

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704
4:00 p.m., November 5, 2002

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meetings of October 1 and 3, 2002
- V. Delegations, Petitions, and Communications [see footnote, page 2]
 - A. Trustee Recognition Phil Forhan
 - B. Mayor's Rail Consolidation Task Force John Ferdinandi
- VI. Reports of Chancellor and Staff
 - A. PRESENTATIONS
 - 1. Chancellor's Report Judith Redwine
 - 2. Campus Reports Ned Doffoney, FCC
Tom Crow, RC
Don Yeager, NC
 - 3. Academic Senate Report Ron Nishinaka, RC
 - 4. Classified Senate Report Larry Dickson, FCC
 - 5. Manufacturing Program Rick Christl, FCC
Gene Evans, RC
Mark McCollough, FCC
 - B. CONSIDERATION OF CONSENT AGENDA [02-225 through 02-248]
 - C. PERSONNEL
 - D. GENERAL
 - 1. Acknowledgement of Quarterly Financial Status Report, General Fund [02-249] Doug Brinkley

D. GENERAL (continued)

2. Public Hearing and Consideration to Approve [02-250] Doug Brinkley
Energy Services Agreement with CMS Viron
Energy Services and Financing Agreement with
California Power Authority
3. Categorical Program Compliance Review [02-251] Doug Brinkley
Update

VII. Reports of Board Members

VIII. Old Business

IX. Future Agenda Items

X. Closed Session

A. CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit];
Randy Rowe, Pursuant to Government Code Section 54957.6

B. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION; Name of
Case: Charest Construction v. State Center Community College District, Pursuant to
Government Code Section 54956.9 (a)

C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION,
Pursuant to Government Code Section 54956.9(c); Deciding whether to Initiate
Litigation: One Potential Case

D. PUBLIC EMPLOYEE APPOINTMENT/EMPLOYMENT, Pursuant to
Government Code Section 54957; Vice Chancellor - Educational Services and
Planning

E. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to
Government Code Section 54957

XI. Open Session (if any)

XII. Adjournment

The Board chairperson, under Board Policy 9320.1, has set a limit of three minutes each for those who wish to address the Board. General comments will be heard under Agenda Section Delegations, Petitions and Communications at the beginning of the meeting. Those who wish to speak to items to be considered in Closed Session will be given the opportunity to do so following the completion of the open agenda and just prior to the Board's going into Closed Session. Individuals wishing to address the Board should fill out a Request Form and file it with the Associate Vice Chancellor-Personnel, Mr. Randy Rowe, at the beginning of the meeting.

CONSENT AGENDA
BOARD OF TRUSTEES MEETING
November 5, 2002

PERSONNEL

1. Employment and Resignation, Certificated Personnel [02-225]
2. Employment, Promotion, Change of Status, Leave of Absence, and Termination, Certificated Personnel [02-226]
3. Consideration to Approve Resolution of Layoff and Elimination of Classified Personnel/Positions in Categorically Funded Positions, Fresno City College [02-227]
4. Consideration to Approve New Classified Duties and Responsibilities [02-228]

GENERAL

5. Consideration to Adopt Resolution Scheduling Date and Time for Organizational Meeting of the Board of Trustees [02-229]
6. Consideration to Approve Study Abroad Program, Mexico, Summer 2003 [02-230]
7. Consideration to Approve Study Abroad Program, London, England, Summer 2003 [02-231]
8. Consideration to Approve Consultant Contract, Interim District Dean - Human Resources [02-232]
9. Review of District Warrants and Checks [02-233]
10. Consideration to Accept Construction Project, Site Improvement, Ratcliffe Stadium, Fresno City College [02-234]
11. Consideration to Accept Construction Project, Classroom Remodel, Clovis Center [02-235]
12. Financial Analysis of Enterprise and Special Revenue Operations [02-236]
13. Budget Transfers and Adjustments Report [02-237]
14. Consideration to Adopt Resolution Authorizing Inter-fund Transfers [02-238]

15. Consideration to Approve Service Agreement with San Joaquin Valley Health Consortium, Fresno City College [02-239]
16. Consideration to Approve Agreement with SixTen and Associates for 2002-03 Mandate Reimbursement Claim Preparation Services [02-240]
17. Consideration to Approve License Agreement for Access to Real Property, Willow/International Site [02-241]
18. Consideration to Approve Agreement with Yosemite Community College District, Child Development Training Consortium, Reedley College [02-242]
19. Consideration to Approve Economic Development Grant Agreement with California Community Colleges Chancellor's Office, Reedley College [02-243]
20. Consideration to Approve Amendment to Agreement for WorkAbility III Program, Reedley College [02-244]
21. Consideration to Approve Agreement with UCSF California Area Health Education Center Program for Health Care Interpreting, Reedley College [02-245]
22. Consideration to Approve Manchester One Stop Sublease, Fresno City College [02-246]
23. Consideration to Purchase Portable Preschool Classroom, Reedley College [02-247]
24. Consideration to Approve Agreement with AfterCollege, Inc., for Career Management Assistance, Fresno City College [02-248]

MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
October 3, 2002

Call to Order A special meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 1:37 p.m., October 3, 2002, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Phillip J. Forhan, President
Adolfo Corona, Vice President
Ron Manfredi, Secretary
Pat Patterson
Dorothy Smith (arrived at 2:00 p.m.)
William J. Smith
Leslie Thonesen

Also present were:

Judith A. Redwine, Chancellor, SCCC
Doug Brinkley, Vice Chancellor - Finance and Administration,
SCCC
Randy Rowe, Associate Vice Chancellor-Human Resources,
SCCC

Introduction of Among the others present, the following signed the guest list:
Guests

Cindy Spring, Executive Secretary to the Chancellor, SCCC
Eileen O'Hare, General Counsel, SCCC
Leah Torosian, Personnel Technician, Personnel Commission

Delegations,
Petitions, and
Communications

There were no Delegations, Petitions, and Communications.

Public Hearing and
Appointment of
Board's Nominee to
the Personnel
Commission
[02-223]
Action

Mr. Forhan convened a public hearing at 1:39 p.m. There being no comments from the public, the hearing was closed at 1:40 p.m.

A motion was made by Mr. Smith and seconded by Mr. Corona that the Board of Trustees appoint Cathy Frost as its representative on the State Center Community College District Personnel Commission effective December 1, 2002.

Public Hearing and
Appointment of
Board's Nominee to
the Personnel
Commission
[02-223]
Action
(continued)

The motion carried by the following vote:

Ayes - 6
Noes - 0
Absent - 1

Consideration to
Approve New
Certificated Position,
District Associate
Dean – Human
Resources
[02-224]
Action

A motion was made by Mr. Smith and seconded by Mr. Patterson that the Board of Trustees approve a new academic administrative position, District Associate Dean – Human Resources, with placement on the Management Salary Schedule at Range 60.

The motion carried by the following vote:

Ayes - 6
Noes - 0
Absent - 1

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing: PUBLIC EMPLOYEE APPOINTMENT/ EMPLOYMENT, Pursuant to Government Code Section 54957; Interview of Finalists and Consideration to Appoint Vice Chancellor-Educational Services and Planning.

Mr. Forhan declared a recess at 1:45 p.m.

Open Session

The Board moved into open session at 7:00 p.m. Mr. Forhan reported that the Board had nothing to report from closed session.

Adjournment

The meeting was adjourned at 7:01 p.m. by the unanimous consent of the Board.

Ron Manfredi
Secretary, Board of Trustees
State Center Community College District

RM:cs

MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
October 1, 2002

Call to Order A regular meeting of the Board of Trustees of the State Center Community College District was called to order by President Phillip Forhan at 4:01 p.m., October 1, 2002, at the Madera Center, 30277 Avenue 12, Madera, California.

Trustees Present Phillip J. Forhan, President
Adolfo Corona, Vice President
Ron Manfredi, Secretary
Pat Patterson
Dorothy Smith
William J. Smith
Leslie Thonesen
Natalie Alquinzon, Student Trustee, RC
George Kutnerian, Student Trustee, FCC

Also present were:

Judith A. Redwine, Chancellor, SCCC
Ned Doffoney, President, Fresno City College
Tom Crow, President, Reedley College
Don Yeager, Vice Chancellor-North Centers
Doug Brinkley, Vice Chancellor-Finance and Administration,
SCCCD
Randy Rowe, Associate Vice Chancellor-Human Resources,
SCCCD

Introduction of Among the others present, the following signed the guest list:
Guests

Cindy Spring, Executive Secretary to the Chancellor, SCCC
Teresa Patterson, Executive Director-Public and Legislative
Relations, SCCC
Eileen O'Hare, General Counsel, SCCC
Brian Speece, Associate Vice Chancellor-Business and
Operations, SCCC
Olga Quercia, Academic Senate President and Staff, FCC
Larry Dickson, Classified Senate President and Staff, FCC
Linda Nies, Classified Senate President and Staff, RC
Ron Nishinaka, Academic Senate President and Staff, RC
Zwi Reznik, AFT President and Staff, FCC
Gene Blackwelder, College Business Manager, RC
Jeff Josserand, Director of Classified Personnel, Personnel
Commission

Introduction of
Guests (continued)

Elizabeth Carlisle, Executive Director, The Training Institute
Chris Monahan Bremer, Director of Marketing &
Communications, FCC
Cyndie Sine, Coordinator of Planning, Faculty Development and
Program Review, FCC
Ed Eng, Director of Finance, SCCC
Randy Vogt, Director of Purchasing, SCCC
Terry Kershaw, Dean of Instruction and Student Services, NC
Marvin Reyes, Chief of Police, SCCC
Jim Chin, Associate Dean of Instruction, NC
Francine Underwood, Instructor, NC
Susan Liberty, Interim Associate Dean of Instruction-Humanities,
FCC
John Cummings, District Dean-Admissions and Records, SCCC
Carl Simms, Director-Maintenance and Operations, SCCC
Tom Driscoll, Construction Services Manager, SCCC
Ruben Fernandez, Dean of Students, RC
Candy Hansen, Coordinator, Center for International Trade
Development, SCCC
Stell Manfredi, County Administrative Officer, Madera County
Thomas Mester, Instructor, NC
Dustin Evenson, Student, NC
Bryan Guthrie, Student, NC
Tina Masterson, Associate Dean of Students, NC
Leonard Bancroft, ASB President, NC
Janell Mendoza, Coordinator, MC
Robert Haller, Instructor, NC
Mike Fuller, Maderans Making A Difference
Jeff Josserand, Director of Classified Personnel, Personnel
Commission

Approval of Minutes

The minutes of the Board meeting of September 3, 2002, were presented for approval.

A motion was made by Mr. Corona and seconded by Mr. Manfredi to approve the minutes of the September 3, 2002, meeting as presented. The motion carried unanimously.

Delegations,
Petitions, and
Communications

Mr. Zwi Reznik expressed his appreciation for the additional security measures thus far at the Madera Center; however, he still has some concerns and will continue to address the Board on these issues. Mr. Forhan requested that Mr. Reznik address his concerns in writing, as it would be helpful to have a list of the issues.

Chancellor's Report

Dr. Redwine stated that it is a pleasure to be at the Madera Center this evening and to see the progress that is being made. She noted that the North Centers have experienced a twenty-one percent increase in enrollment and expressed her appreciation to the faculty and staff for stretching themselves.

Campus Report,
North Centers

Dr. Yeager reported on the following:

- Construction on Phase 1B, Academic Village
- Floors in the Administration Building
- LVN Program Registration
- September 11 Commemoration
- Annual Career Pathways Exposition
- Reception for Mr. Manfredi on December 5 at 4:00 p.m. at the Madera Center

Faculty, students and staff also provided a brief update on programs and activities at the North Centers to include: Mr. David Richardson, history instructor and advisor to the Student Government; Mr. Leonard Bancroft, Student Body President; Dr. Tom Mester, Biology and Environmental Science Instructor and advisor to the Alpha Gamma Sigma Honor Society Chapter; Mr. Robert Haller, Accounting/Business/Information Systems Instructor – Customer Service Academy; Mr. Harold Seymour, Psychology Instructor and President of the North Centers Faculty Association; and Julie Whiting, North Centers School Relations Specialist.

Mr. Patterson asked about the status of the LAFCO situation. Dr. Yeager and Mr. Manfredi explained that the property owners are not ready, so application has not been made. Mr. Forhan asked that the Board be kept advised on this project.

Campus Report,
Fresno City College

From Fresno City College, Dr. Doffoney reported the following:

- Michael Guerra has been asked by the Accrediting Commission for Community and Junior Colleges to serve on a task force to develop a training manual for accreditation teams in the area of financial resources.
- The Training Institute's HIPPA-Fast Track to Compliance Program, Farm Labor Contractor Continuing Education Certification Program, and the Paramedic Program
- Child Development staff members to present at the Central California Association for the Education of Young Children's Professional Development Center
- Weekend College
- *Mere Mortals* opens October 17 at the FCC Theatre

Campus Report,
Fresno City College
(continued)

- Three faculty members were featured in the newsletter for the California Early Childhood Mentor Program
- Art Space Gallery's newest exhibit opens October 3
- Nursing Director Dianne Moore recently spoke at the Nursing Summit sponsored by the California Nurse Leadership Council in Sacramento

Campus Report,
Reedley College

Dr. Crow reported on the following from Reedley College:

- Reedley College Foundation Awards Ceremony on October 2 at 7:00 p.m.
- Novelist Patricia Henley will be the featured speaker at the Fall Speakers Series on October 3 at 7:00 p.m.
- Districtwide Classified Professional Staff Development Committee will host an Educational Resource Fair on October 9.
- The college will undergo a Matriculation Site Visit on October 22-24.
- Ag & Natural Resources Department Chair Bud West was the keynote speaker at the National Conference of Universities of Agriculture & Renewable Resources on September 22.
- The Community Band will hold its annual Oktoberfest event on October 25 at 6:00 p.m. at the Reedley Community Center.
- Students in Free Enterprise/Virtual Enterprise will host 250 visiting students for the SIFE/Virtual Enterprise Company on October 30.

Academic Senate
Report

Ms. Olga Quercia, Fresno City College Academic Senate President reported:

- Faculty Projects Funding Committee will begin receiving submissions for Partnership for Excellence funds this month.
- The Student Welfare Committee is studying the parking situation.
- Expressed appreciation to Gurdeep Sihota for planning the September 11 remembrance ceremony
- Shared Governance Committee resolutions
- She toured the CTC on September 13.
- Coalition to Restore the Historic Old Administration Building has scheduled tours for October 12 and 22.
- The Executive Committee is making plans for the Fall 2002 State Academic Senate Plenary Session in Los Angeles.

Classified Senate
Report

Barbara Wells, North Centers Classified Senate representative,
reported on the following:

- Development of an Employee Handbook
- Creation of a Classified Staff Cookbook with receipts from sales going toward scholarships
- An informational staff development activity will be held on November 11 in the Reedley College cafeteria.

Consent Agenda
Action

It was moved by Mr. Smith and seconded by Mr. Thonesen that the Board of Trustees approve the consent agenda as presented. The motion carried unanimously.

Extension of
Contract,
Certificated
Personnel
[02-203]
Action

approve certificated personnel recommendations, Item A, as presented. (List A is herewith made a part of these minutes as Appendix I, 02-203).

Employment,
Promotion, Change
of Status, Transfer,
Leave of Absence,
Termination, and
Resignation,
Classified Personnel
[02-204]
Action

approve classified personnel recommendations, Items A through J, as presented. (Lists A through J are herewith made a part of these minutes as Appendix I, 02-204).

Employment of Part-
Time Faculty on
Adjunct Salary
Schedule, Fall 2002,
Fresno City College,
Reedley College,
and North Centers
[02-205]
Action

approve employment of part-time faculty on the Adjunct Faculty Salary Schedule for Fresno City College, Reedley College, and North Centers for Fall 2002, as presented.

Consideration to
Approve New
Classified Duties
and Responsibilities
[02-206]
Action

fix and prescribe the duties for the following classified positions:

1. Sign Language Interpreters 1, 2, 3, and 4
2. Sign Language Interpreter Coordinator
3. Instructional Technician – Micro Computer Lab
4. Piano Accompanist

Consideration to
Approve Resolution
of Layoff and
Elimination of
Classified Personnel/
Positions in
Categorically
Funded Positions
and District Office
[02-207]
Action

approve the Resolution in the Matter of Reduction of Classified Services for the 2002-03 college year.

Consideration to
Approve Out-of-
State Travel,
Wrestling Team,
Fresno City College
[02-208]
Action

approve out-of-state travel for the Fresno City College Wrestling Team to attend the National Junior College Invitational Championships in Las Vegas, Nevada, November 7-10, 2002, with the understanding that the trip will be financed without requiring expenditures of District funds.

Consideration to
Approve Revised
Board Policy 4340/
9240, Conflict of
Interest
[02-209]
Action

amend Board Policy 4340/9240 as stated above and schedule a second reading at the Board's December meeting.

Consideration to
Approve Industry-
Driven Regional
Collaborative Grant
between the Centers
for International
Trade Development
and the U.S.
Department of
Commerce
[02-210]
Action

- a) authorize approval of the Industry-Driven Regional Collaborative grant for the projected amount of \$279,000.00 for the program year 2002-03;
- b) authorize renewal of future IDRC grants with similar terms and conditions for the projected amount of \$283,400.00 for the program year 2003-04; and
- c) authorize the Chancellor or her designee to sign the agreement on behalf of the District.

Review of District
Warrants and
Checks
[02-211]
Action

review and sign the warrants register for the period August 27, 2002, to September 30, 2002, in the amount of \$8,625,641.89; and review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period August 20, 2002, to September 20, 2002, in the amount of \$2,425,110.55.

Consideration to
Accept Maintenance
Project,
Rehabilitation of
Theatre Seating,
Fresno City College
[02-212]
Action

- a) accept the project for Rehabilitation of Theatre Seating, Fresno City College; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to file a Notice of Completion with the County Recorder.

Consideration to
Accept Maintenance
Project, Refurbish
Seats in the Forum
Hall, Reedley
College
[02-213]
Action

- a) accept the project to Refurbish Seats in the Forum Hall, Reedley College; and
- b) authorize the Chancellor of Vice Chancellor-Finance and Administration, to file a Notice of Completion with the County Recorder.

Consideration to
Designate Person to
Receive District
Financial Mail from
the County
Superintendent of
Schools
[02-214]
Action

authorize that all District mail from the Fresno County Department of Education, Finance Office, be addressed to Douglas R. Brinkley, Vice Chancellor-Finance and Administration, at 1525 E. Weldon Avenue, Fresno, California 93704.

Consideration to
Authorize
Signatories for
District Contracts
and Grants
[02-215]
Action

authorize District administrators Judith A. Redwine, Douglas R. Brinkley, and Randy Rowe to sign contracts and grants on behalf of the District.

Consideration to
Appoint Director,
Valley Insurance
Program JPA
[02-216]
Action

appoint Douglas R. Brinkley to the Valley Insurance Program JPA Board of Directors for a two-year term commencing October 1, 2002.

Consideration of
District Bank
Accounts
[02-217]
Action

approve the enclosed master list of District bank accounts and authorized signatories (Appendix III, 02-217).

Consideration to
Approve
Agreements with
Yosemite
Community College
District, Child
Development
Training
Consortium, Fresno
City College
[02-218]
Action

- a) authorize the Agreement with the Yosemite Community College District, Child Development Training Consortium, for a Child Development Permit Program at Fresno City College;
- b) authorize renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor-Finance and Administration, to sign the Agreement on behalf of the District.

Consideration of
Bids, Purchase of
Buses, Districtwide
[02-219]
Action

award Bid #02-03-04 in the amount of \$258,218.20 to West Coach Corporation, the lowest responsible bidder for Purchase of Buses Districtwide, and authorize a purchase order to be issued against this bid.

*****End of Consent Agenda*****

Consideration to
Approve Mid-Term
Accreditation Report
for Fresno City
College and Reedley
College
[02-220]
Action

A motion was made by Mr. Smith and seconded by Mr. Patterson that the Board of Trustees approve the Mid-Term Accreditation Reports for Fresno City College and Reedley College, and authorize the submission to the Accrediting Commission by November 1, 2002. The motion carried unanimously.

Consideration to
Approve Agreement
with University of
California for Lease
of Property, Center
for International
Trade Development
[02-221]
Action

A motion was made by Mr. Thonesen and seconded by Ms. Smith that the Board of Trustees approve entering into a three-year lease agreement with the Regents of the University of California for 894 square feet of dedicated space to house the Center for International Trade Development, located at 550 East Shaw, at a cost of \$1.50 per square foot, plus a 25% load factor for all utilities, alarm, janitorial, California state telephone rate, and common area maintenance (\$20,124 annually). The motion carried unanimously.

Categorical Program
Compliance Review
Update
[02-222]
Action

Mr. Brinkley presented a status report on the Categorical Program Compliance Review and a timeline of activities to ensure that the District is in full compliance. Board members questioned the difference between a compliance review and a traditional audit, confidentiality of the information, time period covered in the review, and if the monies were from the General Fund.

Report of Board
Members

Ms. Alquinzon, Reedley College Student Trustee, reported on the following events:

- Oktoberfest
- Homecoming
- Reedley Fiesta
- Fundraising
- Native Dance Demonstration on October 14
- Red Ribbon Week
- Halloween Dance on October 31

Mr. Kutnerian, Fresno City College Student Trustee, reported on the following activities:

- Two-day Pow Wow
- September 11 Ceremony
- Club Rush
- Blood Drive
- Student Bond Rally
- California Community College Student Affairs Association Conference on October 5
- Walk for Juvenile Diabetes on October 26
- Associated Student Government Yard Sale on October 19
- Safe-n-Sane Carnival on October 31 at Ratcliffe Stadium
- Breast Cancer Awareness Month
- National Lee Denim Day

Mr. Thonesen reported that he attended Fresno City College's September 11 Ceremony and it was very well done.

Ms. Smith reminded everyone that October is Breast Cancer Awareness Month. She attended College Night at the Convention Center and it was a fun, informative event. Ms. Smith congratulated the classified employees who have earned their degrees or are pursuing their degrees, and expressed her appreciation of the Classified Professionals program. She recently attended the ACCT Conference and stated that State Center Community College District is in the forefront of programs and activities. She also participated in a workshop on Board self-evaluation and believes it is an important process.

Mr. Smith expressed his gratitude to the District employees who have supported Measure E by participating in the phone banks. He noted that he will be making a contribution to the Foundation in support of Measure E and encouraged everyone to do the same.

Report of Board
Members
(continued)

Mr. Manfredi also expressed his support of Measure E as well as Measure B, the Madera Unified bond. He continued that the District went through a rather lengthy process for the hiring of a Human Resource Director. It was decided between the Personnel Commission and the Board that an independent source would be used for the search; however, a lot has been done by the Personnel Commission and he would like to have some follow-up information.

Old Business

There was no old business.

Future Board Items

There were no future board items.

Closed Session

Mr. Forhan stated that the Board, in closed session, will be discussing: CONFERENCE WITH LABOR NEGOTIATOR [SCFT Part-Time Bargaining Unit;], Randy Rowe, Pursuant to Government Code Section 54957.6; CONFERENCE WITH LEGAL COUNSEL-EXISTING LITIGATION; Name of Case: Charest Construction v. State Center Community College District, Pursuant to Government Code Section 54956.9(a); CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION; Significant Exposure to Litigation: One Potential Case, Pursuant to Government Code Section 54956.9(b).

Mr. Forhan declared a recess at 5:05 p.m.

Open Session

The Board moved into open session at 7:06 p.m. Mr. Forhan reported that the Board had nothing to report from closed session.

Adjournment

The meeting was adjourned at 7:07 p.m. by the unanimous consent of the Board.

Ron Manfredi
Secretary, Board of Trustees
State Center Community College District

RM:cs

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Employment and Retirement,
Certificated Personnel

ITEM NO. 02-225

EXHIBIT: Certificated Personnel Recommendations

Recommendation:

It is recommended that the Board of Trustees approve the certificated personnel recommendations, Items A and B, as presented.

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to accept resignation for the following person:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Woolsey, Denise	FCC	May 23, 2003	Business and Technology Instructor

B. Recommendation to accept resignation for the purpose of retirement from the following persons:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Cekola, Charles	RC	June 30, 2003	Counselor
Eckenrod, Sherian	FCC	June 18, 2003	Business and Technology Instructor
Farrington, Gerald	FCC	May 24, 2003	History, Political Science Instructor
Hanson, Richard	FCC	May 24, 2003	Psychology Instructor
Kinzel, LeRoy	RC	May 24, 2003	Aeronautics Instructor
Munshower, Donald	FCC	June 30, 2003	Counselor
Porter III, Ralph	FCC	May 24, 2003	Anatomy, Physiology Instructor
Quinn, C. Timothy	FCC	May 24, 2003	Theatre Arts Instructor
Rash, Lucille	FCC	May 24, 2003	Business and Technology Instructor
Sakata, Kenneth	FCC	June 30, 2003	Cabinetmaking Technology Instructor

B. Recommendation to accept resignation for the purpose of retirement from the following persons:

<u>Name</u>	<u>Campus</u>	<u>Effective Date</u>	<u>Position</u>
Tyner, Thomas	RC	May 24, 2003	English Instructor
Wrzalinski, Eugene	FCC	May 31, 2003	Environmental Technology Instructor

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Employment, Promotion, Change of Status,
Leave of Absence, and Termination,
Classified Personnel

ITEM NO. 02-226

EXHIBIT: Classified Personnel Recommendations

Recommendation:

It is recommended that the Board of Trustees approve classified personnel recommendations, Items A through H, as presented.

CLASSIFIED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons (probationary):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Gray, Sabrina	FCC	Office Assistant I Position No. 2378	38-A \$11.67	10/1/02
McQueen, Deric	FCC	Instructional Aide Position No. 2270	32-A \$10.08	10/1/02
Price, Michael	CC	Custodian Position No. 5006	41-A \$2340	10/1/02
Xiong, Chong	FCC	Office Assistant I Position No. 2379	38-A \$11.67	10/1/02
Campos, Jose	CC	Custodian Position No. 5007	41-A \$2340	10/8/02
Glazener, Jerald	MC	Custodian Position No. 4021	41-A \$2340	10/14/02
Ramirez, Mariposa	DO	Accounting Clerk I Position No. 1134	38-A \$2025.67	10/21/02

B. Recommendation to re-employ the following persons (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step/Salary</u>	<u>Date</u>
Kendricks, Horace	FCC	Educational Advisor Position No. 2414	57-C \$3554.25	10/15/02
Dunn, Cynthia	FCC	Talent Search Coord Position No. 2013	66-A \$4017.17	10/21/02

C. Recommendation to employ the following person (Exempt):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Waldron, Shawn	FCC	Title 3 Peer Mentor	\$ 7.20	9/18/02

D. Recommendation to employ the following persons (provisional – filling vacant permanent full-time, permanent part-time position pending recruitment/selection, or replacing regular employee on leave):

Name	Location	Classification	Hourly Rate	Date
Robinson, Paula	FCC	Instructional Aide	\$ 10.08	10/4/02
Hodges, Angela	FCC	Cashier	13.51	10/3/02
Besoyan, Ashley	RC	International Educ Asst.	14.94	9/30/02 thru 6/30/03
Eriksen, Sean	FCC	Inst Tech – Auto Body	15.68	10/3/02
Leasure, Opal	MC	Inst Tech – CDL	15.68	9/16/02
Rosa, Roy	FCC	Financial Aid Asst I	18.60	10/9/02

E. Recommendation to approve the promotion of the following employees (regular):

Name	Location	Classification	Range/Step	Date
Aguilar, Yolanda	FCC	Office Assistant III Position No. 2118 to Student Serv Specialist Position No. 2406	48-C \$2854.42 52-B \$2998.75	10/1/02
Navarro, David	FCC	Program Dev Asst. Position No. 2197 to School Relations Spec Position No. 2481	60-B \$3641.33 69-A \$4318	10/7/02
DiPinto, Valerie	FCC	Office Assistant I Position No. 2018 to Office Assistant III Position No. 2476	38-A \$2025.67 48-A \$2592.17	10/21/02

F. Recommendation to approve change of status of the following employees (regular):

Name	Location	Classification	Range/Step	Date
Price, Erin	FCC	Office Assistant II	41-D	7/1/02
		Position No. 2412 to	\$2521.58	thru
		Office Assistant III	48-B	9/30/02
		Position No. 2320	\$2721.08	
(Article 34, Section 8 CSEA Agreement)				
Custodio, Naomi	FCC	Office Assistant II	41-C	8/19/02
		Position No. 2024 to	\$2405.83	thru
		Office Assistant III	48-A	12/31/02
		Position No. 2006	\$2592.17	
(Article 34, Section 8 CSEA Agreement)				
Dahill, Teresa	FCC	Office Assistant III	48-C	8/19/02
		Position No. 2006 to	\$2854.42	thru
		Financial Aid Asst I	57-A	12/31/02
		Position No. 2016	\$3224.75	
(Article 34, Section 8 CSEA Agreement)				
Torosian, Leah	DO	Personnel Technician	50-E	9/1/02
		Position No. 1003 to	\$3309.58	
		Personnel Assistant	X57-E	
		Position No. 1003	\$4223.25	
(Reclassified by the Personnel Commission)				
Bacon, Alicia	FCC	Office Assistant III	48-D	10/1/02
		Position No. 2201 to	\$2998.75	thru
		Administrative Aide	53-C	12/31/02
		Position No. 2048	\$3224.75	
(Article 34, Section 8 CSEA Agreement)				
Carr, William	FCC	Educational Advisor	57-D	10/1/02
		Position No. 2414 to	\$3732.75	
	RC	Job Developer – DSS	62-D	
		Position No. 3110	\$4214.42	
(Reinstatement of employee voluntarily demoted in lieu of layoff)				
Hernandez, Daniel	DO	Groundskeeper III	50-E	10/1/02
		Position No. 1081 to	\$3392.32	thru
		Groundskeeper III	50-E + 15%	10/31/02
		Position No. 1081	\$3901.17	
(Article 34, Section 8 CSEA Agreement)				

F. Recommendation to approve the change of status of the following employees (regular)
 (continued):

Name	Location	Classification	Range/Step	Date
Johnson, Jason	DO	Groundskeeper III	50-E	10/1/02
		Position No. 3117 to	\$3392.32	thru
	Groundskeeper III	50-E + 15%	10/31/02	
		Position No. 3117	\$3901.17	

(Article 34, Section 8 CSEA Agreement)

Lewellen, Carolyn	DO	Accounting Clerk II	41-D	10/1/02
		Position No. 1134 to	\$2521.58	
	FCC	Accounting Clerk III	48-D	
		Position No. 2436	\$2998.75	

(Reinstating employee improperly demoted)

Mendoza Janell	MC	Madera Center Coor	69-E	10/1/02
		Position No. 4001 to	\$5247.08	thru
	Madera Center Coor	69-E + 15%	12/31/02	
		Position No. 4001	\$6185	

(Article 34, Section 8 CSEA Agreement)

Montelongo, Olga	RC	Department Secretary	44-E	10/1/02
		Position No. 3018 to	\$2854.42	thru
	Department Secretary	44-E + 5%	12/31/02	
		Position No. 3018	\$3396.78	

(Article 34, Section 8 CSEA Agreement)

Willshaw, Bertha	FCC	Office Assistant II	41-E	10/1/02
		Position No. 2017 to	\$2768.22	thru
	Office Assistant III	48-C	12/31/02	
		Position No. 2002	\$2975.75	

(Article 34, Section 8 CSEA Agreement)

Kilgore, Richard	FCC	Custodian	41-E	10/14/02
		Position No. 2176 to	\$2818.00	
	Instructional Tech – Art	50-B		
		Position No. 2479	\$3025.75	

(Provisional assignment – pending recruitment and selection)

G. Recommendation to approve the leave of absence of the following employees (regular):

Name	Location	Classification	Date
Coleman, Florene	MC	Instructional Tech – CDL	9/8/02
		Position No. 4007	thru
			11/4/02

(Health Leave of Absence)

G. Recommendation to approve the leave of absence of the following employees (regular)
(continued):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Sweeney, Megan	RC	Instructional Tech – CDL Position No. 3105	12/19/02 thru 2/7/03

(Health Leave of Absence)

H Recommendation to approve termination of the following employee (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Chance, James	FCC	Custodian Position No. 2140	10/18/02

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Resolution of
Layoff and Elimination of Classified
Personnel/Positions in Categorically Funded
Positions, Fresno City College

ITEM NO. 02-227

EXHIBIT: Resolution

Background:

Funding continues to come to an end for several of our grant programs within the District. It is necessary to eliminate more positions with the Fresno Neighborhood Jobs Network Grant and the Proteus Youth Area IV and V Grant. The attached Resolution lists the positions that are now being effected by the decreased grant funding.

Fiscal Impact:

The elimination of the categorically funded positions will not have an impact on the District budget.

Recommendation:

It is recommended that the Board of Trustees approve the attached Resolution in the Matter of Reduction of Classified Services for the 2002-03 college year.

STATE CENTER COMMUNITY COLLEGE DISTRICT

Meeting of the Board of Trustees
November 5, 2002

BOARD RESOLUTION No.: 02-227

WHEREAS, the Fresno Neighborhood Jobs Network Grant is ending, and

WHEREAS, the funding for the Proteus Youth Area IV and Area V Grant is ending, and

WHEREAS, the CalWORK's carry-over funding is ending, and

WHEREAS, due to lack of work and/or lack of funds in the above listed grants, and

WHEREAS, the Board of Trustees hereby finds it is in the best interest of this College District, that as of the dates indicated, certain services now being provided by the District be reduced or discontinued to the following extent:

- | | | | |
|----|---|------------------|-------------|
| 1. | Fresno Neighborhood Jobs Network Grant | | |
| | <u>Positions</u> | <u>Reduction</u> | <u>Date</u> |
| | 1 Permanent Part-time Workshop Facilitator | 1 @ 100% | 12/6/02 |
| | 1 Permanent Full-time Program Develop Asst. | 1 @ 100% | 12/6/02 |
| | 1 Permanent Full-time Acct. Tech. I | 1 @ 10% | 12/31/02 |
| 2. | Proteus Youth Area IV and V | | |
| | <u>Positions</u> | <u>Reduction</u> | <u>Date</u> |
| | 1 Eligibility Assessment Asst. | 1 @ 20% | 12/31/02 |
| | 1 Employment/Case Management Specialist | 1 @ 20% | 12/31/02 |
| | 1 Acct. Tech. I | 1 @ 50% | 12/31/02 |
| | 1 Job Developer | 1 @ 100% | 12/31/02 |
| 3. | CalWORKs Carry-over | | |
| | <u>Positions</u> | <u>Reduction</u> | <u>Date</u> |
| | 1 Permanent Part-time Acct. Clerk I | 1 @ 100% | 12/6/02 |

NOW, BE IT RESOLVED that as of the dates listed above, the positions listed above shall be reduced or discontinued to the extent set forth above.

BE IT FURTHER RESOLVED that the District Chancellor be and is hereby authorized to give notices of layoff to eight (8) classified employees of the District pursuant to the District's rules and regulations and applicable provisions of the Education

Code not less than 30 days prior to the effective date of layoff as set forth above and to those individuals who are potentially subject to layoff due to seniority bumping rights of the individuals receiving layoff notices subject to layoff as listed above.

The foregoing Resolution was passed and adopted at a regular meeting of the Governing Board on November 5, 2002, by the following vote:

AYES:

NAYES:

ABSENT:

Date: _____

Board of Trustees of the State
Center Community College District

Secretary to the Board of Trustees

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve New Classified
Duties and Responsibilities

ITEM NO. 02-228

EXHIBIT: None

Background:

According to AR 4210.2 and Education Code Section 88009, the Governing Board shall fix and prescribe the duties to be performed by all persons in classified service. Following the Governing Board's approval of the duties, the Director of Classified Personnel will develop the minimum qualification requirements. The minimum qualifications will then be forwarded to the Personnel Commission for their approval according to Education Code Section 88095.

After the Personnel Commission's approval of the minimum qualifications, the Associate Vice Chancellor -Human Resources will meet with representatives of CSEA to negotiate the appropriate salary range.

Cafeteria Attendant:

Examples of duties: Assists in the preparation and serving of food, bussing tables, assists with the daily cleaning of kitchen equipment and utensils to ensure that cleanliness, safety and sanitary conditions are met. May perform other related duties as needed.

Registration Assistant (Flexible Hour Permanent Classified Employee):

The administration is proposing the approval of duties for Registration Assistant (Flexible Hour Permanent Classified Employee). This position is designed to meet the needs of the colleges and centers during periods of peak demand.

The purpose of having a flexible hour permanent classified employee is to allow the District to meet its staffing needs in the most fiscally prudent way possible. It is the hours worked and compensation received that are unique. Hours can fluctuate (be flexible) on a daily basis, based on the needs of the department/position within which they were hired. Their compensation would also fluctuate monthly, based on actual hours worked for that month.

Item No. 02-228 (continued)
November 5, 2002

A flexible hour employee is one that is hired in a permanent classified position. Employees in this category will earn sick leave, vacation days and holidays in accordance with the California Education Code and will gain permanency in the classification upon successful completion of six calendar months from the first day of service.

Examples of duties: Provides routine information and assistance to students during peak registration periods; performs a variety of clerical tasks including typing simple and routine forms and data entry; answers telephones, replies to routine inquiries, and takes messages; operates a copy machine; receives office mail, time-stamps and distributes to appropriate personnel; may operate a variety of standard office machines, data entry terminals, and computers used for processing the work of the office; and maintains office files by sorting, coding, indexing, filing, cross-referencing, locating and extracting registration documents.

Reg- to-Go Orientation Assistant (Flexible Hour Permanent Classified Employee):

This position would also be necessary at specific times of the semester but not needed on a full-time basis. The purpose of having a flexible hour permanent classified employee is to allow the District to meet its staffing needs in the most fiscally prudent way possible. It is the hours worked and compensation received that are unique. Hours can fluctuate (be flexible) on a daily basis, based on the needs of the department/position within which they were hired. Their compensation would also fluctuate monthly, based on actual hours worked for that month.

A flexible hour employee is one that is hired in a permanent classified position. Employees in this category will earn sick leave, vacation days and holidays in accordance with the California Education Code and will gain permanency in the classification upon successful completion of six calendar months from the first day of service.

Example of duties: Performs a variety of duties including conducting group presentations with students regarding registration, enrollment, student support programs, class selection, forms and other procedures; assists students in course selection and completion of registration forms; assists at orientation and registration. May perform other related duties as needed.

Bookstore Seasonal Assistant (Flexible Hour Permanent Classified Employee):

This position would also be a flexible hour permanent classified employee and would allow the District to meet its staffing needs in the most fiscally prudent way possible. It is the hours worked and compensation received that are unique. Hours can fluctuate (be flexible) on a daily basis, based on the needs of the department/position within which they were hired. Their compensation would also fluctuate monthly based on actual hours worked for that month.

Item No. 02-228 (continued)
November 5, 2002

A flexible hour employee is one that is hired in a permanent classified position. Employees in this category will earn sick leave, vacation days and holidays in accordance with the California Education Code and will gain permanency in the classification upon successful completion of six calendar months from the first day of service.

Example of duties: Provides customer service; assists in locating textbooks and supplies; assists with sales and deposits; assists with stocking and inventory; functions as a greeter and assists with backpack check-in/check-out.

Recommendation:

It is recommended that the Board of Trustees fix and prescribe the duties for the following classified positions:

1. Cafeteria Attendant
2. Registration Assistant (Flexible Hour Permanent Classified Employee)
3. Reg to Go Orientation Assistant (Flexible Hour Permanent Classified Employee)
4. Bookstore Seasonal Assistant (Flexible Hour Permanent Classified Employee)

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Resolution Scheduling Date and Time for
Organizational Meeting of the Board

ITEM NO. 02-229

EXHIBIT: Proposed Resolution

Background:

Section 72000 (c) (2) (A) of the California Education Code requires governing boards of community colleges to select a public meeting date for the annual organizational meeting of the District. The date selected must fall within a fifteen-day period commencing on the day new member terms begin, and in non-election years during the same fifteen-day period on the calendar. Board member terms begin on the first Friday in December in accordance with Section 72027 (b) of the Education Code. Therefore, the annual organizational meeting date for the 2002-2003 school year must fall sometime during the period of December 6, 2002, and December 20, 2002. The Board's regular meeting this year will be held on December 10, 2002, which falls within the prescribed fifteen-day period.

Recommendation:

It is recommended that the Board of Trustees adopt, as presented, the proposed Resolution selecting December 10, 2002, at 4:00 p.m., as the date and time for its annual organizational meeting, and direct the Chancellor to notify, by copy of the completed Resolution, all members of the Board and the County Superintendent of Schools of the time and date selected.

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

BEFORE THE GOVERNING BOARD OF THE
STATE CENTER COMMUNITY COLLEGE DISTRICT

OF FRESNO, KINGS, MADERA, AND TULARE COUNTIES, CALIFORNIA

In the Matter of the)
Annual Organizational) RESOLUTION
Meeting of the Board)
_____)

WHEREAS, pursuant to Section 72000(c)(2)(A) of the Education Code of the State of California, the governing board of each community college district shall hold an annual organizational meeting within a 15-day period which commences on the first Friday of December. Unless otherwise provided by rule of the governing board, the day and time of the annual meeting shall be selected by the board at its regular meeting held immediately prior to the first day of such 15-day period.

NOW, THEREFORE, BE IT RESOLVED, that the _____ day of December 2002, at _____ .m., is the day and time ordered for the annual organizational meeting for the above-named community college district.

BE IT FURTHER RESOLVED, that the secretary of the board hereof is ordered and directed to notify, within 15 days prior to the date of the annual meeting, the Fresno County Superintendent of Schools and all members and members-elect, if any, of the above-named community college district of the date and time selected for the annual meeting of this governing board, in writing, by causing a copy of the RESOLUTION hereof to be sent to each of them.

The foregoing RESOLUTION was adopted this _____ day of _____ 2002, at a regular meeting of the governing board hereof by the following vote, to-wit:

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve, Study Abroad
Program, Mexico, Summer 2003

ITEM NO. 02-230

EXHIBIT: None

Background:

In keeping with the goal of increasing the number of study abroad programs available to students, the District is planning a 12-day summer session in Mexico for Summer 2003. This program will be focusing on field archeology. The students will be visiting museums and excavation sites in Mexico City, San Juan Teotihuacan and Pahuatlan.

The program is based on a minimum enrollment of ten students. Jill Minar, an anthropology/archaeology instructor at Fresno City College, is continuing to lead this study abroad program.

Travel and lodging arrangements will be handled by AIFS (American Institute for Foreign Study). This third-party provider was chosen because they have been a leader in study abroad programs for 37 years.

Program implementation will be in accordance with current District policies and regulations and College procedures.

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of a Summer 2003 session in Mexico, whereby students can earn three units of credit and (2) approve Jill Minar as instructor for the program.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Study Abroad Program, ITEM NO. 02-231
London, England, Summer 2003

EXHIBIT: None

Background:

In keeping with the goal of increasing the number of study abroad programs available to students, the District is planning a 17-day summer session in London for Summer 2003. Participants will learn about the origins of the American criminal justice system by studying the English criminal justice system and touring various institutions associated with that system. This program will not only serve our currently enrolled students but also enhance the local community, especially persons involved in law enforcement. This program has been proposed and developed by Bill Bertolani, Fresno City College criminology instructor.

The program is based on a minimum enrollment of 15 students. The location will be in London, England.

Travel arrangements, housing and general promotion will be handled by CAPA (Centers for Academic Programs Abroad). The instructor, Bill Bertolani, will organize the academic program, promote it districtwide, and teach and administer the program in London.

Program implementation will be in accordance with current District policies and regulations and college procedures.

Recommendation:

It is recommended that the Board of Trustees: (1) approve the offering of a Summer 2003 session in London, England, whereby students can earn five units of credit; and (2) approve Bill Bertolani as instructor for the program.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Consultant Contract,
Interim District Dean - Human Resources

ITEM NO. 02-232

EXHIBIT: None

Background:

On October 3, 2002, the Board approved a new academic job description for a District Associate Dean - Human Resources. This action allowed us to then enter into a contract with Diane Clerou as the Interim District Associate Dean - Human Resources. She was previously employed as an Interim Director of Human Resources. Ms. Clerou is highly qualified for the position and has been doing a very good job for the District over the past two months.

Fiscal Impact:

None. Costs are paid for out of the previously budgeted funds for the Director of Human Resources.

Recommendation:

It is recommended that the Board of Trustees authorize the Chancellor or her designee to enter into a contract with Diane Clerou for the services of Interim District Associate Dean - Human Resources at a monthly stipend of \$8,045.33 effective until a District Associate Dean - Human Resources is hired or December 31, 2002.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Review of District Warrants and Checks

ITEM NO. 02-233

EXHIBIT: None

Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period September 24, 2002, to October 31, 2002, in the amount of \$11,153,575.57.

It is also recommended that the Board of Trustees review and sign the check registers for the Fresno City College and Reedley College Co-Curricular Accounts and the Fresno City College and Reedley College Bookstore Accounts for the period September 17, 2002, to October 23, 2002, in the amount of \$1,050,870.11.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Accept Construction Project,
Site Improvement, Ratcliffe Stadium,
Fresno City College

ITEM NO. 02-234

EXHIBIT: None

Background:

The project for Site Improvement, Ratcliffe Stadium, Fresno City College, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) accept the project for Site Improvement, Ratcliffe Stadium, Fresno City College; and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to file a Notice of Completion with the County Recorder.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Accept Construction Project,
Classroom Remodel, Clovis Center

ITEM NO. 02-235

EXHIBIT: None

Background:

The project for Classroom Remodel, Clovis Center, is now substantially complete and ready for acceptance by the Board of Trustees.

Recommendation:

It is recommended that the Board of Trustees:

- a) accept the project for Classroom Remodel, Clovis Center; and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to file a Notice of Completion with the County Recorder.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Financial Analyses of Enterprise
and Special Revenue Operations

ITEM NO. 02-236

EXHIBIT: Financial Analyses

Background:

The financial reports for the Enterprise and Special Revenue operations for the quarter ended September 30, 2002, are enclosed. The reports consist of a combined balance sheet and combined statement of revenues and expenditures for the Enterprise operations, which consist of the Bookstores at Fresno City College and Reedley College, and the Special Revenue operations, which consist of the Reedley College Cafeteria and Residence Hall. All operations reflect a positive financial picture with revenues exceeding expenditures.

The enclosed statements are provided for Board information. No action is required.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
STATEMENT OF REVENUE & EXPENDITURES**
Period Ending SEPTEMBER 30, 2002

	ENTERPRISE		SPECIAL REVENUE			
	FCC BOOKSTORE*	RC BOOKSTORE*	TOTAL	CAFETERIA*	RC DORMITORY*	TOTAL
TOTAL SALES	\$ 2,785,785	\$ 1,581,003	\$ 4,366,788	\$ 281,478	\$ 217,079	\$ 498,557
LESS COST OF GOODS SOLD						
Beginning Inventory	\$ 1,323,655	\$ 715,652	\$ 2,039,307	\$ 24,872	\$	\$ 24,872
Purchases	2,153,342	1,307,762	3,461,104	100,219		100,219
Sub-Total	3,476,997	2,023,414	5,500,411	125,091		125,091
Ending Inventory	1,401,587	845,597	2,247,184	28,604		28,604
Cost of Sales	2,075,410	1,177,817	3,253,227	96,487		96,487
GROSS PROFIT ON SALES	\$ 710,375	\$ 403,186	\$ 1,113,561	\$ 184,991	\$ 217,079	\$ 402,070
OPERATING EXPENDITURES						
Salaries	\$ 212,999	\$ 111,879	\$ 324,878	\$ 75,719	\$ 41,808	\$ 117,527
Benefits	36,823	23,743	60,566	23,788	10,496	34,284
Depreciation	39,425	6,397	45,822			0
Supplies	6,939	7,029	13,968	551	1,429	1,980
Utilities & Housekeeping	6,569	5,533	12,102		14,562	14,562
Rents, Leases & Repairs	7,423	4,102	11,525	212	1,476	1,688
Other Operating	36,669	28,524	65,193	2,025	1,331	3,356
TOTAL OPERATING EXPENDITURES	\$ 346,847	\$ 187,207	\$ 534,054	\$ 102,295	\$ 71,102	\$ 173,397
NET OPERATING REVENUE (LOSS)	\$ 363,528	\$ 215,979	\$ 579,507	\$ 82,696	\$ 145,977	\$ 228,673
OTHER REVENUE						
Vending				\$ 1,381	\$	\$ 2,546
Interest		\$ 213	\$ 213	86	104	190
Other	6,674	3,501	10,175	228	761	989
OTHER EXPENSES						
Transfer to Co-Curricular						
Transfer to Bond Redemp. Fund						
New Equipment					31,425	31,425
Other					0	0
NET REVENUE (LOSS)	\$ 370,202	\$ 219,693	\$ 589,895	\$ 84,391	\$ 116,582	\$ 200,973

UNAUDITED

* Does Not Include All Indirect Charges

**STATE CENTER COMMUNITY COLLEGE DISTRICT
ENTERPRISE & SPECIAL REVENUE OPERATIONS
BALANCE SHEET**

As of SEPTEMBER 30, 2002

	ENTERPRISE		SPECIAL REVENUE			
	FCC BOOKSTORE*	RC BOOKSTORE*	TOTAL	CAFETERIA*	RC DORMITORY*	TOTAL
ASSETS						
Cash in County Treasury						
Cash in Bank	\$ 2,317,958	\$ 599,348	\$ 2,917,306	\$ 14,690	\$ 81,023	\$ 95,713
Revolving Cash Fund	15,200	20,000	35,200	92,066	23,416	115,482
Accounts Receivable	472,531	97,439	569,970	9,500	86,288	9,500
Due from Other Funds				83,016		169,304
Prepaid Expenses	4,842	560	5,402			
Inventory	1,401,587	845,597	2,247,184	28,604		28,604
Total Current Assets	\$ 4,212,118	\$ 1,562,944	\$ 5,775,062	\$ 227,876	\$ 190,727	\$ 418,603
Fixed Assets (Net)	1,302,705	178,076	1,480,781			
TOTAL ASSETS	\$ 5,514,823	\$ 1,741,020	\$ 7,255,843	\$ 227,876	\$ 190,727	\$ 418,603
LIABILITIES & FUND BALANCE						
Accounts Payable	\$ 452,883	\$ 182,127	\$ 635,010			
Due to Other Funds	79,816	50,672	130,488	\$ 73,257	\$ 18,129	\$ 91,386
Warrants Payable				29,260		29,260
Total Current Liabilities	\$ 532,699	\$ 232,799	\$ 765,498	\$ 102,517	\$ 18,129	\$ 120,646
Unreserved Fund Balance	3,580,537	662,624	4,243,161	96,755	172,598	269,353
Reserved Fund Balance	1,401,587	845,597	2,247,184	28,604		28,604
Total Fund Balance	\$ 4,982,124	\$ 1,508,221	\$ 6,490,345	\$ 125,359	\$ 172,598	\$ 297,957
TOTAL LIABILITIES & FUND BALANCE	\$ 5,514,823	\$ 1,741,020	\$ 7,255,843	\$ 227,876	\$ 190,727	\$ 418,603

* Does Not Include All Indirect Charges

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Budget Transfers and Adjustments Report

ITEM NO. 02-237

EXHIBIT: Report

Background:

The enclosed Budget Transfers and Adjustments Report reflects budget adjustments through the period ended September 30, 2002. The adjustments represent changes to meet the ongoing needs of the District, including categorically funded programs, educational needs of the campuses, and new grants and agreements.

This report is strictly an informational report to the Board representing the changes in the budget and expenditure categories during the past quarter. Since it is for informational purposes only, there is no formal action required by the Board.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 09/30/02**

	Adopted Budget	Budget Adj/Transfers	Current Budget
81000	FEDERAL REVENUES		
81200	\$ 3,195,264	\$ 503,337	\$ 3,698,601
81300	308,813	(93,813)	215,000
81400	202,221	318,171	520,392
81500	296,152	(241,518)	54,634
81600	5,545	2,799	8,344
81700	2,212,868	464,885	2,677,753
81990	2,280,224	135,469	2,415,693
Total	<u>8,501,087</u>	<u>1,089,330</u>	<u>9,590,417</u>
86000	STATE REVENUES		
86100	60,904,899	-	60,904,899
86200	5,845,058	243,421	6,088,479
86500	1,821,022	468,764	2,289,786
86700	485,000	-	485,000
86800	2,900,000	-	2,900,000
86900	620,000	-	620,000
Total	<u>72,575,979</u>	<u>712,185</u>	<u>73,288,164</u>
88000	LOCAL REVENUES		
88100	32,030,000	-	32,030,000
88200	-	200,000	200,000
88300	168,417	43,367	211,784
88400	143,750	1,132	144,882
88500	68,000	-	68,000
88600	600,000	-	600,000
88700	3,515,000	-	3,515,000
88800	2,028,000	-	2,028,000
88900	1,358,732	(20,000)	1,338,732
Total	<u>39,911,899</u>	<u>224,499</u>	<u>40,136,398</u>
Total General Fund Revenues	<u>\$ 120,988,965</u>	<u>\$ 2,026,014</u>	<u>\$ 123,014,979</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Revenue Budget Adjustments/Transfers
As of 09/30/02**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
89000 OTHER FIN SOURCES			
89100 Proceeds/Fixed Assets	20,000	-	20,000
89400 Proceeds/Long-Term Debt		40,741	40,741
89800 Incoming Transfers		-	
Total Other Financing Sources	\$ 20,000	40,741	\$ 60,741
Total District Revenues	<u>\$ 121,008,965</u>	<u>\$ 2,066,755</u>	<u>\$ 123,075,720</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 09/30/02**

	<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
91000	ACADEMIC SALARIES		
91100	\$ 27,578,347	\$ 31,477	\$ 27,609,824
91200	12,237,610	154,570	12,392,180
91300	11,052,644	58,990	11,111,634
91400	1,789,240	293,388	2,082,628
Total	<u>52,657,841</u>	<u>538,425</u>	<u>53,196,266</u>
92000	CLASSIFIED SALARIES		
92100	20,982,008	(663,638)	20,318,370
92200	871,300	36,388	907,688
92300	4,181,923	321,099	4,503,022
92400	798,867	(8,111)	790,756
Total	<u>26,834,098</u>	<u>(314,262)</u>	<u>26,519,836</u>
93000	BENEFITS		
93100	3,681,913	44,355	3,726,268
93200	591,386	(25,966)	565,420
93300	2,435,945	494	2,436,439
93400	9,422,141	(74,254)	9,347,887
93500	95,399	(7)	95,392
93600	1,017,241	4,790	1,022,031
93700	327,348	14,253	341,601
93900	35,000	-	35,000
Total	<u>17,606,373</u>	<u>(36,335)</u>	<u>17,570,038</u>
94000	SUPPLIES & MATERIALS		
94200	145,275	57,311	202,586
94300	1,394,389	95,084	1,489,473
94400	2,303,609	155,513	2,459,122
94500	69,758	22,610	92,368
94600	-	-	-
Total	<u>3,913,031</u>	<u>330,518</u>	<u>4,243,549</u>

**STATE CENTER COMMUNITY COLLEGE DISTRICT
GENERAL FUND - ALL FUNDING
Expenditure Budget Adjustments/Transfers
As of 09/30/02**

		<u>Adopted Budget</u>	<u>Budget Adj/Transfers</u>	<u>Current Budget</u>
95000	OTHER OPER EXPENSES			
95100	Utilities	4,173,815	38,280	4,212,095
95200	Rents, Leases and Repairs	2,373,023	130,697	2,503,720
95300	Mileage & Allowances	1,241,372	141,439	1,382,811
95400	Dues & Memberships	166,805	7,897	174,702
95500	Pers. & Cons. Services	2,369,589	669,923	3,039,512
95600	Insurance	628,080	-	628,080
95700	Advertising & Printing	1,551,520	89,670	1,641,190
95900	Other	1,057,364	175,042	1,232,406
	Total	<u>13,561,568</u>	<u>1,252,948</u>	<u>14,814,516</u>
96000	CAPITAL OUTLAY			
96100	Sites	-	-	-
96200	Site Improvement	230,421	-	230,421
96300	Buildings	15,000	-	15,000
96400	Bldg Renov & Improvements	344,518	228,598	573,116
96500	New Equipment	2,889,687	45,041	2,934,728
96600	Replacement Equipment	225,505	-	225,505
96800	Library Books	228,479	1,100	229,579
	Total	<u>3,933,610</u>	<u>274,739</u>	<u>4,208,349</u>
	Total General Fund Expenditures	<u>\$ 118,506,521</u>	<u>\$ 2,046,033</u>	<u>\$ 120,552,554</u>
97000	OTHER OUTGO			
97100	Debt Service	-	-	-
97200	Intrafund Transfers	163,500	-	163,500
97300	Interfund Transfers	1,850,000	-	1,850,000
97500	Student Financial Aid	-	-	-
97600	Other Payments/Students	107,378	69,159	176,537
97900	Contingencies	355,867	(48,437)	307,430
	Total Other Outgo	<u>\$ 2,476,745</u>	<u>\$ 20,722</u>	<u>\$ 2,497,467</u>
	Total District Expenditures	<u>\$ 120,983,266</u>	<u>\$ 2,066,755</u>	<u>\$ 123,050,021</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Adopt Resolution
Authorizing Inter-fund Transfers

ITEM NO. 02-238

EXHIBIT: Resolution

Background:

In order to properly account for the inter-fund transfer of monies between funds, the California Education Code requires a Resolution authorizing said transfers. The Resolution provides direction for the Fresno County Office of Education to complete inter-fund transfers, as follows:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$350,000	Scheduled Maintenance Match from Lottery Proceeds
General Fund	Capital Projects	250,000	Scheduled Maintenance Match from General Fund
General Fund	Capital Projects	<u>250,000</u> \$850,000	Parking Lot Rehab

Recommendation:

It is recommended that the Board of Trustees:

ITEM NO. 02-238 – Continued
 Page 2

a) approve Resolution No. 02-238 authorizing the following inter-fund transfers:

<u>From</u>	<u>To</u>	<u>Amount</u>	<u>Purpose</u>
General Fund	Capital Projects	\$350,000	Scheduled Maintenance Match from Lottery Proceeds
General Fund	Capital Projects	250,000	Scheduled Maintenance Match from General Fund
General Fund	Capital Projects	<u>250,000</u> \$850,000	Parking Lot Rehab

b) authorize filing said Resolution with the Fresno County Department of Education.

RESOLUTION NO. 02-238

AUTHORIZING INTER-FUND TRANSFERS

WHEREAS, the Board of Trustees has authorized establishment of the Capital Outlay Projects Fund for the purpose of properly accounting for revenues and expenditures; and

WHEREAS, in order to maintain consistent accounting practices, it will be necessary to transfer \$850,000 from the General Fund to the Capital Outlay Projects Fund;

NOW, THEREFORE, BE IT RESOLVED that Resolution No. 02-238 be approved transferring \$850,000 from the General Fund to the Capital Outlay Projects Fund.

* * * * *

The foregoing Resolution was adopted upon motion of Trustee _____, and seconded by Trustee _____, at a regular meeting of the Board of Trustees of the State Center Community College District on this 5th day of November, 2002, by the following vote, to wit:

AYES:

NOES:

ABSENT:

Ron Manfredi, Secretary, Board of Trustees
State Center Community College District

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Service Agreement
with San Joaquin Valley Health Consortium,
Fresno City College

ITEM NO. 02-239

EXHIBIT: None

Background:

The District has been awarded a grant from the San Joaquin Valley Health Consortium to offer a refresher nursing program to internationally educated nurses living in the Central Valley who want to practice as Registered Nurses but need assistance with language preparation, nursing theory, and NCLEX (National Council Licensing Examination) review. The Service Agreement in the amount of \$441,618 is for a term of 36 months from September 1, 2002, through August 31, 2005.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into a Service Agreement with the San Joaquin Valley Health Consortium in the amount of \$441,618 for a period of 36 months, commencing September 1, 2002, and ending August 31, 2005, to provide a refresher nursing program to internationally educated nurses living in the central valley; and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Agreement with
SixTen and Associates for 2002-03 Mandate
Reimbursement Claim Preparation Services

ITEM NO. 02-240

EXHIBIT: None

Background:

Annually the District submits reimbursements for mandated programs that have been imposed on districts and approved for reimbursement by the Commission on State Mandates. Currently community college districts are eligible for reimbursement for five different mandated program areas. In addition, several test claims have been filed for consideration of reimbursement in the future.

Historically, the District's annual reimbursement claims have been processed by District staff; however, in 2000-01 and 2001-02 the District contracted with SixTen and Associates for the preparation of the District's reimbursement claims. SixTen and Associates is a consulting firm which specializes in maximizing the District's reimbursement under the mandated cost reimbursement process. It should be noted that all costs associated with SixTen and Associates' services for preparing the District's annual claims are fully reimbursed by the Department of Finance under the mandated claims process.

It is recommended that the District engage the services of SixTen and Associates for the preparation of the 2002-03 mandated reimbursement claims at a fee not to exceed \$24,000. It is anticipated that the District's total reimbursement claims for 2002-03 will be approximately \$600,000.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with SixTen and Associates in an amount not to exceed \$24,000 for the preparation and submission of the 2002-03 mandate reimbursement claims;
and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve License Agreement for Access to Real Property, Willow/International Site ITEM NO. 02-241

EXHIBIT: None

Background:

DeYoung Communities, Inc., and Bonadelle Development Corp. ("Developers") are building a new residential subdivision on a project site generally located between North Chestnut and North Willow Avenues south of the Behymer Avenue alignment in the City of Fresno. This project site abuts the District's property on the north side of the Behymer Avenue alignment west of North Willow Avenue (APNs 301-081-62 & 67). Developers have requested permission to enter the District's property in order to facilitate construction of certain off-site improvements required to serve their new subdivision.

The District has developed a License Agreement that will allow Developers access to the property. Under the terms of the Agreement, the Developers must meet certain criteria regarding compliance with laws, clean-up, safety, and the furnishing of as-built drawings and insurance policies. Developers' right to access property shall commence no sooner than November 6, 2002, and shall terminate on June 30, 2003, or upon completion of the work, whichever occurs first.

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into a License Agreement with DeYoung Communities, Inc., and Bonadelle Development Corp. to allow access to District property at the

Willow/International site for the construction of off-site improvements for a new subdivision; and

- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the License Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Agreement with
Yosemite Community College District,
Child Development Training Consortium,
Reedley College

ITEM NO. 02-242

EXHIBIT: None

Background:

For the past several years the District has participated in a Child Development Training Consortium with the Yosemite Community College District. Reedley College provides a designated Campus Coordinator for the program, which generates up to 400 units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new, or to renew a currently held, Child Development Permit. The District is also responsible for providing Advisory Committee Oversight.

The courses, which are provided through the YCCD/Consortium funds, are not permitted to be claimed for full-time-equivalent revenue purposes. Funding for 2002-03 has been established at an amount not to exceed \$10,000.

Financial Impact:

None (costs of program reimbursed by Child Development Training Consortium Grant)

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize the Agreement with the Yosemite Community College District, Child Development Training Consortium, for a Child Development Permit Program at Reedley College;
- b) authorize renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor or her designee to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Economic
Development Grant Agreement with
California Community Colleges Chancellor's
Office, Reedley College

ITEM NO. 02-243

EXHIBIT: None

Background:

The District has recently been notified of receipt of a grant for Reedley College through the California Community Colleges Chancellor's Office. The grant will provide for development of a regional collaborative designed to provide state-of-the-art training for agriculture equipment service technicians. The collaborative will consist of the following partners:

- a) Reedley College Mechanized Agriculture Program;
- b) Quinn Company;
- c) Caterpillar, Inc.
- d) other partners as identified by the Project Collaborative Advisory Committee.

The primary target group for this project includes the 40 full-time students enrolled in the Reedley College Mechanized Agriculture Technician Program. The project will also provide training activities for current employees of Quinn Company. This is a two-year grant with funding as follows: 2002-03 - \$180,024; and 2003-04 - \$189,592.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the California Community Colleges Chancellor's Office in the amount of \$180,024 for the period of July 10, 2002, through June 30, 2003, and \$189,592 for the period of July 1, 2003, through June 30, 2004; and
- b) authorize future and annual renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Amendment to
Agreement for WorkAbility III Program,
Reedley College

ITEM NO. 02-244

EXHIBIT: Resolution

Background:

On October 2, 2001, the Board of Trustees approved the 2001-02 WorkAbility III Agreement for the Reedley College Disabled Students Program in the amount of \$163,738. We have now received an Amendment adjusting the amount to \$38,129. The period of the grant was from July 1, 2001, through June 30, 2002.

Recommendation:

It is recommended that the Board of Trustees:

- a) approve the Amendment to the 2001-02 WorkAbility III Agreement for Reedley College;
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to execute the Amendment and to prepare and submit any and all reports required on behalf of the District;
and
- c) authorize the Secretary of the Board of Trustees to execute the appropriate Board Resolution for submission with the project Amendment to the State Department of Rehabilitation.

STATE OF CALIFORNIA
BOARD RESOLUTION
 DR 324 (New 01/94) Computer Generated

DEPARTMENT OF REHABILITATION

Original
 Amendment # 1

 FULL Name of Corporation or Public Agency

State Center Community College District, on behalf of Reedley College

WHEREAS, the Board of Directors or Board of Trustees of the above-named corporation or public agency has read the proposed agreement between State of California, Department of Rehabilitation, and above-named corporation or public agency and said Board of Directors or Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement,

NOW, THEREFORE, BE IT RESOLVED that said Board of Directors or Board of Trustees does hereby authorize the following person:

Name of Person Authorized to Sign Agreement	Title of Person Authorized to Sign Agreement
Douglas R. Brinkley	Vice Chancellor, Finance and Administration

of the above-named corporation or public agency on behalf of the corporation or public agency to sign and execute said agreement and all amendments there to, except to increase the financial liability of said corporation or public agency.


CERTIFICATION

I, the Recording Secretary named below, hereby certify that the foregoing resolution was duly and regularly adopted by the Board of Directors or Board of Trustees of above-named corporation or public agency at a meeting of said Board regularly called and convened at which a quorum of said Board of Directors or Board of Trustees was present and voting, and that said resolution was adopted by a vote of the majority of all Directors or Trustees present at said meeting.

IN WITNESS WHEREOF, I have hereunto set my hand as Recording Secretary of said corporation or public agency.

 Address Where Board Meeting Held

1525 East Weldon Avenue, Fresno, CA 93704

Date of Board Meeting	Signature of Recording Secretary	Date Signed
11/5/02		11/5/02

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Agreement with
UCSF California Area Health Education
Center Program for Health Care Interpreting,
Reedley College

ITEM NO. 02-245

EXHIBIT: None

Background:

The District has recently been notified of receipt of a grant for Reedley College through the UCSF California Area Health Education Center Program. The goal of this project is to educate bilingual and bicultural individuals to develop the awareness, knowledge, and skills necessary for effective language interpretation in health care settings.

The grant in the amount of \$20,000 is for the period July 1, 2002, through June 30, 2003.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the UCSF California Area Health Education Center Program in the amount of \$20,000 for the period July 1, 2002, through June 30, 2003;
- b) authorize future and annual renewal of the Grant Agreement with similar terms and conditions; and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Manchester One Stop ITEM NO. 02-246
 Sublease, Fresno City College

EXHIBIT: None

Background:

The State Center Community College District, through Fresno City College, has been in a partnership with several other public agencies to provide services to people on a One Stop basis. The District is recommending the lease of 239 square feet of office and common space at Manchester Center under a Sublease with the California State University, Fresno Foundation. The amount of the lease is \$1.25 per square foot, or a total of \$3,585 per year. The term is through August 31, 2011, with a 60-day termination clause should funds not be available to perform the services.

Recommendation:

It is recommended that the Board of Trustees:

- a) approve a Sublease with the California State University, Fresno Foundation for the lease of 239 square feet of office and common space for the Manchester One Stop partnership at a rate of \$1.25 per square foot, or \$3,585 per year, for the period July 1, 2002, through August 31, 2011, with a 60-day termination clause; and
- b) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Sublease on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Purchase
Portable Preschool Classroom,
Reedley College

ITEM NO. 02-247

EXHIBIT: None

Background:

This purchase of this portable preschool classroom is to replace the existing preschool classroom at the Reedley College campus. The current facility has been in place for more than 20 years and is in need of replacement due to several structural failings. Additionally, because of a change in standards by the State of California Department of Social Services Community Licensing Program, the current preschool classroom does not comply with applicable codes for student restrooms. The new relocatable facility will be code compliant and consists of a triple wide (36' X 60') portable classroom with separate classroom, kitchen, office, restroom and storage areas.

In past years the Board of Trustees has approved the purchase of relocatable classrooms through the piggyback purchasing process. Historically, by piggybacking these relocatable purchases the District has been able to obtain advantageous pricing from a larger quantity purchase and has expedited the acquisition of these buildings. Administration has currently identified an approved bid through Saddleback Unified School District with Modtech, Inc. as offering highly competitive pricing with the advantage of quality product and timely delivery.

Funding for this purchase will be provided by a combination of State Scheduled Maintenance Funds and Locally Funded Capital Project Funds.

Fiscal Impact:

\$112,450.00 – State Scheduled Maintenance Funds and Locally Funded Capital Project Funds

Recommendation:

It is recommended that the Board of Trustees authorize a purchase order in the amount of \$112,450.00 to Modtech, Inc., utilizing the Saddleback Unified School District bid, for the acquisition of one (1) self-contained 36' X 60' portable preschool classroom.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Consideration to Approve Agreement with
AfterCollege, Inc., for Career Management
Assistance, Fresno City College

ITEM NO. 02-248

EXHIBIT: None

Background:

AfterCollege, Inc., provides web-based career management and counseling to individuals in health care occupations. The Fresno City College staff has determined that the students in the FCC Registered Nursing Program have a need for career management assistance. These services would be provided without cost to the students in the program. AfterCollege may offer additional services to SCCC staff and students that will require a charge; however, SCCC will have the option, in its sole discretion, to allow or not to allow these additional services. The term of this Agreement will be from November 1, 2002, through October 31, 2003; however, either party may terminate the Agreement upon 30 days' written notice.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with AfterCollege, Inc., to provide career management and counseling to students in the Fresno City College Registered Nursing Program without cost for a term of one year from November 1, 2002, through October 31, 2003, with a 30-day termination clause;
- b) authorize future and annual renewal of the Agreement with similar terms and conditions;
and
- c) authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign the Agreement on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Acknowledgment of Quarterly Financial
Status Report – General Fund

ITEM NO. 02-249

EXHIBIT: Report

Background:

Enclosed is the September 30, 2002, Quarterly Financial Status Report (CCFS-311Q) for the District General Fund, as required for community college districts (ECS 84043). In accordance with State instructions, a copy of the report is forwarded electronically to the State Chancellor's Office.

Since this is the first quarterly report for the 2002-03 fiscal year, few changes have occurred since the budget adoption. Additional revenue and expenditure adjustments will occur as the year progresses. Projections of revenues, expenditures, etc., are based on the adopted budget, as amended for additional grants, new programs, etc. The revenue and expenditures, when compared to budget, are normal for the first quarter at approximately 19% and 22%, respectively. Revenue received from property taxes and certain federal monies are not received until later in the year. Actual FTES projected for the year are 5.9% based on fall enrollment. Budgeted and funded FTES are at 3%.

Recommendation:

It is recommended that the Board of Trustees acknowledge the Quarterly Financial Status Report (CCFS-311Q), as presented.



California Community Colleges
Quarterly Financial Report, CCFS-311Q

Fiscal Year 2002-2003

District:(570)STATE CENTER Quarter Ended: (Q1) September 30, 2002

Certified Date:2002-10-29 14:19:12

I. Historical and Current Perspectives of General Fund (Unrestricted and Restricted):

Annual	As of June 30 for fiscal year (FY) specified.			
	FY99-00	FY00-01	FY01-02	FY02-03
General Fund Revenues (Objects 8100, 8600, and 8800)	100,681,764	112,216,676	121,214,212	123,014,979
Other Financing Sources (Objects 8900)	202,888	246,336	1,477,482	60,741
General Fund Expenditures (Objects 1000-6000)	97,621,709	105,364,522	114,396,310	120,552,554
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7800)	2,736,088	5,921,499	4,430,391	2,497,467
Reserve for contingency Unrestricted	0	0	0	0
Reserve for contingency Total	0	0	0	0
General Fund Ending Balance Unrestricted	9,617,642	6,882,549	17,302,024	14,313,703
General Fund Ending Balance Total	12,428,252	13,522,762	17,387,755	17,413,454
Prior-Year Adjustments	-311,259	-82,481	0	0
Attendance FTES	21,587	22,709	23,742	24,455

For the same quarter to each fiscal year (FY) specified

	FY99-00	FY00-01	FY01-02	FY02-03
General Fund Cash Balance (Excluding Investments)	9,066,419	11,000,744	12,275,241	15,020,556

II. General Fund (Unrestricted and Restricted) Year-To-Date Revenues and Expenditures:

	Total Budget (Annual)	Actual (Year-to-Date)	Percentage
General Fund Revenues (Objects 8100, 8600, and 8800)	123,014,979	23,761,936	19.32
Other Financing Source (Objects 8900)	60,741	40,811	67.19
General Fund Expenditures (Objects 1000-6000)	120,552,554	26,395,787	21.90
Other Outgo (Objects 7100, 7300, 7400, 7500, and 7800)	2,497,467	66,859	2.68

III. Has the district settled any employee contracts during this quarter? Yes No
If yes, complete the following: (If multi-year settlement, provide information for all years covered)

Salaries

Contract Period Settled (Specify)	Management Total Salary Cost-Increase %*	Academic(Certificated) Total Salary Cost-Increase %*	Classified Total Salary Cost-Increase %*
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

* As specified in collective bargaining agreement.

Benefits

Contract Period Settled	Management Total	Academic Total	Classified Total
Year 1	0	0	0
Year 2	0	0	0
Year 3	0	0	0

Include a statement regarding the source of revenues to pay salary and benefit increases, e.g., from the district's reserves, from cost-of-living, etc.

view data

[Empty text box with a small icon on the right side]

IV. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit citations or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.) Yes No If yes, list events and their financial ramifications. (include additional pages of explanation if needed.)

Issued TRANS with Community College League of California. The District's principal amount of the note is \$4,020,000, interest rate of 3%, closing date of 7/1/02 and maturity date of 7/1/03. TRANS to

V. Does the district have significant fiscal problems that must be addressed this year? Yes No Next year? Yes No If yes, what are the problems and what actions will be taken? (include additional pages of explanation if needed.)

[Empty text box with a small icon on the right side]

districtname Certified Date:October 29,2002 02:19:12

CERTIFICATION

To the best of my knowledge, the data contained in this report are correct. To the best of my knowledge, the data contained in this report are correct. I further certify that this report was/will be presented at the governing board meeting specified below, afforded the opportunity to be discussed and entered into the minutes of meeting.

10/30/02

10/30/02

District Chief Business Officer Date

District Superintendent Date

Quarter Ended: (Q2) September 30, 2002

Governing Board Meeting Date: 11 / 5 / 02

[Print View](#)

[Back](#)

Cal Year: 2003

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
AJ.OBJ: 81 - FEDERAL REVENUES	0.00	208,931.49-	450,710.64-	9,590,417.00-	9,139,706.36-
AJ.OBJ: 86 - STATE REVENUES	0.00	7,466,970.00-	20,101,623.00-	73,288,164.00-	53,186,541.00-
AJ.OBJ: 88 - LOCAL REVENUES	0.00	507,476.35-	3,209,602.67-	40,136,398.00-	36,926,795.33-
AJ.OBJ: 89 - OTHER FINANCIAL SOURCES	0.00	0.00	40,811.00-	60,741.00-	19,930.00-
	0.00	8,183,377.84-	23,802,747.31-	123,075,720.00-	99,272,972.69-
CLASS: 8 - REVENUE					80.66

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
1AJ.OBJ: 91 - ACADEMIC SALARIES	0.00	121,805.78	329,522.29	2,454,513.00	2,124,990.71
1AJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	504,798.97	1,512,639.28	6,288,311.00	4,775,671.72
1AJ.OBJ: 93 - EMPLOYEE BENEFITS	16,862.94	192,706.30	665,179.48	2,599,379.00	1,917,336.58
1AJ.OBJ: 94 - SUPPLIES & MATERIALS	301,285.21	89,678.53	192,964.80	780,361.00	286,110.99
1AJ.OBJ: 95 - OTHER OPER EXP & SERVICE	589,851.67	619,159.52	1,718,094.85	7,766,183.00	5,458,236.48
1AJ.OBJ: 96 - CAPITAL OUTLAY	414,659.51	9,043.96	248,257.89	867,904.00	204,986.60
1AJ.OBJ: 97 - OTHER OUTGO	0.00	0.00	0.00	1,916,813.00	1,916,813.00
=====					
LOC. GRP: 1 - DISTRICT OFFICE	1,322,659.33	1,537,193.06	4,666,658.59	22,673,464.00	16,684,146.08
=====					

16,684,146.08 73.58

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
IAJ.OBJ: 91 - ACADEMIC SALARIES	0.00	1,149,045.59	2,714,155.27	11,392,354.00	8,678,198.73
IAJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	413,849.55	1,191,313.61	4,817,661.00	3,626,347.39
IAJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	304,067.31	811,386.55	3,296,517.00	2,485,130.45
IAJ.OBJ: 94 - SUPPLIES & MATERIALS	174,274.34	55,140.52	112,739.63	984,979.00	697,965.03
IAJ.OBJ: 95 - OTHER OPER EXP & SERVICE	218,378.88	87,077.24	268,245.64	2,055,077.00	1,568,452.48
IAJ.OBJ: 96 - CAPITAL OUTLAY	151,125.57	94,571.14	243,597.26	1,315,666.00	920,943.17
IAJ.OBJ: 97 - OTHER OUTGO	68,391.76	45,231.09	49,551.09	460,448.00	342,505.15
===== C.GRP: 3 - REEDLEY COLLEGE	612,170.55	2,148,982.44	5,390,989.05	24,322,702.00	18,319,542.40
=====					75.32

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available % Avail
J.OBJ: 91 - ACADEMIC SALARIES	0.00	233,437.51	519,493.81	2,485,050.00	1,965,556.19
J.OBJ: 92 - CLASSIFIED SALARIES	0.00	50,215.01	138,979.27	623,908.00	484,928.73
J.OBJ: 93 - EMPLOYEE BENEFITS	0.00	57,345.50	151,701.42	659,391.00	507,689.58
J.OBJ: 94 - SUPPLIES & MATERIALS	15,967.39	24,459.44	88,010.15	211,763.00	107,785.46
J.OBJ: 95 - OTHER OPER EXP & SERVICE	63,972.39	12,086.04	26,974.71	299,721.00	208,773.90
J.OBJ: 96 - CAPITAL OUTLAY	3,467.52	19,062.85	48,296.74	227,851.00	176,086.74
=====					
LOC.GRP: 4 - MADERA CENTER	83,407.30	396,606.35	973,456.10	4,507,684.00	3,450,820.60
=====					76.55

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
4AJ.OBJ: 91 - ACADEMIC SALARIES	0.00	285,938.66	661,733.61	3,038,459.00	2,376,725.39
4AJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	41,251.12	121,973.24	584,097.00	462,123.76
4AJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	61,442.15	165,362.91	723,882.00	558,519.09
4AJ.OBJ: 94 - SUPPLIES & MATERIALS	29,974.07	7,049.68	25,849.09	56,000.00	176.84
4AJ.OBJ: 95 - OTHER OPER EXP & SERVICE	40,280.35	26,293.38	30,331.09	130,979.00	60,367.56
4AJ.OBJ: 96 - CAPITAL OUTLAY	2,068.62	6,091.73	55,705.96	65,607.00	7,832.42
LOC.GRP: 5 - CLOVIS CENTER	72,323.04	428,066.72	1,060,955.90	4,599,024.00	3,465,745.06

Account	YTD Encumbrances	MTD Actual	YTD Actual	YTD Budget	Available & Avail
4AJ.OBJ: 91 - ACADEMIC SALARIES	0.00	41,160.20	88,101.28	376,775.00	288,673.72
4AJ.OBJ: 92 - CLASSIFIED SALARIES	0.00	4,755.17	13,382.01	54,192.00	40,809.99
4AJ.OBJ: 93 - EMPLOYEE BENEFITS	0.00	5,226.16	12,779.98	56,389.00	43,609.02
4AJ.OBJ: 94 - SUPPLIES & MATERIALS	4,194.78	832.23	1,370.98	9,180.00	3,614.24
4AJ.OBJ: 95 - OTHER OPER EXP & SERVICE	22,168.88	3,506.19	4,566.82	53,450.00	26,714.30
4AJ.OBJ: 96 - CAPITAL OUTLAY	1,051.15	0.00	0.00	1,500.00	448.85
=====	27,414.81	55,479.95	120,201.07	551,486.00	403,870.12
LOC_GRP: 6 - OAKHURST CENTER					73.23

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Public Hearing and Consideration to
Approve Energy Services Agreement with
CMS Viron Energy Services and Financing
Agreement with California Power Authority

ITEM NO. 02-250

EXHIBIT: None

Background:

In August 2001 the Board of Trustees authorized the administration to enter into an Energy Consultant Agreement with CMS Viron Corporation to provide a Comprehensive Energy Analysis for the District. The purpose of this analysis was to determine the potential for reducing utility consumption and cost through the implementation of energy conservation measures and to develop a guaranteed energy management program through which the measures would be implemented. In November 2001 an initial lighting retrofit project was also approved. This project was completed in December 2001.

The Comprehensive Energy Analysis was completed by Viron in February 2002. After extensive review a second phase of energy conservation projects has been identified that will improve the energy efficiency of mechanical and electrical systems across the District. These projects include additional lighting retrofits, improving the existing energy managements systems, updating the controls on air handler and pumping systems, and replacing air conditioning and heating systems.

The total project cost for this project is estimated at \$3,860,612, which includes all engineering and design, contract and construction management, and installation. Viron has identified rebate incentives in the amount of \$39,165 from PG&E that can be applied to the project. In addition, the District has \$208,250 in Energy Commission SB5X Grant funds and \$868,000 in Scheduled Maintenance funds that can also be applied to this project. The balance of this project would be financed through a contract with the California Consumer Power and Conservation Financing Authority to be repaid with funds currently identified to pay utility costs. The total energy and maintenance savings realized under this project would be contractually guaranteed by Viron to be in excess of the applicable payments.

In accordance with Government Code Section 4217.12 and 4217.13, the District may enter into an Energy Services Agreement and a Facility Financing Contract on terms that its governing body determines are in the best interests of the District if the determination is made at a regularly

scheduled public hearing. Additionally, the Board must find that energy costs will be less under the terms of this Energy Services Agreement than would otherwise be paid in the absence of this contract and that funds for repayment of the subsequent financing are projected to be available from funding that otherwise would have been used for the purchase of energy required by the District in the absence of the agreement.

Recommendation:

It is recommended that the Board of Trustees:

- a) conduct a public hearing at 4:00 p.m. (or as soon thereafter as possible) on the proposed Energy Services Agreement with CMS Viron Corporation ; and
- b) after completion of the hearing, make the following determinations:
 - 1) that the terms of the Energy Services Agreement and subsequent financing are in the best interests of the District;
 - 2) that the anticipated cost to the District for energy under the conservation measures from this Agreement will be less than the cost to the District of energy that would have been consumed by the District in the absence of this Agreement;
 - 3) that the funds for repayment of the subsequent financing for this Agreement are available from revenues resulting from funding that otherwise would have been used for the purchase of energy required by the District in the absence of these conservation measures;
- c) award the Energy Services Agreement for Energy Retrofits, Phase II, **in the estimated amount of \$3,860,612**, to CMS Viron Corporation;
- d) authorize a Financing Agreement with the California Consumer Power and Conservation Financing Authority; and
- e) authorize the Chancellor or the Vice Chancellor, Finance and Administration, to sign the Agreements on behalf of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704

PRESENTED TO BOARD OF TRUSTEES

DATE: November 5, 2002

SUBJECT: Categorical Program Compliance Review Update ITEM NO. 02-251

EXHIBIT: None

Background:

The District Administration has reviewed the draft compliance review document with District staff and has received input and comments from staff regarding the review. The Administration has determined four areas where improvement is necessary in the management of specially funded grants or programs. Those four areas are:

- specific and detailed compliance with the grant requirements;
- documentation of assignment and management of personnel;
- supporting documentation for budget expenditures; and
- clear and consistent documentation of time on task as related to budget and program specifications in the grant or program

The following plan will be implemented to affect the improvements identified. Each grant applicant, recipient, and manager will be provided training in the grant application process, as developed and used by the District, and the compliance requirements for successful operation of a grant-funded program. This mandatory training will include:

ACTIVITY	DATE OF TRAINING	TRAINERS
District's Notice of Intent to Apply for Grant Process	November	District Grants Staff
Expectations and requirements of a grant applicant/recipient	November	District Grants Staff
Grant compliance requirements to include proper documentation techniques for the development of organizational charts, job assignments, reporting responsibilities, time allocation, and expenditure reporting.	November December	Vavrinek, Trine & Day District auditors

The training is envisioned and designed to be an on-going process upgrading the technical compliance skills of program managers and associated District staff and to develop the compliance skills of a new grant applicant's staff to ensure continued compliance with the grant programs.

The District will also work with the administrator, grant managers, and District auditors to develop documentation processes and tools that enhance the District's ability to not only document but also review and monitor compliance on an on-going level with reasonable amounts of administrative time allocated to provide monthly updates to the supervising administrator as to progress and condition of grants, including compliance requirements.

When the training is completed, each grant recipient and manager will:

- have a copy of Board policies and procedures related to the application and management of grant(s) or specially funded programs;
- have been trained in the expectations and requirements of the District with respect to grant(s) management and accountability;
- have developed a monthly reporting process for submission to the supervising administrator as to the progress and condition of the grant, including compliance issues;
- have a standardized District employee time allocation sheet for all employees funded from a grant(s);

- have developed a detailed organizational chart indicating the name, job assignment, and supervisor for any and all persons funded by grant(s) before the assignment of the employee begins; and
- provide current grant budget information for input into the fund management system of the District.

This item is provided as a status report to the Board on the planning and mandatory training to be implemented by the District to standardize and improve the grant application and management process.