members of the individual’s immediate family solely for their personal use, or to no more than one guest solely for their attendance at the event.

The Chancellor shall ensure that there are procedures that comply with the FPCC Regulation 18944.1 regarding distribution of tickets or passes to facilities, events, shows, or performances, and regarding the reporting requirements on FPCC Form 802.

Also see BP/AP 2010 (“Conflict of Interest”); AP 2714 (“Distribution of Tickets or Passes”)

Reference: Title 2 Section 18944.1

Adopted:

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2715 BOARD OF TRUSTEES CODE OF ETHICS/STANDARDS OF PRACTICE

(Replaces current SBCCD BP 2010)

The Board maintains high standards of ethical conduct for its members. Members of the Board are responsible to:

- Act only in the best interests of the entire community.
- Ensure public input into Board deliberations; adhering to the law and spirit of the open meeting laws and regulations.
- Prevent conflicts of interest and the perception of conflicts of interest.
- Exercise authority only as a Board.
- Use appropriate channels of communication.
- Respect others; acting with civility.
- Be informed about the District, educational issues, and responsibilities of trusteeship.
- Devote adequate time to Board work.
- Maintain confidentiality of closed sessions.

The Board of Trustees will promptly address any violation by a Board member or Board members of the Code of Ethics in the following manner:

Charges by any person that a member of the Board of Trustees has violated laws and regulations of the Board's Code of Ethics shall be directed to the President of the Board or the Board itself. The President of the Board may establish an ad hoc committee to examine the charges and recommend further courses of action to the Board. The Board member subject to the charge of misconduct shall not be precluded from presenting information to the committee. Possible courses of action include:

- If alleged behavior violates laws, legal counsel may be sought, at the discretion of the Board of Trustees, and the violations referred to the District Attorney or Attorney General as provided for in law.
- If the alleged behavior violates this Board Policy on ethical conduct, the President of the Board shall alert the Board member in question regarding the

44 violation of policy, the Board of Trustees may discuss the violation at an open
45 Board Meeting and affirm its policy expectation, and/or the Board may move to
46 censure the trustee.
47

48
49 **❖ From current SBCCD BP 2010 titled Board of Trustees Code of Ethics**
50

51 ~~As a member of the San Bernardino Community College District Board of Trustees, I~~
52 ~~will perform my duties in accordance with my oath of office. I am committed to serve~~
53 ~~the individual needs of the citizens of the District. My primary responsibility is to provide~~
54 ~~learning opportunities to each student regardless of sex, race, color, religion, ancestry,~~
55 ~~age, marital status, national origin, or handicap.~~
56

57 ~~It is my further responsibility to:~~
58

- 59 ~~1. Devote time, thought, and study to my duties as a San Bernardino Community~~
60 ~~College District Board Member so that I may render effective and creditable~~
61 ~~service.~~
62
- 63 ~~2. Work with my fellow Board Members in a spirit of harmony and cooperation in~~
64 ~~spite of differences of opinion that may arise during vigorous debates of points of~~
65 ~~view.~~
66
- 67 ~~3. Base my personal decisions upon all available facts in each situation, vote by~~
68 ~~honest conviction in every case unswayed by partisan bias, and abide by and~~
69 ~~uphold the final majority decision of the Board.~~
70
- 71 ~~4. Remember at all times that as an individual I have no legal authority outside the~~
72 ~~meetings of the Board, and conduct my relationships with college staff, students,~~
73 ~~and local citizenry, and the media on that basis.~~
74
- 75 ~~5. Be aware that I am responsible to all citizens of the District, and not solely to~~
76 ~~those who elected me. The authority delegated to me by the voters must be~~
77 ~~exercised with as much care and concern for the least influential as for the most~~
78 ~~influential member of the community.~~
79
- 80 ~~6. Resist every temptation and outside pressure to use my position as a community~~
81 ~~college board member to benefit either myself or any other individual or agency~~
82 ~~apart from the total welfare of the San Bernardino Community College District.~~
83
- 84 ~~7. Recognize that it is as important for the Board to understand and evaluate the~~
85 ~~educational program of San Bernardino Community College District as it is to~~
86 ~~plan for the business of college operation.~~
87
- 88 ~~8. Bear in mind under all circumstances that the Board is legally responsible for the~~
89 ~~effective operation of the District. Its primary function is to establish the policies~~

90 by which the San Bernardino Community College District is to be administered.
91 The Board shall hold the Chancellor and his/her staff accountable for the
92 administration of the educational program and the conduct of college business.

93
94 9. Welcome and encourage the active involvement of students, employees, and
95 citizens of the District with respect to establishing policy on current college
96 operation and proposed future developments, and consider their views in my
97 deliberations and decisions as a Board Member.

98
99 10. Recognize that deliberations of the Board in closed session are not mine to
100 release or discuss in public without the prior approval of the Board by majority
101 vote.

102
103 11. Avail myself of opportunities to enhance my potential as a Board Member
104 through participation in educational conferences, workshops, and training
105 sessions offered by local, state, and national organizations.

106
107 12. Be informed about the actions and positions of state and national community
108 college trustees' associations.

109
110 13. Strive to provide the most effective community college board service of which I
111 am capable, in a spirit of teamwork and devotion to public education as the
112 greatest instrument for the preservation and perpetuation of our representative
113 democracy.

114
115 **Reference:** [WASC/ACCJC](#) Accreditation Standard IV.B.1.a, e, & h

116
117
118 **NOTE:** The **red ink** signifies language that is **required** by accreditation and recommended by the Policy
119 and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is
120 from the current SBCCD BP 2010 titled Board of Trustees Code of Ethics adopted on 1/11/01 and
121 amended on 9/14/06. The language in **green ink** was added by the Board Policy Work Group on 4/3/14.

122

Adopted: 1/11/01

Revised: 9/14/06, _____

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San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2735 BOARD MEMBER TRAVEL

(Replaces current SBCCD BP 2250)

NOTE: The language in red ink is legally required.

Members of the Board of Trustees shall have travel expenses paid whenever they travel as representatives of and perform services directed by the Board. Board member travel requests shall be made in accordance with the District's travel request and approval processes.

❖ **From current SBCCD BP 2030 titled Communication Among Board Members**

~~It shall be the policy of the Board of Trustees of the San Bernardino Community College District to provide for Board travel in compliance with Education Code § 72423. The procedures for implementing this policy are included in Administrative Policy 2250.~~

Also see BPAP 7400 titled Travel

Reference: Education Code § Section 72423

NOTE: The **red ink** signifies language that is **legally required** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from current SBCCD BP 2250 titled Board Travel adopted on 1/11/01 and amended on 4/8/04. The language in **green ink** was added by the Board Policy Work Group on 7/2/14.

Adopted: 1/11/01

Revised: 4/8/04, _____

San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2725 BOARD MEMBER COMPENSATION

(Replaces current SBCCD BP 2230)

NOTE: The language in red ink is legally advised.

Members of the Board of Trustees who attend all Board meetings shall receive \$400 per month and the student trustee(s), ~~\$100~~ 400 \$200 per month. A member of the Board who does not attend all meetings held by the Board in any month shall receive, as compensation, an amount not greater than the pro rata share of the number of meetings actually attended.

A member of the Board may be paid for a meeting when absent if the Board, by resolution, finds that at the time of the meeting the member is performing services outside the meeting for the community college district, is ill, on jury duty, or the absence is due to a hardship deemed acceptable by the Board.

❖ From current SBCCD BP 2230 titled Compensation for Board Members

~~A. Each member of the Board may be compensated for attendance at regular or special meetings of the Board to the extent allowed by law and approved by the Board.~~

~~B. Any member may waive compensation by filing a letter with the Secretary to the Board stating that he/she declines said compensation.~~

~~C. Each member of the Board who actually attends all meetings held by the Board will be compensated at the rate of \$400 per month. Any member who does not attend all meetings in any month shall receive as compensation an amount not greater than a pro rata share of the number of meetings actually attended.~~

~~D. The student member shall be entitled to compensation of \$100 per month as prescribed by Education Code Section 72425. In the event a student Board member has an unexcused absence to a required meeting, the compensation shall be pro-rated for the pay period.~~

44 ~~Education Code § 72425~~ (This code section no longer exists)

45

46 **Reference:** Education Code [Section 72024](#)

47

48

49 **NOTE:** The **red ink** signifies language that is **legally advised** and recommended by the Policy and
50 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from
51 current SBCCD BP 2230 titled Compensation for Board Members approved on 4/8/10. The language in
52 **blue ink** is included for consideration. This document was reviewed by the Board Policy Work Group on
53 7/2/14. **Purple ink** represents recommendations by Student Trustees. **Green ink** represents the board
54 recommendation at first reading on 10/9/14.

55

Adopted: 4/8/10

Revised: _____

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San Bernardino Community College District
Board Policy
Chapter 2 – Board of Trustees

BP 2740 BOARD EDUCATION

(Replaces current SBCCD BP 2110)

❖ From current SBCCD BP 2110 titled Board Education

The Board **of Trustees** is committed to its ongoing development as a **B**oard and to a trustee education program that includes new trustee orientation.

To that end, the Board will engage in study sessions, provide access to reading materials, and support conference attendance and other activities that foster trustee education.

A **O**rientation sessions shall be scheduled for new Board of Trustee appointees. A Special Meeting of the Board for the purpose of the orientation shall be called within 30 days of the appointment of a new trustee. Planning and implementation of appropriate information items for the orientation shall be the joint responsibility of the Chancellor and current members of the Board of Trustees.

The Chancellor and the Board shall assist each new member-elect to understand the Board's functions, policies, and procedures before he/she assumes office. Such assistance shall include, but shall not be limited to, providing of written materials and invitations to attend Board meetings and conferences with the Chancellor. New Board members shall be encouraged to attend meetings on a regional basis held as training/information sessions by other organizations.

Reference: WASC/ACCJC Accreditation Standard ~~10-A.6~~ IV.B.1.f

NOTE: The **red ink** signifies language that is **required** by accreditation 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 2110 titled Board Education adopted on 1/11/01 and amended on 4/8/04. The language in **blue ink** is included for consideration. The language in **green ink** was added by the Board Policy Work Group on 4/3/14.

Adopted: 1/11/01

Revised: 4/8/04, _____

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San Bernardino Community College District
Board Policy
Chapter 4 – Academic Affairs

BP 4030 ACADEMIC FREEDOM

(Replaces current SBCCD BP 4030)

❖ **From current SBCCD BP 4030 titled Academic Freedom**

A. Introduction

The San Bernardino Community College District is committed to the principle that the free expression of ideas is essential to the education of its students and to the effective governance of its colleges. The District recognizes that academic and intellectual freedom is best protected by a system of tenure, academic due process, and policies and procedures that provide faculty, students, and classified employees with the opportunity to freely express themselves in any campus venue, from the classroom to the board room. The District further subscribes to the principle that the free expression of ideas should be limited only by the responsibility to express ideas with fairness, and in a manner that respects the differing ideas of others and distinguishes between established fact and theories and one's own opinion.

B. Rights of Academic Employees

Academic freedom shall be guaranteed to all academic employees. No special limitations shall be placed upon study, investigation, presentation, and interpretation of facts and ideas concerning human society, the physical and biological world, and other branches of learning, subject to accepted standards of professional responsibility. The right to academic freedom herein established shall include the right to support or oppose political causes, issues, and parties outside of normal classroom activities.

Academic employees are citizens, members of learned professions, and members of the institution. When academic employees speak or write as citizens, they should be free from institutional censorship or discipline, provided they clearly indicate they are not representing the institution.

Academic freedom allows academic employees to seek and present the truth as they know it on problems and issues, subject to the accepted standards of

44 professional responsibility, without fear of interference from administrators, the
45 District Board of Trustees, governmental authorities, or pressure groups.

46
47 Although academic employees have the obligation to ensure that their classroom
48 material meets the valid educational objectives of the course as stated in the
49 approved Course Outline of Record, they are entitled to freedom in the
50 classroom in presenting the subjects they teach and shall be free to select and
51 use textbooks and materials that they deem appropriate to meet the stated
52 learning outcomes for the course.

53
54 Academic employees are entitled to full freedom in their use of books, online
55 sources, and internet sites and in the publication of the results of any research
56 that may result from the use of these resources.

57
58 Academic employees may arrange for classroom lecturers or speakers to make
59 presentations in regularly scheduled classes or groups of classes. The academic
60 employees shall be responsible for the relevance of the lecturer or speaker's
61 subject matter to the course.

62 63 **C. Obligations of Academic Employees**

64 Academic freedom requires that all academic employees establish and preserve
65 an open learning environment at the college. No special limitations shall be
66 placed upon students in their study, investigation, presentation, and interpretation
67 of facts and ideas concerning human society, the physical and biological world,
68 and other branches of learning, subject to accepted standards of academic
69 responsibility. Students shall have the opportunity to study controversial issues
70 and divergent views and to arrive at their own conclusions. Academic employees
71 have an obligation to protect the student's right to freedom of inquiry even when
72 the student's conclusions differ from those of the academic employees.

73
74 While students may represent without penalty any opinion in or out of class, they
75 may be required to demonstrate knowledge of views contrary to their own in
76 order to fulfill course requirements.

77 78 **D. Libraries and Learning Resource Centers**

79 Books and other library and learning resources materials selected and databases
80 provided should be chosen for values of interest, information, and enlightenment
81 of all the people of the community. In no case should library materials be
82 excluded because of the race, nationality, social, political, or religious views of
83 the authors. Libraries should provide materials and information presenting
84 diverse points of view on current and historical issues. Materials should not be
85 proscribed or removed because of partisan or doctrinal disapproval.

86
87 **References:** Title 5, Section 51023;
88 [WASC/ACCJC](#) Accreditation Standard II.A.7

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NOTE: The **red ink** signifies language that is **legally required** and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in **black ink** is from current SBCCD BP 4030 titled Academic Freedom adopted on 7/12/01 and amended on 4/8/04. This document was reviewed by Gloria Fisher & Rebeccah Warren-Marlatt on 3/4/14.

Adopted: 7/12/01
Revised: 4/8/04, _____

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San Bernardino Community College District
Board Policy
Chapter 5 – Student Services

BP 5030 FEES

(Replaces current SBCCD BP 5030 and BP 5033)

NOTE: The language in red ink is legally required.

❖ From current SBCCD BP 5030 titled Fees

The Board of Trustees authorizes the following fees. All fees must comply with Education Code and Title 5 regulations. The Chancellor is responsible for establishing regulations procedures for the collection, deposit, waiver, refund, and accounting for fees as required by law. The regulations procedures shall also assure those who are exempt from or for whom the fee is waived are properly enrolled and accounted for. Fee amounts shall be published in the college catalogs or class schedules (Schedule of Classes.)

- ~~Associated Students Discount Sticker~~
- ~~Breakage/Lost Property~~
- ~~Catalog~~
- ~~Credit by Examination~~
- ~~Enrollment~~
- ~~Health~~
- ~~Instructional Materials~~
- ~~Insufficient Funds Check~~
- ~~International Students Application Processing~~
- ~~Key Deposit/Return~~
- ~~Learning Center Services~~
- ~~Library Fines~~
- ~~Nonresident Tuition~~
- ~~Parking~~
- ~~Parking Violations~~
- ~~Physical Education in Non-District Facilities~~
- ~~Refund Processing~~
- ~~Replacement Diploma/Certificate~~
- ~~Replacement Registration Fee Statement~~

- 44 ● ~~Schedule of Classes~~
- 45 ● ~~Student Center~~
- 46 ● ~~Student Health and Accident Insurance~~
- 47 ● ~~Student Representation~~
- 48 ● ~~Subpoenas~~
- 49 ● ~~Supplemental Health Services~~
- 50 ● ~~Testing~~
- 51 ● ~~Transcripts/Verification of Enrollment~~
- 52 ● ~~Other Fees as allowable by Law~~

53

54 **Enrollment Fee (Education Code Section 76300)**

55

56 Each student shall be charged a fee for enrolling in credit courses as required by law.

57

58 ***NOTE: If auditing is permitted (see BP/AP 4070 titled Auditing and Auditing Fees), this***

59 ***policy is legally required.***

60

61 **Auditing Fees (Education Code Section 76370)**

62 Persons auditing a course shall be charged a fee of \$15.00 per unit per semester. The

63 fee amount shall be adjusted proportionally based upon the term length. Students

64 enrolled in classes to receive credit for 10 or more semester credit units shall not be

65 charged this fee to audit three or fewer units per semester.

66

67 **Parking Fee (Education Code Section 76360)**

68 Students and employees shall be required to pay a fee, in an amount not to exceed

69 \$75.00 - annual permit; \$30.00 - one semester (\$20 BOGG student); \$15.00 - summer

70 session; or \$2.00 - daily for parking services.

71

72 To encourage ridesharing, a student may certify in writing at the time of payment of the

73 fee that he/she regularly has two or more passengers commuting with him/her.

74

75 **Instructional Materials (Education Code Section 76365; Title 5 Sections 59400 et**

76 **seq.)**

77 Students may be required to provide required instructional and other materials for a

78 credit or non-credit course, provided such materials are of continuing value to the

79 student outside the classroom and provided that such materials are not solely or

80 exclusively available from the District. (See BP/AP 5031 titled Instructional Materials

81 Fees)

82

83 **Physical Education Facilities (Education Code Section 76395)**

84 Where the District incurs additional expenses because a physical education course is

85 required to use non-district facilities, students enrolled in the course shall be charged a

86 fee for participating in the course. Such fee shall not exceed the student's calculated

87 share of the additional expenses incurred by the District.

88

89 **Student Representation Fee (Education Code Section 76060.5)**

90 Students will be charged a \$1 fee per semester to be used to provide support for
91 student governmental affairs representation. A student may refuse to pay the fee for
92 religious, political, financial or moral reasons and shall submit such refusal in writing.

93
94 **Student Transportation Costs (Education Code Section 76361)**

95 Students shall be charged a fee for the purpose of recovering transportation costs
96 incurred by the District for services provided by common carriers to students. The fee
97 shall be \$7.50 for 6 or more credits or \$7.00 for less than 6 credits. These fees will only
98 paid by students who use the transportation services, unless a vote of the students in
99 accordance with the Education Code establishes otherwise.

100
101 **Transcript Fees (Education Code Section 76223)**

102 The District shall charge a reasonable amount for furnishing copies of any student
103 record to a student or former student. The Chancellor is authorized to establish the fee,
104 which shall not to exceed the actual cost of furnishing copies of any student record. No
105 charge shall be made for furnishing up to two transcripts of students' records, or for two
106 verifications of various records. There shall be no charge for searching for or retrieving
107 any student record.

108
109 **International Students Application Processing Fee (Education Code Section 76142)**

110 The District shall charge students who are both citizens and residents of a foreign
111 country a fee to process his/her application for admission. This processing fee and
112 regulations for determining economic hardship may be established by the Chancellor.
113 The fee shall not exceed the lesser of 1) the actual cost of processing an application
114 and other documentation required by the U.S. government; or 2) one hundred dollars
115 (\$100), which shall be deducted from the tuition fee at the time of enrollment.

116
117
118 **❖ From current SBCCD BP 5033 titled Refunds**

119
120 **Fee Refunds**

121 The Board of Trustees authorizes refunds to be made according to administrative
122 regulations procedures established by the Chancellor. All refunds must comply with
123 Education Code and Title 5 regulations, and the refund schedule shall be published in
124 the college catalogs and class schedules.

125
126 **References:** Education Code Sections 76300, et seq., 76370, 76355, 76360, 76365,
127 76395, 76060.5, 76361, 76223, and 76142;
128 Title 5, Sections 59400, et seq.

129
130
131 **NOTE:** The **red ink** signifies language that is **legally required** and recommended by the Policy and
132 Procedure Service and its legal counsel (Liebert Cassidy Whitmore). This policy reflects
133 updates/revisions from the Policy and Procedure Service in April 2014. The language in **black ink** is
134 from current SBCCD BP 5030 titled Fees adopted on 6/10/04 and current SBCCD BP 5033 titled Refunds
135 adopted on 4/8/04. The language in **blue ink** is included for consideration.

136

Adopted: 6/10/04 (for BP 5030) and **4/8/04**
(for BP 5033)

Revised:

137

138

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

BP 7400 TRAVEL

(Replaces current SBCCD BP 7400)

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

❖ **From current SBCCD BP 7400 titled Travel**

The Chancellor is authorized to attend conferences, meetings and other activities that are appropriate to the functions of the District.

The Chancellor is ~~responsible for establishing~~ shall establish procedures regarding the attendance of other employees at conferences, meetings, or activities. The procedures shall include authorized expenses, advance of funds, and reimbursement.

All travel outside the state of California and with expenses over \$1,000 must be approved in advance by the Board.

Reference: Education Code Section 87032

NOTE: *The language in red ink is legally required and recommended by the Policy and Procedure Service and its legal counsel (Liebert Cassidy Whitmore). The language in black ink is from current SBCCD BP 7400 titled Travel adopted on 10/11/07. The language in blue ink is included for consideration.*

Adopted: 10/11/07

Revised:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Sole Source Purchases from American Thermoform Corporation

RECOMMENDATION

It is recommended that the Board of Trustees approve purchasing from American Thermoform Corporation as a sole source vendor.

OVERVIEW

The Alternate Text Production Center (ATPC) is in need of a new Braillo 600 Braille Embosser. Several vendors were contacted and this is a one-of-a-kind item and only available from one vendor. The Braillo 600 is manufactured in Norway and American Thermoform Inc. is this manufacturer's sole distributor in the USA.

Braille equipment is an extremely small niche market with specialty manufacturers for braille paper and equipment. This embosser will allow ATPC to continue to provide quality Braille textbooks and manuscripts for the California Community Colleges as part of its grant requirements.

ANALYSIS

The Braillo 600 Braille Embosser cannot be supplied by any other vendor. No competitive advantage to the District would result by competitively bidding for this purchase because there is no other vendor in the United States for this machine. Therefore, the District may purchase from American Thermoform Corporation as the sole source.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Fiscal Year and 2014-2015 budgets.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Appoint a Member to the Citizens Bond Oversight Committee (CBOC)

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Frank G. Reyes to the Citizens Bond Oversight Committee for a two-year term.

OVERVIEW

The Citizens Bond Oversight Committee is comprised of at least seven members of the community, and serves the purpose of reviewing the expenditure of Bond Measure M funds. Members of the Committee shall be appointed by the Board of Trustees through the following process: (a) appropriate local groups will be solicited for applications; (b) the Chancellor or his designee will review the applications; and (c) the Chancellor or his designee will make recommendations to the Board.

Mr. Reyes is a resident of Grand Terrace and would join the committee as a representative of the local community. As a former employee for 30+ years, he has a deep knowledge of the District and its colleges. He is a very active member of the community with many years of experience in higher education.

ANALYSIS

Approval of this recommendation will enable the CBOC to continue in an efficient and effective manner.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item carries no financial implications.



CITIZENS BOND OVERSIGHT COMMITTEE

MEMBER APPLICATION FORM

Resume may be attached, but is optional. Submit completed application to Kelly Goodrich via email at kgoodric@sbcod.cc.ca.us, or via regular mail to SBCCD Fiscal Services, 114 S. Del Rosa Drive, San Bernardino, CA 92408. If you have questions, please call 909-382-4022.

Name Frank G. Reyes	Date of Application October 8, 2014
------------------------	--

- 1) Are you currently 18 years of age or older? Yes No
- 2) Are you currently an employee or an official of the District? Yes No
- 3) Are you a vendor, contractor or consultant of the District? Yes No

Please indicate organizational representation, if applicable:

- Local Community
- Business Organization within the District
- Senior Citizens Organization
- Bona-fide Taxpayers Organization
- SBVC, CHC or KVCRC Foundation
- SBVC or CHC Student Active in a College Group

Statement of expected contributions if appointed.

I have read the Statutory Duties of the Committee and am prepared to participate completely in each of these duties.

My qualifications noted below provide the foundation so I can be an active contributing member. I expect to contribute my knowledge of the SBCCD and the community for the proper use of the bond funds.

Statement of qualifications (see DESIRABLE QUALITIES FOR CANDIDATES on reverse).

I was previously employed by the SBCCD for over 30 years and have a deep knowledge of the district and colleges. I have been a very active member of our community and have worked with many community organizations. With the many years in higher education and my commitment to the community, I am qualified to participate in this oversight committee.

Please provide three professional references including name, address, phone number and relationship.

- Dr. Antonio Flores, Professional Colleague
- Dr. George Small, Community partner
- Dr. Rodney Borger, Committee Co-member

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Appoint a Member to the Citizens Bond Oversight Committee (CBOC)

RECOMMENDATION

It is recommended that the Board of Trustees approve the appointment of Linda Roberts-Ross to the Citizens Bond Oversight Committee for a two-year term.

OVERVIEW

The Citizens Bond Oversight Committee is comprised of at least seven members of the community, and serves the purpose of reviewing the expenditure of Bond Measure M funds. Members of the Committee shall be appointed by the Board of Trustees through the following process: (a) appropriate local groups will be solicited for applications; (b) the Chancellor or his designee will review the applications; and (c) the Chancellor or his designee will make recommendations to the Board.

Ms. Roberts-Ross is a 20-year resident of Yucaipa and would join the committee as a representative of the local community. She is a licensed attorney, a small business owner, and an active member of the Yucaipa Chamber of Commerce.

ANALYSIS

Approval of this recommendation will enable the CBOC to continue in an efficient and effective manner.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

This item carries no financial implications.



CITIZENS BOND OVERSIGHT COMMITTEE

MEMBER APPLICATION FORM

Resume may be attached, but is optional. Submit completed application to Kelly Goodrich via email at kgoodric@sbccd.cc.ca.us, or via regular mail to SBCCD Fiscal Services, 114 S. Del Rosa Drive, San Bernardino, CA 92408. If you have questions, please call 909-382-4022.

Name Linda Roberts-Ross	Date of Application 10/15/2014
Street Address	Telephone #(s)
City, State Zip	Email Address

- 1) Are you currently 18 years of age or older? Yes No
- 2) Are you currently an employee or an official of the District? Yes No
- 3) Are you a vendor, contractor or consultant of the District? Yes No

Please indicate organizational representation, if applicable:

- Local Community
- Bona-fide Taxpayers Organization
- Business Organization within the District
- SBVC, CHC or KVCR Foundation
- Senior Citizens Organization
- SBVC or CHC Student Active in a College Group

Statement of expected contributions if appointed.

Please see attached statement.

Statement of qualifications (see **DESIRABLE QUALITIES FOR CANDIDATES** on reverse).

Please see attached statement.

Please provide three professional references including name, address, phone number and relationship.

Denise Hoyt

Pamela Emenger

Jim Hammond

I know all of these references through community activities.

ATTACHMENT TO CITIZEN BOND OVERSIGHT COMMITTEE

LINDA ROBERTS-ROSS

STATEMENT OF EXPECTED CONTRIBUTIONS:

As a 20 year resident of Yucaipa and very active member of the Yucaipa Chamber of Commerce, I expect to be able to provide the Committee input regarding the local community needs and preferences for the types of facilities needed to educate local students. I expect to be able to contribute citizen and local business recommendations for proposals for the expenditure of Bond Funds. I expect to be able to review proposals for development of the types of facilities that will allow the District to provide world-class educations to students of all ages so our community will be able to produce citizens able to compete successfully in our ever-changing economy. That is the highest return on investment a taxpayer could hope for from the use of their tax dollars. Such a result strengthens our community and local economy. I would contribute my time and energy to doing all I can to make sure that taxpayers get the benefit of the bargain they made with the District when they voted in favor of issuing the bonds, knowing their own precious tax dollars would be the source of repayment.

STATEMENT OF QUALIFICATIONS:

As a licensed attorney for nearly 15 years and a small business owner for over 31 years, I have always been an advocate for individuals, education and small business. I am knowledgeable regarding construction and construction contracts, real estate, project management, budgets and legal issues related to real estate and construction.

In addition, I am in contact with many members of the community every day in my practice and at more than 75% of those meetings, I discuss some aspect of education and employment. These issues heavily impact my clients and their quality of life, just as they do the local community at large.

I have been a recognized consumer advocate for nearly 25 years. I testified before the United States Congress on consumer issues in 1996 (the only consumer to do so on the issues), as well as at many State legislative hearings on consumer issues.

I was a volunteer for Consumers for Quality Care for many years (now Watchdog.org); I worked with the California Nurses Association on consumer issues. In 1997, I was awarded the California Patient Advocate of the Year Award by the organization.

I firmly support citizen involvement in community affairs and absolutely support the right of the public to be informed about how their hard-earned taxes are being spent. To do any less is a breach of the public trust.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Mark Edwards, Interim Program Manager, Kitchell/BRj
DATE: November 13, 2014
SUBJECT: Consideration of Approval to Award Bid and Contract to Oakview Constructors, Inc. of Calimesa, CA

RECOMMENDATION

It is recommended that the Board of Trustees award contract to Oakview Constructors, Inc. of Calimesa for the Maintenance and Operations Renovation project (M&O) project at Crafton Hills College in the amount of \$1,248,000.00, as well as any and all change orders up to \$124,800.00, approved by the Vice Chancellor of Business & Fiscal Services, as set forth in the original contract.

OVERVIEW

This project will include the renovation of the existing Maintenance & Operations Building and provide a new storage building addition. Included in the scope of work is new office space, new restrooms, code upgrades, new coiling doors, new door handles and locks, new sewer extension with connection to existing sewer line, alterations to mezzanine space, hazardous material abatement, warehouse shelving, relocation of fire alarm panel, and mechanical, plumbing, and electrical upgrades. The total cost of the project is approximately \$1.89 million.

ANALYSIS

A public bid opening was conducted on October 23, 2014 and the District received 12 bids. The three lowest, most responsive were:

Vendor	Base Bid	Bid Amount With Selected Alternates
PUB Construction**	\$1,117,000.00	\$1,117,000.00
Oakview Construction	\$1,248,000.00	\$1,248,000.00
Dalke & Sons Construction	\$1,284,480.00	\$1,284,480.00

**The apparent low bidder, PUB Construction, withdrew its bid on October 23 based on a clerical error.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014-2015 budget for Measure M.



11715 Sand Canyon Road, Yucaipa, CA 92399

(909) 435-4159 - FAX (909) 794-8901

October 23, 2014

Timothy L. Oliver
 San Bernardino Community College District
 114 South Del Rosa Drive
 San Bernardino, CA 92408

**RE: Maintenance and Operations (M&O) Building Renovation Project
 BID ANALYSIS AND RECOMMENDATION**

Dear Mr. Oliver:

Kitchell/BRj is pleased to provide this analysis of the bid results for the Crafton Hills College – M&O Building Renovation project.

Bids were accepted until 1:00 PM on October 23, 2014. Upon closing of the bid period, the contractor proposals were opened and publicly read aloud at the San Bernardino Community College District Office, Board Room (PDC 104) located at 114 S. Del Rosa Drive in San Bernardino, CA. Twelve (12) plan holders submitted bids for this project.

The lowest responsible bidder was determined to be Oakview Constructors Inc., in the total amount of **\$1,248,000.00**. This was determined as follows:

- 1) Based on the language that was included in the contract documents Oakview Constructors Inc. was determined to be the lowest responsible bidder with their base bid amount, **\$1,248,000.00**, being the lowest bid price that was less than, or equal to, the funding amount that was publicly disclosed prior to the first bid being opened which was \$1,342,583.00.
- 2) Review and verification that their bid was responsive. Details of the analysis are below.
- 3) Item to note is that the apparent low bidder on bid day was PUB Construction, but they withdrew due to a clerical error. The withdrawal letter is attached.

Bid Analysis

The following items were considered in our bid analysis:

- I. Comparative Pricing- based on the selection criteria. See attached bid selection analysis.
- II. Bond Review
- III. Company History
- IV. Bid Proposal/Form Review
- V. Client Reference Check
- VI. Contractor License Check

I. Comparative Pricing (Base Bid Price)

A.	Low bid	\$	1,248,000.00
B.	Average bid	\$	1,444,566.50
C.	High bid	\$	1,977,700.00
D.	Number of Bidders		Twelve (12)

II. Bond Review

- A. Philadelphia Indemnity Insurance Company is the surety for Oakview Construction. Inland Surety Bonds and Insurance Services is the agent company authorized to transact the business of insurance in the State of California.
- B. Contractor's License Board: All California contractors are required to file a bond or cash deposit with the State in the amount of \$12,500.00. The Contractor's Bond No. is SC6058291 and has been verified to be effective since March 2, 2009, and is currently on file.

III. Company History

Oakview Construction was founded in 1984, and serves in Southern California. Their specialties include General Building/Engineering Contracting and Public Works Contracts. Similar sample projects include:

- College of the Desert Child Development Center in the amount of \$4,497,393.00.
- San Bernardino City Unified School District Group 9 Modernization & Deferred Maintenance in the amount of \$6,041,514.00.
- San Bernardino Community College District SBVC M&O Building & Interim Housing General Construction and Site Work packages in the amount of \$3,241,622.00.

IV. Bid Proposal/Form Review

Bid proposal/form reviewed and verified. See attached for detailed spreadsheet of review.

V. Client Reference Check

Client references reviewed and verified.

VI. Contractor License Check

- | | |
|----------------------------|---|
| A. License # and Status: | License # 462847 Current and Active |
| B. Type of company: | Corporation |
| C. Expiration date: | June 30, 2016 |
| D. State of Incorporation: | California |
| E. Type of license: | B - General Building Contractor
C-8 - Concrete |

Based on our bid review and analysis Kitchell/BRj confirms that Oakview Construction is the lowest responsible bidder. We recommend that the SBCCD board accept and award the contract to Oakview Construction in the amount of \$1,248,000.00 for the Crafton Hills College Maintenance & Operations Building Renovation Project.

If you have any questions or concerns, please do not hesitate to contact us.

Sincerely,

Kitchell/BRj



Thomas Hughes
Project Manager

cc: Kitchell/BRj
Job File

Bid Proposal Evaluation Form

Bid Date: October 23, 2014

Contract Bid Form / Document Description	M & O Building	M & O Building	M & O Building
	PUB Construction	Oakview Construction	Dalke & Sons Construction
00 30 01 - Bid Proposal Form	✓	✓	✓
- Addenda: 1 - 2 (Acknowledged & Dated)	✓	✓	✓
- Bid Amounts: Number & Written Matches (ITB-8)	✓	✓	✓
- California Lic.#, Expirations, Type of Lic.	Lic #: 788668 Exp. 12/31/14 / Lic. A, B	Lic #: 462847 Exp. 06/30/16 / Lic. B, C-8	Lic #: 612500 Exp. 02/28/15 / Lic. B, C-8
- Names of Principals, Partners, Owners	✓	✓	✓
- Signature Lines Complete	✓	✓	✓
00 30 02 - Bid Guarantee Form	✓	✓	✓
00 30 03 - Bid Bond: 10% Bid Amount, Notarized	✓	✓	✓
- Verify CA Admitted Surety on Bid Bond	✓	✓	✓
00 30 04 - Designation of Subcontractors	✓	✓	✓
00 30 05 - Non-Collusion Affidavit: Notarized	✓	✓	✓
00 30 06 - References	✓	✓	✓
00 30 07 - Contractor's Cert. Regarding Worker's Comp	✓	✓	✓
00 30 08 - Acknowledgement of Bidding Practices Regarding Indemnity	✓	✓	✓
00 30 09 - Bidders Acknowledgement of Project Duration	✓	✓	✓
00 30 10 - List of Current Projects (Backlog)	✓	✓	✓
00 30 11 - List of Completed Projects	✓	✓	✓
00 30 12 - Experience and Technical Qualification Questionnaire	✓	✓	✓
00 30 13 - Site Visit Certification	✓	✓	✓
00 30 14 - Local Hire Apprenticeship Information Form & Checklist	✓	✓	✓
Bid Amount (Base Bid)	\$1,117,000	\$1,248,000	\$1,284,480
Deductive Alt #1	\$19,367	\$15,000	\$15,000
Deductive Alt #2	\$18,900	\$18,900	\$19,000
Deductive Alt #3	\$6,000.00	\$12,000.00	\$16,000.00

Notes:







- 1) Based on the language that was included in the contract documents the apparent low bidder was determined based on the lowest bid price that was less than, or equal to, the funding amount that was publicly disclosed prior to the first bid being opened which was \$ 1,342,583.00
- 2) Apparent low bidder on bid day, PUB Construction, withdrew based on a clerical error. Lowest responsible bidder was determined to be

CAMPUS DIRECTORY



Map not to scale

Updated: July 23, 2014

-  **ATM**
-  **Bus Stop**
-  **Nurse's Station**
-  **Police/Security**
-  **Visitor Parking**
-  **Pedestrian Detour**



Parking Permits (Daily)

Parking permits/decals are required to park in all parking lots and on all college streets.

Daily parking permits available in all lots.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.



Smoking Areas

This is a smoke-free campus. Smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

District Police (909) 389-3275

- 1 KENISIOLOGY, HEALTH & KHA
AQUATICS COMPLEX
- 2 ATHLETIC FIELD AF
- 3 BC CLASSROOM BUILDING BC
- 4 BOOKSTORE BK
- 5 STUDENT CENTER/CAFETERIA SCC
Student Senate
- 6 CL CLASSROOM BUILDING CL
Financial Aid
- 7 CHEMISTRY/HEALTH SCIENCES CHS
- 8 CHILD DEVELOPMENT CENTER CDC
- 9 GYMNASIUM G
- 10 LABORATORY/ADMINISTRATION LADM
Campus Business Office
Parking Permits (Semester/Annual)
POLICE (LADM 153)
- 11 LEARNING RESOURCE CENTER LRC
Copy Center
Gallery
Lecture Hall
Library

Multi-purpose Room
Teaching Center
Tutoring Center

- 12 MATH & SCIENCE ANNEX MSA
- 13 MAINTENANCE & OPERATIONS/
SHIPPING & RECEIVING
- 14 OCCUPATION EDUCATION 1 OE1
- 15 UNDER CONSTRUCTION
- 16 PERFORMING ARTS CENTER PAC
- 17 STUDENT SERVICES A SSA
Admissions & Records EOPS
- 18 STUDENT SERVICES B SSB
Counseling Health & Wellness Center
Disabled Student Services
- 19 TENNIS COURTS TC-CRTS
- * CHC Fire Academy has been temporarily relocated during construction to:
CALFIRE
3800 N. Sierra Way, San Bernardino, CA 92405
For Information Call: 909-389-3418 or
Visit: craftonhills.edu/fireacademy

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Bruce Baron, Chancellor
DATE: November 13, 2014
SUBJECT: Consideration to Adopt a Resolution expressing Support for the United Nations designation of December 3, 2014 as International Day of Persons with Disabilities

RECOMMENDATION

It is recommended that the Board of Trustees adopt a resolution proclaiming December 3, 2014 as "International Day of Persons with Disabilities".

OVERVIEW

The San Bernardino Community College District (SBCCD) supports all attempts to improve the lives of those with disabilities here and around the world.

ANALYSIS

Declared the International Day of Persons with Disabilities by the United Nations in 1992, the day is designed to encourage all people to support and promote the rights and dignity of persons with disabilities. The Mission and Vision of the San Bernardino Community College District is to enhance the educational and occupational opportunities of all students, regardless of any disabilities, so that they can contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world.

BOARD IMPERATIVE

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

FINANCIAL IMPLICATIONS

None

**RESOLUTION
TO PROCLAIM DECEMBER 3, 2014 AS
“INTERNATIONAL DAY OF PERSONS WITH DISABILITIES”**

WHEREAS, The San Bernardino Community College District (SBCCD) recognizes and appreciates the contributions of all people, including those with disabilities, bring to our community, and we rededicate ourselves to improving access to education and employment opportunities for those living with disabilities; and

WHEREAS, the Mission of the SBCCD is to promote the discovery and application of knowledge, the acquisition of skills, and the development of intellect and character in a manner that prepares students to contribute effectively and ethically as citizens of a rapidly changing and increasingly technological world. This Mission is achieved through the District's two Colleges, the Economic Development and Corporate Training Division and public broadcast system, KVCR TV-FM, by providing high quality, effective and accountable instructional programs and services; and

WHEREAS, the United Nations' annual theme for International Day of Persons with Disabilities, provides a frame for considering how people with disabilities are excluded from society, and to promote the removal of all types of barriers; including those relating to the physical environment, information and communications technology (ICT), or attitudinal barriers; and

WHEREAS, the 2014 theme is “Sustainable development: the promise of technology”, which focuses on the role of technology in Disaster risk reduction and emergency responses, Creating enabling working environments, and Disability-inclusive sustainable development goals; and

WHEREAS, each College provides support services, specialized equipment and educational accommodations for students with disabilities through their highly professional Disabled Student Services offices; and

WHEREAS, the SBCCD is the host District for the Alternative Text Production Center, which produces Braille and e-Text for community college and K-12 students across California, while training people to produce said text, which promotes their access to equal education and to employable skills, as documented by KVCR TV-FM in “The World Through Your Eyes”; and

THEREFORE, be it resolved that the Board of Trustees of the San Bernardino Community College District does hereby proclaim December 3, 2014 as “International Day of Persons with Disabilities”, supporting the position that all persons with disabilities should have access to the education, training, and experiences necessary to be productive and successful, personally and professionally.

ADOPTED this 13th day of November, 2014.

Bruce Baron, Chancellor and Secretary to the Board of Trustees

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Mark Edwards, Interim Bond Program Manager, Kitchell/BRj
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Amendment 007 to the
NTD Architecture Contract at SBVC

RECOMMENDATION

It is recommended that the Board of Trustees approve Amendment 007 to the NTD Architecture contract in the amount of \$3,500.00.

OVERVIEW

On February 17, 2011, the Board of Trustees approved a contract with NTD Architecture for architectural services on the Auditorium Renovation Project at SBVC. This project is currently in closeout phase.

ANALYSIS

The Division of the State Architect (DSA) issued an engineer's field trip notice addressing a nonconformance item for the installation of an Orchestra Stage Platform without DSA review and approval. This amendment is for NTD architecture to justify that the design of the Auditorium's Orchestra Stage Platform meets structure and fire life safety standards.

The effect of this amendment will be an addition of \$3,500.00 to the NTD Architecture contract, resulting in a revised contract amount of \$924,945.00. There is no increase in length of contract.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the 2014-15 Measure M budget.

Kitchell/BRj

701 South Mount Vernon San Bernardino, CA 92408

Project Memo

Ph: 909.693-3160 Fax: 909.889.9952

No. VC- 360

DATE: October 1, 2014

TO: Tim Oliver
Interim Vice Chancellor, Business and Fiscal Services
San Bernardino Community College District (SBCCD)

FROM: Hussain Agah *H Agah*
Sr. Project Manager
San Bernardino Valley College (SBVC)
Kitchell/BRj

RE: San Bernardino Valley College (SBVC) Measure M
Auditorium Renovation Project
NTD Contract Amendment – DSA CCD Submission for Auditorium Pit Fillers

SCOPE: SBCCD approval to contract amendment to NTD Architecture for San Bernardino Valley College Measure M for DSA CCD submission for Orchestra Pit Platform at the Auditorium Building Renovation Project.

NARRATIVE:

This contract amendment is for additional professional services for the Auditorium Building Renovation Project. NTD has a current contract and purchase order for Measure M work for architectural professional service. DSA field engineer's field trip notice on July 31, 2014 addressed a nonconformance item for Orchestra Stage Platform being installed without DSA approval. The Scope was not originally part of DSA approval. This amendment is for additional service to NTD in order to provide a CCD for DSA review and approval. The cost only includes the manufacturer fees and NTD fees was waived.

RECOMMENDATION:

Kitchell/BRJ recommends that SBCCD approve NTD Architects. Amendment No. 6 in the amount of \$3,500.

Budget Information:

Version 20 9/25/2014

PROJECT: 42-51-31-9517-0257-~~5800.00~~^{6220.10}-7100 *EL.*

Original Project Budget amount:	\$	10,762,085.44
Spent to Date:	\$	9,476,456.00
Project Current Estimate of Complete Costs:	\$	10,618,963.45
Project Memo Forecast Cost:	\$	3,500.00
Project Change Amount:	\$	0.00

Budget Line Item: ~~5800.00~~ - Soft Cost Contingency *6220.10 - Architectural Fees* *EL.*

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

Diana Johnson 10/2/14
 Diana Johnson, Program Manager, KB

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

Scott Stark
 Scott Stark, Vice President of Administrative Services, San Bernardino Valley College

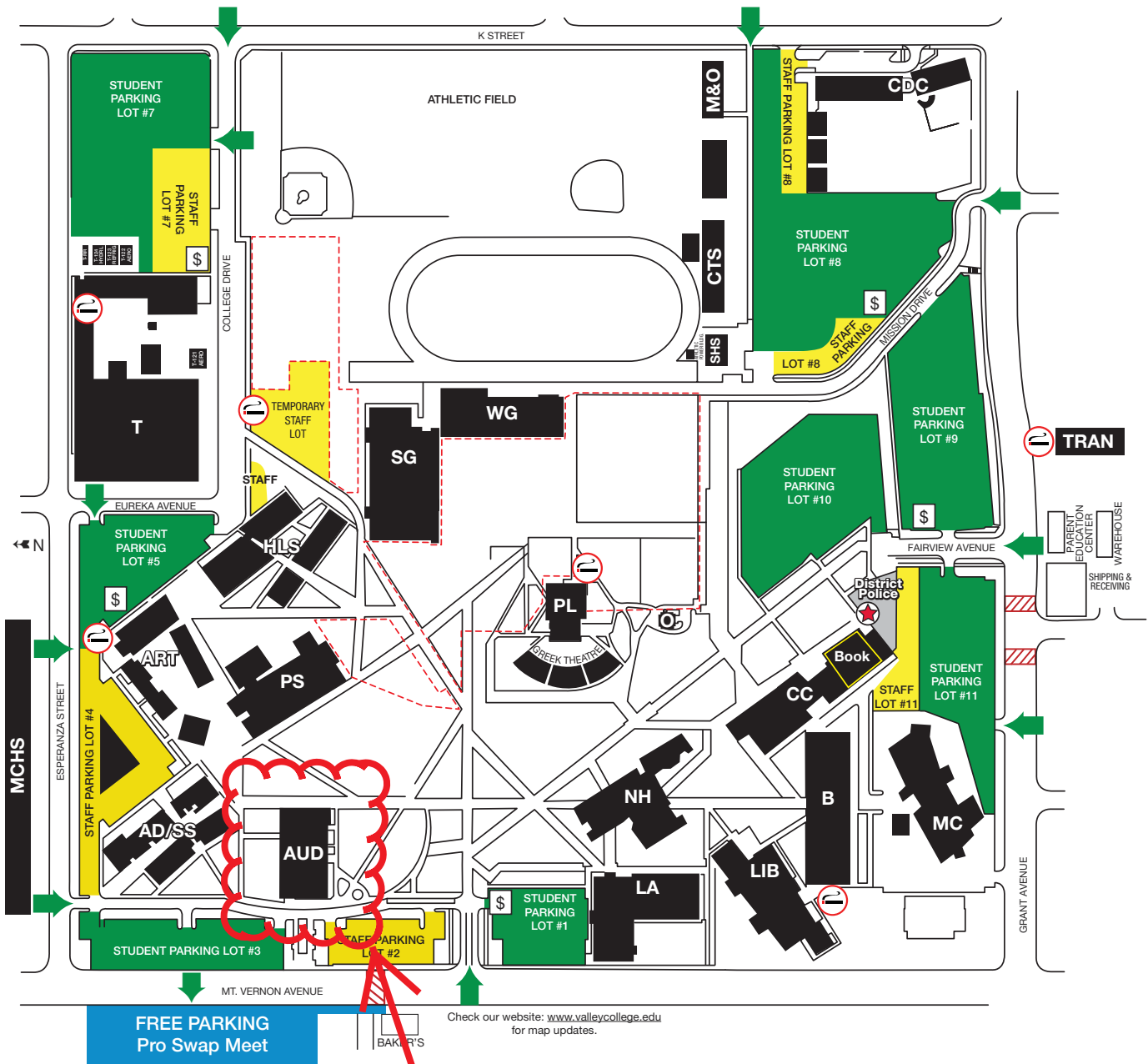
I concur with this recommendation
 I do not concur with this recommendation

Timothy Oliver
 Timothy Oliver, Interim Vice Chancellor Business and Fiscal Services, SBCCD

Attachments: NTD Revised Proposal and email correspondences.
Cc: Diana Johnson; Hussain Agah – Kitchell/BRj
Leigh Anne Jones – NTD Architecture
File.

San Bernardino Valley College

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



Check our website: www.valleycollege.edu for map updates.

- INDICATES CONSTRUCTION AREAS
- ➔ ARROWS DESIGNATE STUDENT PARKING LOT ENTRANCES
- \$ INDICATES PARKING PERMIT DISPENSER
- CROSSWALK
- ? INDICATES APPROVED SMOKING AREAS (10)
This is a smoke-free campus - smoking in non-designated areas or buildings may result in the issuance of a citation (Board Policy #3570; Government Code #7597)

Building Symbols

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

DISTRICT POLICE
Campus Center Rm. 100
(909) 384-4491

Parking permits/decals are required to park in all parking lots and on all college streets.

Parking in disabled stalls requires a valid California disabled placard and a valid SBCCD parking permit/decals.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Budget Adjustments

RECOMMENDATION

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

OVERVIEW

Budget Adjustments are submitted for Board review and approval.

ANALYSIS

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

BUDGET ADJUSTMENT

Date	Location	Responsibility Center	Manager	President
10-9-14	CHC-Counseling		<i>Kirsten Colvey</i> Kirsten Colvey	<i>Cheryl Marshall</i> Dr. Cheryl Marshall

ACCOUNT

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

INCOME

01	50	02	8207	0232	8623.00	0000	SSSP Allocation	427,527.00

EXPENSE

01	50	02	9017	0232	2181.00	6600	Classified Unit Member	43,336.00
01	50	02	8202	0232	2389.00	6320	Facilitator Non ETE	19,000.00
01	50	02	8202	0232	5620.00	6320	Software License	48,000.00
01	50	02	8202	0232	1283.00	6320	Certificated Non Instructional	97,450.00
01	50	02	8202	0232	5200.00	6320	Travel	15,000.00
01	50	02	8207	0232	1480.00	6320	Non Instructional Hourly	152,000.00
01	50	02	8207	0232	5809.00	6320	Other expenses and fees	46,441.00
01	50	02	8207	0232	5801.00	6320	Advertisement	1,300.00
01	50	02	8207	0232	4500.00	6320	Non Instructional Supplies	5,000.00

JUSTIFICATION

Distribute augmentation from SSSP allocation to budget.

Fiscal Services		Board Action Date
<i>Aug 2014</i>		<i>11/13/14</i>
Batch Transfer Number/Reference #	Posted By:	Date:

10/13/14

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
10/17/2014	PDC	Robert Levesque	Dr. Matthew Isaac

ACCOUNT

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

INCOME

01	50	03	8115	0438	8658	0000	ETP #4	\$374,474.00
							ETP #4	\$374,474.00

EXPENSE

01	50	03	8115	0438	2100.00	6840	Classified Contract	\$80,325.00
01	50	03	8115	0438	2181.00	6840	Classified Non-Instructional	\$51,000.00
01	50	03	8115	0438	2381.00	6840	Non-Student Hourly	\$11,300.00
01	50	03	8115	0438	2389.00	6840	Faculty Non FTE	\$59,850.00
01	50	03	8115	0438	3000.00	6840	Benefits	\$6,750.00
01	50	03	8115	0438	4100.00	6840	Textbooks	\$5,100.00
01	50	03	8115	0438	4300.00	6840	Instructional Supplies	\$4,700.00
01	50	03	8115	0438	4500.00	6840	Non-Instructional Supplies	\$4,700.00
01	50	03	8115	0438	5113.00	6840	Consultants & Other Services	\$100,000.00
01	50	03	8115	0438	5200.00	6840	Travel/Refreshments/Conference Expenses	\$7,500.00
01	50	03	8115	0438	5210.00	6840	Mileage	\$2,846.50
01	50	03	8115	0438	5809.00	6840	Other Expenses & Fees	\$2,600.00
01	50	03	8115	0438	5819.00	6840	Indirect Cost	\$14,402.86
								\$374,474.00

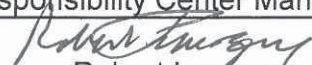

JUSTIFICATION

Budget adjustment needed for new grant. ETP #4 to serve incumbent workers. F/Y 2014 -2015.

Fiscal Services		Board Action Date
<i>Approved 10/23/14</i>		<i>11/13/14</i>

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
10/17/2014	PDC	 Robert Levesque	 Dr. Matthew Isaac

ACCOUNT

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

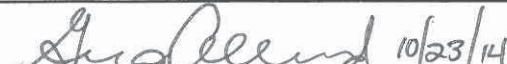
01	50	03	8115	0452	8199.00	0000	Trade Adjustment Act (TAA)	\$1,249,807.00
							Trade Adjustment Act (TAA)	\$1,249,807.00

EXPENSE

01	50	03	8115	0452	1300.00	6840	Instructor Day/Hourly	\$140,000.00
01	50	03	8115	0452	2100.00	6840	Classified Contract	\$585,097.00
01	50	03	8115	0452	2389.00	6840	Faculty Non FTE	\$27,600.00
01	50	03	8115	0452	3000.00	6840	Benefits	\$285,682.00
01	50	03	8115	0452	4100.00	6840	Text Books	\$18,050.00
01	50	03	8115	0452	4500.00	6840	Non-Instructional	\$20,000.00
01	50	03	8115	0452	5210.00	6840	Mileage	\$5,800.00
01	50	03	8115	0452	5819.00	6840	Indirect Cost	\$86,578.00
01	50	03	8115	0452	6400.00	6840	Equipment	\$81,000.00
								\$1,249,807.00

JUSTIFICATION

Budget adjustment needed for new grant. Trade Adjustment Act (TAA) to align for credit and not for credit programs. F/Y 2014-2017.

Fiscal Services	Board Action Date
 10/23/14	11/13/14

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
9/16/2014	EDCT	<i>Robert Levesque</i> Robert Levesque	<i>Matthew Isaac</i> Dr. Matthew Isaac

ACCOUNT

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

INCOME

01	50	03	8115	0486	8629.00	0000	Industry Regional Collaborative	\$79,779.00
								\$79,779.00

EXPENSE

01	50	03	8115	0486	4300.00	6840	Instructional Supplies	\$3,905.00
01	50	03	8115	0486	5113.00	6840	Consultant & Other Services	\$50,000.00
01	50	03	8115	0486	5200.00	6840	Travel & Conferences	\$2,779.00
01	50	03	8115	0486	5809.00	6840	Other Expenses & Fees	\$20,000.00
01	50	03	8115	0486	5819.00	6840	Indirect Charge	\$3,095.00
								\$79,779.00

JUSTIFICATION

Grant Augmentation .

Fiscal Services	Board Action Date
<i>Aug 2014 10/21/14</i>	11/13/14

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

San Bernardino Valley College
Office of the President
Received on

OCT 16 2014

OCT 17 2014

Date	Location	Responsibility Center Manager	Student Services President
10/13/14	SBVC	Marco Cota	Scott Stark

ACCOUNT* Dr. Ricky Shabazz *Hike for Ricky Shabazz* 10/16/14

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

INCOME

01	50	01	8228	0214	8629.00	0000	Student Equity Allocation	611,332.00

EXPENSE

01	50	01	8228	0214	1283.00	6390	Certificated Non-Teaching	80,000.00
"	"	"	"	"	1480.00	6390	Non-Instructional Hourly	43,000.00
"	"	"	"	"	1480.00	6310	Non-Instructional Hourly	10,000.00
"	"	"	"	"	2181.00	6390	Classified Unit Member	136,000.00
"	"	"	"	"	2380.00	6390	Part-Time/Overtime/Student	20,000.00
"	"	"	"	"	2382.00	6460	Overtime -Contract Employee	20,000.00
"	"	"	"	"	3000.XX	6460	Benefits	101,000.00
"	"	"	"	"	4100.00	6460	Textbooks	20,332.00
"	"	"	"	"	4500.00	6460	Non-Instructional Supplies	25,000.00
"	"	"	"	"	4551.00	6460	Printing	3,000.00
"	"	"	"	"	5200.00	6460	Travel/Refreshment/Conference	80,000.00
"	"	"	"	"	5210.00	6460	Mileage	3,000.00
"	"	"	"	"	5350.00	6460	Postage/Freight	3,000.00
"	"	"	"	"	5546.00	6460	Telephone	2,000.00

JUSTIFICATION

2014-2015 Budget Allocation for Student Equity.

Fiscal Services	Board Action Date
<i>Angela</i> 10/21/14	11/13/14
Batch Transfer Number/Reference #	Posted By:
	Date:

BUDGET ADJUSTMENT

Date	Location	Responsibility Center Manager	President
10/13/14	SBVC	Marco Cota	<i>Storia Fashie 10-17-14</i> Scott Stark

ACCOUNT							Dr. Ricky Shabazz H.K. for Ricky Shabazz 10/16/14	
Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s

INCOME

01	50	01	8228	0214	8629.00	0000	Student Equity Allocation	611,332.00

EXPENSE

01	50	01	8228	0214	5610.00	6390	Rentals	5,000.00
"	"	"	"	"	5611.00	6390	Bus/Car Rentals	10,000.00
"	"	"	"	"	5611.00	6330	Bus/Car Rentals	5,000.00
"	"	"	"	"	5611.00	6499	Bus/Car Rentals	5,000.00
"	"	"	"	"	5801.00	6390	Advertising	12,500.00
"	"	"	"	"	5801.00	6499	Advertising	5,000.00
"	"	"	"	"	5809.00	6390	Other Expenses & Fees	17,500.00
"	"	"	"	"	5809.00	6499	Other Expenses & Fees	5,000.00
							Total	611,332.00

JUSTIFICATION

Office of the Vice President

OCT 16 2014

Student Services

2014-2015 Budget Allocation for Student Equity.

Fiscal Services		Board Action Date
		11/13/14

Batch Transfer Number/Reference #	Posted By:	Date:

BUDGET ADJUSTMENT

OCT 17 2014

Date	Location	Responsibility Center Manager	President
10/16/14	SBVC	Marco Cota, Dean <i>MC</i>	<i>MS</i> Scott Stark, VP/AS <i>Alona Fash</i> ¹⁰⁻¹⁷⁻¹⁴

ACCOUNT		Dr. Ricky Shabazz, VP/SS <i>H:ki-ali for Ricky Shabazz</i>	
Fund	LfSp	Site	Program

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
INCOME								
01	50	01	8207	0232	8623.00	0000	SSSP Budget Augmentation	68,172.00
								68,172.00

Fund	LfSp	Site	Program	Subpgm	Object	Type	Account Name	Amount in \$'s
EXPENSE								
01	50	01	8207	0232	1480.00	6310	Non-Instructional Hourly	68,172.00
								68,172.00

JUSTIFICATION

2014-2015 SSSP Budget Augmentation.

Fiscal Services	Board Action Date
<i>Shabazz 10/21/14</i>	11/13/14

Batch Transfer Number/Reference #	Posted By:	Date:

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Mark Edwards, Interim Bond Program Manager, Kitchell/BRj
DATE: November 13, 2014
SUBJECT: Consideration of Approval of Measure M Construction Change Orders and Contract Amendments

RECOMMENDATION

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

San Bernardino Valley College – Landscape around ADSS Building						
	<u>Change #</u>	<u>Original Contract</u>	<u>Previous Changes</u>	<u>Proposed Changes</u>	<u>New Contract</u>	<u>Total CO %</u>
Three Peaks Corp.	CO-01	42,665	0	1,869	44,534	4.38

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 \$1,869.00 which is 0.0012% of the total Measure M construction contracts of \$158,341,115.45

The total of all Measure M amendments and change orders, including those submitted this month, increases the Measure M construction contracts by \$3,244,435.93. The new overall

Measure M change order percentage is 2.05%. The construction projects remain within the approved budget.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

Included in the Measure M budget.



Bond Measure M Construction Change Summary

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

Contractor: Three Peaks Corporation Amount \$ 1,869.00

Campus: San Bernardino Valley College Project: Landscape around ADSS Building

This Change is a(n):

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

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

Explanation of Change: Balance of unused project allowance ; Provide additional landscaping to new area

Accountability

This Change was part of the original design scope: Credit given for unused allowance.

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

Impact

Original contract was Board approved on <u>09/02/14</u> in the amount of	\$	<u>42,665.00</u>
Total Board approved amendments to date	\$	<u>-</u>
Requested amendment amount		<u>-</u>

This request is an amendment and results in a revised contract amount of \$ 42,665.00
 (Note: This revised contract amount basis for 10% rule)

Total Board approved change orders to date	\$	<u>-</u>
Requested Change Order amount	\$	<u>1,869.00</u>

This request is a change order and results in a revised contract amount of \$ 44,534.00

This change order is subject to the 10% rule. It results in a 4.38% change to the contract
 The cumulative amount of change orders for this contract equals 1,869.00
4.38% of the contract amount.

TOTAL CONTRACT AMOUNT TO DATE INCL. CHANGE ORDERS	<u>44,534.00</u>
--	-------------------------

Signatures

Bond Program Manage

Mark Edwards

 (Signature)

10/20/14

 (Date)

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

42-37-31-2520
Project Number

Capital Facilities Program Management

LND-GC-C001

CHANGE ORDER

Original Contract Amount: \$42,665.00
 Amount of Previous Contract Amendments: \$0.00
 Amount of Previous Change Orders: \$0.00

School Name:	<u>San Bernardino Valley College</u>	Date:	<u>November 13, 2014</u>
Project Description:	<u>Landscape around ADSS</u>	Contract No.:	<u>General Contractor</u>
To (Contractor):	<u>Three Peaks Corporation</u>	Attn:	<u>Three Peaks</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 additional scopes of work for the general contractor generated from unforeseen field conditions encountered and identified during construction operations, District program requirements and utility coordination with ongoing Bond Measure M projects that were required to be installed within the project. These items were not included in the original contract documents and noted after the bid and execution of the general contractor contract.

Refer to attached Project Memo No. 363
 Contract Change Order No. LND-GC-CO 01 Item 1.1 - 1.3

TOTAL COST of CONTRACT CHANGE ORDER LND-GC-CO01: \$1,869.00

Reason for Change:

- 1 SITE COST, DISTRICT ADDED OR DELETED/REDUCED SCOPE - DISTRICT GENERATED

Initiator of Change:

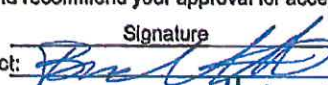
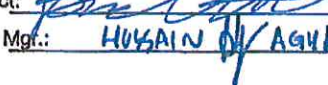


- 1 Project Coordination

The original Base Contract Sum was:	<u>\$42,665.00</u>
Net change by previous authorized Contract Amendment(s):	<u>\$0.00</u>
The contract AMOUNT due to C.O. No. LND-GC-CO01 will be increased by:	<u>\$1,869.00</u>
The revised BASE Contract Sum:	<u>\$44,534.00</u>
Net change by previous authorized Change Order(s):	<u>\$0.00</u>
The Contract Sum including previous authorized Change Orders:	<u>\$44,534.00</u>
The revised Contract Amount, including this Contract Change Order is, therefore:	<u>\$44,534.00</u>
The contract TIME due to C.O. No. LND-GC-CO01 will be unchanged:	<u>0</u> calendar days.
The revised Contract Completion Date, including this Contract Change Order is, therefore	<u>31-Oct-14</u>
SBCCD Change Order No. <u>LND-GC-CO01</u> Includes Item Number(s):	<u>1.1-1.3</u>

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

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

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

	Signature	Name (printed)	Date
Architect:		Brad Glassick, NTD Architecture	<u>10.14.2014</u>
Project Mgr.:		Hussain Agah, Kitchell/BRJ	<u>10.09.2014</u>
District:		Timothy L. Oliver, Interim Vice Chancellor, Business and Fiscal Services, SBCCD	
Contractor:		Erik Simmons, President - Three Peaks Corp.	

Printed Name/Title

State of California - Division of the State Architect DSA Application No. NA File No 36-C2
 Approved _____ per Principal Structural Engineer: _____

CHANGE ORDER NO. LND-GC-C01

REF.	DESCRIPTION OF ITEM	CODE	%	CREDIT	COST	BALANCE
CO						
Item 1.1	Provide labor to install drip tubing under the weed barrier to minimize risk of future exposure and maintenance.	C-4	100		\$3,101	\$3,101
Item 1.2	Provide labor and material for additional landscape and irrigation per Bulletin 01. This amount is the remainder of monies owed under Allowance 02.	C-4	100		\$809	\$809
Item 1.3	Credit of unused funds under Allowance 01 - repair, replacement or removal of any unforeseen existing utilities	L-2	100		(\$2,041)	(\$2,041)
TOTAL CONTRACT CHANGE ORDER # LND-GC-CO01						\$1,869

CODE LEGEND

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

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

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

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Bruce Baron, Chancellor
PREPARED BY: Stacey Nikac, Executive Assistant
DATE: November 13, 2014
SUBJECT: Applause Cards

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

Caring Hands Applause Cards – November 2014

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

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

DISTRICT

Delacruz, Nikole Police Department	<i>"Thank you for your continued help with reserved parking for VIPs and Dignitaries. I really appreciate your diligence- rain or shine, in greeting our guests with a warm and friendly smile."</i>	Michelle Riggs
Gamboa, Colleen Payroll	<i>"I think all Classified Staff should thank Colleen Gamboa who takes the work home with her, in her head and in her heart. Thanks Colleen for all that you do."</i>	Angela Lujan
Goodrich, Kelly Fiscal Services	<i>"Thanks Kelly for always being there when I need you."</i>	Angela Lujan
Goodrich, Kelly Business & Fiscal Services	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great job!"</i>	Bruce Baron
Green, Nancy Accounts Payable	<i>"Always willing to go beyond to help"</i>	Michelle Cole
Jiles, Dion Police Department	<i>"Dion has shown through her kind actions helping me with bad knee injury when she didn't have to combined with the thoughtfulness she shows all students and employees alike at Crafton that she is a great employee. Thank you Dion!"</i>	Kathy Wilson
Nikac, Stacey Chancellor's Office	<i>"Thank you for helping me and making me feel like a valuable member of the district staff. Your office is high but your door is always open."</i>	Angela Lujan
Nikac, Stacey Chancellor's Office	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great job!"</i>	Bruce Baron
Oberhelman, Jason Purchasing	<i>"Jason generously assisted us at the last minute resolve a crisis for our field trip occurring the next day. He is always ready and willing to help! Thank you!"</i>	Jennifer Rodrick
Perez, Amalia Human Resources	<i>"Amalia recently helped me fix an issue I had. She was on top of it and had it resolved in no time. I want to express my sincere gratitude for her help."</i>	Marie Perez (Santana)

Perez, Amalia Human Resources	<i>"Thank you Amalia for all of your hard work with the new safety training database. I appreciate your assistance and you are a valuable teammate."</i>	Whitney Fields
Perez, Amalia Human Resources	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great job!"</i>	Bruce Baron
Plasencia, Jose Police Department	<i>"A friendly face and helping hand. Very professional and easy to talk to."</i>	Yvonne
Ryckevic, Susan Fiscal Services	<i>"Susan provides excellent service and goes above and beyond to assist those of us at the college with addressing issues related to her budget. She is a pleasure to work with."</i>	Kirsten Colvey
Torres, Maria Human Resources	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great job!"</i>	Bruce Baron
Trasporte, Catalina Human Resources	<i>"Thank you Catalina for your assistance with the safety training data migration project. I appreciate your hard work."</i>	Whitney Fields
Winters, Dennis Printing Services	<i>"Mr. Winters is consistent in his excellent support of the SBVC Campus. He recently assisted in sorting out and printing a very difficult print shop order for the staff of the SBVC Student Success Center. He is exemplary!"</i>	Rose King
CHC		
Aycock, Larry Admissions and Records	<i>"For your enthusiastic participation in the Great Shake Out."</i>	Tina Marie Gimple
Bingham, Kelly Instruction Office	<i>"Kelly has been doing a wonderful job. Her knowledge and expertise are greatly appreciated by all staff. She is always a pleasure to work with."</i>	Bryan Reece
Bedoya, Michael Art	<i>"Goes out of his way to help the art students with their projects and to provide tips and insights into how to improve their skills. Does an excellent job running the art shows!"</i>	Anonymous
Chittenden, Heather Aquatics	<i>"Thank you for speaking to our Community Leaders, Donors, and Service Club members about Aquatics at Crafton and accommodating us with tours and early morning meetings."</i>	Michelle Riggs
Chittenden, Heather Aquatics	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple

Cook, Larry CHC Facilities	<i>"For going above and beyond for the CHC Family Fest. He arranged for all the equipment that needed to be delivered to be there and searched for items we needed at the last minute."</i>	Donna Hoffmann
Cook, Larry CHC Facilities	<i>"Thanks to you and your team for the success of the Great Shake Out 2014."</i>	Tina Marie Gimple
Cook, Larry CHC Facilities	<i>"Thank you for being our resident expert on all things Crafton. I truly appreciate you meeting our tours with Community Leaders and Donors to speak about the Solar Farm and Construction Projects."</i>	Michelle Riggs
Davila, Maria CHC Bookstore	<i>"Always giving 110% and so reliable. We couldn't do it all without you. You are a joy to know and work with!"</i>	Carol Moreno
Davis, Lynnette CBO	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Farrell, Fran Chemistry	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Gundersen, Cyndi Office of Instruction	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Gundersen, Cyndi Office of Instruction	<i>"For your help setting up the Scholarship Donor/Recipient Reception. I don't know what I would have done without your help. You are a team player and I really appreciate you!"</i>	Michelle Riggs
Guaracha, Anthony Sociology	<i>"Professor Guaracha truly is the epitome of inspirational work for his peers. He has successfully and thoroughly engaged many of his students in the student of Sociology and possibly will see many follow his footsteps in teaching!"</i>	Anonymous
Hagin-Campos, Deborah Counseling	<i>"For taking care of business. You hold a special place in the office and in our hearts."</i>	Jacon & Destinique
Hagin-Campos, Deborah Counseling	<i>"You have provided invaluable help and advise to do the orientation on-line, sit for the Assessment Test at SBVC and bring the test results to CHC Counseling. Kudos."</i>	Kara Dampha
Heilgeist, Kristina Office of Instruction	<i>"Kristina has fulfilled the duties of administrative secretary for two deans, thus performing all the functions of two positions with exceptional skills and grace."</i>	Mark Snowwhite
Hendrickson, Catherine Library	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple

Hoehn, Marisela Transfer Center	<i>"Thank you for speaking with our Foundation Directors during the campus tour. Thank you for sharing your program and helping them to understand the services offered to students at the Transfer Center."</i>	Michelle Riggs
Hogrefe, Rick Office of Instruction	<i>"Thank you for speaking about your Division with the Yucaipa Rotary Club. I appreciate you sharing the great things you are going in your area and showcasing the new facility."</i>	Michelle Riggs
Holbrook, Jim EMS	<i>"For your help and participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Holt, Kelly Custodial	<i>"In the midst of several absences in the custodial staff, Kelly stepped up, implemented a plan and took the lead to get the LRC ready for the Accreditation Team. Well done!"</i>	Michael Strong
Mealey, Elizabeth Library	<i>"For stepping up and helping with the Great Shake Out 2014."</i>	Tina Marie Gimple
Mondragon, Luis Tutoring	<i>"Thank you for speaking with our Donors and Community Leaders about the great things you are doing at the Tutoring Center. I appreciate your professionalism and expertise in speaking about your program."</i>	Michelle Riggs
Moreno, Mariana Transfer Center	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Muskavitch, John Financial Aid	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Paddock, Ericka Student Life	<i>"Ericka once again rallied the Student Senate troops to help with Family Fest. She helped with registration while the students helped where ever they were needed."</i>	Donna Hoffmann
Palkki, Kevin Theater	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Peterson, Karen Tutoring	<i>"Thank you Karen for all your hard work with the Left Lane Program. If it wasn't for her or the program, I would not be where I am today. Thank you!!"</i>	Anonymous
Pfahler, Diane Psychology	<i>"She is clear, concise, and promotes student growth through discussion. The dynamics in her class makes both courses incredibly enjoyable. No one ever leaves her class early!"</i>	Anonymous
Pompa, Rebecca Facilities Use	<i>"For your help and participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Rea, Marty Cafeteria	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple

Record, Laura Student Services	<i>"For her adaptability, efficiency, personal warmth, supportive attitude, and for a wonderful job liaising with the Accreditation team."</i> Rebecca Warren-Marlatt
Record, Laura Student Services	<i>"For always providing services with friendliness and courtesy."</i> Michelle Cole
Riggs, Michelle Resource Development	<i>"Michelle lent key support to the Family Fest. She is willing to do the manual labor (putting up signs) necessary to make an event successful. She is especially good at the small details."</i> Donna Hoffmann
Rodriquez, Nicole Resource Development	<i>"Thanks for all your help on a daily basis. You keep this office running! Whether it is organizing an event or setting up for a campus tour, you are invaluable and I appreciate you."</i> Michelle Riggs
Rush, Steve Admissions and Records	<i>"For your participation in the Great Shake Out 2014."</i> Tina Marie Gimple
Sanford, Renee Microbiology	<i>"For your participation in the Great Shake Out 2014."</i> Tina Marie Gimple
Simonson, Kristi Marketing	<i>"Thank you for all your work on accreditation...the cover art, the evidence links, and the terrific webpage. We couldn't have don't it without you."</i> Rebecca Warren-Marlatt
Southerland, Frances Assessment	<i>"Thank you for a great job coordinating the assessment conference last week! I appreciate your service and dedication to our students."</i> Rebecca Warren-Marlatt
St. Jean, Cyndie President's Office	<i>"For feeding and caring for the External Evaluation Team, and for her happy, optimistic nature."</i> Rebecca Warren-Marlatt
St. Jean, Cyndie President's Office	<i>"For your help and participation in the Great Shake Out 2014."</i> Tina Marie Gimple
St. Jean, Cyndie President's Office	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great Job!"</i> Bruce Baron
Strong, Michael Administrative Services	<i>"For caring about people way, way above and beyond the call of duty. And for being a great boss!"</i> Tina Marie Gimple
Townsend, Jonathan Tutoring	<i>"Thank you for showcasing the Tutoring Center during our recent campus tours. Thank you for speaking to our Donors and Community Leaders about the great things you are doing at Crafton."</i> Michelle Riggs
Warren-Marlatt, Rebecca Student Services	<i>"For your help and participation in the Great Shake Out 2014."</i> Tina Marie Gimple

Wasbotten, Deborah Child Development	<i>"Thank you for allowing us to trek through your Center with Community Leaders and Donors on our Campus Tour. Your Child Development Center is a true gem and I appreciate you sharing it with us."</i>	Michelle Riggs
Wasbotten, Deborah Child Development	<i>"For participating in the Great Shake Out 2014."</i>	Tina Marie Gimple
Williams, Barbara DSPS	<i>"Faithfulness to excellent service. Your commitment is an inspiration. I appreciate all you do. You do all this not expecting anything in return and I respect that."</i>	Anonymous
Williams, Barbara DSPS	<i>"For your participation in the Great Shake Out 2014."</i>	Tina Marie Gimple
Word, Dan Paramedic	<i>"Thank you for your impromptu Sim Lab demonstration during our campus tour. It meant a lot to our Donors and Community Leaders to see the impact our Foundation has at Crafton."</i>	Michelle Riggs
Wurtz, Keith OIERP	<i>"For all the evidence and the BORG data cubes."</i>	Rebecca Warren-Marlatt
Zuniga, Ruby Title V	<i>"Ruby Rocks! Ruby's thoroughness saved the Research Office and the District time and money. Thank you so much Ruby for your thoroughness with the most recent budget transfer!"</i>	Keith Wurtz
Zuniga, Ruby Title V	<i>"Ruby is awesome - she helped me understand Title V and even sent me links to get all the information I needed for Title V."</i>	Cyndi Gundersen
Zuniga, Ruby Title V	<i>"Ruby was extremely helpful with setting up and during the Tea with the Deans event. She added beautiful touches to the event with her amazing attention to detail."</i>	Kristina Heilgeist
Zuniga, Ruby Title V	<i>"Ruby was a great help with the Tea with the Deans. She has an awesome attitude and always eager to help others."</i>	Bryan Reece
Zuniga, Ruby Title V	<i>"Thank you for all your help with the Accreditation Visit and my AC-10 questions. You are always so helpful, knowledgeable, and patient with all my questions. You are a wonderful employee who goes above and beyond every day!"</i>	Cyndie St. Jean

SBVC

Baber, Corrina Instruction Office	<i>“Exemplary support during SBVC’s Accreditation Site Visit. Your commitment and professional response was greatly appreciated.”</i> Dr. Haragewen Kinde
Benjamin, Veada Admissions & Records	<i>“For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event.”</i> Dr. Gloria Fisher
Bethke, Ryan Arts and Humanities	<i>“For his outstanding technical contribution to making the Auditorium Grand Reopening a success.”</i> Dr. Gloria Fisher
Brown, Carol Assessment/Counseling	<i>“Thank you for going above-and-beyond today and assisting our Police Academy applicants.”</i> Jennifer Rodrick
Candelaria, Bridget Instruction Office	<i>“Exemplary support during SBVC’s Accreditation Site Visit. Your commitment and professional response was greatly appreciated.”</i> Dr. Haragewen Kinde
Cota, Marco Counseling & Matriculation	<i>“For his outstanding contributions to the success of the 1st Annual Barbara Jordan Awards event.”</i> Dr. Gloria Fisher
Delgado, Arleen Assessment/Counseling	<i>“Thank you for going above-and-beyond today and assisting our Police Academy applicants.”</i> Jennifer Rodrick
Dooley, Kevin Foundation Office	<i>“For his outstanding contributions to making the Auditorium Grand Reopening a success.”</i> Dr. Gloria Fisher
Edmonson, Kindra Student Health Services	<i>“Kindra was very helpful with New Student Welcome Day and assisting with the Strengths Training for students and staff.”</i> Dr. Gloria Fisher
Feist, John Campus Technology Services	<i>“Today I had several laptops being used in lab that were not working and John came by within 5 minutes to save the day. Thank you John:)”</i> Cassandra Thomas
Gallagher, Debby Office of the President	<i>“Her outstanding contribution in assisting with the trouble shooting of the SNAP program for campus evaluations.”</i> Dr. Gloria Fisher

Gallagher, Debby President's Office	<i>"Thank you for your help on the Work Group for the District Service Awards. You were an integral part of this event's success! Great Job!"</i>	Bruce Baron
Garcia, Stacy Office of the President	<i>"For her contribution in preparing documents for the decision making process of College Council."</i>	Dr. Gloria Fisher
Gasca, Susan Middle College High School (MCHS)	<i>"For her outstanding presentation on the Rialto Middle College Program."</i>	Dr. Gloria Fisher
Gilbert, Dr. Jeremiah Mathematics	<i>"In recognition of his major contribution in the Accreditation process."</i>	Dr. Gloria Fisher
Gonzalez, Maria Carmen Transfer Center	<i>"Maria goes above and beyond the call of duty to help each student succeed. Maria assists each student with career assessment supportive services and treats each student that she serves with dignity and respect."</i>	Dr. Craig Luke, Sr., Ph.D, CRC
Gonzales, Michael Arts & Humanities	<i>"For his outstanding technical contribution to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher
Gowen, Laura Foundation Office	<i>"For her outstanding contribution to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher
Guzman, LuLu Custodial	<i>"For the last two weeks, I have watched her clean Business Building on the 2nd floor. Thank you for bringing back our classrooms and bathrooms to standard. GREAT JOB!!!"</i>	Jose Rodriguez, Student
Hollis, Patrice Financial Aid	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Hollis, Patrice Financial Aid	<i>"Patrice is doing an amazing job of processing student files to ensure that SBVC students receive their financial aid."</i>	Amber Gallagher
Huston, Celia Library	<i>"As evidenced during 2014 SBVC's Accreditation journey, your dedication to San Bernardino Valley College and the District is commendable! Thank you."</i>	Dr. Haragewen Kinde
Huston, Celia Library	<i>"In recognition of her major contribution to the Accreditation process."</i>	Dr. Gloria Fisher
Kinde, Dr. Haragewen Instruction Office	<i>"In recognition of her major contribution to the Accreditation process."</i>	Dr. Gloria Fisher
Kinde, Dr. Haragewen Instruction Office	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher

Lindsey, Carolyn Student Life Office	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Luke, Dr. Craig Student Development 102	<i>"Great Teacher! Always there when you need help! Willing to assist in all ways possible!"</i>	Sienna Smith, Student
Luke, Dr. Craig Valley Bound Counselor	<i>"He is a great teacher and a great counselor. He helps and understand life situation and he is just a great person."</i>	Adriana Acosta, Student
Luke, Dr. Craig EOPS/CARE	<i>"Is a great counselor and gives good advice when you need it the most."</i>	Anonymous, Student
Luke, Dr. Craig EOPS/CARE, Valley Bound Program	<i>"Dr. Luke is a great Professor. He cares about his class and his students. I can tell he enjoys his job. He also gives great advice. I recommend him to everyone. I only wish I would have taken his classes semesters ago."</i>	Malinka Edwards, Student
Luke, Dr. Craig Valley Bound	<i>"Dr. Luke always has a positive attitude during class. Dr. Luke doesn't hesitate when a student needs help, he makes it clear to the class that he will always be there whenever a student needs anything. I enjoy attending class."</i>	Aldo Quezada, Student
Luke, Dr. Craig Valley Bound	<i>"Dr. Luke is a very dedicated individual who is very passionate about his students, after a counseling session he always asks them have I served you well today. He is a very good candidate for a full time teacher."</i>	Albert Hopkins, Student
Luke, Dr. Craig Counseling	<i>"This teacher has the best lectures."</i>	Ralph Palma, Student
Luke, Dr. Craig Valley Bound	<i>"He's a great counselor, he helps students out. He cares about you not like other counselors who give you your classes and tell you to leave there office right after. He's there for you in every possible way to help you out."</i>	Leonor Santos, Student
Luke, Dr. Craig Counseling	<i>"Dr. Luke is my counselor as well as my Student Development Professor and I believe he does an excellent job with making sure we become successful adults in our communities."</i>	Juan Burgueno, Student
Luke, Dr. Craig Student Development 102	<i>"Very good teacher. Explains everything nicely, and makes himself available to anyone."</i>	Cristian Jaramillo, Student
Luke, Dr. Craig Valley Bound	<i>"Excellent job on teaching me good pointers on essay establishments."</i>	David Gallegos, Student

Maestre, Joanne English 015 Instructor	<i>"Professor Maestre is always willing to help and provides equally to all of her students. She is very patient teacher willing to help you succeed. Mrs. Maestre deserves recognition because she has a passion for teaching!"</i>	Sienna Smith, Student
Meyer, Stacy Culinary Arts	<i>"For her outstanding contribution to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher
Moore, Anita Counseling and Matriculation	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Morrison, Tracy Food Service	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Pasillas, Karol Administrative Services Office	<i>"Thank you for making sure all the facilities use requests are processed each month for the multiple events on our campus and for your dedication in handling matters to make sure events are a success. Your hard work is appreciated!"</i>	Debby Gallagher
Perez, ReAnna Welcome Center	<i>"Thank you for going above-and-beyond today and assisting our Police Academy applicants."</i>	Jennifer Rodrick
Peters, Dena Research, Planning & Institutional Effectiveness	<i>"Exemplary support during 2014 SBVC's Accreditation Site Visit. Your commitment, professional and timely response was greatly appreciated."</i>	Dr. Haragewen Kinde
Plemons, Justine Student Life Office	<i>"Justine was very helpful with New Student Welcome Day being a success."</i>	Dr. Ricky Shabazz
Rodrick, Jennifer Middle College High School (MCHS)	<i>"MCHS trip to CSUSB started in fall apart the day before the trip and was in danger of being cancelled. Jennifer cancelled a previously scheduled doctors appointment just to make sure that the contract was signed and delivered."</i>	Susan Gasca
Rodriguez, Maria "Carmen" EOPS	<i>"Carmen was extremely helpful with Valley Bound securing additional resources to assist our most needy new students."</i>	Dr. Ricky Shabazz
Rodriguez, Carmen EOPS & CARE	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Rodriguez, Maria Del Carmen Valley Bound/EOPS	<i>"Carmen is an amazing women, she is always there and willing to provide her all. She extends herself to provide for all of the valley bound students. Carmen goes out of her way to make sure that all students are well taken care of."</i>	Sienna Smith, Student

Rodriguez, Carmen EOPS and CARE	<i>"For her providing volunteer services from Valley Bound students, which contributed to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher
Rowley, Dr. Kathleen Grants Development and Management	<i>"For her outstanding presentation on the AB86 grant."</i>	Dr. Gloria Fisher
Scully, Mattie Music	<i>"For her outstanding performance at the Auditorium Grand Reopening event."</i>	Dr. Gloria Fisher
Shabazz, Dr. Ricky Student Services Office	<i>"In recognition of his major contribution in the Accreditation process."</i>	Dr. Gloria Fisher
Smith, Dr. James Research, Planning & Institutional Effectiveness	<i>"In recognition of his major contribution in the Accreditation process."</i>	Dr. Gloria Fisher
Smith, Dr. James Research, Planning and Institutional Effectiveness	<i>"For the collection and compilation of data to develop the Middle College High School data report."</i>	Dr. Gloria Fisher
Smith, Mary First Year Experience	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Sogomonian, Nori Spanish Department	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Sogomonian, Nori Modern Languages	<i>"As a new faculty member I was called upon to complete Content Review for 2 of my courses. Nori offered to assist me. Nori assisted me, but also went out of her way to meet with me and f/u regularly. She was a fantastic support!"</i>	Davena Burns-Peters
Stark, Scott Administrative Services Office	<i>"In recognition of his major contribution in the Accreditation process."</i>	Dr. Gloria Fisher
Stark, Scott Administrative Services	<i>"For his outstanding contribution to oversee construction projects and provide budget summaries."</i>	Dr. Gloria Fisher
Thomas, Casey Biology	<i>"In recognition of her major contribution to the Accreditation process."</i>	Dr. Gloria Fisher
Tillman, Shalita CalWORKs and Workforce Development	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Tillman, Shalita CalWORKs	<i>"For her outstanding contribution to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher

Trejo, Sam Financial Aid/Federal Work Study	<i>"Mr. Trejo went above and beyond in his assistance in placing student workers in the SBVC Student Success Center for Fall 2014 semester. He is an outstanding, dedicated individual serving our students and staff."</i>	Rose King
Valdemar, Mary Library	<i>"For her outstanding contribution to the success of the 1st Annual Barbara Jordan Award event."</i>	Dr. Gloria Fisher
Williams, Clyde Outreach & Recruitment	<i>"For his outstanding contributions to the success of the 1st Annual Barbara Jordan Awards event."</i>	Dr. Gloria Fisher
Yarbrough, Kay D Instruction Office	<i>"Exemplary support during SBVC's Accreditation Site Visit. Your commitment and professional response was greatly appreciated."</i>	Dr. Haragewen Kinde
Zerovnik, Dr. Greg Marketing & Public Relations	<i>"For his outstanding contribution to making the Auditorium Grand Reopening a success."</i>	Dr. Gloria Fisher

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: Budget Report

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

The attached Revenue and Expenditure Summary reflects activity for the 2014-15 fiscal year through October 28, 2014. It reflects summary information for all District funds, grouped by category within each fund.

As of October 28, the District was 32.9% through the fiscal year and had spent and encumbered about 31.7% its budgeted general funds.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications.

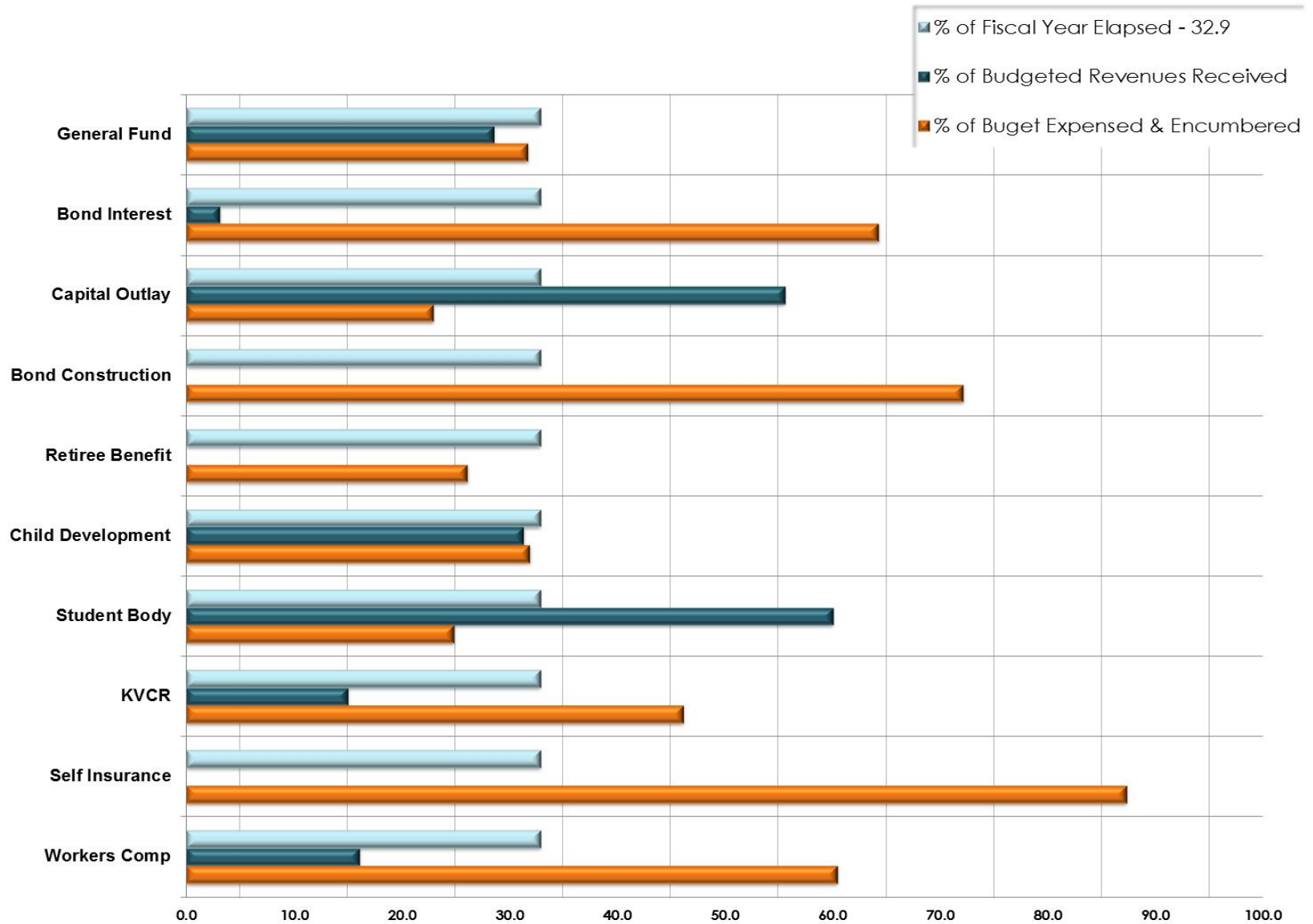
Budget Revenue & Expenditure Summary

Year to Date 10/28/2014
32.9% of Fiscal Year Elapsed

	REVENUES			EXPENDITURES			COMMENTS
	Budget	Received YTD		Budget	Expensed/ Encumbered YTD		
01 General Fund	\$ 101,424,721	\$28,992,275	28.6%	\$ 104,368,509	\$ 33,109,241	31.7%	<i>Encumbered amount is \$8.8 million.</i>
21 Bond Interest & Redemption	\$ 24,000,000	\$ 745,729	3.1%	\$ 24,000,000	\$ 15,434,784	64.3%	
41 Capital Outlay Projects	\$ 1,200,983	\$ 667,542	55.6%	\$ 3,794,535	\$ 870,207	22.9%	
42 Bond Construction	\$ -	\$ 1,736	n/a	\$ 170,442,751	\$123,020,353	72.2%	<i>Encumbered amount is \$109.5 million.</i>
68 Retiree Benefit	\$ 356,915	\$ -	0.0%	\$ 356,915	\$ 93,285	26.1%	
72 Child Development	\$ 2,649,183	\$ 830,224	31.3%	\$ 2,649,183	\$ 845,645	31.9%	
73 Student Body Center Fee	\$ 276,658	\$ 166,102	60.0%	\$ 276,658	\$ 68,781	24.9%	
74 KVCR	\$ 7,144,646	\$ 1,073,550	15.0%	\$ 7,144,646	\$ 3,297,351	46.2%	<i>Encumbered amount is \$1.3 million.</i>
78 Self Insurance-Liability	\$ 553,000	\$ -	0.0%	\$ 553,000	\$ 482,842	87.3%	<i>Premiums are paid during July.</i>
84 Workers Compensation	\$ 1,325,000	\$ 213,000	16.1%	\$ 1,325,000	\$ 801,338	60.5%	<i>Encumbered amount is \$346,101.</i>

Budget Revenue & Expenditure Summary

Year to Date 10/28/2014
 32.9% of Fiscal Year Elapsed



Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	6,407,539.13	126,237.70	126,237.70	1.9	0.00	6,281,301.43	98.0
8600.00 STATE REVENUES	69,102,345.18	25,183,564.35	25,183,564.35	36.4	0.00	43,918,780.83	63.5
8800.00 LOCAL REVENUES	24,902,837.00	3,678,932.98	3,678,932.98	14.7	0.00	21,223,904.02	85.2
8900.00 OTHER FINANCING SOURCES	1,012,000.00	3,539.58	3,539.58	.3	0.00	1,008,460.42	99.6
TOTAL: 8000	101,424,721.31	28,992,274.61	28,992,274.61	28.5	0.00	72,432,446.70	71.4
1100.00 CONTRACT CLASSROOM INST.	16,116,836.00	3,294,168.96	3,294,168.96	20.4	0.00	12,822,667.04	79.5
1200.00 CONTRACT CERT. ADMINISTRATORS	8,361,345.00	1,853,912.50	1,853,912.50	22.1	0.00	6,507,432.50	77.8
1300.00 INSTRUCTORS DAY/HOURLY	9,240,485.00	2,439,435.12	2,439,435.12	26.3	0.00	6,801,049.88	73.6
1400.00 NON-INSTRUCTION HOURLY CERT.	1,788,679.00	434,726.26	434,726.26	24.3	0.00	1,353,952.74	75.6
TOTAL: 1000	35,507,345.00	8,022,242.84	8,022,242.84	22.5	0.00	27,485,102.16	77.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	18,136,853.94	5,927,374.04	5,927,374.04	32.6	0.00	12,209,479.90	67.3
2200.00 INSTRUCTIONAL AIDS	1,372,709.00	386,289.69	386,289.69	28.1	0.00	986,419.31	71.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,235,357.00	722,577.86	722,577.86	32.3	0.00	1,512,779.14	67.6
2400.00 INST AIDES-HOURLY- DIR. INSTRU	1,451,338.00	207,436.31	207,436.31	14.2	0.00	1,243,901.69	85.7
TOTAL: 2000	23,196,257.94	7,243,677.90	7,243,677.90	31.2	0.00	15,952,580.04	68.7
3100.00 CERTIFICATED RETIREMENT	3,057,636.00	629,800.40	629,800.40	20.5	0.00	2,427,835.60	79.4
3200.00 CLASSIFIED RETIREMENT	2,561,638.53	854,186.01	854,186.01	33.3	0.00	1,707,452.52	66.6
3300.00 OASDHI /FICA	2,194,156.24	688,715.48	688,715.48	31.3	0.00	1,505,440.76	68.6
3400.00 HEALTH AND WELFARE BENEFITS	8,671,250.35	2,388,654.25	2,388,654.25	27.5	0.00	6,282,596.10	72.4
3500.00 STATE UNEMPLOYMENT INSURANCE	29,267.04	7,822.98	7,822.98	26.7	0.00	21,444.06	73.2
3600.00 WORKERS COMPENSATION INSURANCE	955,301.50	267,450.00	267,450.00	27.9	0.00	687,851.50	72.0
3900.00 OTHER BENEFITS	198,942.88	69,889.75	69,889.75	35.1	0.00	129,053.13	64.8
TOTAL: 3000	17,668,192.54	4,906,518.87	4,906,518.87	27.7	0.00	12,761,673.67	72.2
4100.00 TEXTBOOKS	68,365.00	9,882.99	9,882.99	14.4	31,220.98	27,261.03	39.8
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	96,154.00	2,532.74	2,532.74	2.6	16,114.44	77,506.82	80.6
4300.00 INSTRUCTIONAL SUPPLIES	402,188.09	78,894.60	78,894.60	19.6	87,013.80	236,279.69	58.7
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	48,117.00	2,223.24	2,223.24	4.6	0.00	45,893.76	95.3
4500.00 NONINSTRUCTIONAL SUPPLIES	1,301,918.84	190,388.00	190,388.00	14.6	500,718.15	610,812.69	46.9
4700.00 FOOD SUPPLIES	8,843.00	229.39	229.39	2.5	2,613.61	6,000.00	67.8
TOTAL: 4000	1,925,585.93	284,150.96	284,150.96	14.7	637,680.98	1,003,753.99	52.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	5,996,778.10	645,773.02	645,773.02	10.7	3,451,508.41	1,899,496.67	31.6
5200.00 TRAVEL & CONFERENCE EXPENSES	865,266.87	184,372.74	184,372.74	21.3	165,275.80	515,618.33	59.5
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	363,577.98	141,440.17	141,440.17	38.9	72,925.93	149,211.88	41.0
5400.00 INSURANCES - DISTRICT USE	129,000.00	122,457.00	122,457.00	94.9	0.00	6,543.00	5.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	2,890,420.62	874,035.11	874,035.11	30.2	1,913,576.73	102,808.78	3.5
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	2,877,460.00	1,012,892.21	1,012,892.21	35.2	1,208,128.35	656,439.44	22.8
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	644,000.00	68,033.62	68,033.62	10.5	353,825.38	222,141.00	34.4
5800.00 OTHER OPERATING EXP-DIST. USE	8,036,740.36	246,087.30	246,087.30	3.0	234,792.33	7,555,860.73	94.0
TOTAL: 5000	21,803,243.93	3,295,091.17	3,295,091.17	15.1	7,400,032.93	11,108,119.83	50.9

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 1000-5999	100,100,625.34	23,751,681.74	23,751,681.74	23.7	8,037,713.91	68,311,229.69	68.2
6100.00 SITES & IMPROVEMENTS-DIST. USE	40,121.00	0.00	0.00	.0	0.00	40,121.00	100.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	112,146.00	28,198.00	28,198.00	25.1	0.00	83,948.00	74.8
6300.00 LIBRARY BOOKS - EXPANSION	107,839.00	4,907.10	4,907.10	4.5	92,903.65	10,028.25	9.2
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,881,884.21	150,962.91	150,962.91	8.0	291,737.13	1,439,184.17	76.4
TOTAL: 6000	2,141,990.21	184,068.01	184,068.01	8.5	384,640.78	1,573,281.42	73.4
TOTAL: 1000-6999	102,242,615.55	23,935,749.75	23,935,749.75	23.4	8,422,354.69	69,884,511.11	68.3
7300.00 INTERFUND TRANSFERS	1,586,000.00	345,333.33	345,333.33	21.7	0.00	1,240,666.67	78.2
7500.00 OTHER OUTGO-STUDENT FIN AID	40,561.00	0.00	0.00	.0	7,000.00	33,561.00	82.7
7600.00 OTHER STUDENT AID	499,332.00	45,571.83	45,571.83	9.1	353,231.40	100,528.77	20.1
TOTAL: 7000	2,125,893.00	390,905.16	390,905.16	18.3	360,231.40	1,374,756.44	64.6
TOTAL: 1000-7999	104,368,508.55	24,326,654.91	24,326,654.91	23.3	8,782,586.09	71,259,267.55	68.2

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	101,424,721.31	28,992,274.61	28,992,274.61	28.5	0.00	72,432,446.70	71.4
TOTAL:	1000-5999	100,100,625.34	23,751,681.74	23,751,681.74	23.7	8,037,713.91	68,311,229.69	68.2
TOTAL:	1000-6999	102,242,615.55	23,935,749.75	23,935,749.75	23.4	8,422,354.69	69,884,511.11	68.3
TOTAL:	1000-7999	104,368,508.55	24,326,654.91	24,326,654.91	23.3	8,782,586.09	71,259,267.55	68.2
TOTAL EXPENSES	(1000 - 7999)	104,368,508.55	24,326,654.91	24,326,654.91	23.3	8,782,586.09	71,259,267.55	68.2

Fund: 21 BOND INTEREST AND REDEMPTION

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
8600.00 STATE REVENUES	250,000.00	0.00	0.00	.0	0.00	250,000.00	100.0
8800.00 LOCAL REVENUES	23,750,000.00	745,728.60	745,728.60	3.1	0.00	23,004,271.40	96.8
TOTAL: 8000	24,000,000.00	745,728.60	745,728.60	3.1	0.00	23,254,271.40	96.8
7100.00 DEBT RETIREMENT	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL: 7000	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL: 1000-7999	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6

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	745,728.60	745,728.60	3.1	0.00	23,254,271.40	96.8
TOTAL:	1000-5999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-6999	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-7999	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6
TOTAL EXPENSES	(1000 - 7999)	24,000,000.00	15,434,783.51	15,434,783.51	64.3	0.00	8,565,216.49	35.6

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	507,859.20	507,859.20	507,859.20	100.0	0.00	0.00	.0
8800.00 LOCAL REVENUES	693,123.60	159,682.82	159,682.82	23.0	0.00	533,440.78	76.9
TOTAL: 8000	1,200,982.80	667,542.02	667,542.02	55.5	0.00	533,440.78	44.4
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	0.00	18,097.04	18,097.04	100.0	0.00	18,097.04-	.0
TOTAL: 2000	0.00	18,097.04	18,097.04	100.0	0.00	18,097.04-	.0
3200.00 CLASSIFIED RETIREMENT	0.00	2,130.20	2,130.20	100.0	0.00	2,130.20-	.0
3300.00 OASDHI/FICA	0.00	1,380.26	1,380.26	100.0	0.00	1,380.26-	.0
3400.00 HEALTH AND WELFARE BENEFITS	0.00	3,058.62	3,058.62	100.0	0.00	3,058.62-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	9.03	9.03	100.0	0.00	9.03-	.0
3600.00 WORKERS COMPENSATION INSURANCE	0.00	300.00	300.00	100.0	0.00	300.00-	.0
3900.00 OTHER BENEFITS	0.00	14.73	14.73	100.0	0.00	14.73-	.0
TOTAL: 3000	0.00	6,892.84	6,892.84	100.0	0.00	6,892.84-	.0
4500.00 NONINSTRUCTIONAL SUPPLIES	11,288.00	0.00	0.00	.0	1,047.00	10,241.00	90.7
TOTAL: 4000	11,288.00	0.00	0.00	.0	1,047.00	10,241.00	90.7
5100.00 PERSON&CONSULTANT SVC-DIST USE	535,000.00	10,674.00	10,674.00	1.9	133,860.00	390,466.00	72.9
5200.00 TRAVEL & CONFERENCE EXPENSES	0.00	80.00	80.00	100.0	0.00	80.00-	.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	235,334.00	22,140.60	22,140.60	9.4	780.00	212,413.40	90.2
5800.00 OTHER OPERATING EXP-DIST. USE	3,123.60	0.00	0.00	.0	0.00	3,123.60	100.0
TOTAL: 5000	773,457.60	32,894.60	32,894.60	4.2	134,640.00	605,923.00	78.3
TOTAL: 1000-5999	784,745.60	57,884.48	57,884.48	7.3	135,687.00	591,174.12	75.3
6100.00 SITES & IMPROVEMENTS-DIST. USE	666,987.88	24,474.00	24,474.00	3.6	0.00	642,513.88	96.3
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	65,654.90	0.00	0.00	.0	0.00	65,654.90	100.0
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	1,277,146.42	515,360.41	515,360.41	40.3	136,800.67	624,985.34	48.9
TOTAL: 6000	2,009,789.20	539,834.41	539,834.41	26.8	136,800.67	1,333,154.12	66.3
TOTAL: 1000-6999	2,794,534.80	597,718.89	597,718.89	21.3	272,487.67	1,924,328.24	68.8
7300.00 INTERFUND TRANSFERS	1,000,000.00	0.00	0.00	.0	0.00	1,000,000.00	100.0
TOTAL: 7000	1,000,000.00	0.00	0.00	.0	0.00	1,000,000.00	100.0
TOTAL: 1000-7999	3,794,534.80	597,718.89	597,718.89	15.7	272,487.67	2,924,328.24	77.0

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)	1,200,982.80	667,542.02	667,542.02	55.5	0.00	533,440.78	44.4
TOTAL:	1000-5999	784,745.60	57,884.48	57,884.48	7.3	135,687.00	591,174.12	75.3
TOTAL:	1000-6999	2,794,534.80	597,718.89	597,718.89	21.3	272,487.67	1,924,328.24	68.8
TOTAL:	1000-7999	3,794,534.80	597,718.89	597,718.89	15.7	272,487.67	2,924,328.24	77.0
TOTAL EXPENSES	(1000 - 7999)	3,794,534.80	597,718.89	597,718.89	15.7	272,487.67	2,924,328.24	77.0

Fund: 42 REVENUE BOND CONSTRUCTION FU

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	0.00	1,736.00	1,736.00	100.0	0.00	1,736.00-	.0
TOTAL: 8000	0.00	1,736.00	1,736.00	100.0	0.00	1,736.00-	.0
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	91,517.00	0.00	0.00	.0	0.00	91,517.00	100.0
2300.00 NON-INSTRUCTION HOURLY CLASS.	0.00	84.60	84.60	100.0	0.00	84.60-	.0
TOTAL: 2000	91,517.00	84.60	84.60	.0	0.00	91,432.40	99.9
3200.00 CLASSIFIED RETIREMENT	10,761.00	0.00	0.00	.0	0.00	10,761.00	100.0
3300.00 OASDHI/FICA	7,038.00	9.25	9.25	.1	0.00	7,028.75	99.8
3400.00 HEALTH AND WELFARE BENEFITS	12,234.00	0.00	0.00	.0	0.00	12,234.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	46.00	0.06	0.06	.1	0.00	45.94	99.8
3600.00 WORKERS COMPENSATION INSURANCE	1,200.00	0.00	0.00	.0	0.00	1,200.00	100.0
3900.00 OTHER BENEFITS	59.00	0.00	0.00	.0	0.00	59.00	100.0
TOTAL: 3000	31,338.00	9.31	9.31	.0	0.00	31,328.69	99.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,841,840.00	92,111.01	92,111.01	5.0	834,703.25	915,025.74	49.6
5200.00 TRAVEL & CONFERENCE EXPENSES	480.00	40.00	40.00	8.3	0.00	440.00	91.6
5400.00 INSURANCES - DISTRICT USE	638,619.00	44,712.00	44,712.00	7.0	0.00	593,907.00	92.9
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	70,000.00	2,466.35	2,466.35	3.5	10,840.94	56,692.71	80.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	318,766.00	19,979.18	19,979.18	6.2	152,270.82	146,516.00	45.9
5800.00 OTHER OPERATING EXP-DIST. USE	10,358,452.00	31,684.00	31,684.00	.3	2,972,423.20	7,354,344.80	70.9
TOTAL: 5000	13,228,157.00	190,992.54	190,992.54	1.4	3,970,238.21	9,066,926.25	68.5
TOTAL: 1000-5999	13,351,012.00	191,086.45	191,086.45	1.4	3,970,238.21	9,189,687.34	68.8
6100.00 SITES & IMPROVEMENTS-DIST. USE	730,135.00	5,160.95	5,160.95	.7	45,317.71	679,656.34	93.0
6200.00 BUILDINGS&IMPROVEMENT-DIST. USE	148,925,673.50	13,077,062.85	13,077,062.85	8.7	105,526,371.69	30,322,238.96	20.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	7,435,930.00	204,995.54	204,995.54	2.7	118.96	7,230,815.50	97.2
TOTAL: 6000	157,091,738.50	13,287,219.34	13,287,219.34	8.4	105,571,808.36	38,232,710.80	24.3
TOTAL: 1000-6999	170,442,750.50	13,478,305.79	13,478,305.79	7.9	109,542,046.57	47,422,398.14	27.8

Fund: 42 REVENUE BOND CONSTRUCTION FU SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	1,736.00	1,736.00	100.0	0.00	1,736.00-	.0
TOTAL:	1000-5999	13,351,012.00	191,086.45	191,086.45	1.4	3,970,238.21	9,189,687.34	68.8
TOTAL:	1000-6999	170,442,750.50	13,478,305.79	13,478,305.79	7.9	109,542,046.57	47,422,398.14	27.8
TOTAL:	1000-7999	170,442,750.50	13,478,305.79	13,478,305.79	7.9	109,542,046.57	47,422,398.14	27.8
TOTAL EXPENSES	(1000 - 7999)	170,442,750.50	13,478,305.79	13,478,305.79	7.9	109,542,046.57	47,422,398.14	27.8

Fund: 68 RETIREE BENEFIT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	356,915.00	0.00	0.00	.0	0.00	356,915.00	100.0
TOTAL: 8000	356,915.00	0.00	0.00	.0	0.00	356,915.00	100.0
3300.00 OASDHI /FICA	132.00	61.69	61.69	46.7	0.00	70.31	53.2
3400.00 HEALTH AND WELFARE BENEFITS	347,777.00	88,220.68	88,220.68	25.3	0.00	259,556.32	74.6
3500.00 STATE UNEMPLOYMENT INSURANCE	6.00	2.57	2.57	42.8	0.00	3.43	57.1
3900.00 OTHER BENEFITS	9,000.00	5,000.00	5,000.00	55.5	0.00	4,000.00	44.4
TOTAL: 3000	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8
TOTAL: 1000-5999	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8

Fund: 68 RETIREE BENEFIT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	356,915.00	0.00	0.00	.0	0.00	356,915.00	100.0
TOTAL:	1000-5999	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8
TOTAL:	1000-6999	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8
TOTAL:	1000-7999	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8
TOTAL EXPENSES	(1000 - 7999)	356,915.00	93,284.94	93,284.94	26.1	0.00	263,630.06	73.8

Fund: 69 EMPL LOAD BANKING TRUST FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
1300.00 INSTRUCTORS DAY/HOURLY	0.00	76,840.17	76,840.17	100.0	0.00	76,840.17-	.0
TOTAL: 1000	0.00	76,840.17	76,840.17	100.0	0.00	76,840.17-	.0
3100.00 CERTIFICATED RETIREMENT	0.00	3,859.01	3,859.01	100.0	0.00	3,859.01-	.0
3300.00 OASDHI /FICA	0.00	783.29	783.29	100.0	0.00	783.29-	.0
3500.00 STATE UNEMPLOYMENT INSURANCE	0.00	38.35	38.35	100.0	0.00	38.35-	.0
TOTAL: 3000	0.00	4,680.65	4,680.65	100.0	0.00	4,680.65-	.0
TOTAL: 1000-5999	0.00	81,520.82	81,520.82	100.0	0.00	81,520.82-	.0

Fund: 69 EMPL LOAD BANKING TRUST FUND SUMMARY

=====		WORKING	EXPENDED/RECEIVED			PENDED/	UNENCUMBERED	
SUMMARY BY OBJECT		BUDGET	CURRENT	YEAR TO DATE	%	ENCUMBERED	BALANCE	%
=====		=====	=====	=====	=====	=====	=====	=====
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	0.00	81,520.82	81,520.82	100.0	0.00	81,520.82-	.0
TOTAL:	1000-6999	0.00	81,520.82	81,520.82	100.0	0.00	81,520.82-	.0
TOTAL:	1000-7999	0.00	81,520.82	81,520.82	100.0	0.00	81,520.82-	.0
TOTAL EXPENSES	(1000 - 7999)	0.00	81,520.82	81,520.82	100.0	0.00	81,520.82-	.0

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	146,820.00	29,412.95	29,412.95	20.0	0.00	117,407.05	79.9
8600.00 STATE REVENUES	2,316,599.00	773,587.99	773,587.99	33.3	0.00	1,543,011.01	66.6
8800.00 LOCAL REVENUES	185,764.00	27,223.44	27,223.44	14.6	0.00	158,540.56	85.3
TOTAL: 8000	2,649,183.00	830,224.38	830,224.38	31.3	0.00	1,818,958.62	68.6
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,304,402.00	363,299.90	363,299.90	27.8	0.00	941,102.10	72.1
2300.00 NON-INSTRUCTION HOURLY CLASS.	261,053.00	68,877.48	68,877.48	26.3	0.00	192,175.52	73.6
TOTAL: 2000	1,565,455.00	432,177.38	432,177.38	27.6	0.00	1,133,277.62	72.3
3100.00 CERTIFICATED RETIREMENT	22,510.00	7,022.08	7,022.08	31.1	0.00	15,487.92	68.8
3200.00 CLASSIFIED RETIREMENT	105,579.00	39,422.72	39,422.72	37.3	0.00	66,156.28	62.6
3300.00 OASDHI/FICA	86,447.00	26,971.71	26,971.71	31.2	0.00	59,475.29	68.7
3400.00 HEALTH AND WELFARE BENEFITS	434,509.00	138,077.91	138,077.91	31.7	0.00	296,431.09	68.2
3500.00 STATE UNEMPLOYMENT INSURANCE	715.00	219.79	219.79	30.7	0.00	495.21	69.2
3600.00 WORKERS COMPENSATION INSURANCE	63,000.00	16,500.00	16,500.00	26.1	0.00	46,500.00	73.8
3900.00 OTHER BENEFITS	8,296.00	2,968.38	2,968.38	35.7	0.00	5,327.62	64.2
TOTAL: 3000	721,056.00	231,182.59	231,182.59	32.0	0.00	489,873.41	67.9
4300.00 INSTRUCTIONAL SUPPLIES	48,089.00	225.12	225.12	.4	19,774.88	28,089.00	58.4
4500.00 NONINSTRUCTIONAL SUPPLIES	66,248.00	10,179.34	10,179.34	15.3	40,468.05	15,600.61	23.5
4700.00 FOOD SUPPLIES	98,000.00	34,057.83	34,057.83	34.7	76,692.17	12,750.00-	.0
TOTAL: 4000	212,337.00	44,462.29	44,462.29	20.9	136,935.10	30,939.61	14.5
5200.00 TRAVEL & CONFERENCE EXPENSES	2,500.00	0.00	0.00	.0	0.00	2,500.00	100.0
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	12,547.00	0.00	0.00	.0	337.87	12,209.13	97.3
5800.00 OTHER OPERATING EXP-DIST. USE	103,588.00	550.00	550.00	.5	0.00	103,038.00	99.4
TOTAL: 5000	119,635.00	550.00	550.00	.4	337.87	118,747.13	99.2
TOTAL: 1000-5999	2,618,483.00	708,372.26	708,372.26	27.0	137,272.97	1,772,837.77	67.7
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	30,700.00	0.00	0.00	.0	0.00	30,700.00	100.0
TOTAL: 6000	30,700.00	0.00	0.00	.0	0.00	30,700.00	100.0
TOTAL: 1000-6999	2,649,183.00	708,372.26	708,372.26	26.7	137,272.97	1,803,537.77	68.0

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)	2,649,183.00	830,224.38	830,224.38	31.3	0.00	1,818,958.62	68.6
TOTAL:	1000-5999	2,618,483.00	708,372.26	708,372.26	27.0	137,272.97	1,772,837.77	67.7
TOTAL:	1000-6999	2,649,183.00	708,372.26	708,372.26	26.7	137,272.97	1,803,537.77	68.0
TOTAL:	1000-7999	2,649,183.00	708,372.26	708,372.26	26.7	137,272.97	1,803,537.77	68.0
TOTAL EXPENSES	(1000 - 7999)	2,649,183.00	708,372.26	708,372.26	26.7	137,272.97	1,803,537.77	68.0

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	276,658.00	166,101.57	166,101.57	60.0	0.00	110,556.43	39.9
TOTAL: 8000	276,658.00	166,101.57	166,101.57	60.0	0.00	110,556.43	39.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	93,768.00	32,016.21	32,016.21	34.1	0.00	61,751.79	65.8
2300.00 NON-INSTRUCTION HOURLY CLASS.	54,000.00	8,150.75	8,150.75	15.0	0.00	45,849.25	84.9
TOTAL: 2000	147,768.00	40,166.96	40,166.96	27.1	0.00	107,601.04	72.8
3200.00 CLASSIFIED RETIREMENT	11,081.00	4,182.49	4,182.49	37.7	0.00	6,898.51	62.2
3300.00 OASDHI/FICA	7,173.00	2,699.17	2,699.17	37.6	0.00	4,473.83	62.3
3400.00 HEALTH AND WELFARE BENEFITS	30,588.00	10,195.36	10,195.36	33.3	0.00	20,392.64	66.6
3500.00 STATE UNEMPLOYMENT INSURANCE	47.00	17.66	17.66	37.5	0.00	29.34	62.4
3600.00 WORKERS COMPENSATION INSURANCE	3,000.00	1,000.00	1,000.00	33.3	0.00	2,000.00	66.6
3900.00 OTHER BENEFITS	148.00	49.12	49.12	33.1	0.00	98.88	66.8
TOTAL: 3000	52,037.00	18,143.80	18,143.80	34.8	0.00	33,893.20	65.1
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	14,809.00	661.66	661.66	4.4	9,809.00	4,338.34	29.2
TOTAL: 4000	16,809.00	661.66	661.66	3.9	9,809.00	6,338.34	37.7
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	9,100.00	0.00	0.00	.0	0.00	9,100.00	100.0
5800.00 OTHER OPERATING EXP-DIST. USE	50,944.00	0.00	0.00	.0	0.00	50,944.00	100.0
TOTAL: 5000	60,044.00	0.00	0.00	.0	0.00	60,044.00	100.0
TOTAL: 1000-5999	276,658.00	58,972.42	58,972.42	21.3	9,809.00	207,876.58	75.1

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)	276,658.00	166,101.57	166,101.57	60.0	0.00	110,556.43	39.9
TOTAL:	1000-5999	276,658.00	58,972.42	58,972.42	21.3	9,809.00	207,876.58	75.1
TOTAL:	1000-6999	276,658.00	58,972.42	58,972.42	21.3	9,809.00	207,876.58	75.1
TOTAL:	1000-7999	276,658.00	58,972.42	58,972.42	21.3	9,809.00	207,876.58	75.1
TOTAL EXPENSES	(1000 - 7999)	276,658.00	58,972.42	58,972.42	21.3	9,809.00	207,876.58	75.1

Fund: 74 KVC R FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	5,524,719.46	728,216.59	728,216.59	13.1	0.00	4,796,502.87	86.8
8900.00 OTHER FINANCING SOURCES	1,619,927.00	345,333.33	345,333.33	21.3	0.00	1,274,593.67	78.6
TOTAL: 8000	7,144,646.46	1,073,549.92	1,073,549.92	15.0	0.00	6,071,096.54	84.9
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	1,704,462.00	454,949.24	454,949.24	26.6	0.00	1,249,512.76	73.3
2300.00 NON-INSTRUCTION HOURLY CLASS.	772,000.00	182,359.86	182,359.86	23.6	0.00	589,640.14	76.3
TOTAL: 2000	2,476,462.00	637,309.10	637,309.10	25.7	0.00	1,839,152.90	74.2
3200.00 CLASSIFIED RETIREMENT	201,169.00	73,948.63	73,948.63	36.7	0.00	127,220.37	63.2
3300.00 OASDHI/FICA	147,661.00	49,814.83	49,814.83	33.7	0.00	97,846.17	66.2
3400.00 HEALTH AND WELFARE BENEFITS	365,301.00	92,795.48	92,795.48	25.4	0.00	272,505.52	74.5
3500.00 STATE UNEMPLOYMENT INSURANCE	1,270.00	338.70	338.70	26.6	0.00	931.30	73.3
3600.00 WORKERS COMPENSATION INSURANCE	39,000.00	10,625.00	10,625.00	27.2	0.00	28,375.00	72.7
3900.00 OTHER BENEFITS	10,915.00	3,509.96	3,509.96	32.1	0.00	7,405.04	67.8
TOTAL: 3000	765,316.00	231,032.60	231,032.60	30.1	0.00	534,283.40	69.8
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	200.00	0.00	0.00	.0	0.00	200.00	100.0
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	3,700.00	69.99	69.99	1.8	0.00	3,630.01	98.1
4500.00 NONINSTRUCTIONAL SUPPLIES	61,900.00	5,893.88	5,893.88	9.5	23,426.30	32,579.82	52.6
TOTAL: 4000	65,800.00	5,963.87	5,963.87	9.0	23,426.30	36,409.83	55.3
5100.00 PERSON&CONSULTANT SVC-DIST USE	221,284.00	11,150.49	11,150.49	5.0	498,570.97	288,437.46-	.0
5200.00 TRAVEL & CONFERENCE EXPENSES	124,000.00	11,374.16	11,374.16	9.1	6,732.56	105,893.28	85.3
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	130,015.00	42,285.10	42,285.10	32.5	21,730.46	65,999.44	50.7
5400.00 INSURANCES - DISTRICT USE	11,000.00	0.00	0.00	.0	0.00	11,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	221,808.00	51,939.30	51,939.30	23.4	129,932.70	39,936.00	18.0
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	461,910.00	64,856.31	64,856.31	14.0	212,511.12	184,542.57	39.9
5700.00 LEGAL/ELECTION/AUDIT-DIST. USE	55,500.00	5,272.85	5,272.85	9.5	20,147.15	30,080.00	54.1
5800.00 OTHER OPERATING EXP-DIST. USE	1,893,624.46	896,017.75	896,017.75	47.3	387,455.12	610,151.59	32.2
TOTAL: 5000	3,119,141.46	1,082,895.96	1,082,895.96	34.7	1,277,080.08	759,165.42	24.3
TOTAL: 1000-5999	6,426,719.46	1,957,201.53	1,957,201.53	30.4	1,300,506.38	3,169,011.55	49.3
6400.00 EQUIP/FURNITURE (EXCLD COMPTR)	134,000.00	32,590.27	32,590.27	24.3	7,062.27	94,347.46	70.4
TOTAL: 6000	134,000.00	32,590.27	32,590.27	24.3	7,062.27	94,347.46	70.4
TOTAL: 1000-6999	6,560,719.46	1,989,791.80	1,989,791.80	30.3	1,307,568.65	3,263,359.01	49.7
7200.00 INTRAFUND TRANSFERS OUT	583,927.00	0.00	0.00	.0	0.00	583,927.00	100.0
TOTAL: 7000	583,927.00	0.00	0.00	.0	0.00	583,927.00	100.0
TOTAL: 1000-7999	7,144,646.46	1,989,791.80	1,989,791.80	27.8	1,307,568.65	3,847,286.01	53.8

Fund: 74 KVCR FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	7,144,646.46	1,073,549.92	1,073,549.92	15.0	0.00	6,071,096.54	84.9
TOTAL:	1000-5999	6,426,719.46	1,957,201.53	1,957,201.53	30.4	1,300,506.38	3,169,011.55	49.3
TOTAL:	1000-6999	6,560,719.46	1,989,791.80	1,989,791.80	30.3	1,307,568.65	3,263,359.01	49.7
TOTAL:	1000-7999	7,144,646.46	1,989,791.80	1,989,791.80	27.8	1,307,568.65	3,847,286.01	53.8
TOTAL EXPENSES	(1000 - 7999)	7,144,646.46	1,989,791.80	1,989,791.80	27.8	1,307,568.65	3,847,286.01	53.8

Fund: 78 SELF INSURANCE-LIABILITY&PRO

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	3,000.00	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	20,000.00	0.00	0.00	.0	10,000.00	10,000.00	50.0
5400.00 INSURANCES - DISTRICT USE	450,000.00	420,429.00	420,429.00	93.4	2,412.50	27,158.50	6.0
5800.00 OTHER OPERATING EXP-DIST. USE	60,000.00	0.00	0.00	.0	50,000.00	10,000.00	16.6
TOTAL: 5000	530,000.00	420,429.00	420,429.00	79.3	62,412.50	47,158.50	8.8
TOTAL: 1000-5999	530,000.00	420,429.00	420,429.00	79.3	62,412.50	47,158.50	8.8
7900.00 RESERVE FOR CONTINGENCIES	23,000.00	0.00	0.00	.0	0.00	23,000.00	100.0
TOTAL: 7000	23,000.00	0.00	0.00	.0	0.00	23,000.00	100.0
TOTAL: 1000-7999	553,000.00	420,429.00	420,429.00	76.0	62,412.50	70,158.50	12.6

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	530,000.00	420,429.00	420,429.00	79.3	62,412.50	47,158.50	8.8
TOTAL:	1000-6999	530,000.00	420,429.00	420,429.00	79.3	62,412.50	47,158.50	8.8
TOTAL:	1000-7999	553,000.00	420,429.00	420,429.00	76.0	62,412.50	70,158.50	12.6
TOTAL EXPENSES	(1000 - 7999)	553,000.00	420,429.00	420,429.00	76.0	62,412.50	70,158.50	12.6

Fund: 84 WORKERS COMPENSATION FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
8800.00 LOCAL REVENUES	1,325,000.00	213,000.00	213,000.00	16.0	0.00	1,112,000.00	83.9
TOTAL: 8000	1,325,000.00	213,000.00	213,000.00	16.0	0.00	1,112,000.00	83.9
5100.00 PERSON&CONSULTANT SVC-DIST USE	428,000.00	48,250.15	48,250.15	11.2	213,574.45	166,175.40	38.8
5400.00 INSURANCES - DISTRICT USE	167,000.00	0.00	0.00	.0	124,884.00	42,116.00	25.2
5800.00 OTHER OPERATING EXP-DIST. USE	605,000.00	406,987.34	406,987.34	67.2	7,642.44	190,370.22	31.4
TOTAL: 5000	1,200,000.00	455,237.49	455,237.49	37.9	346,100.89	398,661.62	33.2
TOTAL: 1000-5999	1,200,000.00	455,237.49	455,237.49	37.9	346,100.89	398,661.62	33.2
7900.00 RESERVE FOR CONTINGENCIES	125,000.00	0.00	0.00	.0	0.00	125,000.00	100.0
TOTAL: 7000	125,000.00	0.00	0.00	.0	0.00	125,000.00	100.0
TOTAL: 1000-7999	1,325,000.00	455,237.49	455,237.49	34.3	346,100.89	523,661.62	39.5

Fund: 84 WORKERS COMPENSATION FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,325,000.00	213,000.00	213,000.00	16.0	0.00	1,112,000.00	83.9
TOTAL:	1000-5999	1,200,000.00	455,237.49	455,237.49	37.9	346,100.89	398,661.62	33.2
TOTAL:	1000-6999	1,200,000.00	455,237.49	455,237.49	37.9	346,100.89	398,661.62	33.2
TOTAL:	1000-7999	1,325,000.00	455,237.49	455,237.49	34.3	346,100.89	523,661.62	39.5
TOTAL EXPENSES	(1000 - 7999)	1,325,000.00	455,237.49	455,237.49	34.3	346,100.89	523,661.62	39.5

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	53,500.00	4,900.00	4,900.00	9.1	0.00	48,600.00	90.8
8600.00 STATE REVENUES	1,463,789.00	44,372.00	44,372.00	3.0	0.00	1,419,417.00	96.9
8800.00 LOCAL REVENUES	576,488.00	260,677.61	260,677.61	45.2	0.00	315,810.39	54.7
TOTAL: 8000	2,093,777.00	309,949.61	309,949.61	14.8	0.00	1,783,827.39	85.1
1100.00 CONTRACT CLASSROOM INST.	11,057,056.00	2,221,647.93	2,221,647.93	20.0	0.00	8,835,408.07	79.9
1200.00 CONTRACT CERT. ADMINI STRATORS	3,520,230.00	848,157.25	848,157.25	24.0	0.00	2,672,072.75	75.9
1300.00 INSTRUCTORS DAY/HOURLY	6,300,352.00	1,604,745.79	1,604,745.79	25.4	0.00	4,695,606.21	74.5
1400.00 NON-INSTRUCTION HOURLY CERT.	416,188.00	61,912.65	61,912.65	14.8	0.00	354,275.35	85.1
TOTAL: 1000	21,293,826.00	4,736,463.62	4,736,463.62	22.2	0.00	16,557,362.38	77.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	6,267,186.00	2,123,663.75	2,123,663.75	33.8	0.00	4,143,522.25	66.1
2200.00 INSTRUCTIONAL AIDS	893,795.00	229,982.44	229,982.44	25.7	0.00	663,812.56	74.2
2300.00 NON-INSTRUCTION HOURLY CLASS.	105,838.00	153,908.90	153,908.90	100.0	0.00	48,070.90-	.0
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	240,895.00	53,236.59	53,236.59	22.0	0.00	187,658.41	77.9
TOTAL: 2000	7,507,714.00	2,560,791.68	2,560,791.68	34.1	0.00	4,946,922.32	65.8
3100.00 CERTIFICATED RETIREMENT	1,854,963.00	371,363.97	371,363.97	20.0	0.00	1,483,599.03	79.9
3200.00 CLASSIFIED RETIREMENT	975,931.20	332,867.67	332,867.67	34.1	0.00	643,063.53	65.8
3300.00 OASDHI /FICA	936,724.10	287,240.01	287,240.01	30.6	0.00	649,484.09	69.3
3400.00 HEALTH AND WELFARE BENEFITS	4,246,355.44	1,176,627.39	1,176,627.39	27.7	0.00	3,069,728.05	72.2
3500.00 STATE UNEMPLOYMENT INSURANCE	14,553.72	3,724.55	3,724.55	25.5	0.00	10,829.17	74.4
3600.00 WORKERS COMPENSATION INSURANCE	461,350.00	129,500.00	129,500.00	28.0	0.00	331,850.00	71.9
3900.00 OTHER BENEFITS	95,782.72	26,223.65	26,223.65	27.3	0.00	69,559.07	72.6
TOTAL: 3000	8,585,660.18	2,327,547.24	2,327,547.24	27.1	0.00	6,258,112.94	72.8
4100.00 TEXTBOOKS	811.00	0.00	0.00	.0	0.00	811.00	100.0
4200.00 BOOK, MAGAZINE&PERIOD-DIST. USE	5,997.00	344.49	344.49	5.7	402.00	5,250.51	87.5
4300.00 INSTRUCTIONAL SUPPLIES	71,463.00	16,136.34	16,136.34	22.5	14,835.92	40,490.74	56.6
4400.00 MEDIA AND SOFTWARE-DISTRCT USE	6,202.00	328.38	328.38	5.2	0.00	5,873.62	94.7
4500.00 NONINSTRUCTIONAL SUPPLIES	460,918.00	65,334.78	65,334.78	14.1	223,110.23	172,472.99	37.4
4700.00 FOOD SUPPLIES	3,243.00	0.00	0.00	.0	2,243.00	1,000.00	30.8
TOTAL: 4000	548,634.00	82,143.99	82,143.99	14.9	240,591.15	225,898.86	41.1
5100.00 PERSON&CONSULTANT SVC-DIST USE	1,025,706.00	30,895.15	30,895.15	3.0	803,645.15	191,165.70	18.6
5200.00 TRAVEL & CONFERENCE EXPENSES	149,523.00	24,456.34	24,456.34	16.3	27,251.31	97,815.35	65.4
5300.00 POST/DUES/MEMBERSHIPS-DIST. USE	129,734.00	59,691.03	59,691.03	46.0	53,550.37	16,492.60	12.7
5400.00 INSURANCES - DISTRICT USE	1,000.00	0.00	0.00	.0	0.00	1,000.00	100.0
5500.00 UTILITIES & HOUSEKEEP-DIST. USE	1,872,337.00	574,299.38	574,299.38	30.6	1,246,128.84	51,908.78	2.7
5600.00 RENTS, LEASES&REPAIRS-DIST. USE	850,329.00	148,850.47	148,850.47	17.5	444,616.49	256,862.04	30.2
5800.00 OTHER OPERATING EXP-DIST. USE	200,839.00	22,519.15	22,519.15	11.2	34,690.64	143,629.21	71.5
TOTAL: 5000	4,229,468.00	860,711.52	860,711.52	20.3	2,609,882.80	758,873.68	17.9
TOTAL: 1000-5999	42,165,302.18	10,567,658.05	10,567,658.05	25.0	2,850,473.95	28,747,170.18	68.1

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)	118,464.00	28,877.55	28,877.55	24.3	15,824.06	73,762.39	62.2
TOTAL: 6000	118,464.00	28,877.55	28,877.55	24.3	15,824.06	73,762.39	62.2
TOTAL: 1000-6999	42,283,766.18	10,596,535.60	10,596,535.60	25.0	2,866,298.01	28,820,932.57	68.1

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT YEAR TO DATE		%	PENDED/ ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	2,093,777.00	309,949.61	309,949.61	14.8	0.00	1,783,827.39	85.1
TOTAL:	1000-5999	42,165,302.18	10,567,658.05	10,567,658.05	25.0	2,850,473.95	28,747,170.18	68.1
TOTAL:	1000-6999	42,283,766.18	10,596,535.60	10,596,535.60	25.0	2,866,298.01	28,820,932.57	68.1
TOTAL:	1000-7999	42,283,766.18	10,596,535.60	10,596,535.60	25.0	2,866,298.01	28,820,932.57	68.1
TOTAL EXPENSES	(1000 - 7999)	42,283,766.18	10,596,535.60	10,596,535.60	25.0	2,866,298.01	28,820,932.57	68.1

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
2300.00 NON-INSTRUCTION HOURLY CLASS.	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
TOTAL: 2000	23,930.00	0.00	0.00	.0	0.00	23,930.00	100.0
3300.00 OASDHI /FICA	1,831.00	0.00	0.00	.0	0.00	1,831.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	12.00	0.00	0.00	.0	0.00	12.00	100.0
TOTAL: 3000	1,843.00	0.00	0.00	.0	0.00	1,843.00	100.0
TOTAL: 1000-5999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

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	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-6999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL:	1000-7999	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0
TOTAL EXPENSES	(1000 - 7999)	25,773.00	0.00	0.00	.0	0.00	25,773.00	100.0

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
8100.00 FEDERAL HEA REVENUES	20,067.00	595.00	595.00	2.9	0.00	19,472.00	97.0
8600.00 STATE REVENUES	660,116.00	8,536.00	8,536.00	1.2	0.00	651,580.00	98.7
8800.00 LOCAL REVENUES	548,954.00	136,324.83	136,324.83	24.8	0.00	412,629.17	75.1
TOTAL: 8000	1,229,137.00	145,455.83	145,455.83	11.8	0.00	1,083,681.17	88.1
1100.00 CONTRACT CLASSROOM INST.	4,896,352.00	1,032,401.19	1,032,401.19	21.0	0.00	3,863,950.81	78.9
1200.00 CONTRACT CERT. ADMINI STRATORS	2,565,378.00	626,878.27	626,878.27	24.4	0.00	1,938,499.73	75.5
1300.00 INSTRUCTORS DAY/HOURLY	2,827,228.00	833,465.33	833,465.33	29.4	0.00	1,993,762.67	70.5
1400.00 NON-INSTRUCTION HOURLY CERT.	157,467.00	42,884.80	42,884.80	27.2	0.00	114,582.20	72.7
TOTAL: 1000	10,446,425.00	2,535,629.59	2,535,629.59	24.2	0.00	7,910,795.41	75.7
2100.00 CLASSIFIED MANAGERS-NON-INSTRU	3,717,549.00	1,284,113.74	1,284,113.74	34.5	0.00	2,433,435.26	65.4
2200.00 INSTRUCTIONAL AIDS	464,831.00	154,567.02	154,567.02	33.2	0.00	310,263.98	66.7
2300.00 NON-INSTRUCTION HOURLY CLASS.	129,873.00	83,956.73	83,956.73	64.6	0.00	45,916.27	35.3
2400.00 INST AIDES-HOURLY- DIR. INSTRUC	355,310.00	51,754.67	51,754.67	14.5	0.00	303,555.33	85.4
TOTAL: 2000	4,667,563.00	1,574,392.16	1,574,392.16	33.7	0.00	3,093,170.84	66.2
3100.00 CERTIFICATED RETIREMENT	892,079.00	200,083.03	200,083.03	22.4	0.00	691,995.97	77.5
3200.00 CLASSIFIED RETIREMENT	578,003.00	193,958.05	193,958.05	33.5	0.00	384,044.95	66.4
3300.00 OASDHI /FICA	512,584.00	165,322.26	165,322.26	32.2	0.00	347,261.74	67.7
3400.00 HEALTH AND WELFARE BENEFITS	2,147,453.00	596,954.37	596,954.37	27.7	0.00	1,550,498.63	72.2
3500.00 STATE UNEMPLOYMENT INSURANCE	7,632.00	2,105.01	2,105.01	27.5	0.00	5,526.99	72.4
3600.00 WORKERS COMPENSATION INSURANCE	244,465.00	69,707.96	69,707.96	28.5	0.00	174,757.04	71.4
3900.00 OTHER BENEFITS	59,279.00	19,348.54	19,348.54	32.6	0.00	39,930.46	67.3
TOTAL: 3000	4,441,495.00	1,247,479.22	1,247,479.22	28.0	0.00	3,194,015.78	71.9
4200.00 BOOK, MAGAZINE&PERIOD-DI ST. USE	3,460.00	825.73	825.73	23.8	76.95	2,557.32	73.9
4300.00 INSTRUCTIONAL SUPPLIES	57,578.00	22,814.68	22,814.68	39.6	3,294.75	31,468.57	54.6
4400.00 MEDIA AND SOFTWARE-DI STRCT USE	4,825.00	0.00	0.00	.0	0.00	4,825.00	100.0
4500.00 NONINSTRUCTIONAL SUPPLIES	154,424.00	33,909.84	33,909.84	21.9	71,492.96	49,021.20	31.7
TOTAL: 4000	220,287.00	57,550.25	57,550.25	26.1	74,864.66	87,872.09	39.8
5100.00 PERSON&CONSULTANT SVC-DI ST USE	16,117.00	3,892.27	3,892.27	24.1	15,989.29	3,764.56-	.0
5200.00 TRAVEL & CONFERENCE EXPENSES	87,818.00	11,099.08	11,099.08	12.6	17,610.71	59,108.21	67.3
5300.00 POST/DUES/MEMBERSHI PS-DI ST. USE	54,362.00	14,510.83	14,510.83	26.6	1,158.37	38,692.80	71.1
5500.00 UTILITIES & HOUSEKEEP-DI ST. USE	716,202.00	174,817.19	174,817.19	24.4	540,719.81	665.00	.0
5600.00 RENTS, LEASES&REPAIRS-DI ST. USE	407,018.00	92,697.47	92,697.47	22.7	203,173.71	111,146.82	27.3
5800.00 OTHER OPERATING EXP-DI ST. USE	186,125.00	35,376.31	35,376.31	19.0	11,749.40	138,999.29	74.6
TOTAL: 5000	1,467,642.00	332,393.15	332,393.15	22.6	790,401.29	344,847.56	23.4
TOTAL: 1000-5999	21,243,412.00	5,747,444.37	5,747,444.37	27.0	865,265.95	14,630,701.68	68.8
6200.00 BUI LDINGS&I MPROVEMENT-DI ST. USE	600.00	0.00	0.00	.0	0.00	600.00	100.0
6300.00 LIBRARY BOOKS - EXPANSION	10,000.00	2,030.18	2,030.18	20.3	6,583.64	1,386.18	13.8
6400.00 EQUI P/FURNITURE (EXCLD COMPTR)	42,269.00	0.00	0.00	.0	1,200.00	41,069.00	97.1

Fund: 01 GENERAL FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL: 6000	52,869.00	2,030.18	2,030.18	3.8	7,783.64	43,055.18	81.4
TOTAL: 1000-6999	21,296,281.00	5,749,474.55	5,749,474.55	26.9	873,049.59	14,673,756.86	68.9

Fund: 01 GENERAL FUND

SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/CURRENT	RECEIVED YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	1,229,137.00	145,455.83	145,455.83	11.8	0.00	1,083,681.17	88.1
TOTAL:	1000-5999	21,243,412.00	5,747,444.37	5,747,444.37	27.0	865,265.95	14,630,701.68	68.8
TOTAL:	1000-6999	21,296,281.00	5,749,474.55	5,749,474.55	26.9	873,049.59	14,673,756.86	68.9
TOTAL:	1000-7999	21,296,281.00	5,749,474.55	5,749,474.55	26.9	873,049.59	14,673,756.86	68.9
TOTAL EXPENSES	(1000 - 7999)	21,296,281.00	5,749,474.55	5,749,474.55	26.9	873,049.59	14,673,756.86	68.9

Fund: 72 CHILD DEVELOPMENT FUND

SUMMARY BY OBJECT	WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENED/ENCUMBERED	UNENCUMBERED BALANCE	%
2300.00 NON-INSTRUCTION HOURLY CLASS.	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
TOTAL: 2000	2,000.00	0.00	0.00	.0	0.00	2,000.00	100.0
3300.00 OASDHI /FICA	153.00	0.00	0.00	.0	0.00	153.00	100.0
3500.00 STATE UNEMPLOYMENT INSURANCE	1.00	0.00	0.00	.0	0.00	1.00	100.0
TOTAL: 3000	154.00	0.00	0.00	.0	0.00	154.00	100.0
TOTAL: 1000-5999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0

Fund: 72 CHILD DEVELOPMENT FUND SUMMARY

SUMMARY BY OBJECT		WORKING BUDGET	EXPENDED/RECEIVED CURRENT	YEAR TO DATE	%	PENDED/ENCUMBERED	UNENCUMBERED BALANCE	%
TOTAL INCOME	(8000 - 8999)	0.00	0.00	0.00	.0	0.00	0.00	.0
TOTAL:	1000-5999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL:	1000-6999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL:	1000-7999	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0
TOTAL EXPENSES	(1000 - 7999)	2,154.00	0.00	0.00	.0	0.00	2,154.00	100.0

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 13, 2014
SUBJECT: District Clery Act Compliance Report

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

Monthly Report of Clery Crimes for October (See attached)

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None



**SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
CLERY ACT CRIMES
October 2014**

Case#	Reported	Reportable Clery Crimes	Location	Date (s)	Time (s)	Disposition
CRAFTON HILLS						
NO INCIDENTS TO REPORT						
DISTRICT						
NO INCIDENTS TO REPORT						
VALLEY						
14-324	10/03/14	BURGLARY	Maintenance & Ops	10/03/14	9:49 AM	REPORT TAKEN
14-325	10/03/14	DRUG LAW VIOLATION	Gym	10/03/14	5:01 PM	CITATION ISSUED
14-327	10/04/14	MOTOR VEHICLE THEFT	Lot 2	10/04/14	1:10 PM	REPORT TAKEN
14-333	10/08/14	BURGLARY	Cafeteria	10/08/14	10:57 AM	CITATION ISSUED
14-354	10/23/14	DRUG LAW VIOLATION	Mt. Vernon	10/23/14	11:48 AM	CITATION ISSUED

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: General Fund Cash Flow Analysis

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

The General Fund cash balance as of June 30, 2015 is estimated to be \$9,758,755.

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[†]

Fiscal Year 2014-15

	PROJECTIONS												ACCRUALS	TOTAL
	JUL	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN		
Beginning Cash Balance	12,251	14,837	14,815	20,306	18,737	18,233	22,361	24,117	21,656	22,834	15,490	12,337		
Receipts														
Federal	11		5	30	24	1,851	16	93	1,302	88	628	1,696		5,744
State	4,355	4,062	8,514	6,266	5,569	5,692	5,778	3,998	5,256	2,405	3,142	9,172		64,209
State Deferrals	7,087													7,087
Local	622		4,639	381	1,959	4,662	3,847	1,194	2,912	-738	2,301	3,391		25,169
Temporary Borrowings														
Inc Transfer & Sale of Assets							23							23
Accounts Receivable/Accruals	497	3,686												4,182
Total Receipts	12,572	7,747	13,158	6,676	7,553	12,205	9,663	5,285	9,471	1,755	6,071	14,259		106,414
Disbursements														
Academic Salaries	2	1,400	3,205	3,029	3,160	3,073	3,210	2,883	3,174	3,183	3,193	6,743		36,255
Classified Salaries	2,108	1,250	1,722	1,822	1,926	2,062	1,885	1,702	1,881	1,910	1,934	2,171		22,373
Benefits	831	1,224	1,288	1,312	1,385	1,367	1,342	1,317	1,341	1,358	1,345	1,846		15,957
Supplies & Materials	-2	85	148	137	62	101	60	101	164	175	286	574		1,892
Other Operating Exp	77	1,261	1,086	1,670	1,354	1,293	1,207	1,431	1,487	2,130	2,044	4,475		19,515
Capital Outlay	1	41	71	127	23	33	54	165	97	194	274	627		1,706
Other Outgo		124	148	148	148	148	148	148	148	148	148	400		1,856
Loan Repayment														
Accounts Payable/Accruals	6,968	2,384												9,352
Total Disbursements	9,986	7,770	7,667	8,245	8,057	8,077	7,906	7,747	8,293	9,099	9,223	16,837		108,906
Increase / (Decrease) in Cash Balance	2,586	-22	5,491	-1,569	-504	4,128	1,757	-2,462	1,178	-7,344	-3,152	-2,579		
Ending Cash Balance	14,837	14,815	20,306	18,737	18,233	22,361	24,117	21,656	22,834	15,490	12,337	9,759		

[†] 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 13, 2014
SUBJECT: Local Hire Summary

RECOMMENDATION

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

OVERVIEW

Local Hire Summary Report of Active Construction Projects for September 2014. This report presents the local hire status for each project and indicates the city of residence for the labor force.

ANALYSIS

In November 2013, the Board of Trustees passed Board Policy 6610, which sets minimum goals at fifty percent (50%) participation of Local Hires and twenty-five percent (25%) participation of Local Businesses in its District Bid projects awarded each fiscal year. As of September 2014, the District-wide total of local hires was 61%, exceeding the Board goal by 11%. The District-wide total of local business was 45%, exceeding the Board goal by 20%.

BOARD IMPERATIVE

I. Institutional Effectiveness

FINANCIAL IMPLICATIONS

None.

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 (cumulative)	Wages - Non Local (cumulative)	
AUDITORIUM	4	57%	3	43%	\$ 415,785.00	\$ 427,800.00	\$ 5,956,415.00	Data not recorded*		
LANDSCAPE AROUND ADSS	6	100%	0	0%	\$ -	\$ 42,665.00	\$ -	\$ 23,718.00	\$ -	
AT FENCING AT YARD	1	100%	0	0%	\$ -	\$ 29,130.00	\$ -	\$ 550.33	\$ -	
AT SECURITY LIGHTING	2	100%	0	0%	\$ -	\$ 44,950.00	\$ -	\$ 9,389.74	\$ -	
GYMNASIUM**	23	51%	22	49%	\$ 1,723,223.85	\$ 15,485,952.84	\$ 21,430,228.00	\$ 234,427.79	\$ 170,837.43	
TOTAL	36	59%	25	41%	\$ 2,139,008.85	\$ 16,030,497.84	\$ 27,386,643.00	\$ 243,817.53	\$ 170,837.43	
					\$18,169,506.69					
					40%		60%			

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 (cumulative)	Wages - Non Local (cumulative)	
CRAFTON CENTER	33	67%	16	33%	\$ 7,496,846.94	\$ 7,096,378.00	\$ 6,851,341.06	\$ 142,665.60	\$ 31,962.76	
NEW SCIENCE BUILDING	41	73%	15	27%	\$ 3,579,050.00	\$ 6,804,716.00	\$ 8,199,240.00	\$ 453,695.93	\$ 245,758.08	
OE2	32	49%	33	51%	\$ 1,329,733.00	\$ 2,412,208.00	\$ 12,146,059.00	\$ 371,465.00	\$ 274,055.95	
PE COMPLEX	0	0%	0	0%	\$ -	\$ 852,800.00	\$ 3,658,270.00	Data not recorded*		
TOTAL	106	62%	64	38%	\$ 12,405,629.94	\$ 17,166,102.00	\$ 30,854,910.06	\$ 967,826.53	\$ 551,776.79	
					\$29,571,731.94					
					49%		51%			

DISTRICT WIDE - Combined	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 - Non Local (cumulative)	Wages - Non Local (cumulative)	
TOTAL	142	61%	89	39%	\$ 14,544,638.79	\$ 33,196,599.84	\$ 58,241,553.06	\$ 1,211,644.06	\$ 722,614.22	
					\$47,741,238.63					
					45%		55%			

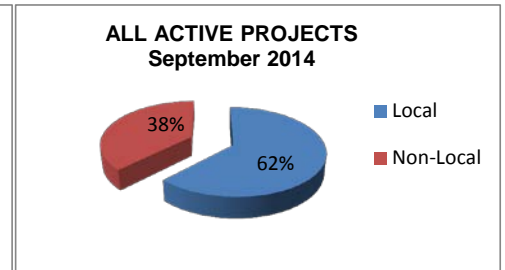
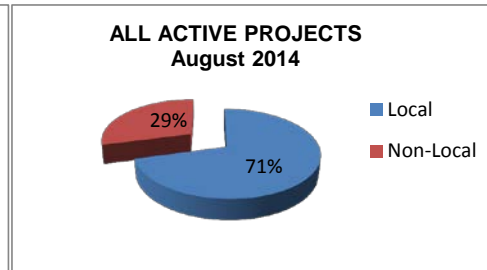
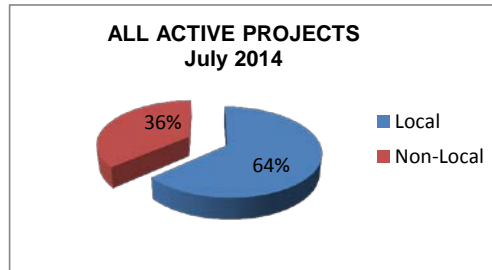
*Data not recorded because project started before implementation of Local Hire Bond Policy (Nov. 2013)

**In process of Subcontractor Buy Out; all contract monies not yet allocated

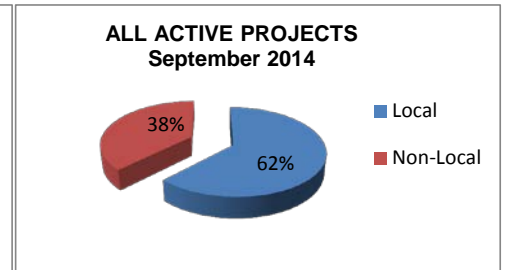
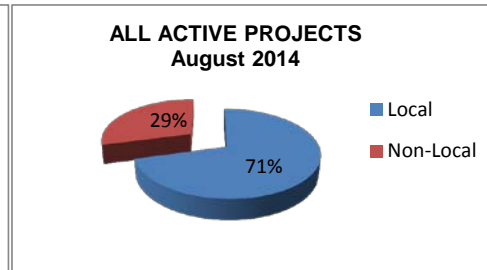
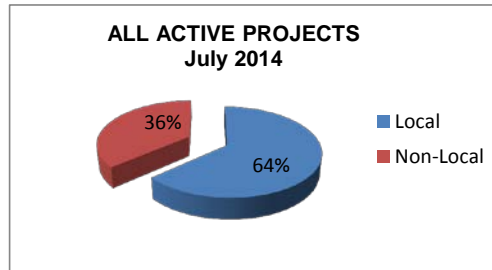
SBVC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
GYMNASIUM	Swinerton Builders	Southern California Grading Inc - Grading	1
AT SECURITY LIGHTING	RDM ELECTRIC	RDM Electric - Electrical	1
AUDITORIUM	GBI Electrical	GBI Electrical - Electrical	1
TOTAL # OF APPRENTICES			3

CHC	General Contractor Name	Contractor Name and Trade	Apprentices per Division of Work / Trade
CRAFTON CENTER	Bernard's	Procraft - Plumbing	1
		Precision Concete	2
		Dominguez-Concrete	2
		Anderson Churnesky - Steel	1
		So Cal West Coast Electric	2
NEW SCIENCE BUILDING	Earl Corporation	J. Francis Company - Waterproofing	1
		Theisen Steel, Inc. - Steel	7
OE2	Sinanian Development	Civil Works - Building Concrete & Rebar	8
		Platinum Construction - Framing	1
		Mack Construction - Plumbing	2
PE COMPLEX	Minco Corporation	N/A	No Apprentices Listed on Demographics Reporting
TOTAL # OF APPRENTICES			27

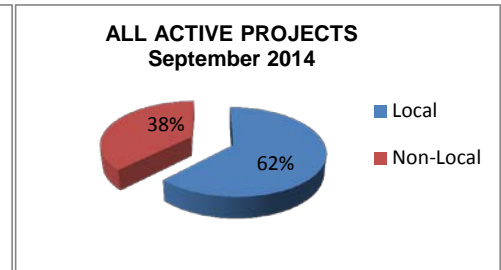
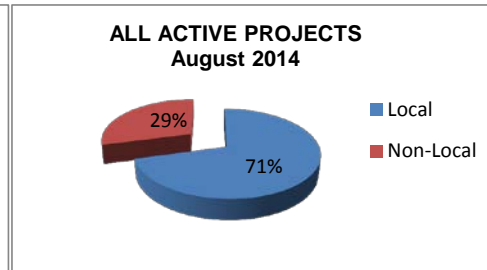
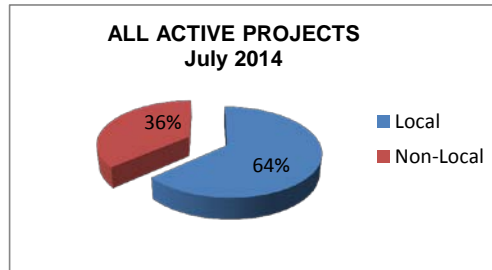
*This information is gathered from reports provided by the General Contractors. Kitchell / BRj has not performed a labor compliance report or audit on this information.



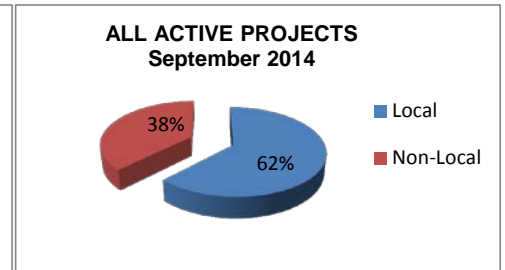
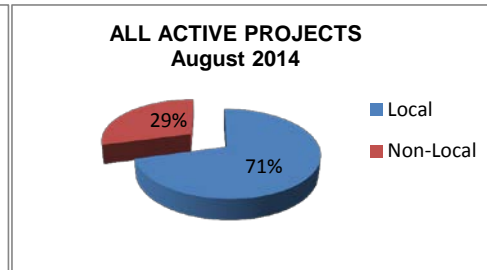
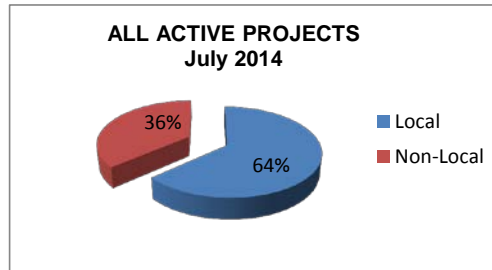
	July 2014	August 2014	September 2014
San Bernardino County			
Adelanto		1	1
Alta Loma	1	2	1
Apple Valley	4	5	2
Bloomington		1	1
Cedarpines Park		1	1
Chino	4	2	2
Chino Hills			
Colton	1	1	
Fontana	2	3	4
Grand Terrace	1		
Hesperia	4	3	4
Highland	1	4	4
Morongo Valley			
Ontario	9	8	6
Phelan			1
Pinon Hills	2	1	2
Rancho Cucamonga	4	3	3
Redlands	3	4	3
Rialto	1	4	4
San Bernardino	13	9	6
Upland			
Victorville	1	2	4
Yucaipa	5	5	4
Riverside County			
Banning	1		
Beaumont		3	6
Cathedral City	1		
Corona	1	1	6
Hemet	2	1	2
Homeland	1		



	July 2014	August 2014	September 2014
Lake Elsinore	1		1
Menifee		1	1
Mira Loma		1	1
Moreno Valley	3	6	4
Murrieta	1	1	
Palm Desert			1
Perris			
Rancho Belago		1	1
Riverside	23	19	25
San Jacinto		1	1
Temecula	3	2	3
Wildomar	1	1	1
TOTAL LOCAL	94	97	106
Local Percent	64%	64%	71%



	July 2014	August 2014	September 2014
Other Counties			
Anaheim	1		
Artesia			1
Azusa		1	1
Bell			
Bell Gardens		1	1
Chula Vista			2
Commerce	1		
Compton		1	1
Cypress		1	
Downey	2		3
El Cajon			1
El Monte	1	1	1
Escondido	1		3
Fullerton	1	1	1
Garden Grove		1	2
Henderson			1
Hollywood			
Huntington Beach	1	2	1
Huntington Park	1		
La Habra	3	2	3
La Mirada			1
La Puente	2		
Laguna Hills	1		
Lake View Terrace	1	1	1
Las Vegas	1	2	1
Long Beach	4	1	2
Los Angeles	6	2	4
Lynwood	1		
Maywood			1
Monrovia	1	1	1



	July 2014	August 2014	September 2014
Montclair			1
Monterey Park	1	1	1
Oceanside			1
Orange	2	3	5
Orange County*			
Oxnard		1	1
Pacoima	1		
Palmdale	1	1	1
Paramount	1		
Pasadena	1		
Pico Rivera	1	1	1
Pomona	6	6	5
San Dimas	1	2	2
San Pedro	1	1	1
San Ysidro			1
Santa Ana	4	3	4
Santa Fe Springs			2
Serman Oaks	1	1	1
Sylmar	1	1	1
West Covina	1	1	1
Wilmington	2		2
TOTAL NON-LOCAL	54	40	64
Non-Local Percent	36%	36%	29%
Veterans	0	0	7
Apprentice	17	16	21

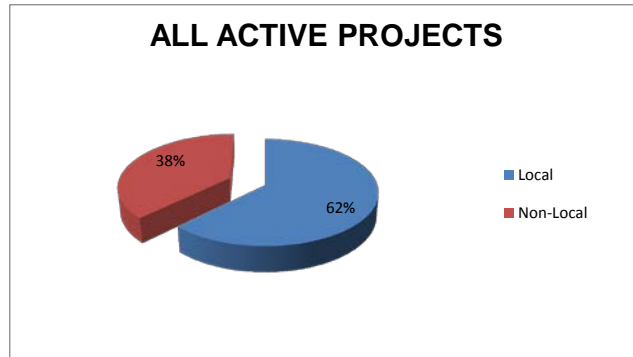
* Cities not included in Contractor monthly reporting

Demographics Summary

September 2014

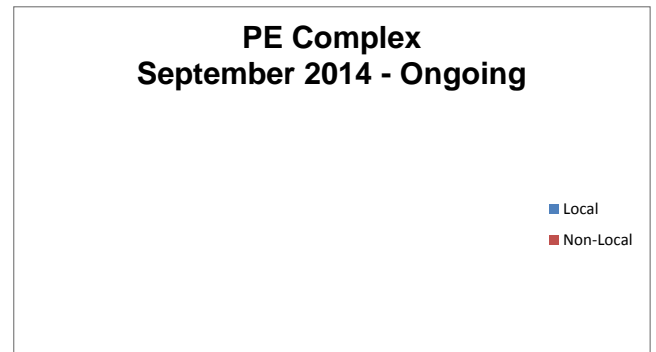
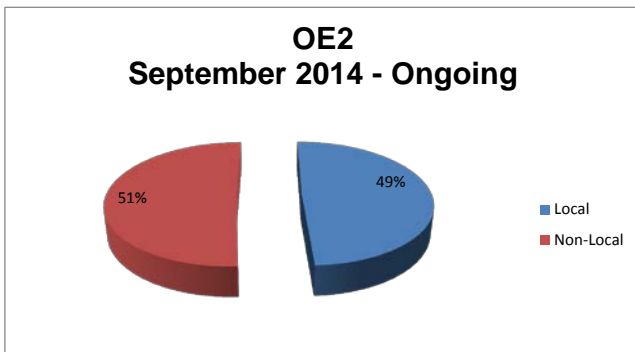
Crafton Hills College On-Site Labor Force

OVERALL		
Local	106	62%
Non-Local	64	38%
Total	170	



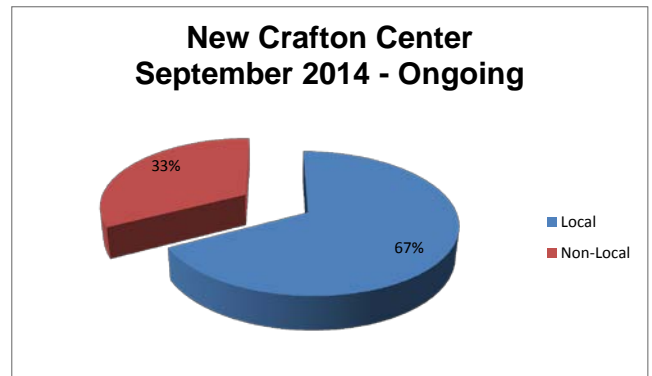
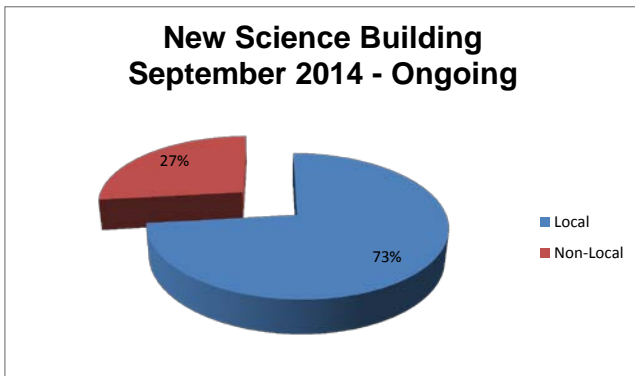
OE2 BUILDING		
Local	32	49%
Non-Local	33	51%
Total	65	

PE COMPLEX		
Local	0	0%
Non-Local	0	0%
Total	0	



NEW SCIENCE BUILDING		
Local	41	73%
Non-Local	15	27%
Total	56	

NEW CRAFTON CENTER		
Local	33	67%
Non-Local	16	33%
Total	49	



OE2

Dec-13			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

Jan-14			
Veteran	0		
Apprentice	0		
San Bernardino	1	Local	2 67%
Riverside	1	Non-Local	1 33%
Other	1	Total	3

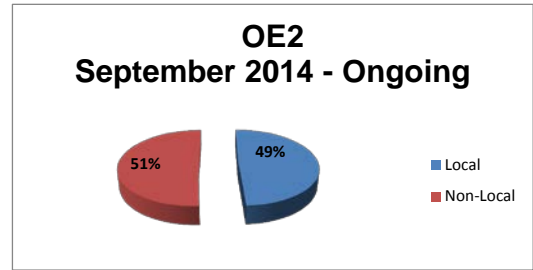
Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	7	Local	20 91%
Riverside	13	Non-Local	2 9%
Other	2	Total	22

Mar-14			
Veteran	0		
Apprentice	2		
San Bernardino	8	Local	17 94%
Riverside	9	Non-Local	1 6%
Other	1	Total	18

Apr-14			
Veteran	0		
Apprentice	4		
San Bernardino	5	Local	10 91%
Riverside	5	Non-Local	1 9%
Other	1	Total	11

May-14			
Veteran	0		
Apprentice	11		
San Bernardino	14	Local	32 73%
Riverside	18	Non-Local	12 27%
Other	12	Total	44

Jun-14			
Veteran	0		
Apprentice	8		
San Bernardino	13	Local	28 70%
Riverside	15	Non-Local	12 30%
Other	12	Total	40



Jul-14			
Veteran	0		
Apprentice	6		
San Bernardino	18	Local	33 66%
Riverside	15	Non-Local	17 34%
Other	17	Total	50

Aug-14			
Veteran	0		
Apprentice	6		
San Bernardino	5	Local	20 53%
Riverside	2	Non-Local	18 47%
Other	17	Total	38

Sep-14			
Veteran	0		
Apprentice	6		
San Bernardino	5	Local	32 49%
Riverside	2	Non-Local	33 51%
Other	17	Total	65

PROJECT ONGOING

PE Complex

Oct-13			
Veteran	0		
Apprentice	0		
San Bernardino	3	Local	12 71%
Riverside	9	Non-Local	5 29%
Other	5	Total	17

Nov-13			
Veteran	0		
Apprentice	1		
San Bernardino	7	Local	14 70%
Riverside	7	Non-Local	6 30%
Other	6	Total	20

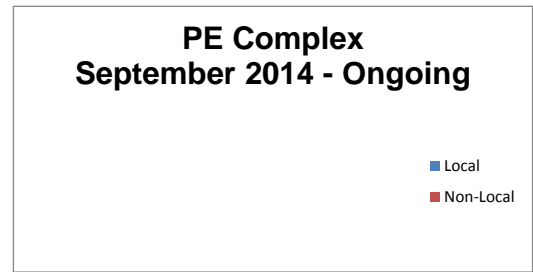
Dec-13			
Veteran	0		
Apprentice	2		
San Bernardino	15	Local	26 81%
Riverside	11	Non-Local	6 19%
Other	6	Total	32

Jan-14			
Veteran	0		
Apprentice	1		
San Bernardino	9	Local	27 82%
Riverside	18	Non-Local	6 18%
Other	6	Total	33

Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	9	Local	27 82%
Riverside	18	Non-Local	6 18%
Other	6	Total	33

Mar-14			
Veteran	0		
Apprentice	0		
San Bernardino	7	Local	28 82%
Riverside	21	Non-Local	6 18%
Other	6	Total	34

Apr-14			
Veteran	0		
Apprentice	1		
San Bernardino	11	Local	30 81%
Riverside	19	Non-Local	7 19%
Other	7	Total	37



May-14			
Veteran	0		
Apprentice	2		
San Bernardino	15	Local	36 78%
Riverside	21	Non-Local	10 22%
Other	10	Total	46

Jun-14			
Veteran	0		
Apprentice	0		
San Bernardino	14	Local	26 67%
Riverside	12	Non-Local	13 33%
Other	13	Total	39

Jul-14			
Veteran	0		
Apprentice	0		
San Bernardino	15	Local	22 71%
Riverside	7	Non-Local	9 29%
Other	9	Total	31

Aug-14			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	7 70%
Riverside	0	Non-Local	3 30%
Other	0	Total	10

Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	0	Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

PROJECT ONGOING

New Science Building

Dec-13			
Veteran	0		
Apprentice	0		
San Bernardino		Local	0 0%
Riverside	0	Non-Local	0 0%
Other	0	Total	0

Jan-14			
Veteran	0		
Apprentice	0		
San Bernardino	2	Local	3 60%
Riverside	1	Non-Local	2 40%
Other	2	Total	5

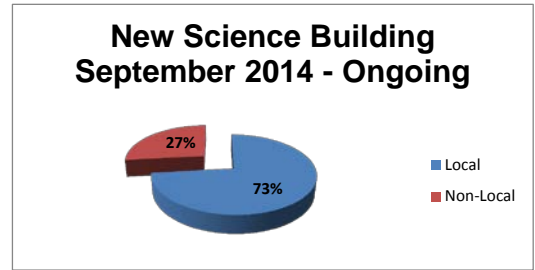
Feb-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 57%
Riverside	4	Non-Local	6 43%
Other	6	Total	14

Mar-14			
Veteran	0		
Apprentice	0		
San Bernardino	4	Local	8 53%
Riverside	4	Non-Local	7 47%
Other	7	Total	15

Apr-14			
Veteran	0		
Apprentice	0		
San Bernardino	12	Local	17 65%
Riverside	5	Non-Local	9 35%
Other	9	Total	26

May-14			
Veteran	0		
Apprentice	4		
San Bernardino	12	Local	21 58%
Riverside	9	Non-Local	15 42%
Other	15	Total	36

Jun-14			
Veteran	0		
Apprentice	7		
San Bernardino	13	Local	27 59%
Riverside	14	Non-Local	19 41%
Other	19	Total	46



Jul-14			
Veteran	0		
Apprentice	5		
San Bernardino	12	Local	22 51%
Riverside	10	Non-Local	21 49%
Other	21	Total	43

Aug-14			
Veteran	4		
Apprentice	10		
San Bernardino	6	Local	36 75%
Riverside	9	Non-Local	12 25%
Other	16	Total	48

Sep-14			
Veteran	4		
Apprentice	10		
San Bernardino	6	Local	41 73%
Riverside	9	Non-Local	15 27%
Other	16	Total	56

PROJECT ONGOING

New Crafton Center

May-14			
Veteran	0		
Apprentice	0		
San Bernardino	9	Local	12 100%
Riverside	3	Non-Local	0 0%
Other	0	Total	12

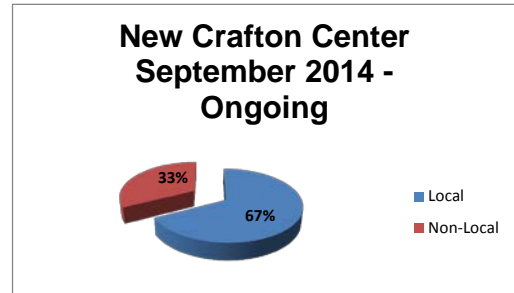
Jun-14			
Veteran	0		
Apprentice	1		
San Bernardino	7	Local	15 79%
Riverside	8	Non-Local	4 21%
Other	4	Total	19

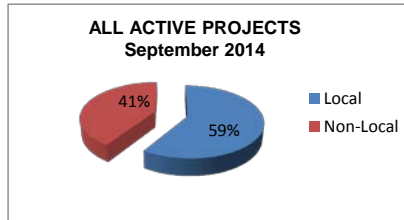
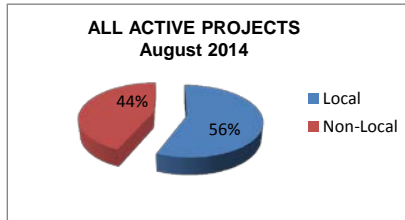
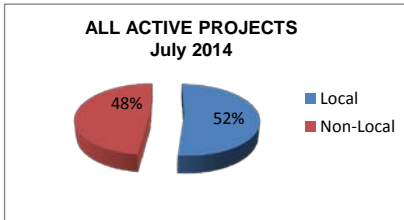
Jul-14			
Veteran	0		
Apprentice	1		
San Bernardino	11	Local	17 71%
Riverside	6	Non-Local	7 29%
Other	7	Total	24

Aug-14			
Veteran	3		
Apprentice	5		
San Bernardino	12	Local	34 83%
Riverside	16	Non-Local	7 17%
Other	16	Total	41

Sep-14			
Veteran	3		
Apprentice	5		
San Bernardino	12	Local	33 67%
Riverside	16	Non-Local	16 33%
Other	16	Total	49

PROJECT ONGOING





	July 2014	August 2014	September 2014
San Bernardino County			
Alta Loma	1	1	
Apple Valley	1	1	
Bloomington			1
Chino	1	1	
Chino Hills		1	
Crestline			1
Fontana	1	3	4
Hesperia	2	1	
Highland		1	
Mentone		1	
Montclair	1		
Oak Hills			1
Phelan		1	
Rancho Cucamonga	4	3	1
Rialto	2	2	2
San Bernardino	3	7	7
Upland	1	2	
Victorville	2		2
Wrightwood	1		1
Yucaipa			2
Riverside County			
Beaumont	1		1
Corona	2		2
Eastvale			
Hemet	2	1	
Menifee	1		1
Moreno Valley	2		1
Murrieta	2	2	1
Norco	2	4	2
Nuevo		1	
Perris	1		
Riverside	3	6	2
Sun City		1	
Temecula	2	3	
Wildomar		1	
Winchester	2	3	
Unknown City*	35	7	4
TOTAL LOCAL	75	54	36
Local Percent	52%	56%	59%

Other Counties			
Aliso Viejo	1		
Anaheim	2	3	1
Baldwin Park	1	1	
Bellflower			1
Compton	1	1	
Covina	4	3	1
Cypress			1
Escondido	1	2	1
Fallbrook	1		
Fountain Valley	2	2	
Garden Grove	2	1	
Glendale	2		
Glendora		2	1
Huntington Beach	1		1
La Crescenta	1	1	1
Ladera Ranch			1
Lakewood			1
Lancaster			1
Long Beach			1
Los Angeles	5	7	4
Montebello	1		
Norwalk	2		
Oceanside		1	
Orange			1
Pomona	1		1
San Diego	1	1	
San Dimas	1	3	1
San Gabriel	1	1	
San Juan Capistrano	1		
San Marcos		1	
San Pedro	1		
Santa Ana		1	
South Gate	3		
Stanton		1	1
Sunland	1	1	1
Sylmar	1		
West Covina	1	1	1
West Hills		1	
Unknown City*	31	7	3
TOTAL NON-LOCAL	70	42	25
Non-Local Percent	48%	44%	41%
Veterans	2	0	0
Apprentice	23	15	3

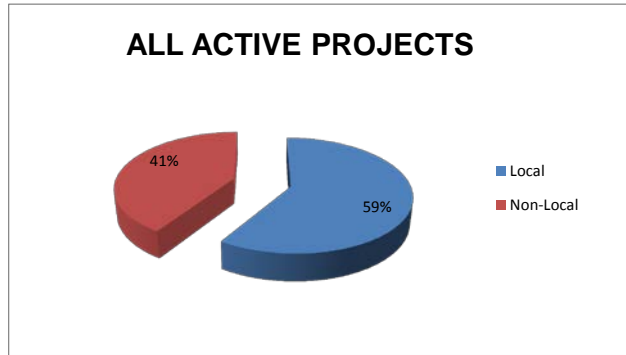
NOTE: SBVC Auditorium is listed as Unknown City, as specific numbers for each county/city are not provided since contract was issued before the requirements to provide this information.

Demographics Summary

September 2014

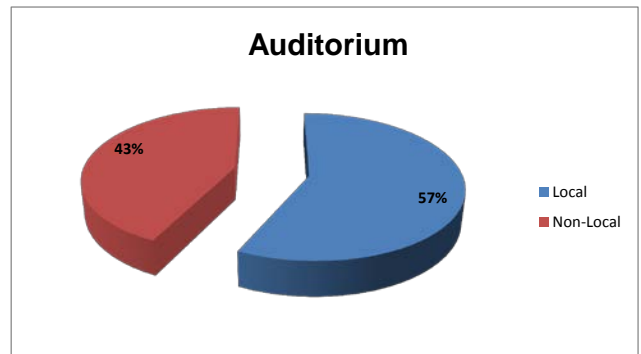
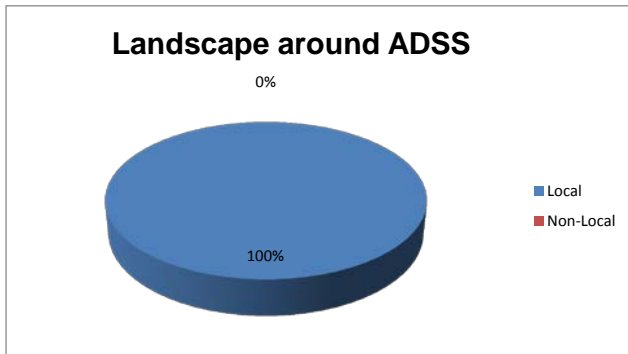
San Bernardino Valley College On-Site Labor Force

OVERALL		
Local	36	59%
Non-Local	25	41%
Total	61	



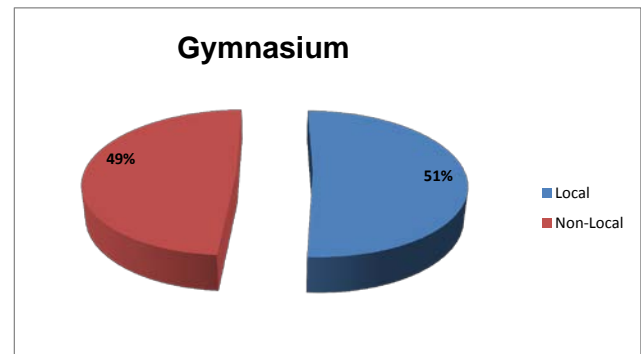
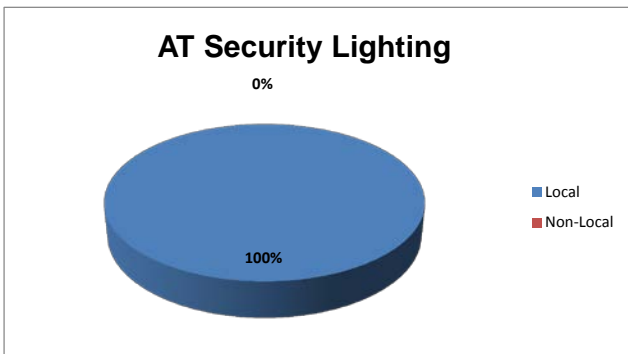
LANDSCAPE AROUND ADSS		
Local	6	100%
Non-Local	0	0%
Total	6	

AUDITORIUM		
Local	4	57%
Non-Local	3	43%
Total	7	



AT Security Lighting		
Local	2	100%
Non-Local	0	0%
Total	2	

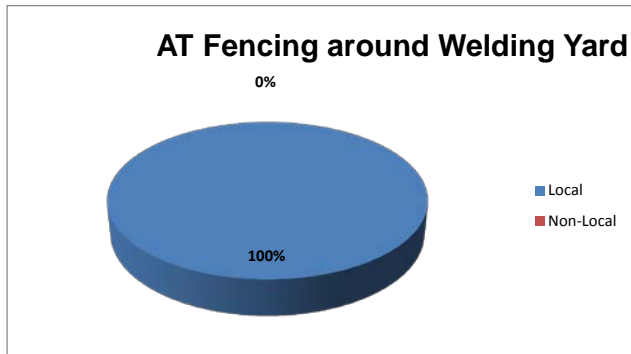
Gymnasium		
Local	23	51%
Non-Local	22	49%
Total	45	



Notes:

- * Information is taken directly from contractor prepared sheets
- * How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job. Overall though the numbers shown on the summary are local and non-local.

AT Fencing Around Welding Yard		
Local	1	100%
Non-Local	0	0%
Total	1	



Auditorium

Sep-13				
Veteran	1			
Apprentice	0			
San Bernardino	N/A	Local	6	75%
Riverside	N/A	Non-Local	2	25%
Other	N/A	Total	8	

Oct-13				
Veteran	1			
Apprentice	1			
San Bernardino	N/A	Local	8	80%
Riverside	N/A	Non-Local	2	20%
Other	N/A	Total	10	

Nov-13				
Veteran	1			
Apprentice	1			
San Bernardino	0	Local	12	80%
Riverside	0	Non-Local	3	20%
Other	0	Total	15	

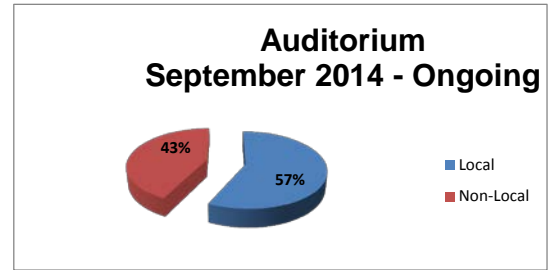
Dec-13				
Veteran	1			
Apprentice	1			
San Bernardino	0	Local	6	86%
Riverside	0	Non-Local	1	14%
Other	0	Total	7	

Jan-14				
Veteran	1			
Apprentice	1			
San Bernardino	0	Local	21	88%
Riverside	0	Non-Local	3	13%
Other	0	Total	24	

Feb-14				
Veteran	1			
Apprentice	1			
San Bernardino	0	Local	25	76%
Riverside	0	Non-Local	8	24%
Other	0	Total	33	

Mar-14				
Veteran	1			
Apprentice	1			
San Bernardino	0	Local	27	75%
Riverside	0	Non-Local	9	25%
Other	0	Total	36	

Apr-14				
Veteran	1			
Apprentice	0			
San Bernardino	0	Local	30	67%
Riverside	0	Non-Local	15	33%
Other	0	Total	45	



May-14				
Veteran	1			
Apprentice	4			
San Bernardino	0	Local	18	69%
Riverside	0	Non-Local	8	31%
Other	0	Total	26	

Jun-14				
Veteran	0			
Apprentice	7			
San Bernardino	0	Local	42	86%
Riverside	0	Non-Local	7	14%
Other	0	Total	49	

Jul-14				
Veteran	2			
Apprentice	9			
San Bernardino	0	Local	35	53%
Riverside	0	Non-Local	31	47%
Other	0	Total	66	

Aug-14				
Veteran	0			
Apprentice	1			
San Bernardino	0	Local	7	50%
Riverside	0	Non-Local	7	50%
Other	0	Total	14	

Sep-14				
Veteran	0			
Apprentice	1			
San Bernardino	0	Local	4	57%
Riverside	0	Non-Local	3	43%
Other	0	Total	7	

PROJECT ONGOING

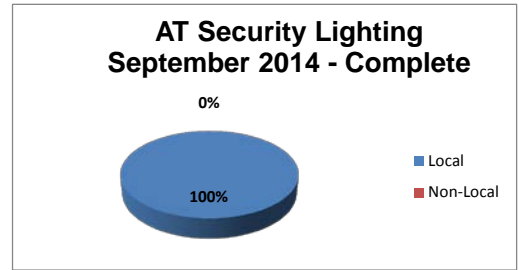
AT Security Lighting

Jun-14			
Veteran	0		
Apprentice	0		
San Bernardino	2	Local	4 100%
Riverside	2	Non-Local	0 0%
Other	0	Total	4

Jul-14			
Veteran	0		
Apprentice	1		
San Bernardino	2	Local	2 100%
Riverside	0	Non-Local	0 0%
Other	0	Total	2

Aug-14			
Veteran	0		
Apprentice	1		
San Bernardino	2	Local	2 100%
Riverside	0	Non-Local	0 0%
Other	0	Total	2

Sep-14			
Veteran	0		
Apprentice	1		
San Bernardino	1	Local	2 100%
Riverside	1	Non-Local	0 0%
Other	0	Total	2



*****PROJECT COMPLETE****

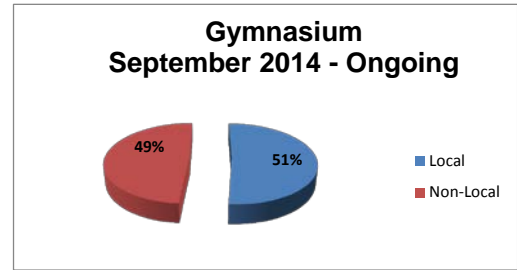
Gymnasium

Jul-14			
Veteran	0		
Apprentice	12		
San Bernardino	16	Local	34 47%
Riverside	18	Non-Local	38 53%
Other	38	Total	72

Aug-14			
Veteran	0		
Apprentice	12		
San Bernardino	23	Local	45 56%
Riverside	22	Non-Local	35 44%
Other	35	Total	80

Sep-14			
Veteran	0		
Apprentice	1		
San Bernardino	15	Local	23 51%
Riverside	8	Non-Local	22 49%
Other	22	Total	45

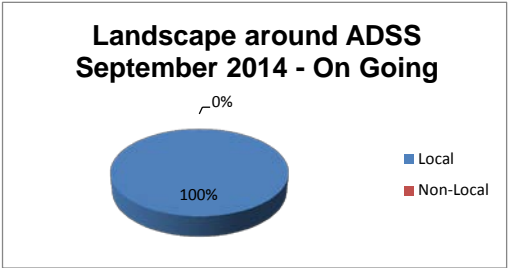
PROJECT ONGOING



Landscape around ADSS

Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	5	Local	6 100%
Riverside	1	Non-Local	0 0%
Other	0		
Total			6

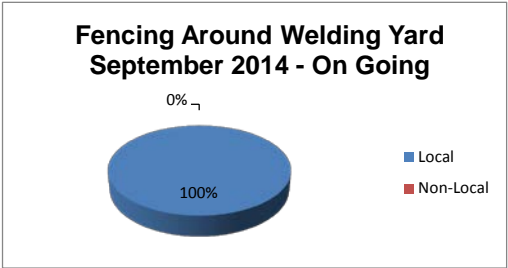
****Project On Going****



AT - Fencing around Welding Yard

Sep-14			
Veteran	0		
Apprentice	0		
San Bernardino	1	Local	1 100%
Riverside	0	Non-Local	0 0%
Other	0		
Total			1

****Project On Going****



Project
Program

Laboratory/Administration Renovation (LADM)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Thomas Hughes, Project Manager

Progress This Period

- DSA Agency approval obtained and completed

Items to Resolve

- N/A

Work Planned Next Period

- Project will bid in Fall of 2015

Notes

Project
Program

Maintenance and Operations Renovation (M&O)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Thomas Hughes, Project Manager

Progress This Period

- Plans and specifications were approved by City of Yucaipa
- Pre-construction move services continue in preparation for project
- Bid opening was October 23, 2014 at 1:00 PM.
- Post-bid interviews were conducted and lowest responsible bidder was determined.
- Bid analysis and recommendation was prepared and forwarded to SBCCD in preparation for November Board of Trustees meeting

Items to Resolve

Work Planned Next Period

- SBCCD Board of Trustees approval of lowest responsible bidder construction contract
- Notice to Proceed 1 will be issued to contractor
- Construction will commence

Notes

- It was decided during the initial stages of the project that it would be submitted to the City of Yucaipa for review, approval, permitting, inspection and certification. Original plan didn't have this phase in the project. Project doesn't require DSA approval and inspection.
- Project bid under budget

**Project
Program**

New Crafton Center*/**

SBCCD Measure M Bond Program - Crafton Hills College

*Includes Library Demo **Includes Circuit A

Report Date:

October 31, 2014

Report By:

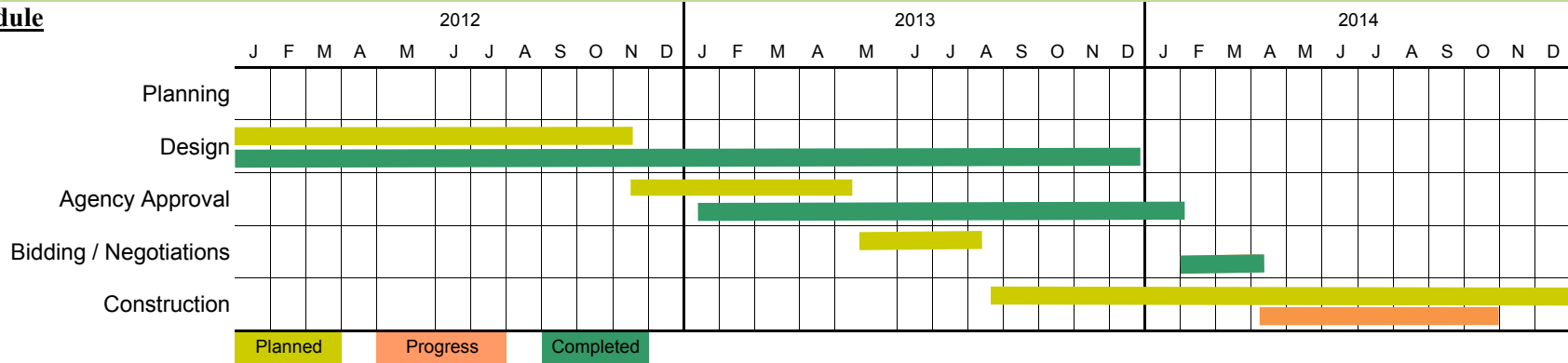
Brooke Duncan, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs **	25,141,199.83	80.20%	3,738,468.69	14.87%	24,704,977.40	98.26%	436,222.43	1.74%
Project Soft Costs	6,205,928.17	19.80%	4,086,249.83	65.84%	6,601,716.81	106.38%	(395,788.64)	-6.38%
Total Project	31,347,128.00	100.00%	7,824,718.52	24.96%	31,306,694.21	99.87%	40,433.79	0.13%

*** Note: Funds were transferred from Campus Contingency to cover overage in selection of new architect**

Change Orders to Date * No. 1 * Discretionary 3,502.49 * Non-Discretionary 0.00 0.00% of Hard Costs *

Project Schedule



Progress Photos



Preparation for Foundations



Rendering of East Side of Building



Steel Erection

Project
Program

New Crafton Center*/**
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Brooke Duncan, Project Manager

Progress This Period

- Submittal and RFI processing
- Team is processing deferred approved submittals with agency
- Steel erection complete
- Site work continuing in Lot C
- Foundation preparation for slab on grade
- Welding of structural steel is continuous
- Framing clips to structure

Items to Resolve

- Contractor to provide an time delay analysis for hazmat abatement unforeseen condition

Work Planned Next Period

- Submittal and RFI processing
- Expect to have approval from agency for all deferred submittals
- Steel decking
- Foundations complete
- Lay-out and framing of walls

Notes

Project
Program

New Crafton Center
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Brooke Duncan, Project Manager

Data From September 2014

Total Numbers of Workers: 49

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Rancho Cucamonga		Wildomar	1	Escondido	2
Redlands	1	Moreno Valley	2	Anaheim	
Apple Valley	1	Homeland		La Habra	1
Hesperia	2	Riverside	4	Los Angeles	
Victorville	3	Beaumont	5	La Puente	
Highland	2	Corona	1	Huntington park	
Ontario	1	Palm Desert	1	Pomona	2
Adelanto	1	Hemet	1	Oxnard	1
Bloomington	1			Azusa	1
San Bernardino	2			Bell Gardens	1
Yucaipa	1			San Dimas	1
Fontana	1			Montclair	1
Colton				Sante Fe Springs	1
Pinon Hills	1			West Covina	1
Phelan	1			Garden Grove	1
				Santa Ana	1
				Oceanside	1
				Chula Vista	1
Total	18	Total	15	Total	16

Data From August 2014

Total Number of Subcontractors: 44

Number of Subcontractors from San Bernardino County	12	Number of Subcontractors from Riverside County	16	Number of Subcontractors from Other Counties	16																
<div style="display: flex; justify-content: space-around;"> <div style="width: 45%;"> <h3>Total Number of Workers</h3> <table border="1"> <caption>Worker Distribution</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>37%</td> </tr> <tr> <td>Riverside County</td> <td>30%</td> </tr> <tr> <td>Other Counties</td> <td>33%</td> </tr> </tbody> </table> </div> <div style="width: 45%;"> <h3>Total Number of Subcontractors</h3> <table border="1"> <caption>Subcontractor Distribution</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>27%</td> </tr> <tr> <td>Riverside County</td> <td>37%</td> </tr> <tr> <td>Other Counties</td> <td>36%</td> </tr> </tbody> </table> </div> </div>						County	Percentage	San Bernardino County	37%	Riverside County	30%	Other Counties	33%	County	Percentage	San Bernardino County	27%	Riverside County	37%	Other Counties	36%
County	Percentage																				
San Bernardino County	37%																				
Riverside County	30%																				
Other Counties	33%																				
County	Percentage																				
San Bernardino County	27%																				
Riverside County	37%																				
Other Counties	36%																				

Project
Program

New Science Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Monica Garza, Project Manager

Progress This Period

- Submitted DSA deferred approval for precast panel (approved by DSA), curtain walls re-submittal to DSA. Elevator guardrails re-submittal to DSA. Metal panels re-submittal returned from DSA.
- Welding of metal decking, 1st floor and 2nd floor at the Lab Wing Building
- Underslab utility installation 1st floor and 2nd floor at the Lab Wing Building
- Install slab on deck rebar on 1st floor at the Lab Wing Building
- Install slab on deck rebar on 2nd floor at the Lab Wing Building
- Continue welding of structural steel at the Lecture Wing Building

Items to Resolve

- Due to complexity of the project, nature of the site, logistical issues and accessibility to construction site, the current schedule update is shown behind schedule
- Discussions are in progress for the GC to provide accurate recovery schedule and to inform the District of any potential delays
- Attorney for the District is assisting in the complex issues of delay

Work Planned Next Period

- Continue project submittal and RFI processing
- Continue underground utilities installation outside Lab Wing Building
- Place and finish concrete at the roof 1st floor and 2nd floor Lab Wing Building
- Install floor protection on the slab at 1st and 2nd floor at the Lab Wing Building

Notes

Project
Program

New Science Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date:
Report By:

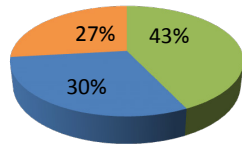
October 31, 2014
Monica Garza, Project Manager

Data From September 2014		Total Number of Workers: 56			
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Redlands		Murrieta		Pomona	
Pinon Hills	1	Beaumont	1	Orange	1
Yucaipa	1	Riverside	13	Santa Ana	2
San Bernardino	4	Hemet	1	Long Beach	2
Rialto	3	Menifee		Huntington Beach	
Rancho Cucamonga	3	Corona	1	Las Vegas, NV	1
Fontana	2	Mira Loma	1	La Habra	2
Alta Loma	1	Moreno Valley		Lynwood	
Apple Valley	1			Monrovia	1
Ontario	3			Monterey Park	1
Highland	1			Cypress	
Cedarpines Park	1			Wilmington	2
Chino	2			Pasadena	
Victorville	1			San Dimas	1
				Henderson, NV	1
				La Mirada	1
Total	24	Total	17	Total	15

Data From August 2014 **Total Number of Subcontractors: 31**

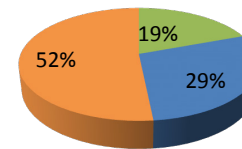
Number of Subcontractors from San Bernardino County	6	Number of Subcontractors from Riverside County	9	Number of Subcontractors from Other Counties	16

Total Number of Workers



- San Bernardino County
- Riverside County
- Other Counties

Total Number of Subcontractors



- San Bernardino County
- Riverside County
- Other Counties

Project
Program

Occupational Education 2 (OE2) Building
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Geoff Bachanas, Project Manager

Progress This Period

Building Package

- Project submittal and RFI processing
- West wing 1st floor exterior and interior framing
- West wing 1st floor rough MEP overhead installation
- West wing 2nd floor concrete deck placement
- West and east wing HSS steel erection
- Site wall forming and rebar installation
- Underground storm drain water filter tank installation
- Electrical room exterior wall CMU installation

Items to Resolve

- Timeline for walkway adjacent to Bookstore classroom demolition and concrete placement: Original plan was to complete this work during summer, but with classes scheduled for the summer semester in adjacent classrooms, work couldn't take place. Project team working on identifying alternative timing that will work for all parties

Work Planned Next Period

Building Package

- Continue project submittal and RFI processing
- West wing 1st & 2nd floor exterior and interior framing
- West wing 1st & 2nd floor rough MEP overhead installation
- West wing 1st & 2nd floor exterior sheathing
- East wing exterior and interior framing
- East wing MEP rough overhead installation
- West and east wing roofing installation
- Spray wall and site walls forming, rebar installation and concrete placement
- HVAC Air Handler Unit Placement

Notes

Project
Program

Occupational Education 2 (OE2) Building
SBCCD Measure M Bond Program - Crafton Hills College

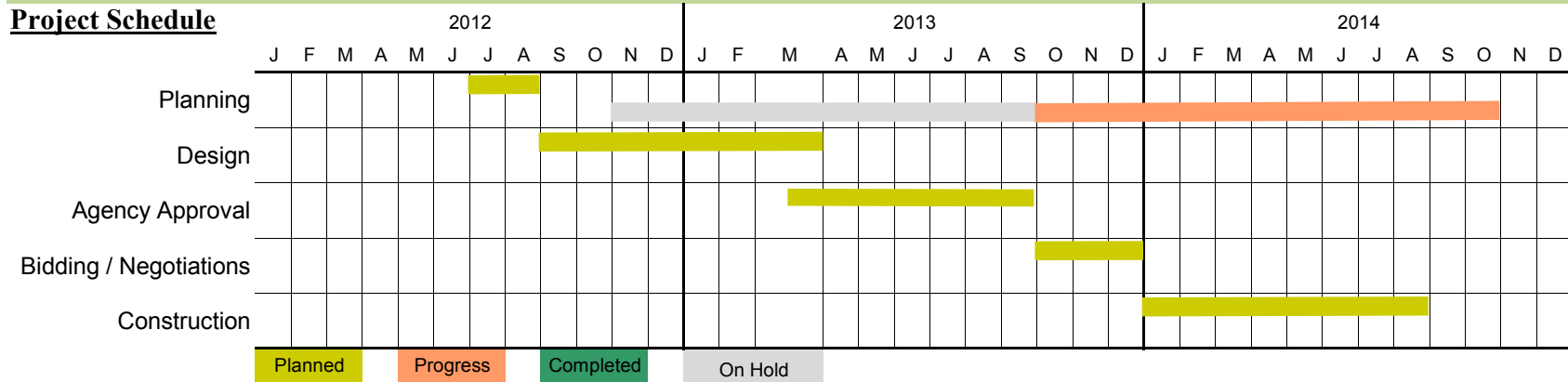
Report Date: October 31, 2014
Report By: Geoff Bachanas, Project Manager

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Fontana	1	Corona	4	Artesia	1
Hesperia	2	Lake Elsinore	1	Chula Vista	1
Highland	1	Menifee	1	Compton	1
Ontario	2	Moreno Valley	2	Downey	3
Redlands	2	Rancho Belago	1	El Cajon	1
Rialto	1	Riverside	8	El Monte	1
Yucaipa	2	San Jacinto	1	Escondido	1
		Temecula	3	Fullerton	1
				Garden Grove	1
				Huntington Beach	1
				Lake View Terrace	1
				Los Angeles	4
				Maywood	1
				Orange	4
				Palmdale	1
				Pico Rivers	1
				Pomona	3
				San Pedro	1
				San Ysidro	1
				Santa Ana	1
				Santa Fee Springs	1
				Sherman Oaks	1
				Sylmar	1
Total	11	Total	21	Total	33

Data From September 2014		Total Number of Subcontractors: 24																			
Number of Subcontractors from San Bernardino County	5	Number of Subcontractors from Riverside County	2	Number of Subcontractors from Other Counties	17																
<p>Total Number of Workers</p> <table border="1"> <caption>Total Number of Workers</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>17%</td> </tr> <tr> <td>Riverside County</td> <td>32%</td> </tr> <tr> <td>Other Counties</td> <td>51%</td> </tr> </tbody> </table>		County	Percentage	San Bernardino County	17%	Riverside County	32%	Other Counties	51%	<p>Total Number of Subcontractors</p> <table border="1"> <caption>Total Number of Subcontractors</caption> <thead> <tr> <th>County</th> <th>Percentage</th> </tr> </thead> <tbody> <tr> <td>San Bernardino County</td> <td>21%</td> </tr> <tr> <td>Riverside County</td> <td>8%</td> </tr> <tr> <td>Other Counties</td> <td>71%</td> </tr> </tbody> </table>				County	Percentage	San Bernardino County	21%	Riverside County	8%	Other Counties	71%
County	Percentage																				
San Bernardino County	17%																				
Riverside County	32%																				
Other Counties	51%																				
County	Percentage																				
San Bernardino County	21%																				
Riverside County	8%																				
Other Counties	71%																				

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,783,666.58	63.67%	0.00	0.00% *	1,783,666.58	100.00%	0.00	0.00%
Project Soft Costs	1,017,943.07	36.33%	208,495.40	20.48%	1,017,943.07	100.00%	0.00	0.00%
Total Project	2,801,609.65	100.00%	208,495.40	7.44%	2,801,609.65	100.00%	0.00	0.00%

* NOTE: INCLUDES FIRE ALARM UPGRADES
 Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos



Project
Program

Performing Arts Center (PAC) Renovation
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Farrah Farzaneh, Sr. Project Engineer

Progress This Period

- None at this time

Items to Resolve

- Due to lack of funding, current project scope is limited to completion of programming. Once Final Programming document is submitted, project will be on hold until such time that funds become available through Campus fundraising efforts or availability of additional bond funds

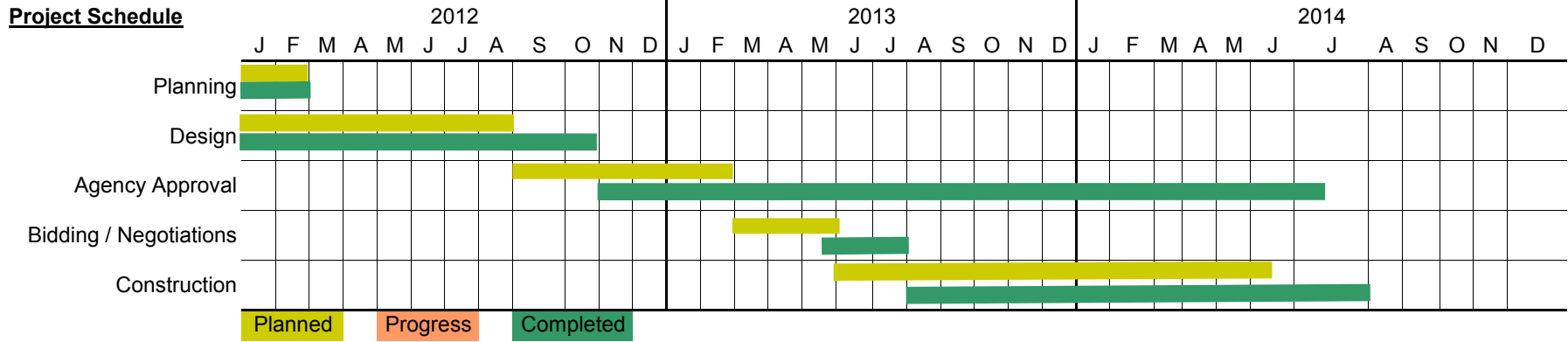
Work Planned Next Period

- Architect will submit the Final Programming document: 10 hard copies and 1 electronic of booklets: program document and feasibility study
- Final cost estimate was received from Architect and is in review by CHC
- Final cost review meeting with Campus and Architect
- Final meeting with campus theatre staff to review the theatre

Notes

-

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,087,499.57	73.18%	4,439,404.91	87.26%	5,036,252.03	98.99%	51,247.54	1.01%
Project Soft Costs	1,864,581.04	26.82%	1,740,308.69	93.34%	2,035,316.39	109.16%	(170,735.35)	-9.16%
Total Project	6,952,080.61	100.00%	6,179,713.60	88.89%	7,071,568.42	101.72%	(119,487.81)	-1.72%
Change Orders to Date	* No	4	* Change Order	99,009.46	* Change Amend.	0.00	0.00% of Hard Costs	1.95%



Progress Photos



Fitness Center



Front Elevation

**Project
Program**

PE Complex
SBCCD Measure M Bond Program - Crafton Hills College

Report Date:
Report By:

October 31, 2014
John Lett, Project Manager

Progress This Period

- Punch list items are complete
- Close-out documents in process
- Commissioning and Training is complete
- LEED: Design submission to agency

Items to Resolve

- RFP will be issued to provide screen walls on the building to address safety issue - separate project
- RFP will be issued to address the drainage at street level - separate project
- Fire Department Point of Connection to be installed per Fire Marshal direction- separate project

Work Planned Next Period

- Retention Billing
- Close out documentation
- File NOC - Notice of completion

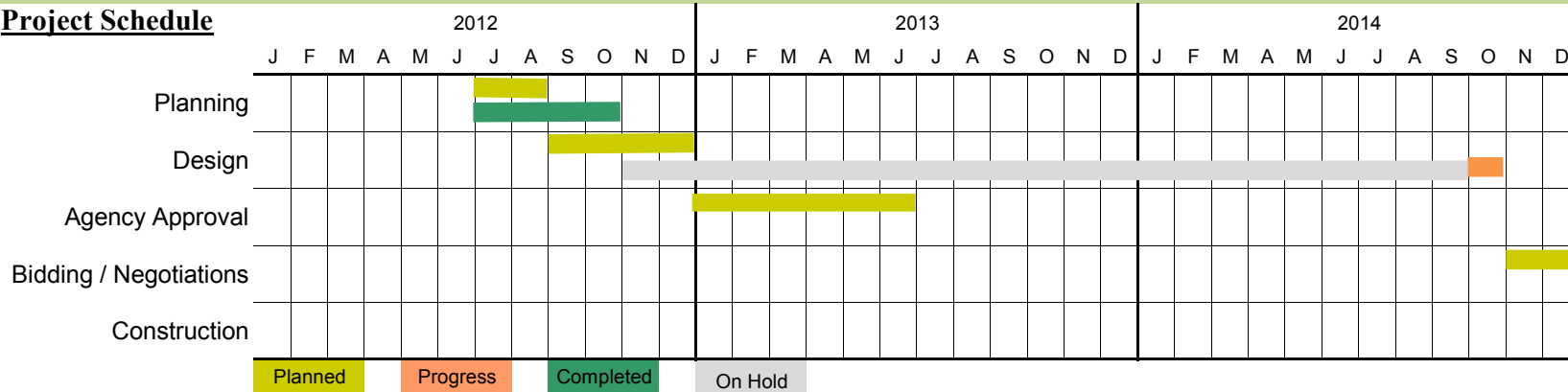
Notes

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	1,167,649.38	58.86%	0.00	0.00% *	1,167,649.38	100.00% *	0.00	0.00%
Project Soft Costs	816,214.62	41.14%	150,310.96	18.42%	816,214.62	100.00%	0.00	0.00%
Total Project	1,983,864.00	100.00%	150,310.96	7.58%	1,983,864.00	100.00%	0.00	0.00%

*** NOTE: INCLUDES FIRE ALARM SYSTEM UPGRADES**

Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *

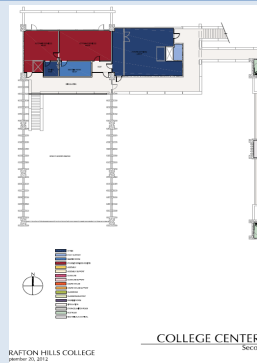
Project Schedule



Progress Photos



(1st Floor)



(2nd Floor)



Exterior Building Photo of East elevation

Project
Program

Student Center/Cafeteria (SCC) (College Center)
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Thomas Hughes, Project Manager

Progress This Period

- Design kick-off with User Group
- Reviewed budget and scope of work
- Included a list of items to scope as alternates in the event that additional funding is obtained

Items to Resolve

Work Planned Next Period

- Architect to establish a schedule of design milestones to meet the intended construction start of 1/1/2016

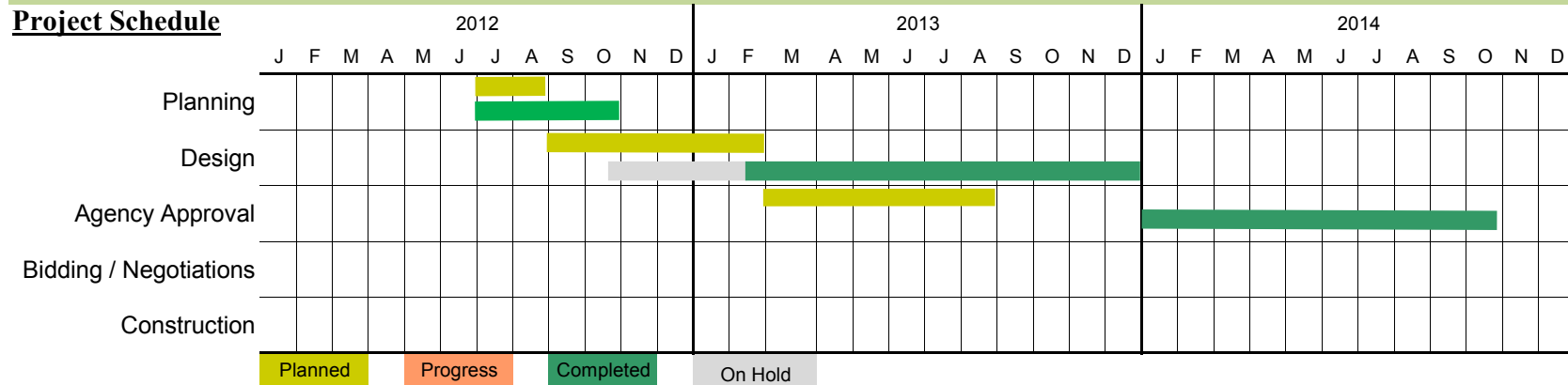
Notes

Project Student Services A (SSA) Renovation
Program SBCCD Measure M Bond Program - Crafton Hills College

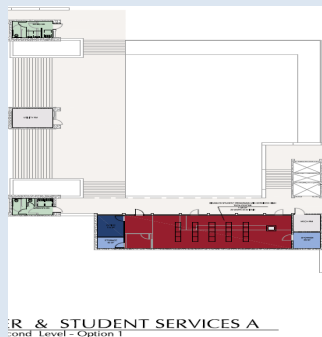
Report Date: October 31, 2014
 Report By: Thomas Hughes, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	5,549,055.30	73.18%	0.00	0.00%	5,549,055.30	100.00%	*	0.00 0.00%
Project Soft Costs	2,033,411.70	26.82%	652,448.99	32.09%	2,033,411.70	100.00%	*	0.00 0.00%
Total Project	7,582,467.00	100.00%	652,448.99	8.60%	7,582,467.00	100.00%		0.00 0.00%

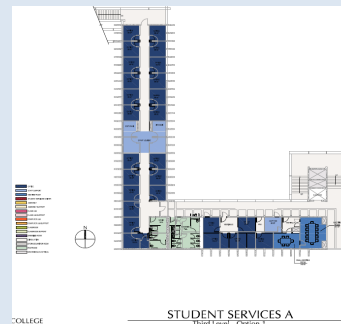
***NOTE: Includes Fire Alarm Upgrades and Chiller Relocation**
 Change Orders to Date * No. 0 * Change Order 0.00 * Change Amend. 0.00 0.00% of Hard Costs *



Progress Photos



(2nd Floor)



(3rd Floor)



Exterior Photo of 3rd floor offices

Project
Program

Student Services A (SSA) Renovation
SBCCD Measure M Bond Program - Crafton Hills College

Report Date: October 31, 2014
Report By: Thomas Hughes, Project Manager

Progress This Period

- DSA Agency approval obtained and completed

Items to Resolve

- N/A

Work Planned Next Period

- Project will bid in Fall of 2015

Notes

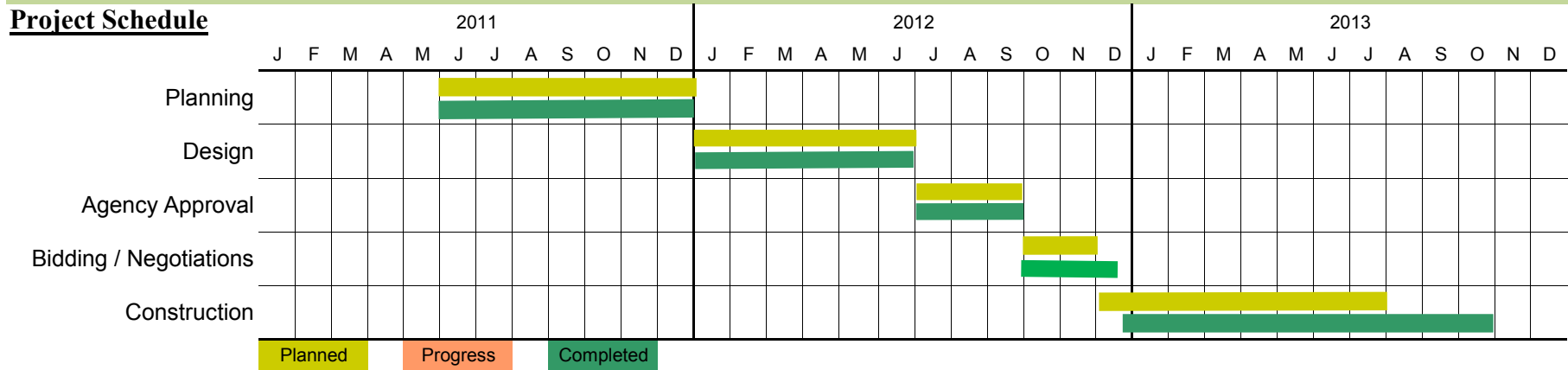
Project **ADA Upgrade (Site Signage included in Project Budget Amount)**
Program SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
 Report By: Hussain Agah, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	2,744,382.59	65.91%	* 2,099,691.25	76.51%	2,358,368.22	85.93%	386,014.37	14.07%
Project Soft Costs	1,419,758.41	34.09%	1,179,562.09	83.08%	1,196,475.31	84.27%	223,283.10	15.73%
Total Project	4,164,141.00	100.00%	3,279,253.34	78.75%	3,554,843.53	85.37%	609,297.47	14.63%

*** Note: Hard costs for ADA = \$679,301.46; Moved \$225,000 to Tech Building for ADA; Moved \$125,000 to Gymnasium for ADA**

Change Orders to Date	* No.	4	* Change Order	73,471.58	* Change Amend.	34,333.00	9.01% of Hard Costs	* Applies to ADA
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Progress Photos



Planting and Mulch Install at North Side of ADSS Building



Planter at East Side of ADSS Building



Final work for Landscape around Admin. Bldg.

Project **ADA Upgrade (Site Signage included in Project Budget Amount)**
Program SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Hussain Agah, Project Manager

Progress This Period

ADA Upgrades Project

- Obtained Division of State Architect certification
- Project Complete

Miscellaneous Site Work Project

Landscape around Administration / Student Services Building

- Contractor installed landscaping per plan
- Punch list walk with Campus Representatives took place.
- Punch list items resolved

Items to Resolve

ADA Upgrades Project

Miscellaneous Site Work Project

Landscape around Administration / Student Services Building

Work Planned Next Period

ADA Upgrades Project

Miscellaneous Site Work Project

Landscape around Administration / Student Services Building

- Complete Project Close Out

Notes

ADA Upgrades Project

- Project Complete

Miscellaneous Site Work Project

- Project Complete

Landscape around Administration / Student Services Building

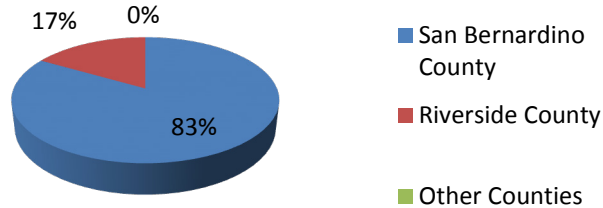
Project **ADA Upgrade (Site Signage included in Project Budget Amount)**
Program SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Hussain Agah, Project Manager

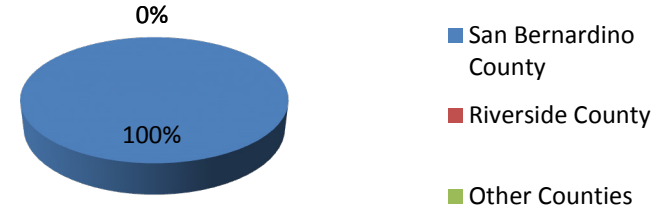
Data From September 2014		Total Number of Workers: 6			
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
San Bernardino	2	Beaumont	1		
Yucaipa	1				
Fontana	2				
Total	5	Total	1	Total	0

Data From September 2014		Total Number of Subcontractors: 1			
San Bernardino County		Riverside County		Other Counties	
Number of Subcontractors from San Bernardino County	1	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0

Total Number of Workers



Total Number of Subcontractors



Project

Applied Technology Building (AT)

Report Date: October 31, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By: Sweta Dedania, Assistant Project Manager

Progress This Period

Applied Technology

Phase I

- Received DSA approval on 09/30/14
- Project Team to design interim logistics for academic program
- Project Team began Bid and Award Phase

Phase II

- Additional funding needed to complete work. Campus Administration to present budget forecast sheet to District for funding approval

Security Lighting

- Notice of Completion filed. Project is Complete

Exterior Building Signage

- Notice of Completion filed. Project is Complete

Fencing at Welding Yard

- Contractor installed new fencing, with multiple gates, around Welding Yard
- Contractor patched asphalt

Items to Resolve

- Due to DSA implications, additional funding will be needed to provide cooling to the classrooms. Budget forecast sheet has been provided for District review and approval

Work Planned Next Period

Applied Technology

Phase I

- Project Team to conduct User Group Meetings to obtain final milestone approvals, once Phase II scope has been identified
- Compile and finalize front end documents
- Advertise project in newspapers
- Finalize design for infrastructure needed for the interim academic program

Phase II

- Awaiting funding approval from District

Security Lighting

- Project Complete

Exterior Building Signage

- Project Complete

Fencing at Welding Yard

- Begin Closeout documents

Notes

- The original project scope is based on the LPA and HMC Fire, Life and Safety Assessment

Security Lighting

- Project Complete

Exterior Building Signage

- Project Complete

Project
Program

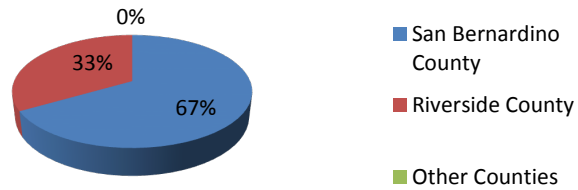
Applied Technology Building (AT)
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Sweta Dedania, Assistant Project Manager

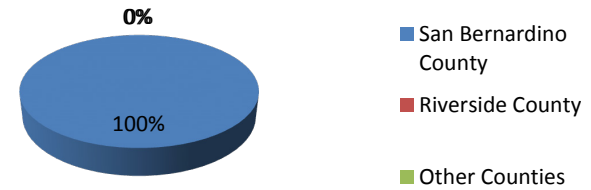
Data From September 2014		Total Number of Workers: 3			
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Oak Hills	1	Corona	1		
Yucaipa	1				
Total	2	Total	1	Total	0

Data From September 2014		Total Number of Subcontractors: 2			
Number of Subcontractors from San Bernardino County		Number of Subcontractors from Riverside County		Number of Subcontractors from Other Counties	
2		0		0	

Total Number of Workers



Total Number of Subcontractors

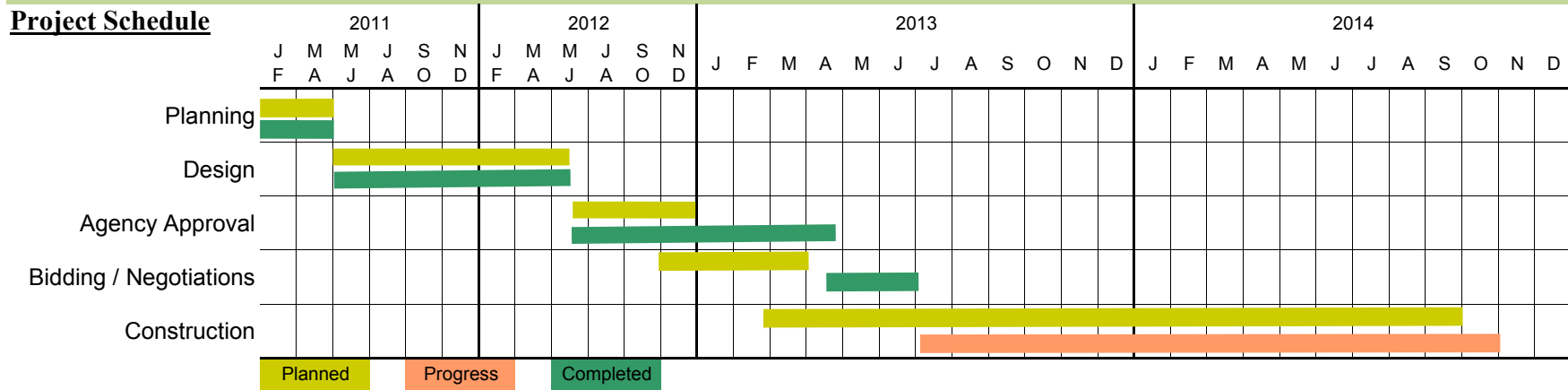


**Project
Program**

Auditorium Renovation
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Hussain Agah, Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	7,903,326.41	73.44%	7,238,270.06	91.59%	7,947,981.64	100.57%	(44,655.23)	-0.57%
Project Soft Costs	2,858,759.03	26.56%	2,238,185.94	78.29%	2,814,103.80	98.44%	44,655.23	1.56%
Total Project	10,762,085.44	100.00%	9,476,456.00	88.05%	10,762,085.44	100.00%	0.00	0.00%
Change Orders to Date	* No. 9		* Change Order 593,511.00		* Change Amend. 0.00		7.47% of Hard Costs	*



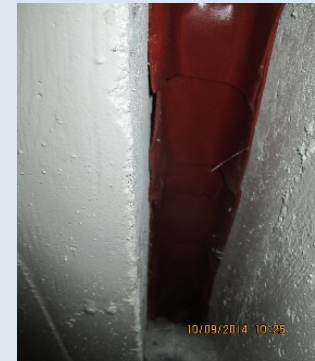
Progress Photos



Auditorium South Entrance



Main Auditorium



Fire Caulking at Seismic Joint

Project
Program

Auditorium Renovation
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Hussain Agah, Project Manager

Progress This Period

- DSA Closeout, 45% complete
- Closeout documentation process, 85%
- Commissioning Report for the MEP system has been submitted to the Contractor for review and corrections, 70% complete
- Punch list of Audio/Visual Equipment, 90% complete
- MEP punchlist is complete and closed
- Theatrical Rigging punchlist is complete and closed
- LEED documentation process, 65% complete
- Training process is complete
- All signage has been installed.
- Installation of Fire Calking at existing seismic joint has been completed.

Items to Resolve

- Architect to resubmit CCD to DSA for the Stage Orchestra Pit Filler. This is the only pending CCD with DSA.

Work Planned Next Period

- Continue DSA closeout process
- Continue closeout documentation process
- Commissioning comments to be addressed by Contractor and Commissioning Closeout Report to be completed

Notes

Project

Auditorium Renovation

Report Date:

October 31, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By:

Hussain Agah, Project Manager

Data from September 2014

Total Numbers of Workers: 14

Certified Payroll Wages are not being monitored for local subcontractor and employees, as this contract was awarded prior to establishment of the Local Hire board policy. Information is taken directly from contractor prepared sheets. How SBCCD tracked on-site labor force has evolved over time so reporting may be different from job to job

Local
4 Workers

Non-Local
3 Workers

Data From September 2014

Total Number of Subcontractors: 30

Number of Subcontractors from San Bernardino County

7

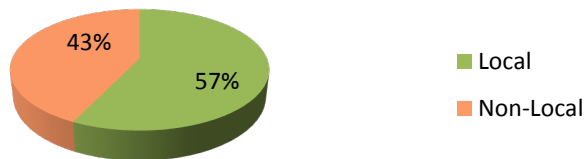
Number of Subcontractors from Riverside County

6

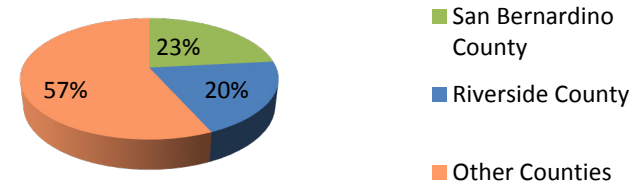
Number of Subcontractors from Other Counties

17

Total Number of Workers



Total Number of Subcontractors



Project
Program

Gymnasium and Stadium
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Hussain Agah, Sr. Project Manager

Progress This Period

Gym Project

- Temporary Highline work was successfully complete and water restored to Snyder and Women's Gym and Planetarium
- Mass grading and over-excavation operation has started for Main Building (Building A)
- Hauling off excessive native expansive soil off Campus
- Abatement for unforeseen transit pipes within the footprint of Building A
- Removal of unforeseen piles within the footprint of over-excavation
- Removal of an additional 2 feet of overly moisture expansive soil and replace it with stone base in order to provide firm bottom for building pad
- Construction submittals and DSA deferred approval submittals
- Construction Baseline schedule reviewed and returned for correction
- Structural steel fabrication at the shop

Items to Resolve

Gym Project

Work Planned Next Period

Gym Project

- Contractor to continue excavation of project site
- Start driving piles, installation of piles and pile caps for Building A
- Resubmit construction baseline schedule for review and approval
- Contractor to resubmit DSA deferred approval submittals

Notes

Gym Project

- During mass grading operation and reaching out the bottom of the over-excavation elevations for Building A, it has been discovered that the soil is overly saturated, not firm and not suitable to establish the building pad. Recommendation was developed by geotechnical engineer to add stone base and obtain firm bottom for the over-excavation.

Project

Gymnasium and Stadium

Report Date:

October 31, 2014

Program

SBCCD Measure M Bond Program - Valley College

Report By:

Hussain Agah, Sr. Project Manager

Data From September 2014

Total Number of Workers: 45

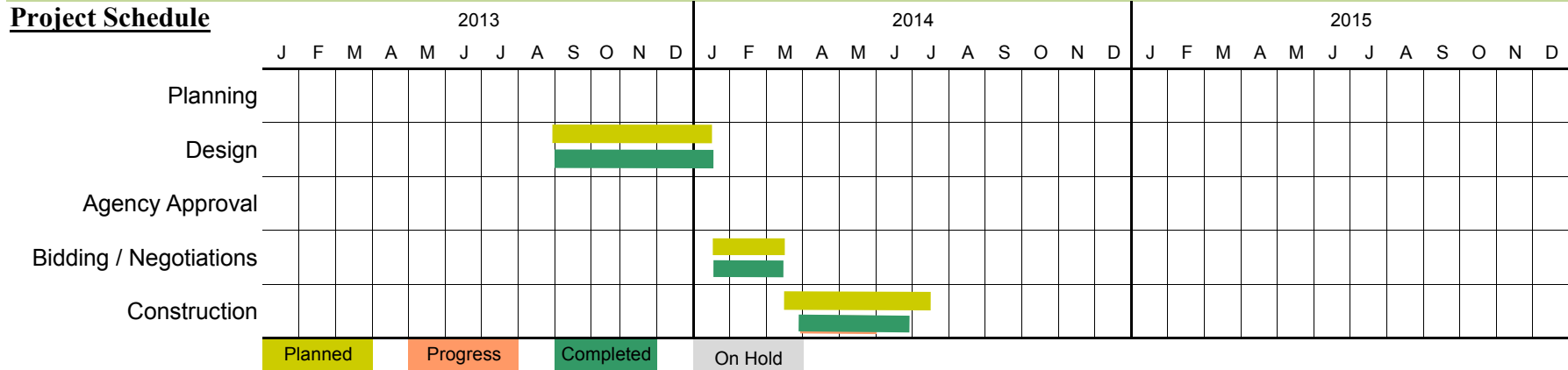
San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Bloomington	1	Corona	1	Anaheim	1
Crestline	1	Menifee	1	Bellflower	1
Fontana	2	Moreno Valley	1	Covina	1
Rancho Cucamonga	1	Murrieta	1	Cypress	1
Rialto	2	Norco	2	Escondido	1
San Bernardino	5	Riverside	2	Glendora	1
Victorville	2			Huntington Park	1
Wrightwood	1			La Cresenta	1
				Ladrea Ranch	1
				Lakewood	1
				Lancaster	1
				Long Beach	1
				Los Angeles	4
				Orange	1
				Pomona	1
				San Dimas	1
				Stanton	1
				Sunland	1
				West Covina	1
Total	15	Total	8	Total	22

**Project
Program**

K-Street Lighting Project
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Sweta Dedania, Assistant Project Manager

Project Budget	Planned		Spent to Date		Projected at Completion		Projected (Over) / Under Budget	
Project Hard Costs	117,750.00	72.44%	* 92,862.50	78.86%	117,750.00	100.00%	0.00	0.00%
Project Soft Costs	44,800.00	27.56%	9,356.39	20.88%	44,800.00	100.00%	0.00	0.00%
Total Project	162,550.00	100.00%	102,218.89	62.88%	162,550.00	100.00%	0.00	0.00%
Change Orders to Date * No. 1 * Change Order (6,594.00) * Change Amend. 0.00 -5.60% of Hard Costs *								



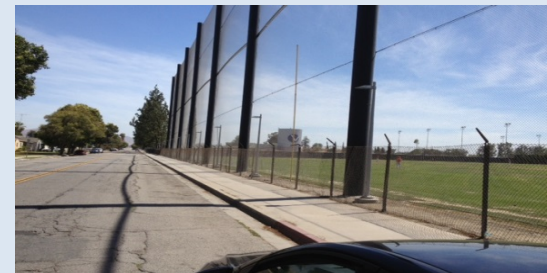
Progress Photos



Pole Base Form



Conduit Trench at Soccer Field



New Lighting at K Street

Project
Program

K-Street Lighting Project
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Sweta Dedania, Assistant Project Manager

Progress This Period

- Notice of Completion Filed

Items to Resolve

Work Planned Next Period

- Project Complete

Notes

- Project Complete

Project
Program

K-Street Lighting Project
SBCCD Measure M Bond Program - Valley College

Report Date: October 31, 2014
Report By: Sweta Dedania, Assistant Project Manager

Data From September 2014 **Total Numbers of Workers: 0**

San Bernardino County		Riverside County		Other Counties	
City	# of Workers	City	# of Workers	City	# of Workers
Total	0	Total	0	Total	0

Data From September 2014 **Total Number of Subcontractors: 1**

Number of Subcontractors from San Bernardino County	1	Number of Subcontractors from Riverside County	0	Number of Subcontractors from Other Counties	0

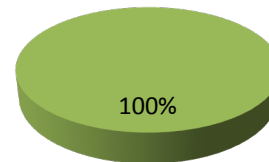
Total Number of Workers

0%

- San Bernardino County
- Riverside County
- Other Counties

Total Number of Subcontractors

0%



- San Bernardino County
- Riverside County
- Other Counties

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Mark Edwards, Interim Bond Program Manager, Kitchell/BRj
DATE: November 13, 2014
SUBJECT: Summary of Measure M Construction Contract Change Orders and Amendments

RECOMMENDATION

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

OVERVIEW

Attached is a summary of all Measure M construction contract change orders and amendments to date.

ANALYSIS

Construction contract change orders and amendments for currently awarded Measure M projects have been held to a minimal amount of \$3,244,435.93 which is only 2.05% of the project cost of \$158,341,115.45.

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Construction Change Summary

CONTRACT AMENDMENTS

PROJECTS	Original Contract Amount	Contract Amendments		Base Contract Amount	Cumulative Contract Amendments
		Previous	Pending		
CHC-Crafton Hills College	\$ 74,525,493.50	\$ 441,122.93	\$ -	\$ 74,966,616.43	0.59%
SBVC-San Bernardino Valley College	\$ 83,815,621.95	\$ 130,483.49	\$ -	\$ 83,946,105.44	0.16%
				\$ -	
TOTAL for CONTRACT AMENDMENTS	\$ 158,341,115.45	\$ 571,606.42	\$ -	\$ 158,912,721.87	0.36%

CHANGE ORDERS

PROJECTS	Base Contract Amount	Change Orders		New Contract Amount	Cumulative Change Orders
		Previous	Pending		
CHC-Crafton Hills College	\$ 74,966,616.43	\$ 832,615.93	\$ -	\$ 75,799,232.36	1.11%
SBVC-San Bernardino Valley College	\$ 83,946,105.44	\$ 1,838,878.58	\$ 1,335.00	\$ 85,786,319.02	2.19%
TOTAL for CHANGE ORDERS	\$ 158,912,721.87	\$ 2,671,494.51	\$ 1,335.00	\$ 161,585,551.38	1.68%

Measure M Projects
Construction Change Summary

PROJECTS	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PARKING LOT/ADA/LIGHTING IMPRVMENTS.	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%
MATH AND SCIENCE ANNEX	\$ 2,270,500.00	\$ -	\$ -	\$ 189,545.00	\$ -	\$ 2,460,045.00	8.35%
MPOE/DATA RELOCATION	\$ 527,700.00	\$ -	\$ -	\$ 37,234.00	\$ -	\$ 564,934.00	7.06%
OLD LIBRARY DEMOLITION	\$ 574,576.50	\$ -	\$ -	\$ -	\$ -	\$ 574,576.50	#REF!
SOLAR FARM	\$ 2,700,000.00	\$ -	\$ -	\$ 62,678.76	\$ -	\$ 2,762,678.76	0.00%
OE 2	\$ 16,542,000.00	\$ 38,321.93	\$ -	\$ 123,511.78	\$ -	\$ 16,703,833.71	0.00%
OE 1 Roofing Package	\$ 278,450.00	\$ -	\$ -	\$ (26,099.38)	\$ -	\$ 252,350.62	0.00%
PE Complex	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
Science Building	\$ 18,638,831.00	\$ -	\$ -	\$ 42,519.89	\$ -	\$ 18,681,350.89	0.23%
Crafton Center	\$ 21,939,546.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 21,943,048.49	0.02%
Temporary Parking Lot	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	0.00%
Chemistry/Health/Science/Classrooms	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 74,525,493.50	\$ 441,122.93	\$ -	\$ 832,615.93	\$ -	\$ 75,799,232.36	1.11%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
PAL-01: ASR Constructors, Inc.	\$ 3,058,000.00	\$ 402,801.00	\$ -	\$ 94,560.00		\$ 3,555,361.00	2.73%
PAL-02: Pierre Sprinkler & Landscape	\$ 569,450.00	\$ -	\$ -	\$ 36,260.00		\$ 605,710.00	6.37%
PAL-03: RDM Electric Company, Inc.	\$ 2,519,000.00	\$ -	\$ -	\$ 165,524.00		\$ 2,684,524.00	6.57%
TOTAL	\$ 6,146,450.00	\$ 402,801.00	\$ -	\$ 296,344.00	\$ -	\$ 6,845,595.00	4.82%

Measure M Projects
Construction Change Summary

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

Construction Change Summary

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

Construction Change Summary

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

Construction Change Summary

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

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

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<u>OE 2 Demo Pkg.</u>							
The Richards Group	\$ 654,000.00	\$ -	\$ -	\$ 22,571.02	\$ -	\$ 676,571.02	3.45%
<u>Building Pkg.</u>							
Sinanian Development, Inc.	\$ 15,888,000.00	\$ 38,321.93	\$ -	\$ 100,940.76	\$ -	\$ 16,027,262.69	0.63%
TOTAL	\$ 16,542,000.00	\$ 38,321.93	\$ -	\$ 123,511.78	\$ -	\$ 16,703,833.71	0.74%

Sinanian Development, Inc. **NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

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

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Minco Construction	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%
TOTAL	\$ 4,511,070.00	\$ -	\$ -	\$ 99,009.46	\$ -	\$ 4,610,079.46	2.19%

Minco Construction NOTE: THIS WAS BOARD APPROVED ON 8/08/13 UP TO 10% IN CHANGE ORDERS

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Circuit C</i>							
RDM Electric	\$ 65,700.00	\$ -	\$ -	\$ 492.89	\$ -	\$ 66,192.89	0.75%
<i>Building</i>							
Earl Corporation	\$ 18,573,131.00	\$ -	\$ -	\$ 42,027.00	\$ -	\$ 18,615,158.00	0.23%
TOTAL	\$ 18,638,831.00	\$ -	\$ -	\$ 42,519.89	\$ -	\$ 18,681,350.89	0.23%

Earl Corporation NOTE: THIS WAS BOARD APPROVED ON 12/12/13 UP TO 10% IN CHANGE ORDERS

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>CIRCUIT A</i>							
Dalke & Sons Construction Building	\$ 141,480.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 144,982.49	2.48%
Bernards Brothers	\$ 21,798,066.00	\$ -	\$ -	\$ -	\$ -	\$ 21,798,066.00	0.00%
TOTAL	\$ 21,939,546.00	\$ -	\$ -	\$ 3,502.49	\$ -	\$ 21,943,048.49	0.02%

Bernards Brothers **NOTE: THIS WAS BOARD APPROVED ON 04/10/14 UP TO 10% IN CHANGE ORDERS**

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Three Peaks	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%
TOTAL	\$ 169,500.00	\$ -	\$ -	\$ 4,369.93	\$ -	\$ 173,869.93	2.58%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Roy O. Hoffman	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%
TOTAL	\$ 226,870.00	\$ -	\$ -	\$ -	\$ -	\$ 226,870.00	0.00%

Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
<i>Infrastructure Sewer Improvements</i>							
Kirtley Construction dba TK Construction	\$ 348,300.00	\$ 83,941.49	\$ -	\$ 26,806.00	\$ -	\$ 459,047.49	6.20%
<i>Central Plant</i>							
Plumbing, Piping & Construction	\$ 10,878,000.00	\$ -	\$ -	\$ 122,077.00	\$ -	\$ 11,000,077.00	1.12%
<i>Grant Street Sewer Project</i>							
Tyco General Engineering	\$ 567,780.00	\$ -	\$ -	\$ (85,500.00)	\$ -	\$ 482,280.00	-15.06%
Broughton - ADA Access	\$ 26,485.00	\$ -	\$ -	\$ (5,568.00)	\$ -	\$ 20,917.00	-21.02%
L.A. Air Conditioning	\$ 39,519.00	\$ -	\$ -	\$ (1,961.00)	\$ -	\$ 37,558.00	-4.96%
TOTAL	\$ 11,860,084.00	\$ 83,941.49	\$ -	\$ 55,854.00	\$ -	\$ 11,999,879.49	0.47%

Construction Change Summary

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

Measure M Projects
Construction Change Summary

Contractors	Original Contract Amount	Contract Amendments		Change Orders		New Contract Amount	Change Order % of Contract
		Previous	Pending	Previous	Pending		
Broughton Construction, Inc.	\$ 1,170,000.00	\$ -	\$ -	\$ (20,502.00)	\$ -	\$ 1,149,498.00	-1.75%
C.S. Legacy Construction *	\$ 1,365,776.00	\$ 34,333.00	\$ -	\$ 73,884.58	\$ -	\$ 1,473,993.58	5.28%
Three Peaks Corporation	\$ 87,187.00	\$ -	\$ -	\$ (413.00)	\$ 1,869.00	\$ 88,643.00	1.67%
*Note: \$71,836.58 - claim settlement							
TOTAL	\$ 2,622,963.00	\$ 34,333.00	\$ -	\$ 52,969.58	\$ 1,869.00	\$ 2,712,134.58	2.06%

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron,
Chancellor

REVIEWED BY: Dr. Jack Miyamoto,
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto,
Human Resources Consultant

DATE: November 13, 2014

SUBJECT: MOU: CSEA 2013-2014 Negotiation Items Carried Over

RECOMMENDATION

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

OVERVIEW

The District and Association met on October 16, 2014, and entered into a MOU for carrying over negotiation items into the 2014-2015 District/Association negotiations.

ANALYSIS

The Memorandum of Understanding constitutes the full and complete Agreement regarding the 2014-2015 District/Association negotiations.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER #291

2013-2014 NEGOTIATION ITEMS TO BE CARRIED OVER TO 2014-2015 NEGOTIATIONS

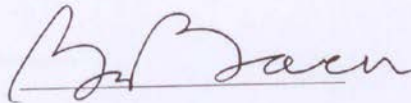
This Memorandum of Understanding is entered into by and between the San Bernardino Community College District (hereinafter, "District") and the California School Employees Association and its Chapter #291 (hereinafter "Association")

The Association and the District agree to move Section 7.3.4 Certification and Educational Stipends, of Article 7 – Pay and Allowance, and to move Section 8.3 Parking of Article 8 Employee Expenses and Materials, to the 2014-2015 District / Association Negotiations.

This Agreement shall be in effect from the date of signing.

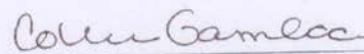
This Agreement is made and entered into this 16 day of October, 2014.

For the District



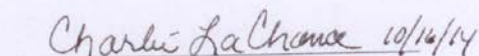
Bruce Baron, Chancellor

For CSEA



Colleen Gamboa

President CSEA Chapter 291



Charlie LaChance

CSEA Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron,
Chancellor

REVIEWED BY: Dr. Jack Miyamoto,
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto,
Human Resources Consultant

DATE: November 13, 2014

SUBJECT: MOU: CSEA 9/80 Work Schedule

RECOMMENDATION

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

OVERVIEW

The District and Association met on October 16, 2014, and entered into a MOU for continuation of the 9/80 work schedule for Kelly Bingham.

ANALYSIS

The Memorandum of Understanding constitutes the full and complete Agreement regarding the 9/80 work schedule for Kelly Bingham.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER #291

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 continue the 9/80 work schedule for Kelly Bingham, Administrative Assistant I in the Instruction Office at Crafton Hills College. Kelly has worked the 9/80's with the approval of her supervisor Dr Bryan Reece Vice President of Instruction and prior management since 2003, per the CSEA Bargaining Agreement Article 6.1.2. This will remain in effective unless the following stipulation occurs.

1. Per Article 6.2 The District may change a unit member's shift, beginning or ending times, provided that it gives the unit member twenty- one (21) calendar days' notice, except in emergency circumstances. At the unit member's request, the unit member, ASSOCIATION and the DISTRICT agree to meet to discuss the reason for the proposed change. The reason for the change shall not be arbitrary or capricious.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the work schedule for Kelly Bingham.

This effective date of this MOU is 7/1/2014

For the District



Bruce Baron, Chancellor

For CSEA



Colleen Gamboa

President CSEA Chapter 291



Charlie LaChance

CSEA Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees

FROM: Bruce Baron,
Chancellor

REVIEWED BY: Dr. Jack Miyamoto,
Human Resources Consultant

PREPARED BY: Dr. Jack Miyamoto,
Human Resources Consultant

DATE: November 13, 2014

SUBJECT: MOU: CSEA 9/80 Work Schedule

RECOMMENDATION

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

OVERVIEW

The District and Association met on October 16, 2014, and entered into a MOU for continuation of the 9/80 work schedule for Mary Colleen Leon.

ANALYSIS

The Memorandum of Understanding constitutes the full and complete Agreement regarding the 9/80 work schedule for Mary Colleen Leon.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness and Excellence.

FINANCIAL IMPLICATIONS

None.

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT
AND
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
CHAPTER #291

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 continue the 9/80 work schedule for Mary Colleen Leon, Administrative Assistant in Technology and Educational Support Services. Mary has worked the 9/80's with the approval of her supervisor Dr Glen Kuck the Associate Vice Chancellor Technology & Educational since August 2005, per the CSEA Bargaining Agreement Article 6.1.2. This will remain in effective unless the following stipulation occurs.

1. Per Article 6.2 The District may change a unit member's shift, beginning or ending times, provided that it gives the unit member twenty- one (21) calendar days' notice, except in emergency circumstances. At the unity member's request, the unit member, ASSOCIATION and the DISTRICT agree to meet to discuss the reason for the proposed change. The reason for the change shall not be arbitrary or capricious.

This Memorandum of Understanding constitutes the full and complete Agreement regarding the work schedule for Mary Colleen Leon.

This effective date of this MOU is 7/1/2014

For the District



Bruce Baron, Chancellor

For CSEA



Colleen Gamboa
President CSEA Chapter 291



Charlie LaChance
CSEA Labor Relations Representative

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Steven J. Sutorus, Business Manager
DATE: November 13, 2014
SUBJECT: Purchase Order Report

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

Purchase Orders between the ranges of 151836 - 152196 are attached for review, except those reviewed through the contract agenda items. Purchase Orders are detailed by number, vendor, purpose, and amount.

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

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

Purchase Order Report
November 13, 2014

PO#	Vendor Name	PO Board Description	Original Enc Amt
151993	REVOLVING CASH	Athletic Entry Fee	\$ 400.00
151976	SCRIP SAFE INTERNATIONAL INC	Commencement Supplies	\$ 2,186.60
151911	AASHE	Conference	\$ 550.00
152138	ACOSTA, JHOANN	Conference	\$ 200.00
152139	ADAME, DANIEL	Conference	\$ 150.00
152154	ALFANO-WYATT, MARCIA	Conference	\$ 125.00
151912	AU, ALGIE	Conference	\$ 961.00
152087	AU, ALGIE	Conference	\$ 191.07
152152	AZUSA PACIFIC UNIVERSITY	Conference	\$ 135.00
152006	BANGASSER,SUSAN	Conference	\$ 150.00
151907	BAUGHER, JEFF	Conference	\$ 1,875.00
151914	BELL, REYNALDO	Conference	\$ 625.00
152134	BERRY. ROBERT C	Conference	\$ 151.00
151913	BOARD OF GOVERNORS	Conference	\$ 235.00
152003	BOND, LAUREN	Conference	\$ 215.29
152031	BOND, MATTHEW	Conference	\$ 226.86
152105	BOY SCOUTS OF AMERICA	Conference	\$ 140.00
152027	BRADLEY, CRISTINA	Conference	\$ 487.44
152037	BRADLEY, CRISTINA	Conference	\$ 76.47
151963	BRAGGINS, ALAN	Conference	\$ 435.26
152157	BREDE EXPOSITION SERVICES	Conference	\$ 200.00
152035	BURKE RIX COMMUNICATIONS	Conference	\$ 150.00
152002	CALDWELL-BETTIES, MELITA	Conference	\$ 20.00
152029	CALWORKS ASSOCIATION	Conference	\$ 190.00
151838	CCCAOE	Conference	\$ 495.00
152026	CCCAOE	Conference	\$ 445.00
151885	CENTER FOR GLOBAL ADVANCEMENT	Conference	\$ 55.00
151886	CENTER FOR GLOBAL ADVANCEMENT	Conference	\$ 55.00
152180	CHATTERJEE, ACHALA	Conference	\$ 39.00
152028	CHAVIRA, REJOICE C	Conference	\$ 403.24
152039	CHAVIRA, REJOICE C	Conference	\$ 700.00
151841	COLVEY, KIRSTEN	Conference	\$ 673.63
151861	COMMUNITY COLLEGE LEAGUE	Conference	\$ 600.00
152107	COMMUNITY COLLEGE LEAGUE	Conference	\$ 600.00
151917	CONTRERAS, AMBER	Conference	\$ 625.00
152136	CORONA, ALBERTO	Conference	\$ 630.00
151858	CRUZ, ALFREDO	Conference	\$ 1,350.00
152181	CSU CHANNEL ISLANDS	Conference	\$ 1,125.00
152091	DIAZ, EMMA	Conference	\$ 15.00
151859	DULOCK, RICHARD	Conference	\$ 1,350.00
151915	FRANKLIN, BRADLEY	Conference	\$ 625.00
152192	GALLUP ORGANIZATION	Conference	\$ 2,900.00
152135	GARCIA, ERIC	Conference	\$ 160.00
151903	GARCIA, RYAN	Conference	\$ 22.27
152005	GILBERT, JEREMIAH	Conference	\$ 1,135.00

Purchase Order Report
November 13, 2014

152100	GLAZATOV, TRELISA	Conference	\$	59.00
151896	GROSS, DAWN	Conference	\$	1,875.00
151897	GROSS, DAWN	Conference	\$	1,000.00
151898	GROSS, DAWN	Conference	\$	1,825.00
151901	GROSS, DAWN	Conference	\$	1,275.00
151900	GUZMAN, TIFFANY	Conference	\$	872.24
152113	HARRISON, GLORIA M	Conference	\$	288.00
152095	HUA, HENRY	Conference	\$	100.00
151887	ICEF	Conference	\$	5,900.00
152151	ISAAC, MATTHEW K	Conference	\$	60.00
152153	JACKSON, DENNIS L	Conference	\$	125.00
151905	JILES, DIONE	Conference	\$	29.60
152155	KLINGSTRAND, MARIANNE	Conference	\$	125.00
152036	KREHBIEL, DEANNA	Conference	\$	42.32
151873	KUCK, GLEN	Conference	\$	100.00
151876	KUCK, GLEN	Conference	\$	3,650.00
152099	KUCK, GLEN	Conference	\$	230.00
151902	LASAD, ADAM	Conference	\$	19.75
152178	LAWTON, PHILLIP	Conference	\$	53.67
151875	LEON, COLLEEN	Conference	\$	100.00
151904	LESHER, NICHOLAS	Conference	\$	25.56
151971	LINDSEY, CAROLYN	Conference	\$	380.00
152000	MANIAOL, ALBERT	Conference	\$	20.00
151997	MAURIZI, TAMARA	Conference	\$	330.72
151840	MELENDEZ, MARLEEN	Conference	\$	1,385.05
151970	MIDDLE COLLEGE NATIONAL CONSOR	Conference	\$	3,800.00
152106	NAACP	Conference	\$	400.00
151899	NCSPD	Conference	\$	1,800.00
152025	NORTHSIDE IMPACT COMMITTEE	Conference	\$	90.00
151998	OLIVER, MELINDA	Conference	\$	750.00
151974	PASILLAS, KAROL	Conference	\$	60.00
152097	PERCEPTIVE SOFTWARE INC	Conference	\$	2,400.00
152076	REECE, BRYAN	Conference	\$	851.96
152128	REVOLVING CASH	Conference	\$	660.00
151906	RIVERA, ERNESTO	Conference	\$	73.61
152160	RIVERA, ERNESTO	Conference	\$	171.30
151839	ROWLEY, KATHLEEN	Conference	\$	851.28
152156	SABIO, NEOMI	Conference	\$	125.00
152141	SAN BERNARDINO SHERIFFS DEPT	Conference	\$	200.00
151941	SANCHEZ, JULIA	Conference	\$	28.74
151992	SBVC FOOD SERVICES	Conference	\$	2,675.01
152179	SBVC FOOD SERVICES	Conference	\$	291.68
152148	SBVC SUN ROOM	Conference	\$	5,700.00
151916	SHEAHAN, MICHAEL	Conference	\$	625.00
151862	SINGER, DONALD L	Conference	\$	288.00
151918	SMITH, TERRIA OZIE	Conference	\$	560.00
152038	SPENCER, EMILY	Conference	\$	1,314.00

Purchase Order Report
November 13, 2014

151842	STERNARD, EVAN	Conference	\$	592.62
151985	STRONG, LAWRENCE	Conference	\$	435.00
151989	STRONG, LAWRENCE	Conference	\$	872.00
152088	STYTTLE, TIMOTHY	Conference	\$	550.00
151872	US BANK CORPORATE PMT SYSTEMS	Conference	\$	250.00
151874	US BANK CORPORATE PMT SYSTEMS	Conference	\$	250.00
151995	US BANK CORPORATE PMT SYSTEMS	Conference	\$	199.00
152004	US BANK CORPORATE PMT SYSTEMS	Conference	\$	600.00
152030	US BANK CORPORATE PMT SYSTEMS	Conference	\$	200.00
152032	US BANK CORPORATE PMT SYSTEMS	Conference	\$	1,997.10
152033	US BANK CORPORATE PMT SYSTEMS	Conference	\$	1,093.40
152034	US BANK CORPORATE PMT SYSTEMS	Conference	\$	299.00
152058	US BANK CORPORATE PMT SYSTEMS	Conference	\$	256.27
152075	US BANK CORPORATE PMT SYSTEMS	Conference	\$	11.00
152079	US BANK CORPORATE PMT SYSTEMS	Conference	\$	375.00
152098	US BANK CORPORATE PMT SYSTEMS	Conference	\$	250.00
152114	US BANK CORPORATE PMT SYSTEMS	Conference	\$	537.00
152137	US BANK CORPORATE PMT SYSTEMS	Conference	\$	2,000.00
152159	US BANK CORPORATE PMT SYSTEMS	Conference	\$	1,592.10
152190	US BANK CORPORATE PMT SYSTEMS	Conference	\$	920.00
151999	WATER EDUCATION FOUNDATION	Conference	\$	390.00
152001	WEBER, PEGGY	Conference	\$	20.00
151996	WELLS, CAROL	Conference	\$	668.68
152041	WESTED	Conference	\$	1,590.00
151860	WESTIN MISSION HILLS GOLF	Conference	\$	359.56
152086	WISEGARVER, LILLIAN	Conference	\$	600.00
151942	WURTZ, KEITH	Conference	\$	80.00
152040	XAYAPHANTHONG, SOUTS	Conference	\$	36.99
152158	YRC FREIGHT	Conference	\$	420.00
152161	ZINN, WENDY	Conference	\$	482.69
152143	AASHE	Dues & Membership	\$	550.00
151960	AMERICAN COLLEGE HEALTH ASSN	Dues & Membership	\$	375.00
152164	CACCRAO	Dues & Membership	\$	200.00
151930	HONORS TRANSFER COUNCIL OF CA	Dues & Membership	\$	120.00
151980	HONORS TRANSFER COUNCIL OF CA	Dues & Membership	\$	120.00
151888	HSA CCC	Dues & Membership	\$	150.00
152163	INLAND EMPIRE CONSORTIUM	Dues & Membership	\$	150.00
151981	MIDDLE COLLEGE NATIONAL CONSOR	Dues & Membership	\$	800.00
151863	REDLANDS CHAMBER OF COMMERCE	Dues & Membership	\$	145.00
152191	SOUTHERN CALIFORNIA INTER-	Dues & Membership	\$	75.00
151990	US BANK CORPORATE PMT SYSTEMS	Dues & Membership	\$	23.40
152116	APPLUS TECHNOLOGIES INC	Equipment	\$	4,320.00
152115	B&H PHOTO VIDEO	Equipment	\$	9,084.41
152166	BAVCO BACKFLOW APPARATUS &	Equipment	\$	2,936.00
152008	COLTON TRUCK SUPPLY	Equipment	\$	976.49
151836	CREST CHEVROLET/GEO	Equipment	\$	18,346.76
151865	CUMMINS CAL PACIFIC	Equipment	\$	823.11

Purchase Order Report
November 13, 2014

152011	FLINN SCIENTIFIC INC	Equipment	\$	333.20
152165	GENUINE AUTO PARTS	Equipment	\$	970.92
152187	NAPA AUTO PARTS	Equipment	\$	970.92
151889	SIGMANET INC	Equipment	\$	1,769.64
151921	STAPLES	Equipment	\$	398.84
152043	TECHNICAL ASSOCIATED SERVICE	Equipment	\$	3,386.88
152010	TOMARK INC	Equipment	\$	339.95
151864	US BANK CORPORATE PMT SYSTEMS	Equipment	\$	311.72
152009	VALLEY POWER SYSTEMS	Equipment	\$	1,502.25
151949	1000 BULBS.COM	Instructional Supplies	\$	21.79
151931	ACME VIAL & GLASS CO INC	Instructional Supplies	\$	322.06
152080	AIRCRAFT SPRUCE & SPECIALTY	Instructional Supplies	\$	817.74
151866	AIRGAS USA LLC	Instructional Supplies	\$	2,000.00
152067	AMAZON	Instructional Supplies	\$	183.60
152118	AMAZON	Instructional Supplies	\$	55.45
151877	AMAZON.COM	Instructional Supplies	\$	3,829.57
152048	AMAZON.COM	Instructional Supplies	\$	289.71
152167	BULK APOTHECARY	Instructional Supplies	\$	398.68
151922	COURSEY ENTERPRISES INC	Instructional Supplies	\$	592.70
152117	CYNMAR CORPORATION	Instructional Supplies	\$	1,405.61
152047	DICK BLICK	Instructional Supplies	\$	237.56
151846	FISHER SCIENTIFIC	Instructional Supplies	\$	462.26
151951	FISHER SCIENTIFIC	Instructional Supplies	\$	272.82
152045	FLINN SCIENTIFIC INC	Instructional Supplies	\$	1,064.22
151952	GLOVE NATION	Instructional Supplies	\$	421.39
152169	JR FREEMAN CO INC	Instructional Supplies	\$	72.58
151923	LAERDAL MEDICAL CORPORATION	Instructional Supplies	\$	288.52
152046	MANSION SCHOOLS	Instructional Supplies	\$	528.70
152119	MOUSER ELECTRONICS	Instructional Supplies	\$	144.50
152120	NAPA AUTO PARTS	Instructional Supplies	\$	1,660.69
152014	PATTON SALES CORP	Instructional Supplies	\$	850.18
152065	PIONEER ATHLETICS	Instructional Supplies	\$	401.76
151953	QUARK GLASS	Instructional Supplies	\$	656.85
152168	RIVERSIDE PUBLISHING CO	Instructional Supplies	\$	1,071.53
152066	SOCCER.COM	Instructional Supplies	\$	477.18
151943	SOLO SCHOOL PRODUCTS	Instructional Supplies	\$	391.15
152013	STAPLES	Instructional Supplies	\$	85.84
152015	STAPLES	Instructional Supplies	\$	339.93
152064	TRI-ANIM HEALTH SERVICES	Instructional Supplies	\$	292.53
152121	U SAV-MOR STORES INC	Instructional Supplies	\$	2,863.16
151847	UNITED MFRS SUPPLIES INC	Instructional Supplies	\$	61.42
152012	VALLEY POWER SYSTEMS	Instructional Supplies	\$	1,368.31
152083	VALLEY POWER SYSTEMS	Instructional Supplies	\$	901.15
152044	VWR INTERNATIONAL LLC	Instructional Supplies	\$	475.31
152132	ALLEGIANCE SOFTWARE INC	IT Equipment	\$	13,282.66
151924	APPLE COMPUTER INC	IT Equipment	\$	1,797.12
151954	AUDIO VISUAL INNOVATIONS INC	IT Equipment	\$	5,692.20

Purchase Order Report
November 13, 2014

151955	AUDIO VISUAL INNOVATIONS INC	IT Equipment	\$	5,692.20
152186	AUDIO VISUAL INNOVATIONS INC	IT Equipment	\$	8,811.52
152068	DELL COMPUTER COMPANY	IT Equipment	\$	7,210.82
152112	DELL COMPUTER COMPANY	IT Equipment	\$	2,805.68
152062	MYERS INFORMATION SYSTEMS INC	IT Equipment	\$	14,379.67
152133	ONX USA LLC	IT Equipment	\$	4,044.00
152024	SEHI COMPUTER PRODUCTS INC	IT Equipment	\$	2,273.77
151956	TROXELL COMMUNICATIONS INC	IT Equipment	\$	9,749.60
151957	TROXELL COMMUNICATIONS INC	IT Equipment	\$	9,749.60
152096	TROXELL COMMUNICATIONS INC	IT Equipment	\$	1,904.04
152185	TROXELL COMMUNICATIONS INC	IT Equipment	\$	12,904.92
151848	CHRISTIAN SCIENCE MONITOR	Magazines & Subscriptions	\$	89.00
152082	ALDER, MIKE	Mileage Reimbursement	\$	233.00
152054	GAMBOA, BENJAMIN	Mileage Reimbursement	\$	190.00
152053	HOGREFE JR, RICHARD K	Mileage Reimbursement	\$	190.00
151967	HOLLIMAN, ROANNE	Mileage Reimbursement	\$	800.00
152081	LARA, NAOMI	Mileage Reimbursement	\$	150.00
152056	MCCAMBLY, JESSICA	Mileage Reimbursement	\$	190.00
152055	MORENO, MARIANA	Mileage Reimbursement	\$	190.00
152090	NICHOLS, BARBARA	Mileage Reimbursement	\$	84.00
152146	SANDY, HANNAH	Mileage Reimbursement	\$	77.61
151854	ZEROVNIK, GREG	Mileage Reimbursement	\$	200.00
151893	AFFORDABLE LIBRARY PRODUCTS	Non-Instructional Supplies	\$	237.60
151879	AMAZON.COM	Non-Instructional Supplies	\$	88.97
152016	AMAZON.COM	Non-Instructional Supplies	\$	92.70
152050	AWARDS & SPECIALTIES	Non-Instructional Supplies	\$	73.80
151927	BADGE EXPRESS	Non-Instructional Supplies	\$	19.32
152078	DIAZ, EMMA	Non-Instructional Supplies	\$	76.00
152125	GRAINGER INC W W	Non-Instructional Supplies	\$	347.51
151933	HARRIS, DENNIS	Non-Instructional Supplies	\$	400.00
151851	HOFFMANN, DONNA	Non-Instructional Supplies	\$	43.19
152173	HOME DEPOT, THE	Non-Instructional Supplies	\$	431.96
152172	INMARK	Non-Instructional Supplies	\$	30.46
151934	ISP	Non-Instructional Supplies	\$	884.08
151961	KONICA MINOLTA BUSINESS SOLUT	Non-Instructional Supplies	\$	122.00
151977	LIFETIME MEMORY PRODUCTS	Non-Instructional Supplies	\$	421.20
152188	LINCOLN AQUATICS	Non-Instructional Supplies	\$	52.53
151936	MONOPRICE INC	Non-Instructional Supplies	\$	68.79
151909	ONX USA LLC	Non-Instructional Supplies	\$	1,780.17
152084	PRINTER WORKS INC, THE	Non-Instructional Supplies	\$	641.04
152124	RIVERSIDE PUBLISHING CO	Non-Instructional Supplies	\$	1,451.76
151891	SARGENT WELCH	Non-Instructional Supplies	\$	15.46
151867	SBCCD PRINTING SERVICES	Non-Instructional Supplies	\$	200.00
151968	SBVC BOOKSTORE	Non-Instructional Supplies	\$	3,500.00
151982	SBVC BOOKSTORE	Non-Instructional Supplies	\$	200.00
152018	SBVC BOOKSTORE	Non-Instructional Supplies	\$	300.00
151945	SEHI COMPUTER PRODUCTS INC	Non-Instructional Supplies	\$	2,085.54

Purchase Order Report
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152049	ST JEAN, CYNTHIA	Non-Instructional Supplies	\$	86.90
151850	STAPLES	Non-Instructional Supplies	\$	65.27
151852	STAPLES	Non-Instructional Supplies	\$	147.54
151853	STAPLES	Non-Instructional Supplies	\$	112.44
151868	STAPLES	Non-Instructional Supplies	\$	106.26
151880	STAPLES	Non-Instructional Supplies	\$	95.23
151883	STAPLES	Non-Instructional Supplies	\$	54.95
151892	STAPLES	Non-Instructional Supplies	\$	159.62
151928	STAPLES	Non-Instructional Supplies	\$	239.76
151937	STAPLES	Non-Instructional Supplies	\$	181.53
151944	STAPLES	Non-Instructional Supplies	\$	318.27
151946	STAPLES	Non-Instructional Supplies	\$	389.90
151950	STAPLES	Non-Instructional Supplies	\$	342.83
151972	STAPLES	Non-Instructional Supplies	\$	1,633.23
151978	STAPLES	Non-Instructional Supplies	\$	573.36
152017	STAPLES	Non-Instructional Supplies	\$	196.07
152019	STAPLES	Non-Instructional Supplies	\$	202.25
152020	STAPLES	Non-Instructional Supplies	\$	89.53
152051	STAPLES	Non-Instructional Supplies	\$	1,812.71
152052	STAPLES	Non-Instructional Supplies	\$	384.25
152071	STAPLES	Non-Instructional Supplies	\$	323.97
152122	STAPLES	Non-Instructional Supplies	\$	1,371.18
152123	STAPLES	Non-Instructional Supplies	\$	628.59
152126	STAPLES	Non-Instructional Supplies	\$	79.99
152174	STAPLES	Non-Instructional Supplies	\$	216.03
152193	STAPLES	Non-Instructional Supplies	\$	60.07
152196	STAPLES	Non-Instructional Supplies	\$	553.32
151881	SYNERGY DATA SYSTEMS INC	Non-Instructional Supplies	\$	161.32
151983	TRANSCRIPTION TOOLS	Non-Instructional Supplies	\$	178.52
151882	ULINE	Non-Instructional Supplies	\$	207.36
152094	UNISOURCE PAPER	Non-Instructional Supplies	\$	2,633.47
151935	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	\$	498.00
152072	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	\$	63.68
152147	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	\$	181.85
152171	US BANK CORPORATE PMT SYSTEMS	Non-Instructional Supplies	\$	129.58
152070	WISEGARVER, LILLIAN	Non-Instructional Supplies	\$	189.23
152021	REVOLVING CASH	Officials	\$	880.00
152108	COUNTY OF SAN BERNARDINO	Other Expenses & Fees	\$	506.00
152109	COUNTY OF SAN BERNARDINO	Other Expenses & Fees	\$	560.00
151938	GALLAGHERS	Other Expenses & Fees	\$	1,588.68
151965	GALLUP ORGANIZATION	Other Expenses & Fees	\$	2,967.03
151939	SBVC BOOKSTORE	Other Expenses & Fees	\$	300.00
151940	SBVC BOOKSTORE	Other Expenses & Fees	\$	300.00
151975	SBVC CAMPUS BUSINESS OFFICE	Other Expenses & Fees	\$	3,000.00
152022	SBVC FOOD SERVICES	Other Expenses & Fees	\$	130.00
152092	SBVC FOOD SERVICES	Other Expenses & Fees	\$	344.28
152194	SBVC THEATRE TRUST FUND	Other Expenses & Fees	\$	285.00

Purchase Order Report
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152073	STAPLES	Other Expenses & Fees	\$	76.03
152074	US BANK CORPORATE PMT SYSTEMS	Other Expenses & Fees	\$	550.00
152195	US BANK CORPORATE PMT SYSTEMS	Other Expenses & Fees	\$	259.09
152127	DREAMAKER PUBLISHING INC	Other Student Aid	\$	1,311.20
152111	MYERS, KATE	Postage & Freight	\$	7.61
151947	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$	270.55
151948	US BANK CORPORATE PMT SYSTEMS	Reference Books	\$	67.42
151870	BLANQUET, FRANCISCO	Software	\$	69.99
151890	LYNDA.COM INC	Software	\$	15,000.00

SAN BERNARDINO COMMUNITY COLLEGE DISTRICT

TO: Board of Trustees
FROM: Bruce Baron, Chancellor
REVIEWED BY: Timothy L. Oliver, Interim Vice Chancellor, Business & Fiscal Services
PREPARED BY: Jose F. Torres, Director of Fiscal Services
DATE: November 13, 2014
SUBJECT: Quarterly Investment Report

RECOMMENDATION

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

OVERVIEW

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

ANALYSIS

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

This report also does not include the General Fund, which is submitted to the Board of Trustees on a monthly basis in the information item, General Fund Cash Flow Analysis.

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

BOARD IMPERATIVE

III. Resource Management for Efficiency, Effectiveness, and Excellence

FINANCIAL IMPLICATIONS

There are no financial implications associated with this item.



Quarterly Investment and Deposit Report

Quarter Ending September 30, 2014

Account	Amount	Interest	Type	Institution
General Fund				
Clearing Account	\$ 26,170.83	0.00	Checking	Citizens Business Bank, San Bernardino CA
Revolving Cash/Flex Fund	5,766.51	0.00	Checking	Citizens Business Bank, San Bernardino CA
	<u>\$ 31,937.34</u>			
Bond Fund	\$ 143,336,779.61	0.00	Investment	Bank of New York Mellon, Los Angeles CA
Enterprise Funds				
Bookstore	\$ 434,995.64	0.00	Checking	Bank of America, Colton CA
Cafeteria	210,836.68	0.00	Checking	Bank of America, Colton CA
Bookstore CD <i>(due 2/2/2015)</i>	106,808.99	(y)0.90	CD	Inland Valley Bank, Redlands CA
	<u>\$ 752,641.31</u>			
Internal Service Funds				
Workers Comp	120,000.00	0.10	Checking	Union Bank, Los Angeles CA
Property & Liability	25,000.00	0.00	Checking	Bank of America, Concord CA
	<u>\$ 145,000.00</u>			
Trust Funds				
Financial Aid	\$ 144,531.52	0.00	Checking	Citizens Business Bank, San Bernardino CA
Cal Grant Financial Aid	180,747.08	0.05	Checking	Citizens Business Bank, San Bernardino CA
NDSL/Perkins	16,015.30	0.00	Checking	Citizens Business Bank, San Bernardino CA
Scholarships	45,235.22	0.20	Checking	Community Bank, Redlands CA
Emergency Loan	17,746.53	0.00	Checking	Community Bank, Redlands CA
SBVC Clubs/Trusts	174,911.73	0.00	Checking	Wells Fargo, San Bernardino CA
SBVC ASB	7,543.29	0.00	Checking	Wells Fargo, San Bernardino CA
CHC Clubs/Trust & ASB	120,636.45	0.00	Checking	Bank of America, Yucaipa CA
Scholarships	91,339.08	0.70	Money Market	Inland Valley Bank, Redlands CA
SBVC/CHC Student Rep Fee	89,412.01	0.00	Checking	Inland Valley Bank, Redlands CA
SBVC ASB CD <i>(due 01/03/15)</i>	47,687.25	(y)0.30	CD	Inland Valley Bank, Redlands CA
	<u>\$ 935,805.46</u>			
Total Checking, Savings & Investments	<u>\$ 145,202,163.72</u>			