

AGENDA
Regular Meeting
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
1525 E. Weldon
Fresno, California 93704
4:30 p.m., January 7, 2003

- I. Call to Order
- II. Pledge of Allegiance
- III. Introduction of Guests
- IV. Approval of Minutes, Meeting of December 10, 2002
- V. Delegations, Petitions, and Communications [see footnote, page 3]
- 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. Foundation Update Joan Edwards
 - B. CONSIDERATION OF CONSENT AGENDA [03-01 through 03-18]
 - C. PERSONNEL
 - 1. Consideration to Appoint District Associate [03-19] Randy Rowe
Dean-Human Resources
 - D. GENERAL
 - 2. Consideration to Accept 2001-02 Audit Report [03-20] Doug Brinkley

D. GENERAL (continued)

3. Consideration to Adopt Resolution No. 03-21 [03-21] Doug Brinkley
Certifying to the Board of Supervisors of
Fresno County, Madera County, Tulare County
and Kings County, All Proceedings in the
November 5, 2002, General Obligation Bond
Elections
4. Consideration to Adopt Resolution No. 03-22 [03-22] Doug Brinkley
Regarding State Center Community College
District's Intention to Issue Tax-Exempt
Obligations
5. Consideration to Approve Citizens' Bond [03-23] Doug Brinkley
Oversight Committee Bylaws

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: State Center Community College District v. Dhillon, et al. Fresno County
Superior Court Case No. 02-CE CG 01049, Pursuant to Government Code Section
54956.9 (a)
- C. CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION,
Pursuant to Government Code Section 54956.9(b); Significant Exposure to Litigation:
One Potential Case
- D. PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to
Government Code Section 54957
- E. PUBLIC EMPLOYEE PERFORMANCE EVALUATION; Title: President-Fresno
City College; Pursuant to Government Code Section 54957
- F. PUBLIC EMPLOYEE PERFORMANCE EVALUATION; Title: Legal Counsel;
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
January 7, 2003

PERSONNEL

1. Employment, Certificated Personnel [03-01]
2. Employment, Promotion, Change of Status, Leave of Absence, and Retirement, Classified Personnel [03-02]
3. Consideration of Applications for 2003-2004 Sabbatical Leaves, Reedley College [03-03]
4. Consideration to Approve Agreement for Search Consultant for Vice Chancellor-Educational Services and Planning Position [03-04]

GENERAL

5. Consideration to Approve Out-of-State Travel, Kennedy Center American College Theatre Festival, Fresno City College [03-05]
6. Consideration to Approve Out-of-State Travel, Oregon Shakespeare Festival, Fresno City College [03-06]
7. Review of District Warrants and Checks [03-07]
8. Consideration to Approve 2003-04 Tuition Rate, Out-of-State and Nonresident Students [03-08]
9. Consideration to Approve 2003-04 Residence Hall Rate, Reedley College [03-09]
10. Consideration to Approve Amendment to Agreement with Yoshino's Pacific Café, Fresno City College [03-10]
11. Consideration to Approve Agreement with Edwin S. Darden Associates, Inc., for Architectural and Engineering Services for Willow/International, Phase I [03-11]
12. Consideration to Approve Agreement with Edwin S. Darden Associates, Inc., for Initial Project Proposal and Final Project Proposal, Willow/International, Phase II [03-12]

13. Consideration to Approve Amendment to Agreement with California Community Colleges Chancellor's Office for Tech Prep Education Program [03-13]
14. Consideration to Approve Agreement with Fresno County Workforce Investment Board for Occupational Skills Training for Youth, Fresno City College [03-14]
15. Consideration to Approve Agreement with Proteus, Inc., for Youth Learning Partnership, Fresno City College [03-15]
16. Consideration of Bids, Fire Alarm Upgrades, Reedley College [03-16]
17. Consideration to Accept Grants from the California Articulation Number System Office, Fresno City College and Reedley College [03-17]
18. Consideration to Approve Memorandums of Understanding with West Hills Community College District for Regional Collaborative Nursing Workforce Initiative Grants, Fresno City College and Madera Center [03-18]

MINUTES OF MEETING OF
BOARD OF TRUSTEES
STATE CENTER COMMUNITY COLLEGE DISTRICT
December 10, 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 4:00 p.m., December 10, 2002, at the District Office Boardroom, 1525 E. Weldon Avenue, Fresno, California.

Trustees Present Phillip J. Forhan, President
Adolfo Corona, Vice President
Isabel Barreras
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
Terry Kershaw, Interim Vice Chancellor-Educational Services and Planning, SCCC
Doug Brinkley, Vice Chancellor-Finance and Administration, SCCC
Randy Rowe, Associate Vice Chancellor-Human Resources, SCCC

Introduction of Mr. Rowe introduced Mr. Alfredo Barreras, husband of new
Guests Trustee Barreras; and her sisters, Maria Perez and Loretta Edwards.

Among the others present, the following signed the guest list:

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
Joan Edwards, Executive Director – SCCC Foundation
Olga Quercia, Academic Senate President and Staff, FCC

Introduction of
Guests (continued)

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
Chris Caldwell, CSEA President and Staff, FCC
Gene Blackwelder, College Business Manager, RC
Cyndie Sine, Coordinator of Planning, Faculty Development and
Program Review, FCC
Ed Eng, Director of Finance, SCCCCD
Randy Vogt, Director of Purchasing, SCCCCD
Marvin Reyes, Chief of Police, SCCCCD
Susan Liberty, Interim Associate Dean of Instruction-Humanities,
FCC
Tom Driscoll, Construction Services Manager, SCCCCD
Tony Cantu, Dean of Instruction, FCC
Marilyn Meyer, Associate Dean of Instruction-Business Division,
FCC
Ron Taylor, Dean of Instruction, RC
Ted Uyesaka, Director-Management Information Systems,
SCCCCD
Michael Guerra, College Business Manager, FCC
Richard Christl, Associate Dean of Instruction-Applied
Technology Division, FCC
Evelyn Fiorani, Duplications Supervisor, FCC
Christina Masterson, Interim Dean of Instruction and Student
Services, NC
Cris Monahan Bremer, Director of Marketing and
Communications, FCC
Elizabeth Carlisle, Executive Director-The Training Institute,
FCC
Carolyn Drake, Associate Dean of Instruction-Health Sciences
Division, FCC
Janice Emerzian, District Director, Enabler Program, SCCCCD
Jim Chin, Associate Dean of Instruction, NC
Bill Baker, Director-Title V & Grants, SCCCCD
Jennifer Werner, Title V Coordinator, RC
Loretta Teng, Title V Coordinator, FCC
Barbara Martin, Department Secretary, DO
Pattie Fitzgerald, Administrative Aide, DO
Roberta Baber, Instructor, FCC
Cindy Dunn, FCC
Francis Sullivan, Theatre Manager, FCC
Adelfa Lorenzano, Student Activities, RC
Raquel Lara, Student, RC
Rosemary Ambriz, Student, RC
Luis Gonzalez, Student RC
Frank Stapleton, Jr., Madera
Richard Barkley, Student, RC

Introduction of
Guests (continued)

Dolores Vasquez, Student, RC
Briseida Gonzalez, Student, RC
Ricardo Villegas, Student, RC
Angie Pena, Student RC
Steven Rozema, Student, RC
Mary Jane Valde, Madera CSEA
Norma Martinez, Madera CSEA
Mattie Thomas, Fresno CSEA
Eva Rodriguez, Student, RC
Terry Flanagan, CSEA Staff
Justin Jackson, Student, RC

Swearing In of
Board Members

Dr. Redwine administered the Oath of Office to newly elected
Trustee Isabel Barreras and re-elected Board members Dorothy
Smith and Les Thonesen.

Approval of Minutes

The minutes of the Board meeting of November 5, 2002, were
presented for approval.

A motion was made by Mr. Corona and seconded by Ms. Smith to
approve the minutes of the November 5, 2002, meeting as
presented. The motion carried unanimously.

Delegations,
Petitions, and
Communications

Mr. Zwi Reznik welcomed Trustee Barreras to the Board and
extended his congratulations to Trustees Dorothy Smith and Les
Thonesen upon their re-election to the Board.

Mr. Chris Caldwell also welcomed Trustee Barreras to the Board
and introduced Francis Sullivan as the new CSEA President.

Mr. Forhan presented a plaque of recognition to John Wallace for
his leadership in the passage of Measure E. He also expressed the
Board's appreciation to Don Bruegman, Treasurer, for the
Measure E campaign, and Terry Barthuli, SCCC Foundation
Board President, for the Foundation's role in the campaign.

Dr. Redwine introduced Steve Norton, Art Instructor at the
Madera Center, and Julie Barber, Madera Center student.
Dr. Redwine explained that each year the District asks one of the
colleges or centers to design the District's Christmas card.
Ms. Barber's design was chosen from five entries at the Madera
Center. Dr. Redwine noted that a sample of the card was at each
Board member's place, and also presented Ms. Barber with an
enlarged version of her card design.

- Election of Officers and Adoption of Board Calendar [02-252] President
Mr. Forhan called for the nomination of officers. Mr. Smith nominated Ms. Smith for the office of President. The nomination was seconded by Mr. Patterson. Mr. Smith moved that the nominations be closed. Mr. Corona seconded the motion. The nomination carried unanimously.
- Special Presentation
Ms. Smith presented a plaque to Mr. Forhan in appreciation of his outstanding and dedicated service as Board President for 2001-02.
- Election of Officers and Adoption of Board Calendar [02-252] (continued) Vice President
Mr. Patterson nominated Mr. Smith for the office of Vice President. The nomination was seconded by Mr. Corona. Mr. Patterson moved that the nominations be closed. Mr. Thonesen seconded the motion. The nomination carried unanimously.
- Secretary
Mr. Forhan nominated Mr. Patterson for the office of Secretary. The nomination was seconded by Mr. Thonesen. Mr. Corona moved that the nominations be closed. The motion was seconded by Mr. Smith. The nomination carried unanimously.
- Board Representative, County Committee on School District Organization
Ms. Smith asked for nominations for the Board Representative, County Committee on School District Organization. It was agreed that Mr. Corona would continue as the representative for this organization.
- Legislative Representative
Ms. Smith asked for nominations for Legislative Representative. Mr. Forhan nominated Mr. Thonesen. The nomination was seconded by Mr. Corona and the motion carried unanimously.
- Fresno Area Self-Insured Benefits Organization (FASBO)
Ms. Smith asked for nominations for representative on the Fresno Area Self-Insured Benefits Organization (FASBO). Mr. Corona nominated Mr. Forhan. The nomination was seconded by Mr. Patterson and the motion carried unanimously.
- SCCC Foundation Board
Mr. Corona and Mr. Smith agreed to continue as the Board's representatives on the State Center Community College Foundation Board.
- Director, Valley Insurance Program, JPA
Ms. Smith stated that Mr. Ron Manfredi was appointed in 2001 to serve for a two-year term with JPA. With Mr. Manfredi's decision to not run for re-election in 2002, this leaves a vacancy on the JPA Board. Ms. Smith asked for nominations to fill the remaining term, which is through September 2003. Mr. Patterson nominated Mr. Forhan. The nomination was seconded by Mr. Smith and the motion carried unanimously.

Board Calendar

A motion was made by Mr. Corona that the Board Calendar be adopted with the following amendments: the Chancellor's Evaluation will be held on July 8, 2003, and that the time of the Board meetings be changed from 4:00 p.m. to 4:30 p.m. The motion was seconded by Mr. Smith and carried unanimously.

Chancellor's Report

Dr. Redwine stated that the District has been engrossed in some very serious football for the past couple of weeks. She expressed her appreciation to Dr. Crow, Dr. Doffoney, the athletic directors, coaches, and fans for their good sportsmanship. Reedley College will represent the District in the state finals on Saturday against College of the Canyons.

Dr. Redwine also stated that the Governor is recommending a \$215 million mid-year cut to the budget. If approved, it would mean a \$4 million cut for the District. She noted that the administration is in the process of identifying ways to freeze certain areas in order to plan and make decisions that will even improve the organization. The District has a good spirit and will emerge even stronger.

Campus Report,
Fresno City College

Dr. Doffoney reported on the following:

- Construction scholarships presented by the Women's Council of the San Joaquin Valley
- Former DSP&S student, Bryan Minas, was recently awarded Employee of the Year by the California Governor's Committee for Employment of Disabled Persons
- Nursing Director Diane Moore will serve as the Central Valley Regional Coordinator for the prerequisite alignment study
- Librarian Donna Chandler was recently elected President of the Fresno Area Library Council
- Music Instructor John Hord served as a judge for the Stanislaus County Baroque Music Festival in November
- Grounds Supervisor Glen Foth was elected treasurer of the Professional Association of Pesticide Applicators
- Administrative Assistant Lynn Mallory completed a 108-mile bike ride in November to benefit the Leukemia and Lymphoma Society
- The A.R. Gurney play, *Sylvia*, will mark Theatre Instructor Tim Quinn's final production before he retires after 33 years at FCC
- FCC won the NorCal Regional Wrestling Championships on Saturday, with three wrestlers winning their weight divisions

Campus Report,
Fresno City College
(continued)

- Student Nick Anderson has been named by the National Soccer Coaches Association of America to the Division III Junior College All-American team.
- FCC will host a potluck holiday party on Thursday, December 19, from 4:00 p.m. to 7:00 p.m. in the main dining room of the cafeteria.

Campus Report,
Reedley College

From Reedley College, Dr. Crow reported the following:

- The NorCal Championship Tigers will take on College of the Canyons at the State Championship football game on Saturday at Bakersfield College.
- Annual Holiday Luncheon will be held on Friday, December 20 at 11:30 a.m. in the cafeteria.
- Tiger men's basketball won the Finance & Thrift Classic on December 8.
- Theatre Department's presentation of *Whose Line Is It, Reedley?* on December 10 and 12 at 7:30 p.m. in Forum Hall.
- The college will undergo a state-mandated athletics program review on Thursday, December 12.
- Leadership State Center Class II members will participate in a group award ceremony on Friday, December 13 at 8:00 a.m. at City Hall.
- The RC Health Care Interpreter Certification Program will hold its first graduation ceremony on Saturday, December 21 at 10:00 a.m. in Forum Hall.
- SCCC will again host an ESL instructor from the Chulalongkorn University Language Institute of Bangkok, Thailand.

Campus Report,
North Centers

Dr. Yeager reported on the following from the North Centers:

- Madera Ranchos Kiwanis "Madera Center Scholarship Walk/Run."
- Las Posadas Celebration last week.
- Mr. Phil Gonzales, Counselor, has been elected President-Elect of the Association of Mexican American Educators.
- Alpha Gamma Sigma Chapter's food and coat drive to benefit the Poverello House.
- New Student Orientation sessions planned during January at the Clovis, Madera, and Oakhurst Centers.
- Student Aide Appreciation Luncheon will be held at the Clovis Center on December 12.
- The Clovis Center will host its First Annual Weird Hat Day on December 12.

Academic Senate
Report

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

- A meeting was held on November 22 at the North Center with the two Academic Senate Presidents, members of the Reedley Executive Committee, and a member of FCC's Equivalency Committee. Topics of discussion included Title 5 regulations on Minimum Qualifications/Equivalencies, review of the Equivalency Policy and Process, recording and tracking of Equivalency Petition/Approvals, and review of districtwide guidelines for Discipline Equivalencies.
- The FCC Academic Senate and local AFT will co-sponsor a Districtwide Flex Day on January 10 at the Piccadilly Inn University.
- Congratulations to Hayward nominees Camilla Colby, Lee Herrick, and Gerry Bill. Gerry Bill was selected for the award.
- A motion was passed on December 4 requesting that the AFT consider adding two flex days to the already established two flex days in the Spring 2003 negotiations with the District.
- Congratulations to the District on the passage of Measure E and expressed the Senate's interest in the implementation of the Bond Measure as plans begin to unfold. Doug Brinkley has been invited to discuss the bond at the Senate's February 5 meeting.

Classified Senate
Report

Ms Linda Nies, Reedley College Classified Senate President,
reported on the following:

- Staff Development Day held on November 11.
- Cookbook sale in December with proceeds going toward scholarships.
- Sponsorship of a needy family for Christmas.
- Extended her best wishes for the holiday season.

Title 5 Update

Bill Baker, Loretta Teng, Jennifer Werner, and Jim Chin provided an update regarding Title 5.

The Board members asked questions regarding the population served by the grant. Ms. Smith requested that in future presentations the purpose of the grant be given at the beginning of the presentation.

Consent Agenda
Action

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

Employment and
Change of Duty
Days,
Certificated
Personnel
[02-253]
Action

approve certificated personnel recommendations, Items A and B, as presented. (Lists A and B are herewith made a part of these minutes as Appendix I, 02-253).

Employment,
Promotion, Change
of Status, Leave of
Absence, and
Resignation,
Classified Personnel
[02-254]
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 II, 02-254).

Consideration to
Approve Resolution
of Layoff and
Elimination of
Classified Personnel/
Positions in
Categorically
Funded Positions,
Fresno City College
[02-255]
Action

approved the Resolution In the Matter of Reduction of Classified Services for the 2002-03 College Year.

Consideration to
Approve Increasing
Instructional Tech
Child Development
Position from
Permanent Part-
Time to Full-Time
[02-256]
Action

approve the increase of Child Development Instructional Technician Position No. 3073 from a permanent part-time to a permanent full-time position.

Consideration to
Approve New
Classified Duties
and Responsibilities
[02-257]

fix and prescribe the duties for the following classified positions:

1. Instructional Technician – Machine Shop
2. District Bus Driver

Consideration to
Approve Agreement
for Search
Consultant for
Position of Vice
Chancellor-
Educational Services
and Planning
[02-258]
Action

This item was pulled from the agenda.

Consideration to
Approve Curriculum
Proposals, Spring
2003 through Fall
2004, Fresno City
College and Reedley
College
[02-259]
Action

approve the Spring 2003 through Fall 2004 Fresno City College and Reedley College curriculum proposals as presented.

Consideration to
Approve 2002-03
Telecommunications
and Technology
Infrastructure
Program (TTIP)
[02-260]
Action

adopt the 2002-2003 Telecommunications Technology Infrastructure Plan as presented.

Review of District
Warrants and
Checks
[02-261]
Action

review and sign the warrants register for the period October 29, 2002, to November 27, 2002, in the amount of \$10,971,197.49; 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 October 17, 2002, to November 30, 2002, in the amount of \$497,854.12

Consideration to
Accept WAN/LAN
Project, Phase II,
Districtwide
[02-262]
Action

- a) accept the WAN/LAN Project, Phase II, Districtwide; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to file a Notice of Completion with the County Recorder.

Consideration of
Report of
Investments
[02-263]
Action

accept the Quarterly Performance Review as provided by the County of Fresno for the quarter ending September 30, 2002.

Consideration to
Authorize District
Personnel to Sign
Orders and Registers
[02-264]
Action

authorize the Chancellor and Vice Chancellor-Finance and Administration, to sign orders and registers drawn on the funds of the District, authorize the Director of Purchasing to sign purchase orders for the District, authorize the Associate Vice Chancellor-Human Resources, to sign Notices of Employment for all employees, and authorize a majority of Board members to sign orders and registers in the name of the Board of Trustees.

Consideration to
Approve Dedication
of Easement for
Pacific Gas and
Electric Company,
Fresno City College
[02-265]
Action

approve dedication of an easement to Pacific Gas and Electric Company for the installation, repair, and maintenance of an additional power line and appurtenances on the Fresno City College campus.

Consideration to
Approve Agreement
with California
Department of
Education and Child
Development Center
Instructional
Materials, Fresno
City College
[02-266]
Action

- a) authorize entering into an Agreement with the California Department of Education in the amount of \$694 for the period July 1, 2002, through June 30, 2003;
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to sign the Agreement 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 Agreement to the California Department of Education.

Consideration to
Approve Agreement
with California
Department of
Education for Child
Care Food Program,
Fresno City College
[02-267]
Action

- a) authorize entering into an Agreement with the California Department of Education for providing meals to Child Center at Fresno City College and the Career & Technology Center for the period October 1, 2002, through September 30, 2003;
- b) authorize future and annual renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor to sign the Agreement on behalf of the District.

Consideration to
Approve Agreement
with Central Region
Consortium for
Special Population
VTEA Mini-Grant,
Fresno City College
and Reedley College
[02-268]
Action

- a) authorize entering into an Agreement in the amount of \$8,332 with the Central Region Consortium to develop a bridge day for Fresno City College and Reedley College disabled students with a project period from October 22, 2002, through May 3, 2003; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the Agreement on behalf of the District.

Consideration to
Approve School-to-
Career Grant with
the Employment
Development
Department, State
Center Consortium
[02-269]
Action

- a) authorize entering into an Agreement with the Employment Development Department for a School-to-Career Grant in the approximate amount of \$150,000, which will be used by the State Center Consortium to support mini-grants with local partners for the period January 6 through June 30, 2003; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to sign the Agreement on behalf of the District.

Consideration of
Resolution and
Agreement for
WorkAbility III
Program, Reedley
College
[02-270]
Action

- a) approve the Reedley College 2002-03 WorkAbility III Agreement;
- b) authorize the Vice Chancellor-Finance and Administration to execute the Agreement and to prepare 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 Agreement to the State Department of Rehabilitation.

Consideration to
Approve Agreement
for VTEA Statewide
Advisory Committee
for Agriculture and
Natural Resources
[02-271]
Action

- a) authorize an Agreement with the California Community Colleges Chancellor's Office to coordinate and participate in a VTEA-funded Agriculture and Natural Resources Advisory Committee with the funding in the amount of \$28,000, for the period July 1, 2002, through August 31, 2003; and
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration to sign the Agreement on behalf of the District.

Consideration to
Approve Agreement
with California
Community Colleges
Chancellor's Office
for Industry Driven
Regional
Collaborative Grant,
Center for
International Trade
[02-272]
Action

- a) authorize entering into a Grant Agreement with the California Community Colleges Chancellor's Office for the Center for International Trade's development of an Industry Driven Regional Collaborative focusing on international agricultural marketing, with funding provided for two years as follows: 2002-03 - \$279,000 and 2003-04 - \$283,400;
- b) authorize future and annual renewal of the Agreement with similar terms and conditions; and
- c) authorize the Chancellor to sign the Agreement on behalf of the District.

Consideration to
Approve
Amendment to
Agreement with
California
Department of
Education for Use of
Premises, State
Center Consortium
[02-273]
Action

- a) approve the Amendment to the Agreement with the California Department of Education in the amount of \$4,000 to cover office space and related expenses for Mr. Tom Westerfield at the State Center Consortium for the period July 1, 2002, through November 1, 2002;
- b) authorize the Chancellor or Vice Chancellor-Finance and Administration, to sign the Amendment 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 Agreement to the California Department of Education.

Consideration of
Bids, HVAC
Rehabilitation,
Science Labs, Fresno
City College
[02-274]
Action

award Bid #0203-08 in the amount of \$47,000.00 to Nolte Sheet Metal, Inc., the lowest responsible bidder for the HVAC Rehabilitation of Science Labs at Fresno City College, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

Consideration of
Bids, Relocatable
Day Care Center,
Reedley College
[02-275]
Action

award Bid #0203-07 in the amount of \$60,000.00 to Davis Moreno Construction, Inc., the lowest responsible bidder for the Relocatable Day Care Center at Reedley College, and authorize the Chancellor or Vice Chancellor-Finance and Administration to sign an Agreement on behalf of the District.

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

Capital Facilities
Program Status
Report
[02-276]
No Action

Mr. Brinkley provided an update on the Capital Facilities program in connection with the passage of Measure E, which included an immediate plan of action, what to consider in long-term planning, and long-term planning activities.

Board members expressed their thoughts regarding funding for additional faculty and staff for the new facilities, importance of keeping the various constituencies advised, and collaboration with the State Chancellor's Office regarding the list of projects.

Report of Board
Members

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

- ASB attendance at the San Diego State Leadership Institute.
- Christmas baskets for needy families in the community
- ASB volunteers at the Poverello House.
- Upcoming state championship football game on Saturday between Reedley College and College of the Canyons.
- Finals scheduled for next week.

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

- ASG and Inter Club Council's attendance at the San Diego State Leadership Institute on November 15-17.
- Participation in the "Meals on Wheels" program during Thanksgiving.
- Holiday projects, including delivery of Christmas baskets, serving dinner at the Fresno Rescue Mission, Toys for Tots, and a food and coat drive.
- Congratulated the football, volleyball, and soccer teams on a great season.
- Wished Reedley College the best in the State Championship on Saturday.

Mr. Thonesen noted the importance of all Board members attending the Fresno County Trustees Association dinner to be held at Fresno City College on January 21.

Ms. Barreras stated that it is a great pleasure for her to have been elected to the Board of Trustees and she looks forward to the next four years.

Mr. Smith requested that the agenda order be changed to allow students in attendance to be recognized at the beginning of the

Report of Board
Members
(continued)

meeting. He noted there were several students from Reedley College at the meeting this evening; however, they had to leave before the meeting was over.

Ms. Smith stated that she appreciated the reception in honor of Ron Manfredi as he left a legacy for the Madera Center and the District.

Old Business

There was no old business.

Future Board Items

There were no future board items.

Closed Session

Ms. Smith 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 – ANTICIPATED LITIGATION, Pursuant to Government Code Section 54956.9(c); Deciding whether to initiate litigation; One Potential Case; and PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, Pursuant to Government Code Section 54957.

Ms. Smith declared a recess at 5:35 p.m.

Open Session

The Board moved into open session at 7:00 p.m. Ms. Smith 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.

cs

Patrick E. Patterson
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: January 7, 2003

SUBJECT: Employment, Certificated Personnel

ITEM NO. 03-01

EXHIBIT: Certificated Personnel Recommendations

Recommendation:

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

CERTIFICATED PERSONNEL RECOMMENDATIONS

A. Recommendation to employ the following persons:

<u>Name</u>	<u>Campus</u>	<u>Range & Step</u>	<u>Salary</u>	<u>Position</u>
Coppick, Carol	FCC	IV, 2	\$26,459	Nursing Instructor
(Current Adjunct Faculty) (Temporary Contract, January 9, 2003 – May 23, 2003)				
Fernandez, Carol	MC	I, 1	\$21,340	LVN Instructor
(New Applicant) (Categorically Funded Contract, January 9, 2003 – May 23, 2003)				
Mooneyham, David	FCC	III, 6	\$29,591	Industrial Maintenance Mechanic Instructor
(Current Adjunct Faculty) First Contract, January 9, 2003 – May 23, 2003)				
Vidinoff, John	FCC	III, 6	\$29,591	Mathematics Instructor
(Former Adjunct Faculty) First Contract, January 9, 2003 – May 23, 2003)				

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

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

ITEM NO. 03-02

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):

Name	Location	Classification	Range/Step/Salary	Date
Clark, Nileen	FCC	Department Secretary Position No. 2296	44-A \$13.51	12/4/02
Edwards, Sandi	FCC	Office Assistant I Position No. 2429	38-A \$2025.67	12/11/02
Hughes, Kelli	RC	Lib/Lrn Res Asst I Position No. 3030	38-A \$2025.67	12/16/02
Jenkins, Lue Bertha	FCC	Custodian Position No. 2140	41-A \$2176.58	12/16/02
Ratliff, Cynthia	FCC	Office Assistant III Position No. 2452	48-A \$2592.17	12/17/02
Claassen, Kelley	DO	Accounting Clerk III Position No. 1030	48-A \$2592.17	12/23/02

B. Recommendation to employ the following persons (Ed Code 88076):

Name	Location	Classification	Range/Step/Salary	Date
McGuire, Terrasa	FCC	Title III Peer Mentor	\$ 7.20	12/4/02
Velasquez, Stephanie	FCC	EOPS Grant Fund Tutor	8.91	11/22/02

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

Name	Location	Classification	Hourly Rate	Date
Attolico, Sharon	FCC	Registration Assistant	\$ 6.75	11/27/02
Frutoz, Margie	FCC	Registration Assistant	6.75	11/18/02
Waller, Cynthia	FCC	Registration Assistant	6.75	11/18/02

C. Recommendation to employ the following persons (Exempt) (continued):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Albertson, Marc	MC	Tutorial Assistant	6.75	12/3/02
Anderson, Jacob	MC	Tutorial Assistant	6.75	10/21/02
Xiong-Khaosaat, Yhao	FCC	Tutorial Assistant	6.75	12/2/02
Guo, Zhi	DO	TI Trainer I	27.94	12/2/02
Iverson, Loren	FCC	TI Trainer II	33.52	11/18/02

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):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Hourly Rate</u>	<u>Date</u>
Gonzalez, Sonia	FCC	Book Sales Clerk I	\$ 11.41	12/6/02
Larsen, Rachel	DO	Office Assistant I	11.67	11/25/02
Perez, Betty	FCC	Office Assistant I	11.67	11/13/02
Swanson, Anna	FCC	Office Assistant I	11.67	12/3/02
Garza, Edward	FCC	Custodian	12.56	11/10/02
Herrera, Erik	FCC	Custodian	12.56	11/22/02
Walke, Bonnie	DO	Office Assistant III	14.94	12/3/02
Heisdorf, Pete	FCC	Instructional Tech	15.68	12/2/02

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

Name	Location	Classification	Range/Step	Date
Hardwick, Vivian	FCC	Department Secretary	44-B	12/2/02
		Position No. 2058 to	\$2437.58	
		Office Assistant III	48-A	
		Position No. 2477	\$2592.17	
Gerety, Cheryl	FCC	Department Secretary	44-E	12/9/02
		Position No. 2068 to	\$2854.42	
		Office Assistant III	48-D	
		Position No. 2475	\$2998.75	
McSwain, Holly	FCC	Office Assistant III	48-E	12/9/02
		Position No. 2290 to	\$3148.67	
		Administrative Aide	53-D	
		Position No. 2060	\$3386.75	

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

Name	Location	Classification	Range/Step	Date
Johnson, Susan	FCC	Department Secretary	44-B	11/18/02
		Position No. 2287 to	\$2467.58	
		Office Assistant III	48-A	2/14/03
		Position No. 2066	\$2592.17	
(Article 34, Section 8 CSEA Agreement)				
Van Pelt, Jason	DO	Accounting Clerk II	41-C	11/25/02
		Position No. 1005	\$2405.83	
		Accounting Clerk III	48-A	2/28/03
		Position No. 1005	\$2592.17	
(Article 34, Section 8 CSEA Agreement)				
Schmidt, Susan	DO	Office Assistant III	48-A	11/26/02
		Position No. 1027 to	\$2592.17	
		Office Assistant II	41-C,	
		Position No. 2244	\$2405.83	
(Return to regular assignment)				
Mossette, Mary Beth	FCC	Program Dev Asst	60-E	12/1/02
		Position No. 2274 to	\$4214.42	
		Program Dev Asst	60-E + 15%	1/31/03
		Position No. 2274	\$4846.58	
(Article 34, Section 8 CSEA Agreement)				

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Range/Step</u>	<u>Date</u>
Dias, Ellen	FCC	Department Secretary Position No. 2148 to Department Secretary Position No. 2058	44-A \$2346.33 44-B \$2467.58	12/2/02 thru 2/28/02

(Limited Term – Pending recruitment and selection)

Herb, Martin	FCC	Book Sales Clerk I Position No. 2086 to Book Sales Clerk III Position No. 2055	37-B \$2075.25 43-A \$2290.17	12/6/02 thru 3/8/03
-----------------	-----	---	--	---------------------------

(Limited Term – Pending final selection by manager)

Swan, Kathleen	FCC	Book Sales Clerk II Position No. 2085 to Book Sales Clerk III Position No. 2079	40-C \$2346.33 43-C \$2521.58	12/6/02 thru 3/8/03
-------------------	-----	--	--	---------------------------

(Limited Term – Pending final selection by manager)

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

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Brown, Robin	DO	HR/MIS Data Researcher Position No. 1018	11/18/02 thru 12/30/02

H. Recommendation to accept the resignation for the purposes of retirement of the following employees (regular):

<u>Name</u>	<u>Location</u>	<u>Classification</u>	<u>Date</u>
Henderson, Hubert	FCC	General Utility Worker Position No. 2167	12/24/02
Norman, Beverly	FCC	Office Assistant II Position No. 2020	12/24/02

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration of Applications for 2003-04
Sabbatical Leaves, Reedley College

ITEM NO. 03-03

EXHIBIT: None

Background:

Provision is made in Article XIV-A, Section 7, Paragraph B(2), of the current District/Federation Agreement for the granting of a maximum of 12 sabbatical leaves to eligible unit members in 2003-2004. The apportionment of these leaves provides that eight are available to Fresno City College and four to Reedley College/North Centers applicants during the 2003-2004 academic year. The Spring 2002 Sabbatical Leave Reports will be mailed to the Board of Trustees in February.

The Sabbatical Leave Committee for Reedley College/North Centers has processed applications for leaves and has forwarded the committee's recommendations, which have been approved by the college presidents for Board consideration.

The Fresno City College Sabbatical Leave Committee will forward their recommendations for approval at the February 4, 2003, Board meeting.

Recommendation:

It is recommended that the Board of Trustees, pursuant to Article XIV-A, Section 7, of the current agreement between the District and the State Center Federation of Teachers, grant the following sabbatical leaves to Reedley College/North Centers staff members during the 2003-2004 academic year, subject to receipt by the District of a written statement from each leave recipient of their agreement to serve the District for at least two years following completion of the leave (as required by Education Code Section 87770):

Item No. 03-03
(continued)

Reedley College/North Centers - Sabbatical Leave Recommendations, 2003-2004:

Maria Kelly, Reedley College, Spring 2004

Project Title: Research – Development of Online Mathematics Course(s)

Jan Reyes, Reedley College, Fall 2003

Project Title: Research – Development of Online Curriculum Resource for SCCCD
Reading Instructors

David Welk, North Centers, Fall 2003 and Spring 2004

Project Title: Research and Travel - Creation of Instructional Materials for
Geography Courses

Ewa Hryniewicz-Yarbrough, North Centers, Fall 2003

Project Title: Research – Development of International Intercultural Curriculum

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Agreement for Search Consultant for Vice Chancellor-Educational Services and Planning Position

ITEM NO. 03-04

EXHIBIT: None

Background:

Request for Proposal #0203-09 provides for the services of a recruitment firm to assist with the hiring for the Vice Chancellor-Educational Services and Planning position. Requests for Proposals were sent out, and three firms responded to the request. Two firms are located in California, and the third firm is based out of Washington D.C. The Administration has conducted reference checks on the two California firms. The District has used ACCT, the Washington D.C. firm, and has first-hand knowledge regarding their recruitment efforts. All three firms come with outstanding recommendations and extensive experience with recruitment of executive level positions within the State of California. Funding for this service has been provided for in the Executive Recruitment budget.

Bidder

Awarded Amount

Community College Search Services	\$17,000.00
Gooder-Dean Associates, Inc.	\$19,000.00
Association of Community College Trustees	\$22,000.00 (plus travel expenses)

Fiscal Impact:

\$17,000.00 funded through Executive Recruitment budget.

Recommendation:

It is recommended that the Board of Trustees award RFP #0203-09 in the amount of \$17,000.00 to Community College Search Services, the lowest responsible bidder for the recruitment of the Vice Chancellor-Educational Services and Planning position, and authorize the Chancellor to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Out-of-State ITEM NO. 03-05
 Travel, Kennedy Center American College
 Theatre Festival, Fresno City College

EXHIBIT: None

Background:

Fresno City College is seeking Board authorization for twelve Fresno City College theatre students to attend the Kennedy Center American College Theatre Festival to be held at Utah State University in Logan, Utah on February 10-16, 2003. The advisors are Debra Shapazian and Charles Erven. No funds are being asked of the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for twelve Fresno City College theatre students to attend the Kennedy Center American College Theatre Festival to be held at Utah State University in Logan, Utah on February 10-16, 2003, with no expenses to be incurred by the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Out-of-State
Travel, Oregon Shakespeare Festival,
Fresno City College

ITEM NO. 03-06

EXHIBIT: None

Background:

Fresno City College is seeking Board authorization for up to fifteen Fresno City College theatre students to attend the Oregon Shakespeare Festival in Ashland, Oregon on June 16-22, 2003. The advisor is Debra Shapazian. No funds are being asked of the District.

Recommendation:

It is recommended that the Board of Trustees approve out-of-state travel for up to fifteen Fresno City College theatre students to attend the Oregon Shakespeare Festival in Ashland, Oregon on June 16-22, 2003, with no expenses to be incurred by the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Review of District Warrants and Checks

ITEM NO. 03-07

EXHIBIT: None

Recommendation:

It is recommended that the Board of Trustees review and sign the warrants register for the period December 3, 2002, to December 24, 2002, in the amount of \$10,329,390.72.

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 November 19, 2002, to December 18, 2002, in the amount of \$483,808.74.

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

AMENDED

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve 2003-04 Tuition Rate, ITEM NO. 03-08
Out-of-State and Nonresident Students

EXHIBIT: None

Background:

Community college districts must annually establish the nonresident tuition rate for the ensuing year not later than February 1 of each fiscal year. Nonresident refers to students who are both citizens and residents of a foreign country, whereas out-of-state residents are students who are citizens of this country but who have not established residency in California.

The out-of-state resident tuition fee has been established in the past years based on the statewide average per semester unit, which is usually greater than the District computation. The statewide average is \$4,464 per FTES, or \$149 per semester unit, based on 30 units for a full-time student.

In addition, State law permits community college districts to charge nonresident students an additional fee for capital outlay purposes. This fee is based on a district's capital outlay expenditures for the last fiscal year. The fee schedules for the fiscal years 1994-95 to present are listed below.

FISCAL YEAR	OUT OF STATE TUITION	CAPITAL OUTLAY FEE	TOTAL FEES
94-95	\$107	\$10	\$117
95-96	\$114	\$ 6	\$120
96-97	\$114	\$ 8	\$122
97-98	\$118	\$12	\$130
98-99	\$121	\$17	\$138
99-00	\$125	\$14	\$139
00-01	\$130	\$16	\$146
01-02	\$134	\$34	\$168
02-03	\$141	\$16	\$157
03-04 Proposed	\$149	\$16	\$165

West Hills Community College District and State Center Community College District are charging the fee in 2002-03. The other neighboring districts did not levy the fee. The fee is estimated to generate \$130,000 in revenue for 2002-03. After reviewing the District's historical information and evaluating the potential revenue loss if the District does not levy the capital outlay fee, it is prudent the District determine the capital outlay fee be set at \$16 per unit for the applicable students for a total per-unit cost of \$165.

It has also been the practice to collect the tuition at the time of registration.

Fiscal Impact:

Estimated tuition increase of approximately \$50,000

Recommendation:

It is recommended that the Board of Trustees:

- a) establish the 2003-04 out-of-state tuition rate at \$149 for each unit enrolled;
- b) establish the 2003-04 nonresident tuition rate at \$165 (including \$16 for capital outlay) for each unit enrolled; and
- c) continue Board policy which provides that total nonresident and out-of-state tuition be paid at the time of registration.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve 2003-04
Residence Hall Rate, Reedley College

ITEM NO. 03-09

EXHIBIT: None

Background:

It is necessary that the dormitory rate at Reedley College be established early in order that the information may be published in the college publications so incoming students for 2003-04 will be properly informed. It is currently projected that the Residence Hall Special Reserve Account will end with a deficit balance for 2003; therefore, it is appropriate to raise the fees for the 2003-04 academic year. The 2002-03 rate is \$1,900 (\$950 per semester). It is proposed that the room rate be established at \$2,000 (\$1,000 per semester), plus a nonrefundable contract fee of \$125.

Fiscal Impact:

Dormitory Fund Revenue Increase - \$18,500

Recommendation:

It is recommended that the Board of Trustees establish the residence hall annual rate for 2003-04 at \$2,000, plus a nonrefundable contract fee of \$125.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Amendment to
Agreement with Yoshino's Pacific Café,
Fresno City College

ITEM NO. 03-10

EXHIBIT: None

Background:

On July 1, 1994, the District entered into an Agreement with Yoshino Investment Corporation to provide a food service program located in the Fresno City College Bookstore. This Agreement includes a term of ten years with certain renewal considerations. At the September 1999 meeting, the Board approved an assignment of this contract to Mr. Tom Hagihara. This consignment was approved based upon the longstanding and unique relationship of Yoshino's and Mr. Hagihara.

Recently, the District has received a request from Mr. Hagihara to restructure the method of compensation to the District. Currently Mr. Hagihara pays to the District a ten percent (10%) commission on sales, payable on a monthly basis. Mr. Hagihara has requested that we accept a fixed annual commission of \$40,000.00, payable to the District on either a quarterly or monthly basis. This annual level of compensation is equal to what Mr. Hagihara has been paying for the last several years as a percentage of total sales.

After considering Mr. Hagihara's performance and other terms and conditions of the contract, it is recommended that the Board of Trustees approve a change in compensation payments from a percentage of total sales to fixed monthly payment totaling \$40,000.00 per year. Since this requires an Amendment to the existing Agreement, it is appropriate that the Board of Trustees take action to approve this Amendment.

Fiscal Impact:

None - Monthly payments will be consistent with current annual sales commission.

Recommendation:

It is recommended that the Board of Trustees approve an Amendment to the Agreement whereby Mr. Tom Hagihara will make monthly payments to the District, in the amount of \$3,333.33 (\$40,000.00 annually), for the remaining term of the existing Agreement for the operation of Yoshino's Pacific Café at Fresno City College.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Agreement with
Edwin S. Darden Associates, Inc., for
Architectural and Engineering Services for
Willow/International, Phase I

ITEM NO. 03-11

EXHIBIT: None

Background:

The District is committed to moving forward with developing preliminary plans and construction documents for Phase I of the Willow/International site to position itself to receive State funds for construction on the site from the 2004 State Bond. Edwin S. Darden Associates, Inc., has completed the Final Project Proposal. The administration recommends approving an Agreement with Edwin S. Darden Associates for architectural and engineering services for the development of preliminary plans, construction documents, and project construction oversight.

Fiscal Impact:

\$ 843,000	Preliminary Plans
1,084,000	Construction Documents
<u>482,000</u>	Oversight of Project
\$2,409,000	Total Measure E Bond Funds

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with Edwin S. Darden Associates, Inc., for architectural and engineering services for the development of preliminary plans, construction documents, and project construction oversight for Willow/International, Phase I; 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: January 7, 2003

SUBJECT: Consideration to Approve Agreement with
Edwin S. Darden Associates, Inc., for Initial
Project Proposal and Final Project Proposal,
Willow/International, Phase II

ITEM NO. 03-12

EXHIBIT: None

Background:

The District is committed to development of the Phase II construction project at the Willow/International site. The State Chancellor's Office staff has been working with District staff to submit a Final Project Proposal (FPP) and to skip the Initial Project Proposal (IPP) step. The administration recommends entering into Agreements with Edwin S. Darden Associates, Inc., for the development of an IPP and FPP. Should the State Chancellor's staff determine the IPP is unnecessary, then only the Agreement for the FPP will be executed.

Fiscal Impact:

\$60,000 - Measure E Bond Funds

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into Agreements with Edwin S. Darden Associates, Inc., for development of an Initial Project Proposal and Final Project Proposal for Willow/International, Phase II; and
- b) authorize the Chancellor or 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: January 7, 2003

SUBJECT: Consideration to Approve Amendment to
Agreement with California Community
Colleges Chancellor's Office for Tech Prep
Education Program, State Center Consortium

ITEM NO. 03-13

EXHIBIT: None

Background:

On August 6, 2002, the Board of Trustees approved a Tech Prep Education Program Grant for the State Center Consortium in the amount of \$145,260 for the period July 1, 2002, through June 30, 2003. The District recently received an Amendment granting additional funding in the amount of \$74,790 for a total of \$220,050.

Recommendation:

It is recommended that the Board of Trustees:

- a) approve the Amendment to the 2002-03 Tech Prep Education Program Grant Agreement for the State Center Consortium in the amount of \$74,790; and
- b) authorize the Vice Chancellor, Finance and Administration, to sign the Amendment on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Agreement with
Fresno County Workforce Investment Board
for Occupational Skills Training for Youth,
Fresno City College

ITEM NO. 03-14

EXHIBIT: None

Background:

The District, on behalf of Fresno City College, has recently been awarded a Grant for Occupational Skills Training for Youth in the amount of \$288,933 through the Fresno County Workforce Investment Board. The Grant will serve 95 participants in a classroom setting. Programs being offered are: Medical Billing Assistant, Retailing/Retail Operations, Business Interpersonal Communication Skills, General Office Occupations, Clerical Services and Pre-Maintenance Technician: A Preparatory Program. The term of the Agreement is for the period December 2002 through June 30, 2003.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with the Fresno County Workforce Investment Board in the amount of \$288,933 for the providing of occupational skills training for youth for the period December 2002 through June 30, 2003; and
- b) authorize the 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: January 7, 2003

SUBJECT: Consideration to Approve Agreement with
Proteus, Inc., for Youth Learning Partnership,
Fresno City College

ITEM NO. 03-15

EXHIBIT: None

Background:

The District has recently been notified of renewal of a Grant with Proteus, Inc., in the amount of \$50,000 to provide Workforce Investment Act services to local communities. This program is designed to provide youths ages 14 through 21 with an intense level of preparation for employment. The program will offer the following services: assessment, outreach, tutoring, mentoring, skills training, follow-up services, and leadership activities. The term of the Agreement is July 1, 2002, through June 30, 2003.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into an Agreement with Proteus, Inc., in the amount of \$50,000 to provide Workforce Investment Act services to local communities for the term July 1, 2002, through June 30, 2003;
- 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: January 7, 2003

SUBJECT: Consideration of Bids
Fire Alarm Upgrades,
Reedley College

ITEM NO. 03-16

EXHIBIT: None

Background:

Bid #0203-10 is for the labor and materials necessary to begin upgrading the fire alarm system at Reedley College. The work of this project allows for the connection of new, standardized fire alarm panels and the installation of new fire alarm devices in support of the upgraded system. Also included in this work is a complete system of new fire alarm conduits and wiring to all campus locations with the exception of the Dormitory building. Interior cabling and devices will be installed in a number of buildings, as allowed by the current budget, with the balance to be completed as funding becomes available. This installation allows the upgrade of the current system without disrupting the level of service necessary at Reedley College.

Funding for this project will be provided by the State Scheduled Maintenance and Repair Program. Bids were received from two (2) contractors as follows:

<u>Bidder</u>	<u>Award Amount</u>
Pacific Control Company	\$ 57,370.00
Valley Unique Electric, Inc.	\$ 81,081.00

Fiscal Impact:

\$57,370.00 – State Scheduled Maintenance and Repair Program

Recommendation:

It is recommended that the Board of Trustees award Bid #0203-10 in the amount of \$57,370.00 to Pacific Control Company, the lowest responsible bidder for Fire Alarm Upgrades at Reedley College, and authorize the Chancellor or Vice Chancellor, Finance and Administration, to sign an Agreement on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Accept Grants from the
California Articulation Number System Office,
Fresno City College and Reedley College

ITEM NO. 03-17

EXHIBIT: None

Background:

The District has been notified of receipt of two \$5,000 Grants from the California Articulation Number System Office, one for Fresno City College and one for Reedley College. The California Articulation Number (CAN) System is a cross-reference, course-identification system for many lower-division, transferable, major-preparation courses commonly taught on college campuses. The CAN System is based on course articulation--courses considered to be comparable, but not necessarily identical, and acceptable in lieu of each other. The purpose of the funding is to stimulate articulation efforts, aid in local dissemination of California Articulation Number information, and to cover the costs of training for the College Articulation Officers. Funds must be encumbered by June 30, 2003.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize the acceptance of two Grants from the California Articulation Number System Office in the amount of \$5,000 each for Fresno City College and Reedley College; and
- b) authorize future and annual renewal of the Grants with similar terms and conditions.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Memorandums of Understanding with West Hills Community College District for Regional Collaborative Nursing Workforce Initiative Grants, Fresno City College and Madera Center

ITEM NO. 03-18

EXHIBIT: None

Background:

Fresno City College and the Madera Center are sub-recipients on a Regional Collaborative Nursing Workforce Initiative Grant awarded to West Hills Community College District. Fresno City College and the Madera Center are partners in this collaborative, and West Hills Community College District serves as lead agency for the Grant, as well as fiscal agent. Funds have been awarded in the amounts of \$304,047 for Fresno City College and \$95,953 for the Madera Center. The funding will be used to recruit and train health care givers. The term of the Grant is from December 1, 2002, through June 30, 2005.

Recommendation:

It is recommended that the Board of Trustees:

- a) authorize entering into Memorandums of Understanding with West Hills Community College District for the term December 1, 2002, through June 30, 2005, in the amounts of \$304,047 for Fresno City College and \$95,953 for the Madera Center, for the purpose of recruiting and training health care givers; and
- b) authorize the Vice Chancellor, Finance and Administration, to sign the Memorandums of Understanding on behalf of the District.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Appoint District Associate
Dean-Human Resources

ITEM NO. 03-19

EXHIBIT: None

Background:

In October, the Board of Trustees approved the new position of District Associate Dean-Human Resources (academic) position with the understanding that the Director of Human Resources (classified) position would remain vacant. The District conducted a statewide search to fill the position. The screening committee, consisting of administrators, faculty and classified representatives, invited four people for interviews. Two of those individuals were invited for a second interview.

After extensive reference checking, the administration is pleased to recommend Diane Clerou for the position. Mrs. Clerou has 18 years of successful human resource management experience. She is currently serving as the Interim District Associate Dean-Human Resources at State Center. She served as Interim Director of Human Resources for Victor Valley Community College District from February 2002 through July 2002. Prior to that she was the Assistant Chancellor, Human Resources at Kern Community College District for five years. In this position she was the liaison between the district office and three college campuses on personnel matters, as well as the liaison on personnel matters with federal, state and local agencies, law firms and the Board of Trustees. She administered all elements of employee recruitment, selection, evaluation, transfer, promotion, reclassification and records management for both classified and academic. She was the lead negotiator on the classified union contracts and served as a team member for faculty contracts. She administered all employee benefits and coordinated the Kern Community College District staff diversity program. Mrs. Clerou has been working in our District Human Resources office for the past several months and has done an outstanding job. Mrs. Clerou has demonstrated an excellent background and knowledge with California Community College Human Resources policies, practices and procedures. She has proven herself to be extremely proficient, task oriented, and enjoyable to work with. Mrs. Clerou received her Master's Degree and Bachelor's Degree in Public Administration from California State University, Bakersfield. Mrs. Clerou also possesses California Community College life credentials in Business & Industrial Management and Public Services & Administration.

Item No. 03-19
(continued)

Fiscal Impact:

This position has been accounted for in the Human Resources budget.

Recommendation:

It is recommended that the Board of Trustees appoint Mrs. Diane Clerou to the position of District Associate Dean-Human Resources effective February 3, 2003, with placement on the Management Salary Schedule at Range, 60 Step 7 (\$102,786).

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Accept 2001-02 Audit Report

ITEM NO. 03-20

EXHIBIT: Audit Report

Background:

Title V requires that community college districts conduct an annual independent audit of the District's financial records and compliance issues. The 2001-02 District audit has recently been completed by the audit firm of Vavrinek, Trine, Day & Co., LLP. Representatives of the audit firm will be present to review the report and to respond to questions from Board members.

Recommendation:

It is recommended that the Board of Trustees accept the 2001-02 audit report as submitted by the firm of Vavrinek, Trine, Day & Co., LLP.

**STATE CENTER
COMMUNITY COLLEGE DISTRICT**

ANNUAL FINANCIAL REPORT

JUNE 30, 2002

STATE CENTER COMMUNITY COLLEGE DISTRICT

TABLE OF CONTENTS

JUNE 30, 2002

FINANCIAL SECTION

Independent Auditors' Report	2
Management's Discussions and Analysis	4
Statement of Net Assets	11
Statement of Revenues, Expenses, and Changes in Net Assets	12
Statement of Cash Flows – Direct Method	13
Notes to Financial Statements	15

SUPPLEMENTARY INFORMATION

Schedule of Expenditures of Federal Awards	36
Schedule of Expenditures of State Awards	40
Schedule of Workload Measures for Program-Based Funding	42
Reconciliation of Annual Financial and Budget Report with Audited Financial Statements	43
Note to Supplementary Information	44
District Organization	45

INDEPENDENT AUDITORS' REPORTS

Report on Compliance and on Internal Control Over Financial Reporting Based on an Audit of Financial Statements Performed in Accordance with <i>Governmental Auditing Standards</i>	47
Report on Compliance with Requirements Applicable to Each Major Program and Internal Control over Compliance in Accordance with OMB Circular A-133	49
Report on State Compliance	51

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

Summary of Auditors' Results	56
Financial Statement Findings and Recommendations	57
Federal Awards Findings and Questioned Costs	61
State Awards Findings and Questioned Costs	62
Summary Schedule of Prior Audit Findings	63

FINANCIAL SECTION





INDEPENDENT AUDITORS' REPORT

Board of Trustees
State Center Community College District
Fresno, California

We have audited the accompanying financial statements of the business-type activities of the State Center Community College District, as of and for the year ended June 30, 2002, which collectively comprise the District's basic financial statements as listed in the table of contents. These financial statements are the responsibility of the District's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, and the State Chancellor's Office Contracted District Audit Manual. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the business-type activities of the State Center Community College District, as of June 30, 2002, and the respective changes in financial positions and cash flows, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis on pages 4 through 10 is not a required part of the basic financial statements, but is supplementary information required by the Governmental Accounting Standards Board (GASB). We have applied certain limited procedures, consisting principally of inquiries of management regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

In accordance with *Government Auditing Standards*, we have also issued our report dated September 20, 2002, on our consideration of the District's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grants. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* and should be read in conjunction with this report in considering the results of our audit.

As discussed in the Notes to the basic financial statements, the accompanying financial statements reflect certain changes required as a result of the implementation of GASB Statement No. 35 for the year ended June 30, 2002. This results in a change to the format and content of the basic financial statements.

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the District's basic financial statements. The other supplementary information listed in the table of contents, including the Schedule of Expenditures of Federal awards which is required by U.S. Office of Management and Budget Circular A-133, *Audits of State, Local Governments, and Non-Profit Organizations*, are presented for purposes of additional analysis and are not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and, in our opinion, are fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Jaurinek, Irine, Day & Co., LLP

Fresno, California
September 20, 2002



State Center Community College District

1525 East Weldon Avenue • Fresno, California 93704-6398

Telephone (559) 226-0720 • FAX (559) 229-7039

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

NEW ACCOUNTING STANDARD

In June 1999, the Governmental Accounting Standards Board (GASB) issued statement No. 34, "*Basic Financial Statements and Management's Discussion and Analysis for State and Local Governments*," which established a new reporting format for annual financial statements of governmental entities. In November 1999, GASB issued Statement No. 35, "*Basic Financial Statements and Management's Discussion and Analysis for Public Colleges and Universities*," which applies these new reporting standards to public colleges and universities such as the State Center Community College District (the District). The following discussion and analysis provides an overview of the District's financial activity. Since this is a transition year for the new format, only one year of information is presented in the audited financial statements. This section of the annual report also provides information on a one-year basis. Future annual reports will present this information in a comparative format. Responsibility for the completeness and fairness of this information rests with the District.

The new accounting standard resulted in an adjustment to the beginning net asset balance in the amount of \$71,422,511. This adjustment was necessary to bring the District's fund financial statements to a full accrual basis with the inclusion for the first time of the District's long-term liabilities. The components of this adjustment included in the notes to the financial statements.

USING THIS ANNUAL REPORT

As required by the newly adopted accounting principles, the annual report consists of three basic financial statements that provide information on the District's activities as a whole: the Statement of Net Assets; the Statement of Revenues, Expenses, and Changes in Net Assets; and the Statement of Cash Flows.

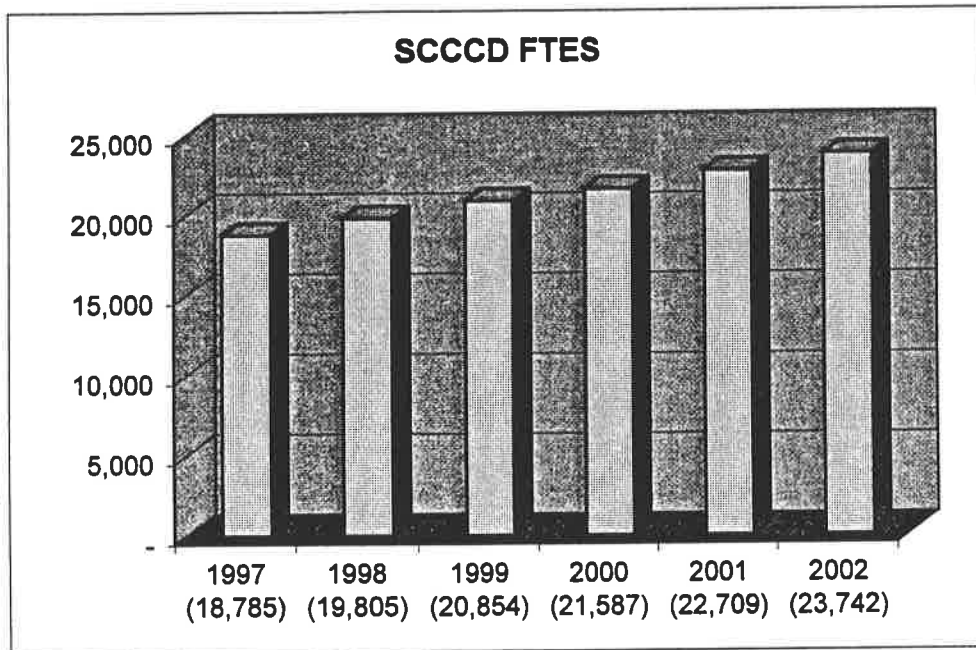
The focus of the Statement of Net Assets is designed to be similar to bottom line results for the District. This statement for the first time combines and consolidates current financial resources (net short-term spendable resources) with capital assets and long-term obligations. The Statement of Revenues, Expenses and Changes in Net Assets focuses on the costs of the District's operational activities, which are supported mainly by property taxes and by state and other revenues. This approach is intended to summarize and simplify the user's analysis of the cost of various District services to students and the public. The Statement of Cash Flows provides an analysis of the sources and uses of cash within the operations of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

FINANCIAL HIGHLIGHTS

The District's primary funding source is based upon apportionment received from the State of California. The primary basis of this apportionment is the calculation of Full-Time Equivalent Students (FTES). During the 2001-02 fiscal year, FTES was 23,742. As you can see from the chart below, the District has done quite well in attracting students to our District. Attracting and keeping students enrolled in our District is the life-blood of our organization and has been a high priority. Our ability to continue this high growth rate will in a large part depend on the State's ability and priority to fund student growth.

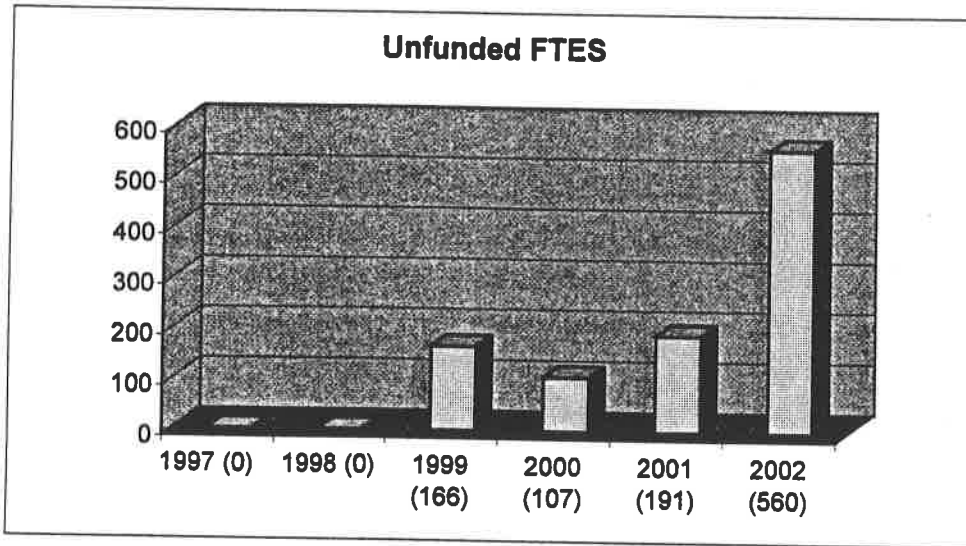


Annually, the State Chancellors Office provides the statewide enrollment growth funding and each District's individual enrollment growth rate. The District's enrollment growth rate determines the potential funding for each District and is based on four factors: (1) the rate of change in the adult population of the local district; (2) the change in high school graduation rates occurring in District boundaries; (3) adjustments for underserved areas; and (4) a blended rate. Because the Central San Joaquin Valley and communities served by the State Center Community College District are growing at a more rapid rate than the statewide average, the District is not getting funded for all the students we serve.

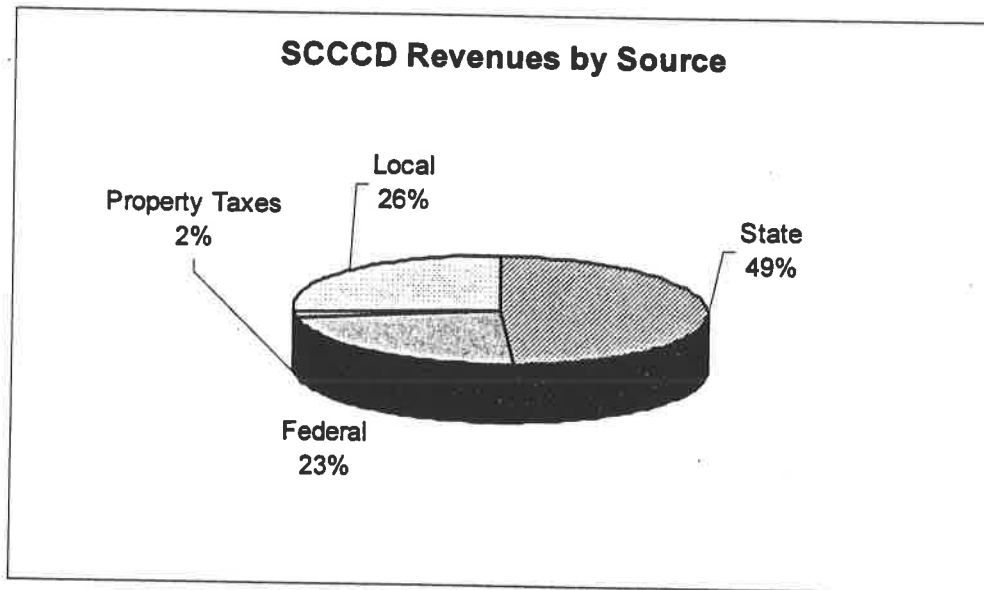
Enrollment growth funding has not always been a priority to the California Community College System. Prior to the 1996-97 fiscal year little money and incentives were provided to the community college districts for student growth. As you can see from the chart above, the District has made enrollment growth a priority of the District and has been so successful that since the fiscal year ended 1999 (see Unfunded FTES graph), we have exceeded our allocation for enrollment growth.

STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

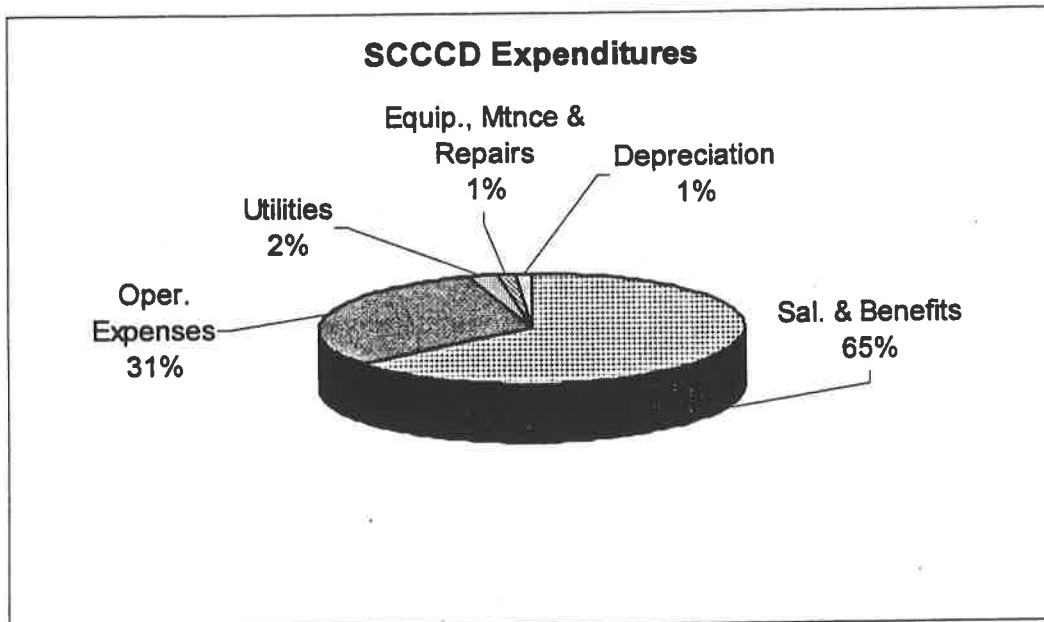


It is important to note that the District relies heavily on Federal Grants, State apportionment, categorical programs, and property taxes. Therefore, as stewards of these monies, we need to know where our funding comes from and where our money goes. The next two graphs provide our District's major revenue sources and expenditure outflow categories.



STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS
JUNE 30, 2002



STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

There are currently no other known facts, decisions, or conditions that will have a significant effect on the financial position (net assets) or results of operations (revenues, expenses, and changes in net assets) of the District.

Condensed financial information is as follows: (in thousands)

NET ASSETS

As of June 30, 2002

Current Assets	
Cash, investments, and short-term receivables	\$ 43,070
Inventory and prepaid expenditures	2,408
Total Current Assets	<u>45,478</u>
Non-Current Assets	
Capital assets, net of depreciation	45,116
Total Assets	<u>\$ 90,594</u>
Current Liabilities	
Accounts payable and accrued liabilities	6,908
Deferred revenue	3,908
Amounts held on behalf of others	451
Long-term liabilities – current portion	7,463
Total Current Liabilities	<u>18,730</u>
Non-Current Liabilities	
Long-term liabilities	15,388
Total Liabilities	<u>34,118</u>
Net Assets	
Invested in capital assets	44,664
Restricted for expendable purposes	3,834
Unrestricted	7,978
Total Net Assets	<u>\$ 56,476</u>

This schedule has been prepared from the District's statement of net assets (page 11), which is presented on an accrual basis of accounting whereby assets are capitalized and depreciated.

Cash and short-term investments consist primarily of funds held in the Fresno County Treasury. The changes in the cash position are explained in the Statement of Cash Flows (page 13).

Many of the unrestricted net assets have been designated by the Board or by contracts for such purposes as federal and state grants, outstanding commitments on contracts, bookstore and cafeteria reserves, and general reserves for ongoing financial health of the District.

STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

Operating Results for the Year Ended June 30, 2002

Operating Revenues	
Tuition and fees	\$ 4,395
Grants and contracts	50,905
Auxiliary sales and charges	3,065
Interest on student loans	6
Total Operating Revenues	<u>58,371</u>
Operating Expenses	
Salaries and benefits	94,187
Supplies, maintenance and other operating expenses	50,115
Depreciation	3,691
Total Operating Expenses	<u>147,993</u>
Loss on Operations	(89,622)
Nonoperating Revenues and (Expenses)	
State apportionments	59,552
Property taxes	31,745
State revenues	3,625
Net interest income	1,269
Other non-operating revenues	963
Total Non-Operating Revenue	<u>97,154</u>
Other Revenues	
Federal, state, and local capital income	<u>5,784</u>
Net Increase in Net Assets	<u>\$ 13,316</u>

This schedule has been prepared from the Statement of Revenues, Expenses and Changes in Net Assets presented on page 12.

Auxiliary revenue consists of bookstore and cafeteria net revenues. The college campuses each maintain bookstores and cafeterias to provide services to the students and faculty of the college. The operations are self-supporting through student related activities.

Grant and contract revenues relate to student financial aid, as well as specific federal and state grants received for programs serving the students of the District. These grant and program revenues are restricted as to the allowable expenses related to the programs.

Interest income of \$1,300,541 was offset by interest expense of \$31,795. The interest income is primarily the result of cash held at the Fresno County Treasurer. The interest expense relate to interest on short-term investments and notes payable.

For the first year the District is recording the depreciation expense related to capital assets. The detail of the changes in capital assets for the year is included in the notes to the financial statements as Note 5.

STATE CENTER COMMUNITY COLLEGE DISTRICT

MANAGEMENT'S DISCUSSION AND ANALYSIS JUNE 30, 2002

Statement of Cash Flows for the Year Ended June 30, 2002

The Statement of Cash Flows provides information about cash receipts and payments during the year. This statement also assists users in assessing the District's ability to meet its obligations as they come due and its need for external financing.

Cash provided by (used in)	
Operating activities	\$ (87,453)
Non capital financing activities	95,885
Capital financing activities	(16,560)
Investing activities	1,269
Net decrease in cash	<u>(6,859)</u>
Cash, Beginning of Year	35,098
Cash, End of Year	<u><u>\$ 28,239</u></u>

The primary operating receipts are student tuition and fees and federal, state, and local grants and contracts. The primary operating expense of the District is the payment of salaries and benefits to instructional and classified support staff.

While state apportionment and property taxes are the primary source of non-capital related revenue, the new GASB accounting standards require that this source of revenue is shown as non-operating revenue as it comes from the general resources of the state and not from the primary users of the colleges' programs and services (students). The District depends upon this funding as the primary source of funds to continue the current level of operations.

ECONOMIC FACTORS AFFECTING THE FUTURE OF STATE CENTER COMMUNITY COLLEGE DISTRICT

The economic position of State Center Community College is closely tied to the State of California as state apportionments and property taxes allocated to the District represent approximately 69.1 percent of the total sources of revenues received by the District. The funding formula for the 2002-03 fiscal year has not been finalized. The District continues to increase in student enrollment, however there is uncertainty as to the final level of funding to the District. The slow-down in the state economy plays a major factor in the state appropriations for higher education.

STATE CENTER COMMUNITY COLLEGE DISTRICT

STATEMENT OF NET ASSETS JUNE 30, 2002

ASSETS

Current Assets:

Cash and cash equivalents	\$ 4,070,347
Short-term investments	29,099,012
Accounts receivable, net	9,508,325
Student loans receivable, net	392,317
Stores inventory	2,064,179
Prepaid expenses	344,007
Total Current Assets	45,478,187

Noncurrent Assets:

Capital assets, net of depreciation	45,116,232
Total Noncurrent Assets	45,116,232
TOTAL ASSETS	\$ 90,594,419

LIABILITIES

Current Liabilities:

Accounts payable	6,907,726
Deferred revenue	3,908,230
Amounts held in trust on behalf of others	450,742
Compensated absences payable - current portion	1,458,885
Notes payable - current portion	4,880,000
Long-term liabilities - current portion	1,124,673
Total Current Liabilities	18,730,256

Non-current Liabilities:

Long-term liabilities - noncurrent portion	15,387,611
Total Non-current Liabilities	15,387,611
TOTAL LIABILITIES	34,117,867

NET ASSETS

Invested in capital assets, net of related debt	44,665,372
Restricted for:	
Capital projects	3,791,840
Debt service	41,739
Unrestricted	7,977,601
TOTAL NET ASSETS	56,476,552
TOTAL LIABILITIES AND NET ASSETS	\$ 90,594,419

STATE CENTER COMMUNITY COLLEGE DISTRICT

**STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET ASSETS
FOR THE YEAR ENDED JUNE 30, 2002**

OPERATING REVENUES	
Tuition and Fees	\$ 7,805,769
Less: Scholarship discount and allowance	(3,410,979)
Net tuition and fees	<u>4,394,790</u>
Grants and Contracts, noncapital:	
Federal	36,664,367
State	12,574,257
Local	1,665,791
Auxiliary Enterprise Sales and Charges:	
Bookstore	2,383,372
Food services	681,773
Interest on Student Loans	6,284
TOTAL OPERATING REVENUES	<u><u>58,370,634</u></u>
OPERATING EXPENSES	
Salaries	78,392,006
Employee benefits	15,794,851
Supplies, materials, and other operating expenses and services	45,012,363
Utilities	3,191,049
Equipment, maintenance, and repairs	1,911,351
Depreciation	3,691,360
TOTAL OPERATING EXPENSES	<u><u>147,992,980</u></u>
OPERATING LOSS	<u><u>(89,622,346)</u></u>
NON-OPERATING REVENUES (EXPENSES)	
State apportionments, noncapital	59,552,237
Local property taxes	31,745,127
State taxes and other revenues	3,624,768
Investment income-Noncapital	890,794
Investment income-Capital	409,747
Interest expense on capital related debt	(31,795)
Other non-operating	963,428
TOTAL NON-OPERATING REVENUES (EXPENSES)	<u><u>97,154,306</u></u>
PROFIT BEFORE OTHER REVENUES, EXPENSES, GAINS, OR LOSSES	7,531,960
State revenues, capital	3,019,299
Local revenues, capital	2,764,351
TOTAL OTHER REVENUES, EXPENSES, GAINS AND LOSSES	<u><u>5,783,650</u></u>
NET INCREASE IN NET ASSETS	13,315,610
NET ASSETS, BEGINNING OF YEAR	43,160,942
NET ASSETS, END OF YEAR	<u><u>\$ 56,476,552</u></u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

STATEMENT OF CASH FLOWS – DIRECT METHOD FOR THE YEAR ENDED JUNE 30, 2002

CASH FLOWS FROM OPERATING ACTIVITIES

Tuition and fees	\$ 4,394,790
Federal grants and contracts	36,664,367
State grants and contracts	13,915,895
Local grants and contracts	1,665,791
Payments to suppliers	(20,649,133)
Payments to/(on behalf of) employees	(94,186,857)
Payments for scholarships and grants	(32,329,348)
Auxiliary enterprise sales and charges:	
Bookstore	2,383,372
Food services	681,773
Interest on Student Loans	6,284
Net Cash Used by Operating Activities	<u><u>(87,453,066)</u></u>

CASH FLOWS FROM NONCAPITAL FINANCING ACTIVITIES

State apportionments	59,552,237
Property taxes	31,745,127
State taxes and other apportionments	3,624,768
Other non-operating	963,428
Net Cash Provided by Noncapital Financing Activities	<u><u>95,885,560</u></u>

CASH FLOWS FROM CAPITAL FINANCING ACTIVITIES

Purchases of capital assets	(22,153,583)
State revenue, capital projects	3,019,299
Local revenue, capital projects	2,764,351
Principal paid on capital debt	(158,562)
Interest paid on capital debt	(31,795)
Net Cash Used by Capital Financing Activities	<u><u>(16,560,290)</u></u>

CASH FLOWS FROM INVESTING ACTIVITIES

Interest received from investments	1,300,541
Interest paid on investments	(31,795)
Net Cash Provided by Investing Activities	<u><u>1,268,746</u></u>

NET DECREASE IN CASH AND CASH EQUIVALENTS	(6,859,050)
CASH AND CASH EQUIVALENTS, BEGINNING OF YEAR	35,097,683
CASH AND CASH EQUIVALENTS, END OF YEAR	<u><u>\$ 28,238,633</u></u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**STATEMENT OF CASH FLOWS – DIRECT METHOD, CONTINUED
FOR THE YEAR ENDED JUNE 30, 2002**

**RECONCILIATION OF NET OPERATING REVENUES (EXPENSES)
TO NET CASH BY OPERATING ACTIVITIES**

Operating loss	(89,622,346)
Adjustments to reconcile net operating loss to net cash used by operating activities	
Depreciation expense	3,691,360
Changes in assets and liabilities:	
Increase in accounts receivables	(1,143,989)
Increase in inventories	(498,104)
Decrease in prepaid expense	94,139
Increase in accounts payable	45,927
Increase in deferred revenue	(20,053)
Net Cash Used By Operating Activities	<u><u>\$ (87,453,066)</u></u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

A. Financial Reporting Entity

The State Center Community College District was organized on July 1, 1964, under the laws of the State of California. The District operates under a locally elected seven-member Board of Trustees form of government and provides higher education in the County of Fresno. The District currently operates in approximately 5,580 square miles located in parts of Fresno, Madera, Tulare, and Kings Counties.

A reporting entity is comprised of the primary government, component units, and other organizations that are included to ensure the financial statements are not misleading. The primary government of the District consists of all funds, departments, boards, and agencies that are not legally separate from the District. For State Center Community College District, this includes general operations, food services, bookstores and student related activities of the District.

B. Component Units

Component units are legally separate organizations for which the District is financially accountable. Component units may also include organizations that are fiscally dependent on the District in that the District approves their budget, the issuance of their debt, or the levying of their taxes. The District has no component units.

Joint Powers Agencies and Public Entity Risk Pools - The District is associated with two joint powers agencies (JPA). These organizations do not meet the criteria for inclusion as component units of the District. Summarized audited financial information is presented in Note 13 to the financial statements.

C. Basis of Presentation

The financial statements have been prepared in accordance with accounting principles as prescribed by the Governmental Accounting Standards Board (GASB), including statements No. 34, *Basic Financial Statements – and Management's Discussions and Analysis – for State and Local Governments*, and No. 35, *Basic Financial Statements and Management's Discussions and Analysis of Public Colleges and Universities*, issued in June and November 1999 respectively. The District now follows the "business-type" activities reporting requirements of the statements that provides a comprehensive "one-look" at the District's financial activities.

D. Basis of Accounting - Measurement Focus

Entity-Wide Financial Statements - The entity-wide statements are prepared using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenditures are recorded when a liability is incurred, regardless of the timing of the related cash flows.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

The entity-wide statement of activities presents a comparison between operating revenues and operating expenses of the District. Revenues and expenses that are not classified as operating revenues or expenses are presented as non-operating revenues and expenses. Non-operating revenues and expenses include state apportionments, property taxes, interest and investment income, or expenses as these sources and uses of funds are derived from the general population and not from operations.

Net assets are reported as restricted when constraints placed on net asset use are either externally imposed by creditors (such as through debt covenants), grantors, contributors, or laws or regulations of other governments or imposed by law through constitutional provisions or enabling legislation.

Revenues - Exchange and Non-Exchange Transactions - Revenue resulting from exchange transactions, in which each party gives and receives essentially equal value, is recorded on the accrual basis when the exchange takes place. Available means that the resources will be collected within the current fiscal year or are expected to be collected soon enough thereafter to be used to pay liabilities of the current fiscal year. For the District, available means expected to be received within 90 days of fiscal year-end.

Non-exchange transactions, in which the District receives value without directly giving equal value in return, include state apportionments, property taxes, certain grants, entitlements, and donations. Revenue from state apportionments is generally recognized in the fiscal year in which it is apportioned from the state. Revenue from property taxes is recognized in the fiscal year in which the taxes are received. Revenue from certain grants, entitlements, and donations is recognized in the fiscal year in which all eligibility requirements have been satisfied. Eligibility requirements include time and purpose requirements. On a modified accrual basis, revenue from non-exchange transactions must also be available before it can be recognized.

Deferred Revenue - Deferred revenue arises when potential revenue does not meet both the "measurable" and "available" criteria for recognition in the current period or when resources are received by the District prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met, or when the District has a legal claim to the resources, the liability for deferred revenue is removed from the combined balance sheet and revenue is recognized. Certain federal and state grants received before the eligibility requirements are met are recorded as deferred revenue.

Expenses/Expenditures - On the accrual basis of accounting, expenses are recognized at the time they are incurred. Allocations of costs, such as depreciation and amortization, are recognized in the entity-wide financial statements although they are not allocated in individual funds within the District's financial records.

E. Cash and Cash Equivalents

The District's cash and cash equivalents are considered to be cash on hand, demand deposits, and short-term investments with original maturities of one year or less from the date of acquisition. Cash equivalents also include cash with county treasury balances for purposes of the statement of cash flows.

F. Investments

In accordance with GASB Statement No. 31, *Accounting and Reporting for Certain Investments and for External Investment Pools*, investments are stated at fair value. Fair value is estimated based on quoted market prices at year-end. Investments for which there are no quoted market prices are not material.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

G. Restricted Assets

Restricted assets arise when restrictions on their use change the normal understanding of the availability of the asset. Such constraints are either imposed by creditors, contributors, grantors, or laws of other governments or imposed by enabling legislation.

H. Expenditures

Prepaid expenditures (expenses) represent amounts paid in advance of receiving goods or services.

I. Inventory

Inventory in the cafeteria fund is valued at current cost. Inventory consists of expendable supplies held for consumption. The cost is recorded as an expenditure at the time individual inventory items are withdrawn from the stores inventory for consumption.

Inventory in the District's bookstore fund consists of books, instructional materials, and sundry items held for resale to students and staff of the College. Inventory is valued at current cost utilizing the purchase method. Cost is recorded as an expenditure at the time the items are withdrawn from inventory and sold.

J. Capital Assets and Depreciation

Capital assets are long-lived assets of the District as a whole. The District maintains a capitalization threshold of \$10,000. The District does not possess any infrastructure. Improvements are capitalized; the costs of normal maintenance and repairs that do not add to the value of the asset or materially extend an asset's life are not.

When purchased, such assets are recorded as expenditures in the District's governmental funds and capitalized within the entity-wide financial statements. The valuation basis for capital assets is historical cost, or where historical cost is not available, estimated cost based on replacement cost or appraised value (assessed value at July 1, 2001). Donated capital assets are capitalized at estimated fair market value on the date donated.

Depreciation of capital assets is computed and recorded by the straight-line method. Estimated useful lives of the various classes of depreciable capital assets are as follows: buildings, 45 years; improvements, 20 years; equipment, 5 to 20 years.

K. Compensated Absences

Accumulated unpaid employee vacation benefits are accrued as a liability as the benefits are earned. The entire compensated absence liability is reported on the entity-wide financial statements. The amounts have been recorded in the fund from which the employees who have accumulated the leave are paid. The non-current portion of the liability is monitored but not recorded within the governmental funds.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

Sick leave is accumulated without limit for each employee at the rate of one day for each month worked. Leave with pay is provided when employees are absent for health reasons; however, the employees do not gain a vested right to accumulated sick leave. Employees are never paid for any sick leave balance at termination of employment or any other time. Therefore, the value of accumulated sick leave is not recognized as a liability in the District's financial statements. However, credit for unused sick leave is applicable to both certificated and classified school members. At retirement, each member will receive .004 year of service credit for each day of unused sick leave and certificated members receive full credit for unused sick leave on contract duty days at retirement.

L. Accrued Liabilities and Long-Term Obligations

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

M. Net Assets

GASB Statements No. 34 and No. 35 reports equity as "Net Assets" rather than "Fund Balance." Net assets are classified according to external donor restrictions or availability of assets for satisfaction of District obligations.

Net assets represent the difference between assets and liabilities. Net assets invested in capital assets, net of related debt consists of capital assets, net of accumulated depreciation, reduced by the outstanding balances of any borrowings used for the acquisition, construction, or improvement of those assets. Net assets are reported as restricted when there are limitations imposed on their use either through the enabling legislation adopted by the District or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The unrestricted net asset balance of \$7,977,601 at June 30, 2002, includes reserves for federal and state programs in the amount of \$4,624,790, bookstore and cafeteria reserves in the amount of \$5,694,337 and \$40,968, respectively, and general reserves of \$5,967,589.

N. Operating Revenues and Expenses

Operating revenues are those revenues that are generated directly from the primary activity of the District. These revenues are student tuition and fees, federal, state, and local grants, and sales from the college bookstores and cafeterias. Operating expenses are necessary costs incurred to provide the good or service that is the primary activity of the District.

O. Interfund Activity

Exchange transactions between funds are reported as revenues in the seller funds and as expenses in the purchaser funds. Flows of cash or goods from one fund to another without a requirement for repayment are reported as interfund transfers. Interfund transfers are reported as other financing sources/uses in governmental funds. The interfund transfers have been eliminated through consolidation of the entity-wide financial statements.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

P. Estimates

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

Q. Property Tax

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

R. Federal Financial Assistance Programs

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

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

NOTE 2 - CHANGES IN ACCOUNTING PRINCIPLES

For the fiscal year ended June 30, 2002, the District has implemented GASB Statement No. 34, "Basic Financial Statements – and Management's Discussion and Analysis – for State and Local Governments," GASB Statement No. 35, "Basic Financial Statements – and Management's Discussion and Analysis – for Public Colleges and Universities," GASB Statement No. 36, "Receipt Reporting for Certain Shared Nonexchange Revenues," GASB Statement No. 37, "Basic Financial Statements for State and Local Governments: Omnibus," and GASB Statement No. 38, "Certain Financial Statement Note Disclosures." As a result, the financial statements for the first time include 1) a Management Discussion and Analysis (MD&A) section providing an analysis of the District's overall financial position and results of operations, 2) financial statements prepared using full accrual accounting for all of the District's activities, and 3) a change in the fund financial statements to focus entity-wide financial statements. These and other changes are reflected in the accompanying financial statements, including notes to financial statements.

In connection with the implementation of GASB Statements No. 34 and 35, the following adjustments have been made to reflect the cumulative effect of this accounting change:

Capitalization of nondepreciable assets	\$ 7,028,982
Capitalization of depreciable assets, net of accumulation	82,364,698
Recording of long-term obligations	<u>(17,971,169)</u>
Total Adjustments	<u><u>\$ 71,422,511</u></u>

NOTE 3 - CASH AND INVESTMENTS

A. Policies and Practices

The District is considered to be an involuntary participant in an external investment pool since the District is required to deposit all receipts and collections of monies with their county treasurer. In addition, the District is authorized to maintain deposits with certain financial institutions that are federally insured up to \$100,000.

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

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

In accordance with GASB Statement No. 3, deposits and investments are classified into three categories of custodial credit risk as follows:

- Category 1:** Deposits or investments that are either insured or collateralized with securities held by the District or by its agent in the District's name.
- Category 2:** Deposits or investments with securities held by the pledging financial institution, or trust department in the District's name.
- Category 3:** Deposits or investments that are not collateralized.
- Not Categorized:** Investments in mutual funds, money market funds as they are not evidenced by securities that exist in physical or book entry form.

B. Deposits

At year-end, the carrying amount of the District's deposits was \$4,070,347. The bank balances totaled \$6,102,143.

	Bank Balance - Category *			Total	Carrying Amount
	1	2	3		
Categorized Deposits					
Cash in banks	\$ 211,323		\$ 5,719,264	\$ 5,930,587	\$ 3,883,791
Cash in revolving	171,556			171,556	171,556
Cash awaiting deposits				-	15,000
Total Cash	<u>\$ 382,879</u>		<u>\$ 5,719,264</u>	<u>\$ 6,102,143</u>	<u>\$ 4,070,347</u>

C. Investments

The District invested in \$4,880,000 of Tax and Revenue Anticipation Notes during the year. This investment was sold on July 3, 2002.

	Fair Market Value	Carrying Amount
Uncategorized Investments		
Deposits in the county treasury	\$ 24,211,523	\$ 24,168,286
Franklin U.S Government Fund	50,726	50,726
Federal Mutual Funds	4,880,000	4,880,000
Total Uncategorized	<u>29,142,249</u>	<u>29,099,012</u>
Total Investments	<u>\$ 29,142,249</u>	<u>\$ 29,099,012</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

NOTE 4 - RECEIVABLES

Receivables at June 30, 2002, consisted of intergovernmental grants, entitlements, interest, and other local sources. All receivables are considered collectible in full.

Federal Government	
Categorical aid	\$ 2,221,257
Categorical Prior Year	44,553
State Government	
Apportionment	2,875,870
Categorical aid	711,007
Categorical Prior Year	80,933
Other state	1,932,806
Local Sources	
Interest	316,445
Other local	1,325,454
Total	<u>\$ 9,508,325</u>
Student fees and loan receivables, net	<u>\$ 392,317</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

NOTE 5 - CAPITAL ASSETS

Capital asset activity for the fiscal year ended June 30, 2002, was as follows:

	Balance June 30, 2001	Additions and Adjustments	Deductions	Balance June 30, 2002
Capital Assets Not Being Depreciated:				
Land and improvements	\$ 7,028,982			\$ 7,028,982
Total Capital Assets Not Being Depreciated	7,028,982	-	-	7,028,982
Depreciable Capital Assets:				
Buildings and improvements	54,278,914			54,278,914
Equipment	25,870,050	\$ 1,153,783		27,023,833
Vehicles	1,061,951			1,061,951
Total Depreciable Assets	81,210,915	1,153,783	-	82,364,698
Less Accumulated Depreciation:				
Buildings and improvements	(26,358,333)	(1,148,812)		(27,507,145)
Equipment	(13,365,851)	(2,469,722)		(15,835,573)
Vehicles	(861,904)	(72,826)		(934,730)
Total Accumulated Depreciation	(40,586,088)	(3,691,360)	-	(44,277,448)
Net Capital Assets	\$ 47,653,809	\$ (2,537,577)	\$ -	\$ 45,116,232

Depreciation expense for the year was \$3,691,360.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002

NOTE 6 - INTERFUND TRANSACTIONS

A. Interfund Receivables/Payables (Due To/Due From)

Interfund receivable and payable balances consist of amounts owed between funds as a result of the time lag between the date that (1) interfund goods and services are provided or reimbursable expenditures occur, (2) transactions recorded in the accounting system and (3) payments between funds occur. These interfund transactions have been eliminated through consolidation within the entity-wide financial statements.

B. Operating Transfers

Operating transfers between District funds are used to (1) move revenues from the fund that statute or budget requires to collect them to the fund that statute or budget requires to expend them, (2) move receipts restricted to debt service from the funds collecting the receipts to the debt service fund as debt service payments become due, and (3) use unrestricted revenues collected in the general fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. These operating transfers have been eliminated through consolidation within the entity-wide financial statements.

NOTE 7 - ACCOUNTS PAYABLE

Accounts payable at June 30, 2002, consisted of the following:

Vendor invoices	\$ 2,769,646
Accrued payroll and taxes	1,938,848
Deferred payroll	2,118,510
Federal payables	24,930
State payables	55,792
Total	<u>\$ 6,907,726</u>

NOTE 8 - DEFERRED REVENUE

Deferred revenue at June 30, 2002, consists of the following:

Federal categorical aid	\$ 108,043
State categorical aid	1,814,821
Enrollment fees	1,921,757
Local	63,609
Total	<u>\$ 3,908,230</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

NOTE #9 -LONG-TERM DEBT

A. Long-Term Debt Summary

A schedule of changes in long-term debt for the year ended June 30, 2002, is shown below:

	Balance Beginning of Year	Additions	Deductions	Balance End of Year	Amount Due Within One Year
Revenue bonds	\$ 125,000		\$ 30,000	\$ 95,000	\$ 30,000
Accumulated vacation - net	1,291,669	\$ 167,216		1,458,885	1,458,885
Retiree benefits	14,156,426	661,531		14,817,957	826,000
Lease purchase option	484,422		128,562	355,860	138,050
Energy loan		1,243,467		1,243,467	130,623
Total	\$ 16,057,517	\$2,072,214	\$ 158,562	17,971,169	\$ 2,583,558

Amount currently available and reserved
for retirement of general long-term debt

Debt service fund

41,739

Amount to be provided for retirement of
general long-term debt

\$17,929,430

B. Bonded Debt

The outstanding Reedley College dormitory revenue bonded debt of State Center Community College District as of June 30, 2002, is:

Issue Date	Maturity Date	Interest Rate	Original Issue	Bonds Outstanding Beginning of Year	Issued	Redeemed	Bonds Outstanding End of Year
1968	2004	3%	\$ 860,000	\$ 125,000		\$ (30,000)	\$ 95,000

The annual requirements to amortize revenue bonds payable, outstanding as of June 30, 2002, are as follows:

Fiscal Year	Principal	Interest	Total
2003	\$ 30,000	\$ 2,400	\$ 32,400
2004	30,000	1,500	31,500
2005	35,000	525	35,525
Total	\$ 95,000	\$ 4,425	\$ 99,425

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

C. Accumulated Unpaid Employee Compensation

The long-term portion of accumulated unpaid employee compensation for the District at June 30, 2002, amounted to \$1,458,885.

D. Retiree Benefits

Certificated retirees are eligible at age 55 with at least ten years of service. Benefits are payable until age 65, unless the employee has at least 15 years of service, in which case the payments continue for life. Classified retirees are eligible at age 50 with at least ten years of service. Classified employees who have more than 15 years but less than 20 years have benefits continue only until age 70. Classified employees with 20 or more years of service receive payments for life.

The District's cost for retirees less than age 65 is limited to \$2,400 per year. The District's cost for retirees over age 65 is limited to \$1,500 per year, increased by two percent per year from 1987. Currently, the District is paying these costs on a "pay-as-you-go" basis.

The District had an actuarial study completed July 2000. The accumulated future liability as of June 30, 2002, amounts to \$14,817,957.

E. Capital Leases

The District's liability on lease agreements with options to purchase are summarized below:

	Clovis Center	Fir Avenue	Total
Balance, Beginning of Year	\$ 234,422	\$ 250,000	\$ 484,422
Payments	73,562	55,000	128,562
Balance, End of Year	<u>\$ 160,860</u>	<u>\$ 195,000</u>	<u>\$ 355,860</u>

The capital leases have minimum lease payments as follows:

Year Ending June 30,	Lease Payment
2003	\$ 158,462
2004	159,492
2005	72,274
Subtotal	390,228
Less: Amount Representing Interest	(34,368)
Present Value of Minimum Lease Payments	<u>\$ 355,860</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

F. Energy Loans

The energy loans have minimum lease payments as follows:

Year Ending June 30,	Lease Payment
2003	\$ 177,460
2004	177,461
2005	177,461
2006	177,461
2007	177,461
Thereafter	532,383
Subtotal	1,419,686
Less: Amount Representing Interest	(176,219)
Present Value of Minimum Lease Payments	<u>\$ 1,243,467</u>

NOTE 10 - RISK MANAGEMENT

A. Description

The District's risk management activities are recorded in the General and Self-Insurance Funds. The purpose of the funds is to administer employee life, health, property and liability, workers' compensation, and disability insurance programs of the District. The District participates in the Valley Insurance Program and the Fresno Area Self-Insurance Benefit Organization JPA's. Refer to Note #13 for additional information regarding the JPA's.

For insured programs, there have been no significant reductions in insurance coverage. Settlement amounts have not exceeded insurance coverage for the current year or the three prior years.

B. Self-Insurance Fund

The District established the Self-Insurance Fund on October 1, 1979, to provide long-term disability benefits for employees and their eligible dependents and to provide retirement benefits. Fund revenues are derived from charges to other funds of the District based on an estimated cost per employee basis. Expenditures are primarily for claims, administration charges, and agent's fees. Retained earnings for retiree benefits totaling \$4,026,328 was recorded as of June 30, 2002.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

NOTE 11 - EMPLOYEE RETIREMENT SYSTEMS

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

A. STRS

Plan Description

The District contributes to the California State Teachers' Retirement System (STRS); a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by STRS. The plan provides retirement and disability benefits and survivor benefits to beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the State Teachers' Retirement Law. STRS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the STRS annual financial report may be obtained from STRS, 7667 Folsom Blvd., Sacramento, CA 95826.

Funding Policy

Active plan members are required to contribute 8.0 percent of their salary and the District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by STRS Teachers' Retirement Board. The required employer contribution rate for fiscal year 2001-2002 was 8.25 percent of annual payroll. The contribution requirements of the plan members are established by State statute. The District's contributions to STRS for the fiscal years endings June 30, 2002, 2001, and 2000, were \$3,454,325, \$3,095,066, and \$2,745,722, respectively, and equal 100 percent of the required contributions for each year.

B. PERS

Plan Description

The District contributes to the School Employer Pool under the California Public Employees' Retirement System (CalPERS); a cost-sharing multiple-employer public employee retirement system defined benefit pension plan administered by CalPERS. The plan provides retirement and disability benefits, annual cost-of-living adjustments, and death benefits to plan members and beneficiaries. Benefit provisions are established by State statutes, as legislatively amended, within the Public Employees' Retirement Laws. CalPERS issues a separate comprehensive annual financial report that includes financial statements and required supplementary information. Copies of the CalPERS' annual financial report may be obtained from the CalPERS Executive Office, 400 P Street, Sacramento, CA 95814.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

Funding Policy

Active plan members are required to contribute 7.0 percent of their salary and the District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the CalPERS Board of Administration. The required employer contribution rate for fiscal year 2001-2002 was zero percent of annual payroll. The contribution requirements of the plan members are established by State statute. There were no District contributions required nor paid to CalPERS for the fiscal years ending June 30, 2002, 2001, and 2000.

C. PARS

Active plan members are required to contribute 4.3 percent of their salary and the State Center Community College District is required to contribute an actuarially determined rate. The actuarial methods and assumptions used for determining the rate are those adopted by the PARS Board of Administration. The required employer contribution rate for fiscal year 2001-2002 was 3.2 percent of annual payroll. The contribution requirements of the plan members are established by State statute. The State Center Community College District's contributions to PARS for the fiscal years ending June 30, 2002, 2001, and 2000, were \$157,804, \$185,225, and \$203,504, respectively, and equal 100 percent of the required contributions for each year.

D. Social Security

As established by Federal law, all public sector employees who are not members of their employer's existing retirement system (STRS or PERS) must be covered by social security or an alternative plan. The District has elected to use Social Security as its alternative plan. Contributions made by the District and an employee vest immediately.

E. On Behalf Payments

The State of California makes contributions to STRS and PERS on behalf of the District. These payments consist of State General Fund contributions to STRS which amounted to 1.975 percent of salaries subject to STRS. A contribution to PERS was not required for the year ended June 30, 2002. Under accounting principles generally accepted in the United States of America, these amounts are to be reported as revenues and expenditures, however, guidance received from the California Department of Education advises local educational agencies not to record these amounts in the California Community College's Annual Financial and Budget Report (CCFS-311). These amounts also have not been recorded in these financial statements.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

NOTE 12 - COMMITMENTS AND CONTINGENCIES

A. Grants

The District receives financial assistance from Federal and State agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and are subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the general fund or other applicable funds. However, in the opinion of management, any such disallowed claims will not have a material adverse effect on the overall financial position of the District at June 30, 2002.

B. Litigation

The District is involved in various litigation arising from the normal course of business. In the opinion of management and legal counsel, the disposition of all litigation pending is not expected to have a material adverse effect on the entity-wide financial position of the District at June 30, 2002.

C. Construction Commitments

As of June 30, 2002, the District had the following commitments with respect to the unfinished capital projects:

CAPITAL PROJECT	<u>Remaining Construction Commitment</u>	<u>Expected Date of Completion</u>
Repaving of Parking Lots	\$ 232,615	September 24, 2002
LAN/WAN Project	82,936	July 17, 2002
FC-LAN Phase 2	362,679	December 10, 2002
Ratcliffe Modernization	162,226	December 5, 2002
Training Institute Remodel	141,852	November 26, 2002
FCC T-500 Remodel	22,466	November 26, 2002
CC Temporary Parking Lot	98,731	June 30, 2003
FC-LAN/WAN Phase 3	1,380,355	June 30, 2003
Other	1,682,601	June 30, 2003
Totals	<u>\$ 4,166,461</u>	

STATE CENTER COMMUNITY COLLEGE DISTRICT

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2002**

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

The District is a member of the Valley Insurance Program and Fresno Area Self-Insurance Benefit Organization public entity risk pools. The District pays an annual premium to each entity for its health, workers' compensation, and property liability coverage. The relationships between the District and the pools are such that they are not component units of the District for financial reporting purposes.

These entities have budgeting and financial reporting requirements independent of member units and their financial statements are not presented in these financial statements; however, fund transactions between the entities and the District are included in these statements. Audited financial statements are available from the respective entities.

A. <u>Entity</u>	Valley Insurance Program (VIP)	Fresno Area Self-Insured Benefits Organization (FASBO)
B. <u>Purpose</u>	Arranges for and provides workers' compensation and property and liability insurance for its members.	Arranges for and provides a program of employee health coverage: medical, dental, and prescription coverage.
C. <u>Participants</u>	Members of participating districts.	Members of participating districts.
D. <u>Governing Board</u>	Consisting of two representatives from each member district.	Consisting of a representative from each member district.

E. Condensed Audited Financial Information Follows

	<u>September 30, 2001*</u>	<u>September 30, 2001*</u>
Assets	\$ 9,567,344	\$ 1,762,865
Liabilities	4,237,079	915,122
Fund Equity	<u>\$ 5,330,265</u>	<u>\$ 847,743</u>
Revenues	3,670,760	9,784,334
Expenses	<u>2,405,547</u>	<u>9,234,488</u>
Net Increase/(Decrease) in Fund Equity	<u>\$ 1,265,213</u>	<u>\$ 549,846</u>

Most recent information available.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

None of the JPAs had long-term debts outstanding at September 30, 2001. The District's share of year-end assets, liabilities or fund equity has not been calculated.

The JPA has budgeting and financial reporting requirements independent of member units and their financial statements are not presented in these financial statements; however, transactions between the JPA and the District are included in these statements. Audited financial statements are available from the respective entities.

NOTE 14 - TAX AND REVENUE ANTICIPATION NOTES

On July 3, 2001, the District issued \$4,880,000 of Tax and Revenue Anticipation Notes bearing interest at 2.6 percent. The notes were issued to supplement cash flows. Interest and principal were due and payable on June 30, 2002. The District was not required to make any additional payments on the notes. The District has recorded the funds available to make the principal and interest payments as investments with the corresponding liability as a notes payable.

NOTE 15 - SUBSEQUENT EVENTS

Tax and Revenue Anticipation Notes

The District issued \$4,020,000 of Tax And Revenue Anticipation Notes dated July 1, 2002. The notes mature on July 31, 2003, and yield 3.0 percent interest. The notes were sold to supplement cash flow. Repayment requirements are that 50 percent of principal and interest be deposited with the fiscal agent January 2003, and the remaining 50 percent of principal and interest deposited with the fiscal agent April 2003.

B. General Obligation Bonds

On November 15, 2002, the voters in The State Center Community College District (SCCCD) approved a \$161,000,000 bond (Measure E) issue to upgrade, renovate, and acquire equipment, buildings, land, and facilities to enhance the educational experience of the students of the District. It is anticipated that the total bond issue will be sold in 4 separate "issues" of approximately \$16 million in 2003, \$50 million in 2005, \$50 million in 2008, and \$45 million in 2011.

This bond measure falls under Proposition 39, which required 55 percent of the voters to approve the bond but has specific stewardship responsibilities including a Citizen's Oversight Committee and a separate annual audit of the Bond expenditures.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS JUNE 30, 2002

Listed below is a recap of the projects committed under Measure E:

Fresno City College		
Technology Upgrade	\$ 14,650,000	
Career & Technology Center	30,000,000	
Historic Old Administration Building	25,000,000	
Student Technology Center	2,500,000	
Parking	2,630,000	
Instructional Buildings Repairs	7,300,000	
Total Fresno City College		\$ 82,080,000
Reedley College		
New Classrooms	3,750,000	
Renovate, Replace, and Repair Existing Classrooms	11,080,000	
Student Center Renovations and Repairs	1,790,000	
Replacement Facilities	8,370,000	
Repair Existing Residence Hall	2,990,000	
Total Reedley College		27,980,000
Educational Centers		
Madera Vocational Training Labs	3,590,000	
Renovate Madera Student Center	600,000	
Madera Health & Fitness Center	300,000	
Oakhurst Classrooms	290,000	
Willow/International Site		
Phase 1	23,680,000	
Phase 2	12,480,000	
Site Acquisition-Fourth Center	10,000,000	
Total Education Centers		50,940,000
GRAND TOTAL		\$ 161,000,000

C. State of California Budget Deficit

Budgetary news from the Governor of California has all governmental and educational institutions keenly aware of the fiscal problems of the State. It has been estimated that the State of California is approximately \$34.5 billion short in balancing their budget for the balance of FY 2002-03 and for FY 2003-04. Up until now, the education sector has been relatively untouched in budgetary cuts. With the news of the significant shortfall, no area of the budget will be free from harm. In fact, the Governor is currently recommending a 4.7 percent midyear cut to Community College's to initially address this problem.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTES TO FINANCIAL STATEMENTS

JUNE 30, 2002

One may wonder how the State of California, which less than 2 years ago was looking at a \$10 billion surplus, could have gotten into this situation. According to the California Department of Finance (DOF), the shortfall is made up of:

\$17.7 billion in reduced revenues (\$2.3 billion from prior years, \$6.2 billion from FY 2002-03, and \$9.2 billion from FY 2003-04).

\$4.5 billion in mandated expenditure increases.

\$12.6 billion in one-time solutions used to balance the FY 2002-03 budget and therefore creates a \$12.6 billion deficit in FY 2003-04.

While these numbers will be scrutinized in the days and weeks to come, it is safe to say that the State of California will be experiencing budgetary problems until the State economy and income tax revenues improve. Since education as a whole relies heavily on State funding, we will not be immune to the impact of the budgetary cuts at the state level. Currently, the District is well governed and managed, has reasonable reserves to address the State's budgetary concerns, and will be able to take appropriate actions to maintain strong fiscal and academic standards.



SUPPLEMENTARY INFORMATION

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS
FOR THE YEAR ENDED JUNE 30, 2002**

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Catalog Number	Program Entitlements		
		Current Year	Prior Year	Total Entitlement
U.S. DEPT OF AGRICULTURE				
Passed through CDE:				
ICOP in Agriculture	10.223	\$ 43,216		\$ 43,216
Child Care Food Services	10.558	33,323		33,323
CACFP Financial Management Training	10.558	100,000		100,000
USDA Summer Meals	10.559	5,441		5,441
Subtotal				
U.S. DEPT OF COMMERCE				
Direct Program				
University Center Export Program	11.303	110,000		110,000
U.S. AGENCY FOR INTERNATIONAL DEVELOPMENT				
Passed through Georgetown University:				
CASS (Cycle 99)	13.876	21,600		21,600
CASS (Cycle 00)	13.876	215,040		215,040
Subtotal				

[1] Tested as a major program.

[2] Federal Catalog Number not available.

See accompanying note to supplementary information.

Program Revenues

<u>Cash Received</u>	<u>Accounts Receivable</u>	<u>Deferred Revenue</u>	<u>Accounts Payable</u>	<u>Total Revenue</u>	<u>Program Expenditures</u>
\$ 72	\$ 18,536			\$ 18,608	\$ 18,608
27,765	5,558			33,323	33,323
26,666	69,608			96,274	96,274
5,441				5,441	5,441
<u>59,944</u>	<u>93,702</u>			<u>153,646</u>	<u>153,646</u>
60,504	49,496			110,000	110,000
21,600				21,600	21,600
158,400	56,640			215,040	215,040
<u>180,000</u>	<u>56,640</u>			<u>236,640</u>	<u>236,640</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, CONTINUED
FOR THE YEAR ENDED JUNE 30, 2002**

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Catalog Number	Current Year	Prior Year	Total Entitlement
U.S. DEPT OF LABOR				
Passed through Fresno Workforce Development Board				
Youth Learning Partnership-Sierra (Area IV)	17.250	\$ 30,000		\$ 30,000
Youth Learning Partnership-Selma (Area V)	17.250	140,000		140,000
Neighborhood Job Network (WTW)	17.253	250,000		250,000
Passed through Tulare County Private Industry Council				
Multi Skill Health Technician	17.250	300		300
Workforce Investment Act (WIA)	17.250	9,406		9,406
Subtotal				
U.S. DEPT OF EDUCATION				
Passed through CCCCCO				
Vocational Education Act - Title I - Part B	84.048	412,425		412,425
Vocational Education Act - Title I - Part C	84.048	1,454,546		1,454,546
Special Populations Mini Grant-Modest JC	84.048	12,500		12,500
Central Valley Prof. Conf. Mini Grant-Modest JC	84.048	10,192		10,192
Vocational Education Act - Title II - Tech Prep	84.243	142,000		142,000
Passed through CDE:				
STC Consultant	84.048	10,000		10,000
Vocational Education Act - Title II Tech Prep	84.243	90,933		90,933
Industry Sector Projects	84.243	639,199		639,199
Passed through EDD				
School to Career	84.278	697,581		697,581
Subtotal				

[1] Tested as a major program.

[2] Federal Catalog Number not available.

See accompanying note to supplementary information.

Program Revenues

Cash Received	Accounts Receivable	Deferred Revenue	Accounts Payable	Total Revenue	Program Expenditures
	\$ 29,085			\$ 29,085	\$ 29,085
	131,816			131,816	131,816
\$ 185,698	13,744			199,442	199,442
	144			144	144
958				958	958
<u>186,656</u>	<u>174,789</u>			<u>361,445</u>	<u>361,445</u>
250,378	139,436			389,814	389,814
916,364	538,182			1,454,546	1,454,546
12,500			\$ 5,508	6,992	6,992
10,192			311	9,881	9,881
89,460	52,540			142,000	142,000
7,500	2,500			10,000	10,000
84,924				84,924	84,924
256,301	134,623			390,924	390,924
345,792	152,606			498,398	498,398
<u>1,973,411</u>	<u>1,019,887</u>		<u>5,819</u>	<u>2,987,479</u>	<u>2,987,479</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, CONTINUED
FOR THE YEAR ENDED JUNE 30, 2002

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Catalog Number	Current Year	Prior Year	Total Entitlement
U.S. DEPT OF EDUCATION (Continued)				
Direct Programs				
SEOG	84.007	\$ 959,992		\$ 959,992
Title V	84.031S	1,056,021		1,056,021
Federal Work Study	84.033	1,104,138		1,104,138
Trio Student Support Services	84.042A	438,724		438,724
Upward Bound	84.047	758,476		758,476
Pell Grants [1]	84.063	24,999,066		24,999,066
Pell Grants - Financial aid Admin Allowance [1]	84.063	269,306		269,306
Business and International Education	84.153A	1,836		1,836
Direct Loans	84.268	1,905,524		1,905,524
Gear Up	84.334	403,879		403,879
Subtotal				
U.S. DEPT OF HEALTH AND HUMAN SERVICES				
Passed through CCCCCO				
TANF (50% Fed)	93.558	237,331		237,331
Passed through CDE				
Child Care & Development Fund	93.596	181,036		181,036
Child Care & Development Fund (Reserve)	93.596	34,912		34,912
TANF - Child Dev Training Program	93.575	330,167		330,167
Promoting Integrity Now (PIN)	[2]	118,774		118,774
Passed through Fresno County Health & Human Services				
Neighborhood Job Centers	93.558	436,819		436,819
HHS Calworks (formerly Gain)	93.558	947,911		947,911
Calworks Employment & Temporary Assistance	93.558	123,119		123,119
Direct Program:				
Head Start Teacher Assts	93.600	314,919		314,919
Subtotal				
U.S. CORPORATION FOR NATIONAL &				
Passed through CCCCCO				
Americorp (01-02)	94.006	165,314		165,314
Americorp TRDP Supplement	94.006	87,602		87,602
Subtotal				

[1] Tested as a major program.

[2] Federal Catalog Number not available.

See accompanying note to supplementary information.

Program Revenues

Cash Received	Accounts Receivable	Deferred Revenue	Accounts Payable	Total Revenue	Program Expenditures
\$ 881,190	\$ 78,802			\$ 959,992	\$ 959,992
648,152	48,233			696,385	696,385
1,070,151	33,987			1,104,138	1,104,138
191,696	111,918			303,614	303,614
457,188	58,191			515,379	515,379
24,672,752				24,672,752	24,672,752
269,306		\$ 48,979		220,327	220,327
	400			400	400
1,907,222			\$ 1,698	1,905,524	1,905,524
190,329	58,637			248,966	248,966
<u>30,287,986</u>	<u>390,168</u>	<u>48,979</u>	<u>1,698</u>	<u>30,627,477</u>	<u>30,627,477</u>
237,331			17,360	219,971	219,971
181,036		17,439		163,597	163,597
34,912		27,061		7,851	7,851
146,039	46,578			192,617	192,617
95,572				95,572	95,572
268,474	58,227			326,701	326,701
649,896	26,493			676,389	676,389
79,943	27,890			107,833	107,833
75,489	34,011			109,500	109,500
<u>1,768,692</u>	<u>193,199</u>	<u>44,500</u>	<u>17,360</u>	<u>1,900,031</u>	<u>1,900,031</u>
	86,596			86,596	86,596
51,012	9,000			60,012	60,012
<u>51,012</u>	<u>95,596</u>			<u>146,608</u>	<u>146,608</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF FEDERAL AWARDS, CONTINUED
FOR THE YEAR ENDED JUNE 30, 2002**

Federal Grantor/Pass-Through Grantor/Program or Cluster Title	Federal Catalog Number	Current Year	Prior Year	Total Entitlement
U.S. DEPT OF VETERAN AFFAIRS				
Direct Program				
Reporting Fees	64.115	\$ 8,344		\$ 8,344
 U.S. DEPT OF REHABILITATION				
Direct Program				
WAVE Training & Employment Services	[2]	221,084		221,084
DSPS-Services		402,618		402,618
Subtotal				
Other Federal Sources				
Faces of America	[2]	4,275		4,275
 U.S. DEPT OF THE INTERIOR				
Bureau of Indian Affairs	15.048	12,220		12,220
Total				
Less Agency Federal Revenues				
Total Federal Revenues per Financial Statements				

[1] Tested as a major program.

[2] Federal Catalog Number not available.

See accompanying note to supplementary information.

Program Revenues

<u>Cash Received</u>	<u>Accounts Receivable</u>	<u>Deferred Revenue</u>	<u>Accounts Payable</u>	<u>Total Revenue</u>	<u>Program Expenditures</u>
\$ 8,344		\$ 8,344			
64,868	\$ 54,631			\$ 119,499	\$ 119,499
154,810	93,149			247,959	247,959
<u>219,678</u>	<u>147,780</u>			<u>367,458</u>	<u>367,458</u>
4,275			\$ 53	4,222	4,222
12,220		6,220		6,001	6,001
<u>\$ 34,812,722</u>	<u>\$ 2,221,257</u>	<u>\$ 108,043</u>	<u>\$ 24,930</u>	36,901,007	<u>\$ 36,901,007</u>
				236,640	
				<u>\$36,664,367</u>	

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF STATE AWARDS
FOR THE YEAR ENDED JUNE 30, 2002**

Program	Program Entitlements		
	Current Year	Prior Year	Total Entitlement
STATE PROJECTS			
Disabled Students	\$ 1,243,767		\$ 1,243,767
Matriculation	1,314,753		1,314,753
Matriculation Think Tank	2,000		2,000
Noncredit Matriculation	9,112		9,112
University Center Export Program	294,875		294,875
University Center Export Program-end 07/31	15,552		15,552
Advanced Trans Tech Center	178,875		178,875
Advanced Trans Tech Center-end 08/01	15,215		15,215
Associate Degree Nursing Program	95,973		95,973
BFAP	236,965		236,965
CA. Nutritional Personnel (CD3)	71,000		71,000
CA. Nutritional Personnel-end 12/01 (CD4)	40,724		40,724
C.A.C.T. Leadership	135,000		135,000
C.A.C.T. Leadership	2,597		2,597
Center for Applied Competitive Technologies	178,875		178,875
C.A.R.E.	241,194		241,194
CalGrant	3,040,284		3,040,284
CalWorks	1,928,313		1,928,313
CAN	10,000		10,000
Child Development-Instructional Equipment	704		704
CD Training Consortium	21,000		21,000
CD Training Consortium 7/01	3,212		3,212
CMTC Mini Grant	12,049		12,049
Community Service Learning Program	25,000		25,000
Early Child Mentor Program	4,318		4,318
Economic Opportunity Programs and Services	2,123,368		2,123,368
Food Based Menu Planning (CD8)	35,000		35,000
Food Based Menu Planning 12/01 (CD5)	17,320		17,320
Foster Care Education	171,152		171,152
Foster Care Augmentation	6,000		6,000
GE Program Logic-end 08/01	17,025		17,025
Global Positioning System Inst.	10,982		10,982
Mentoring Project	780		780
Nutrient Standard Menu Planning	35,000		35,000
Nutrient Standard Menu Planning 12/01	20,300		20,300

[1] Entitlement based on actual activity.

See accompanying note to supplementary information.

Program Revenues

Cash Received	Accounts Receivable	Deferred Revenue	Accounts Payable	Total Revenue	Program Expenditures
\$ 1,243,767		\$ 2,665		\$ 1,241,102	\$ 1,241,102
1,316,215		1,462		1,314,753	1,314,753
2,000				2,000	2,000
9,112				9,112	9,112
284,465		41,476		242,989	242,989
15,552				15,552	195,122
178,875				178,875	362,175
5,307				5,307	188,607
5,740				5,740	5,740
236,965				236,965	236,965
	\$ 26,765			26,765	26,765
12,204	26,248			38,452	38,452
135,000				135,000	135,000
2,571				2,571	165,734
178,875				178,875	406,912
241,194		2,519		238,675	238,675
3,059,337			\$ 19,053	3,040,284	3,040,284
1,928,313		958,140		970,173	970,173
9,933				9,933	9,933
693				693	693
21,000		54		20,946	20,946
3,212				3,212	3,212
46,949		34,900		12,049	12,049
15,000	7,131			22,131	22,131
3,496	556			4,052	4,052
2,123,368		8,656		2,114,712	2,405,972
	9,420			9,420	9,420
6,120	10,683			16,803	16,803
42,788	114,310			157,098	157,098
	4,401			4,401	4,401
15,214				15,214	15,214
10,534				10,534	10,534
780				780	780
	8,333			8,333	8,333
	19,350			19,350	19,350

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF EXPENDITURES OF STATE AWARDS, CONTINUED
FOR THE YEAR ENDED JUNE 30, 2002**

Program	Program Entitlements		
	Current Year	Prior Year	Total Entitlement
Independent Living Skills	\$ 10,770		\$ 10,770
Industrial Automation Training	194,958		194,958
Industrial Automation Training-end 08/01	16,997		16,997
Instructional Equipment	326,961		326,961
Instructional Equipment - 2000-01 Carryover	876,606		876,606
Licensed Vocational Nursing Program	202,618		202,618
Lottery (Prop 20)	342,207		342,207
PACE Enhanced Mentor Project	113,517		113,517
Peace Officers Standards & Training (POST)	82,325		82,325
Staff Development	111,693		111,693
Staff Diversity	26,004		26,004
State Nutrition Education Asst.	24,514		24,514
State Work Study	97,513		97,513
Student Success	81,640		81,640
T.A.N.F.	237,331		237,331
Teacher & Reading Development	275,000		275,000
Telecom Tech (TTIP)	660,652		660,652
Telecom Tech (TTIP) 97-98 Carryover	10,000		10,000
Telecom Tech (TTIP) 98-99 Carryover	9,671		9,671
Telecom Tech (TTIP) 99-00 Carryover	119,028		119,028
Telecom Tech (TTIP) 00-01 Carryover	281,163		281,163
Transfer & Articulation	34,280		34,280
Total State Programs			

See accompanying note to supplementary information.

Program Revenues					
Cash Received	Accounts Receivable	Deferred Revenue	Accounts Payable	Total Revenue	Program Expenditures
	\$ 10,770			\$ 10,770	\$ 10,770
\$ 193,472				193,472	927,672
16,997				16,997	16,997
326,961		\$ 103,593		223,368	223,368
876,606				876,606	876,606
99,759				99,759	99,759
18,261	323,946			342,207	342,207
29,503	23,684			53,187	53,187
	73,924			73,924	73,924
129,190		37,959		91,231	91,231
26,004				26,004	26,004
	24,514			24,514	24,514
73,886			\$ 19,378	54,508	54,508
48,984		8,625		40,359	40,359
237,331			17,361	219,970	219,970
206,250	26,972			233,222	233,222
660,652		438,434		222,218	222,218
10,000				10,000	
9,671		6,552		3,119	3,119
119,028		44,239		74,789	74,789
281,163		123,713		157,450	157,450
34,280		1,834		32,446	32,446
<u>\$ 14,552,577</u>	<u>\$ 711,007</u>	<u>\$ 1,814,821</u>	<u>\$ 55,792</u>	<u>\$ 13,392,971</u>	<u>\$ 15,345,801</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SCHEDULE OF WORKLOAD MEASURES FOR PROGRAM-BASED FUNDING
FOR THE YEAR ENDED JUNE 30, 2002**

CATEGORIES	Revised Annual Reported Data	Audit Adjustments	Audited Data
A. Credit Full-Time Equivalent Student (FTES)			
1. Weekly census	17,713.84		17,713.84
2. Daily census	1,786.55		1,786.55
3. Actual hours of attendance	1,120.73		1,120.73
4. Independent study/work experience	470.26		470.26
5. Summer intercession	2,080.39		2,080.39
Subtotal	23,171.77	-	23,171.77
B. Noncredit FTES			
1. Actual hours of attendance	264.30		264.30
2. Summer intercession	306.33		306.33
Subtotal	570.63	-	570.63
Total FTES	23,742.40	-	23,742.40
C. Gross Square Footage			
1. Existing facilities			1,143,190
Total Gross Square Footage			1,143,190
D. FTES Generated in Leased Space			1,125
E. Basic Skills Credit Student Head Count			8,376

See accompanying note to supplementary information.

STATE CENTER COMMUNITY COLLEGE DISTRICT

**RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET
REPORT WITH AUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED JUNE 30, 2002**

Summarized below are the fund balance reconciliations between the Annual Financial and Budget Report (CCFS-311) and the audited financial statements.

	<u>Enterprise Bookstore</u>
June 30, 2002, Annual Financials and Budget Report Fund Balance	\$ 5,700,452
Accounts receivable	<u>(6,115)</u>
Net adjustments	<u>(6,115)</u>
June 30, 2002, Annual Financial Statement Fund Balance	<u>\$ 5,694,337</u>

See accompanying note to supplementary information.

STATE CENTER COMMUNITY COLLEGE DISTRICT

NOTE TO SUPPLEMENTARY INFORMATION JUNE 30, 2002

NOTE 1 - PURPOSE OF SCHEDULES

A. Schedule of Expenditures of Federal Awards

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

B. Schedule of Expenditures of State Awards

The accompanying schedule of expenditures of state awards includes the state grant activity of the District and is presented on the modified accrual basis of accounting. Therefore, some amounts presented in this schedule may differ from amounts presented in, or used in the preparation of, the general-purpose financial statements.

C. Schedule of Workload Measures for Program-Based Funding

Full-Time Equivalent Students (FTES) is a measurement of the number of pupils attending classes of the District. The purpose of attendance accounting from a fiscal standpoint is to provide the basis on which apportionments of State funds are made to community college districts. This schedule provides information regarding the attendance of students throughout the District.

D. Reconciliation of Annual Financial and Budget Report with Audited Financial Statements

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

See accompanying note to supplementary information.

STATE CENTER COMMUNITY COLLEGE DISTRICT

DISTRICT ORGANIZATION JUNE 30, 2002

GOVERNING BOARD

<u>MEMBER</u>	<u>OFFICE</u>	<u>TERM EXPIRES</u>
Phillip J. Forhan	President	2004
Adolfo M. Corona	Vice President	2004
Ron Manfredi	Secretary	2002
Patrick E. Patterson	Member	2004
Dorothy Smith	Member	2002
William J. Smith	Member	2004
Leslie W. Thonesen	Member	2004

ADMINISTRATION

Dr. Judith A. Redwine	Chancellor
Dr. Ned Doffoney	President – Fresno City College (effective 7/1/02)
Dr. Thomas A. Crow	President – Reedley College
Dr. Don C. Yeager	Vice Chancellor – North Centers/President Designate
Mr. Randy Rowe	Associate Vice Chancellor – Human Resources
Mr. Jon Sharpe	Executive Vice Chancellor – Administration & Finance

ORGANIZATION

State Center Community College District (the "District") was established on July 1, 1964, and is comprised of approximately 5,580 square miles located in parts of Fresno, Madera, Tulare, and Kings Counties. There were no changes in the boundaries of the District during the current year.

INDEPENDENT AUDITORS' REPORTS



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE AND ON INTERNAL
CONTROL OVER FINANCIAL REPORTING BASED ON AN AUDIT OF
FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH
GOVERNMENT AUDITING STANDARDS

Board of Trustees
State Center Community College District
Fresno, California

We have audited the financial statements of State Center Community College District as of and for the year ended June 30, 2002, and have issued our report thereon dated September 20, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America.

Compliance

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

Internal Control Over Financial Reporting

In planning and performing our audit, we considered State Center Community College District's internal control over financial reporting in order to determine our auditing procedures for the purpose of expressing our opinion on the financial statements and not to provide assurance on the internal control over financial reporting. However, we noted certain matters involving the internal control over financial reporting and its operation that we consider to be reportable conditions. Reportable conditions involve matters coming to our attention relating to significant deficiencies in the design or operation of the internal control over financial reporting that, in our judgment, could adversely affect State Center Community College District's ability to record, process, summarize and report financial data consistent with the assertions of management in the financial statements. Reportable conditions are described in the accompanying schedule of findings and questioned costs as items 2002-1 through 2002-5.

A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that misstatements in amounts that would be material in relation to the financial statements being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. Our consideration of the internal control over financial reporting would not necessarily disclose all matters in the internal control that might be reportable conditions and, accordingly, would not necessarily disclose all reportable conditions that are also considered to be material weaknesses. However, we believe none of the reportable conditions described above is a material weakness.

This report is intended for the information of the Board of Trustees, Management, the California State Chancellor's Office, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Vaurinek, Irine, Day & Co, LLP

Fresno, California
September 20, 2002



INDEPENDENT AUDITORS' REPORT ON COMPLIANCE WITH REQUIREMENTS
APPLICABLE TO EACH MAJOR PROGRAM AND INTERNAL CONTROL OVER
COMPLIANCE IN ACCORDANCE WITH OMB CIRCULAR A-133

Board of Trustees
State Center Community College District
Fresno, California

Compliance

We have audited the compliance of State Center Community College District with the types of compliance requirements described in the *U. S. Office of Management and Budget (OMB) Circular A-133 Compliance Supplement* that are applicable to each of its major federal programs for the year ended June 30, 2002. State Center Community College District's major federal programs are identified in the Summary of Auditor's Results section of the accompanying Schedule of Findings and Questioned Costs. Compliance with the requirements of laws, regulations, contracts and grants applicable to each of its major federal programs is the responsibility of State Center Community College District's management. Our responsibility is to express an opinion on State Center Community College District's compliance based on our audit.

We conducted our audit of compliance in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America; and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*. Those standards and OMB Circular A-133 require that we plan and perform the audit to obtain reasonable assurance about whether noncompliance with the types of compliance requirements referred to above that could have a direct and material effect on a major federal program occurred. An audit includes examining, on a test basis, evidence about State Center Community College District's compliance with those requirements and performing such other procedures as we considered necessary in the circumstances. We believe that our audit provides a reasonable basis for our opinion. Our audit does not provide a legal determination on State Center Community College District's compliance with those requirements.

In our opinion, State Center Community College District complied, in all material respects, with the requirements referred to above that are applicable to each of its major federal programs for the year ended June 30, 2002.

Internal Control Over Compliance

The management of State Center Community College District is responsible for establishing and maintaining effective internal control over compliance with requirements of laws, regulations, contracts and grants applicable to federal programs. In planning and performing our audit, we considered State Center Community College District's internal control over compliance with requirements that could have a direct and material effect on a major federal program in order to determine our auditing procedures for the purpose of expressing our opinion on compliance and to test and report on internal control over compliance in accordance with OMB Circular A-133.

Our consideration of the internal control over compliance would not necessarily disclose all matters in the internal control that might be material weaknesses. A material weakness is a condition in which the design or operation of one or more of the internal control components does not reduce to a relatively low level the risk that noncompliance with applicable requirements of laws, regulations, contracts and grants that would be material in relation to a major federal program being audited may occur and not be detected within a timely period by employees in the normal course of performing their assigned functions. We noted no matters involving the internal control over compliance and its operation that we consider to be material weaknesses.

This report is intended for the information of the Board of Trustees, Management, the California State Chancellor's Office, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Vaurinek, Irine, Day & Co., LLP

Fresno, California
September 20, 2002



INDEPENDENT AUDITORS' REPORT ON STATE COMPLIANCE

Board of Trustees
State Center Community College District
Fresno, California

We have audited the financial statements of the State Center Community College District for the year ended June 30, 2002, and have issued our report thereon dated September 20, 2002. We conducted our audit in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial and compliance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States of America, and the State Chancellor's Office *Contracted District Audit Manual*. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles generally accepted in the United States of America used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

The District's management is responsible for the District's compliance with laws and regulations. In connection with the audit referred to above, we performed an audit for compliance as required in Section 400 of the California Chancellor's Office's California Community Colleges Contracted Audit Manual (CDAM), revised July 2002. The objective of the examination of compliance is to determine with reasonable assurance that the District complied with requirements for:

General Directives

MIS Implementation – Required Data Elements

Compliance Requirement

Each district shall have the ability to support timely, accurate and complete information for the following workload measures used in the calculation of State General Apportionment:

- Credit Full - Time Equivalent Student (FTES) is weekly census, daily census, actual hour of attendance and apprenticeship courses.
- Noncredit FTES in actual hours of attendance courses.
- Credit Student Headcount Data
- Gross square footage and FTES growth in new facilities.

Administrative

Salaries of Classroom Instructors (50 Percent Law)

Compliance Requirement

Each district's salaries of classroom instructors shall equal or exceed 50 percent of the district's current expense of education in accordance with Section 84362 of the *California Education Code*.

Gann Limit Calculation

Compliance Requirement

Each district shall calculate and adopt an appropriation limit annually in a public meeting. The calculation and adoption shall be verified by certified public accountants as part of the annual audit of financial statements.

Students Actively Enrolled

Compliance Requirement

Each district shall claim for apportionment purposes only the attendance of students actively enrolled in a course section as of the census date (if census procedures are used to record attendance in the course section).

Enrollment Fees

Compliance Requirement

Community Colleges are required to report the total amount students should have paid for enrollment fees for the purpose of determining each district's share of apportionment revenue.

Apportionment for Instructional Service Agreements/Contracts

Compliance Requirement

Community colleges may claim FTES for classes given at a contractor's site and use the contractor's employees as instructors for the classes if the following requirements are met:

- Programs must be approved by the State Chancellor's Office and courses must be part of those approved programs, or the District must have received delegated authority to separately approve those courses.
- Courses must be open to the general public.
- Students must be under the immediate supervision of a district employee.
- The District employee must possess valid credentials or meet the minimum qualifications required for the assignment.

Open Enrollment

Compliance Requirement

Community colleges shall comply with Title 5 provisions of the CCR related to open enrollment by the general public for all courses being submitted for state apportionment funding.

Student Services

Uses of Matriculation Funds

Compliance Requirement

The District is required to use local funds to support at least 75 percent of the matriculation activities with the remaining expenditures claimable against the State matriculation allocation. All expenditures related to the allocation, both State and locally funded portions, must be consistent with the District's State-approved matriculation plan and identifiable as matriculation related activities as authorized by the Seymour-Campbell Matriculation Act of 1986. This 25 percent State fund/75 percent local funds ratio is applied district-wide: not on a per college basis.

Special Programs

Extended Opportunity Programs and Service- (EOP&S) -Allocation of Costs

Compliance Requirement

Salaries of instructors teaching FTES generating classes, school counselors providing academic advisement, Student Services at the Dean level or above and financial aid officers conducting need analysis are not considered supportable charges against EOP&S accounts unless their activities require them to perform additional functions for the EOP&S program that are beyond the scope of services provided to all students in the normal performance of the regular duty assignments. These activities may be supported only to the extent of the supplementary services provided for EOP&S.

Extended Opportunity Programs and Services (EOP&S) – Administrator/Director Requirements

Compliance Requirement

District's accepting EOP&S funds are required to contribute from non-EOP&S sources the salary of the EOP&S administrator/director at the rate of 100 percent of salary and benefits for formal program activities associated with the implementation and operation of EOP&S specific activities over and above general supervision of EOP&S activities.

Economic Development Program (EDP)

Compliance Requirement

In addition to complying with standard grant conditions, community colleges must comply with state laws and regulations concerning:

- Procedures for subcontracts or grant amendments including appropriate authorization by the Chancellor's Office
- Procurement procedures
- Travel authorization
- Hiring procedures
- Appropriate use of fiscal agents

Facilities Program

Scheduled Maintenance Program

Compliance Requirement

Funds provided by the State must be to supplement, not supplant, District deferred maintenance funds. This is defined as the amount spent in fiscal year 1995-96 for Operation and Maintenance of Plant increased by an amount equal to the State's contribution and District's match for the Scheduled Maintenance Program for the year being audited.

Based on our audit, we found that, for the items tested, the State Center Community College District complied with the laws and regulations referred to above. Further, based on our audit, for items not tested, nothing came to our attention to indicate that the State Center Community College District had not complied with the laws and regulations.

This report is intended solely for the information of the Board of Trustees, Management, the California State Chancellor's Office, and federal awarding agencies and pass-through entities and is not intended to be and should not be used by anyone other than these specified parties.

Jaurinek, Irine, Day & Co., LLP

Fresno, California
September 20, 2002

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SUMMARY OF AUDITORS' RESULTS
FOR THE YEAR ENDED JUNE 30, 2002**

FINANCIAL STATEMENTS

Type of auditors' report issued:	<u>Unqualified</u>
Internal control over financial reporting:	
Material weakness identified?	<u>No</u>
Reporting conditions identified not considered to be material weaknesses?	<u>Yes</u>
Noncompliance material to financial statements noted?	<u>No</u>

FEDERAL AWARDS

Internal control over major programs:	
Material weaknesses identified?	<u>No</u>
Reporting conditions identified not considered to be material weaknesses?	<u>None reported</u>
Type of auditors' report issued on compliance for major programs:	<u>Unqualified</u>
Any audit findings disclosed that are required to be reported in accordance with Circular A-133, Section .510(a)	
Identification of major programs:	<u>No</u>

<u>CFDA Number</u>	<u>Name of Federal Program or Cluster</u>
84.063	Pell Grants
_____	_____
_____	_____
_____	_____

Dollar threshold used to distinguish between Type A and Type B programs:	<u>\$ 936,400</u>
Auditee qualified as low-risk auditee?	<u>Yes</u>

STATE AWARDS

Internal control over state programs:	
Material weaknesses identified?	<u>No</u>
Reporting conditions identified not considered to be material weaknesses?	<u>None reported</u>
Type of auditors' report issued on compliance for state programs:	<u>Unqualified</u>

STATE CENTER COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2002

The following findings represent reportable conditions related to the financial statements that are required to be reported in accordance with *Government Auditing Standards*.

FRESNO CITY COLLEGE ASSOCIATED STUDENT BODY

Cash Disbursements

2002-1 Finding

Various opportunities to enhance internal controls were noted in our review of Student Body account disbursements. Here are the items that were noted:

- Many purchases pre-dated the purchase orders.
- Many of the disbursements only had the Student Activity Director's authorization.
- One disbursement was made to, and approved by the payee.

The purposes of internal controls are to provide segregation of duties, verification of funds availability, and proper authorization by officer of clubs or other accounts. The issues noted above circumvent these intended controls.

Recommendation

The Student Body has revised their purchasing policies, however these controls are not being implemented. Purchases should only be made once the formalized purchasing and disbursement process has been completed. This ensures that money is available and the purchase is appropriate and authorized. In addition, in instances where the payee is also authorized to approve the payment, other authorized individuals should approve it. This ensures that there have been adequate controls over the transaction.

District Response

We agree with the audit finding. Established procedures will be implemented and checked for compliance.

2002-2 Finding

During our examination of the cash receipts procedures for the Student Body. We noted the following:

- Deposits lack adequate supporting documentation. The only documentation provided is a cash verification (cash count) sheet and copies of checks from payors (when applicable).
- Monies collected by instructors/advisors are not deposited to the cashier in a timely manner.

STATE CENTER COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2002

Recommendation

As the Business Office is responsible for deposit and posting of these funds, they should also implement procedures to increase the controls. This will ensure that all funds collected by the campus are actually being deposited. The control feature should include receipts being issued to payers by campus staff or some sort of revenue potential summary being prepared. Such as a participant register that would note the date and amount of payment, signed by the payers, which should be turned in as documentation for the deposit. Should receipt books be used as a control, which is highly recommended, carbons of the receipts issued to payers should be forwarded along with the cash to the Business Office. The receipts should be totaled, verified to the deposit, examined for timeliness of deposit, and reviewed for numerical and chronological order. This monitoring procedure would increase the controls to ensure that all fees collected have been deposited.

District Response

We agree with the audit finding. The Business Office will use revenue potential forms as backup documentation and issue receipt books to all student body account entities and maintain tracking of receipt numbers.

Revenue Potentials

2002-3 Finding

Revenue potential forms are not being used to document and control fund-raising activities as they occur. These forms supply an element of internal controls without which it is difficult to determine the success of a fund-raiser and to track money as it is spent and received.

STATE CENTER COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2002

Recommendation

As the revenue potential form is a vital internal control tool, it should be used to document revenues, expenditures, potential revenue and actual revenue. This allows an analysis of the fund-raiser to be conducted, indicating to the staff the success or failure of the completed project. The revenue potential also indicates weak control areas in the fund-raising procedures at the site, including lost or stolen merchandise, problems with collecting all moneys due and so forth. The revenue potential form used at the site should contain four major elements. These are:

1. Potential Income - This lists the selling price of the item, multiplied by the number of items purchased. To compute the total income that should be deposited from this fund-raiser if all the items were sold and all the money was turned in. This element should also be utilized to track the cost of the items, check numbers used to purchase the items, and the purchase dates. This purchasing information is a good reference source for future sales and also tracks to cost so that profits can be determined.
2. Receipts/Fund-Raiser Deposits - This records all deposits turned in which are from funds generated from the sale. The receipt number issued to the advisor, date, and deposit amount should be logged. This is necessary to be able to recap the deposits of the sale and to trace these deposits to the appropriate accounts at the end of the sale to the appropriate accounts to ensure that all postings were correct.
3. Analysis - This section is used to compare the potential income as calculated in the Potential Income section, to the actual funds raised as calculated in the Receipts/Fund-Raiser Deposits section. The difference between these two amounts should be documented explained. The explanation can consist of merchandise not sold, merchandise lost or destroyed, or funds lost or stolen.
4. Recap - This section figures the net profit of the sale. Further fund-raisers of this type can be planned or canceled depending on the information calculated in this section.

District Response

We agree with the audit finding. Revenue potential forms will be developed to contain the above four major elements and be distributed for use. The Business Office will periodically monitor the usage of the form for compliance and accuracy of information provided.

REEDLEY COLLEGE ASSOCIATED STUDENT BODY

2002-4 Finding

During our testing of the cash disbursement procedures for the Associated Student Body, we noted the following:

- Not all purchases have an authorized Purchase Order on file.
- Purchases are made prior to receiving the proper authorization from the Student Body.
- Some Purchase Orders lacked a student authorization.

STATE CENTER COMMUNITY COLLEGE DISTRICT

FINANCIAL STATEMENT FINDINGS AND RECOMMENDATIONS FOR THE YEAR ENDED JUNE 30, 2002

Recommendation

The site should review the cash disbursement procedures outlined in the California Department of Education's manual titled, "Accounting and Procedures for Student Organizations." The manual explains that three signatures, one being a student representative, are required pursuant to California Educational Code Section 48933(5)(b) on all disbursements from a Student Body account *prior* to the purchase of merchandise or services.

District Response

We agree with the audit finding. Procedures have been established, adherence will be enforced, and compliance will be monitored.

Cash Receipts

2002-5 Finding

During our examination of the cash receipts we noted that funds are received through quarter operated pool tables, ping pong tables and video games. The activities director collects the quarters from the pool tables and ping pong tables and takes them to the cafeteria in exchange for cash. The cash is then counted by the ASB secretary and then deposited with the Student Services cashier. The quarters from the video games are collected by the owner of the machines and also taken to the cafeteria in exchange for cash. The ASB receives half of the amount collected and the other half is given to the owner of the machines. The ASB then deposits their half to the Student Services cashier. This exchange of funds does not indicate good internal controls over the flow of cash.

Recommendation

The site should create a form for the cafeteria personnel to use that would document how many quarters were received from the pool tables, ping-pong tables, and video games. For the video games, the total amount collected would be documented and then the amount for deposit by the ASB would be documented. This form should then be forwarded directly to the Student Services cashier, who would be able to verify the amount deposited by the ASB to the amount that is on the form.

District Response

We agree with the audit finding. Procedures will be established, adherence will be enforced, and compliance will be monitored.

STATE CENTER COMMUNITY COLLEGE DISTRICT

**FEDERAL AWARDS FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2002**

There were no findings representing reportable conditions, material weaknesses, nor instances of noncompliance including questioned costs that are required to be reported by OMB Circular A-133.

STATE CENTER COMMUNITY COLLEGE DISTRICT

**STATE AWARDS FINDINGS AND QUESTIONED COSTS
FOR THE YEAR ENDED JUNE 30, 2002**

There were no findings representing instances of noncompliance and questioned costs relating to state program laws and regulations.

STATE CENTER COMMUNITY COLLEGE DISTRICT

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
FOR THE YEAR ENDED JUNE 30, 2002**

Except as specified in previous sections of this report, summarized below is the current status of all audit findings reported in the prior year's schedule of audit findings and questioned costs.

2001-1 Finding

In our testing on the validity of year-end accruals for accounts receivables, we noted that there were \$241,985 of student receivables that were more than one year old. The collection of these items is probably doubtful.

Recommendation

The District should review the collection history on these accounts, and establish a bad debt allowance that would reflect the collection history for these type of receivables.

Current Status

Implemented.

2001-2 Finding

In our examination of the equipment inventory, we noted that the District does not maintain a complete and current listing of equipment. Assets are tagged, but there is no centralized system capable of tracking information related to such assets. Equipment tracking forms are currently being used, but not on a continuous basis with participation from all departments.

Recommendation

The District should review the overall equipment control process and implement checks and balances as well as uniform procedures to ensure completeness of the equipment listings and control over the accountability of the equipment.

Current Status

Implemented.

FRESNO CITY COLLEGE ASSOCIATED STUDENT BODY

Cash Disbursements

2001-3 Finding

During our review of the purchasing procedures of the Student Body account we noted that purchases are made prior to obtaining authorization (through a purchase order and/or check request).

STATE CENTER COMMUNITY COLLEGE DISTRICT

SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS FOR THE YEAR ENDED JUNE 30, 2002

Recommendation

Purchases should only be made once the formalized purchasing and disbursement process has been completed. This ensures that money is available and the purchase is appropriate and authorized. In addition, in instances where the payee is also authorized to approve the payment, other authorized individuals should approve it. This ensures that there have been adequate controls over the transaction.

Current Status

Not implemented.
See current year findings and recommendations.

2001-4 Finding

We noted various deposits relating to activities, the largest one noted was the Ram Camp, which the deposit backup only contained a cash verification/count sheet and copies of checks from payor's. As the Business Office is responsible for deposit and posting of these funds, they should also implement procedures to increase the controls to ensure that all funds collected by the campus for events are actually being deposited.

Recommendation

The controls feature should include receipts being issued to payor's by campus staff or some sort of revenue potential summary being prepared, such as a participant register that would note the date and amount of payment, signed by the payor's which should be turned in as documentation for the deposit. Should receipt books be used as a control, which is highly recommended, the books should be forwarded along with the cash to the Business Office. The receipts should be totaled, verified to the deposit, and reviewed for numerical and chronological order.

Current Status

Implemented.

An activity recap can also be used which could include a register of participants. The register could be used to determine the actual amount of fee's that should have been collected (number of participants times the fee) which should then be compared to the total deposits processed for the activity by the Business Office. This monitoring procedure would increase the controls to ensure that all fees have actually been deposited.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Adopt Resolution No. 03-21 ITEM NO. 03-21
 Certifying to the Boards of Supervisors of Fresno
 County, Madera County, Tulare County, and Kings
 County, All Proceedings in the November 5, 2002,
 General Obligation Bond Elections

EXHIBIT: Resolution

Background:

The Board of Trustees previously adopted a Resolution requesting that Fresno, Madera, Tulare and Kings Counties each call an election for general obligation bonds to be held on November 5, 2002. The Bond Election was held and conducted for the purpose of voting a measure for the issuance of bonds in the amount of \$161,000,000. As a result of the election, the Board finds, determines, and certifies as follows:

- a) that an entry be made upon the minutes of the meeting that the Bond Measure has been approved by more than 55% of the votes cast at the Bond Election;
- b) that all proceedings of the District in connection with the Bond Election have been accomplished according to law; and
- c) that the Secretary of the Board is hereby requested to deliver a copy of this Resolution with the statement of results to the Fresno County Superintendent of Schools and the Clerk of the Board of Supervisors of each of the Counties.

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 03-21, Certifying to the Boards of Supervisors of Fresno County, Madera County, Tulare County, and Kings County All Proceedings in the November 5, 2002, General Obligation Bond Election.

**STATE CENTER COMMUNITY COLLEGE DISTRICT
RESOLUTION NO. 03-21**

RESOLUTION OF THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT CERTIFYING TO THE BOARDS OF SUPERVISORS OF FRESNO COUNTY, MADERA COUNTY, TULARE COUNTY AND KINGS COUNTY ALL PROCEEDINGS IN THE NOVEMBER 5, 2002 GENERAL OBLIGATION BOND ELECTION

WHEREAS, the Board of Trustees of the State Center Community College District (the "District") previously adopted a resolution requesting Fresno County, Madera County, Tulare County and Kings County (collectively, the "Counties") to each call an election for general obligation bonds (the "Bond Election") to be held on November 5, 2002; and

WHEREAS, such resolution was duly delivered to the County Clerk and Registrar of Voters of each of the Counties; and

WHEREAS, notice of the Bond Election was duly given; and

WHEREAS, on November 5, 2002, the Bond Election was duly held and conducted for the purpose of voting a measure for the issuance of bonds of the District in the amount of \$161,000,000 (the "Bond Measure"); and

WHEREAS, based on the statement of results, copies of which are attached hereto as Exhibit "A," more than fifty-five percent of the votes cast on the Bond Measure were in favor of issuing the aforementioned bonds.

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT DOES HEREBY FIND, DETERMINE AND CERTIFY AS FOLLOWS:

Section 1. That entry be made upon the minutes of the meeting that the Bond Measure has been approved by more than fifty-five percent of the votes cast at the Bond Election.

Section 2. That all proceedings of the District in connection with the Bond Election have been accomplished according to law.

Section 3. That the Secretary of the Board is hereby requested to deliver a copy of this Resolution with the statement of results to the Fresno County Superintendent of Schools and the Clerk of the Board of Supervisors of each of the Counties.

ADOPTED, SIGNED AND APPROVED this 7th day of January, 2003.

BOARD OF TRUSTEES OF THE STATE CENTER
COMMUNITY COLLEGE DISTRICT

President

ATTEST:

Secretary

STATE OF CALIFORNIA)
)
FRESNO COUNTY)

I, Patrick E. Patterson, do hereby certify that the foregoing Resolution No. 03-21 was duly adopted by the Board of Trustees of the State Center Community College District at a meeting thereof held on the 7th day of January, 2003 and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By: _____
Secretary of the Board of Trustees of the
State Center Community College District

EXHIBIT A

Statement of Results

County of Fresno	A-2 to A-5
County of Madera	A-5 to A-10
County of Tulare	A-11 to A-14
County of Kings	A-15 to A-23

CERTIFICATE OF FRESNO COUNTY CLERK

I, VICTOR E. SALAZAR, County Clerk/Registrar of Voters of the County of Fresno, State of California, do hereby certify, in connection with the bond election held on November 5, 2002 in the State Center Community College District, the following:

1. On August 7, 2002 the Board of Trustees of the State Center Community College District delivered copies of:
 - (a) The resolution and order of election.
 - (b) The formal notice of election.
2. (a) On or prior to October 1, 2002, a sample ballot designating the polling place of such voter and the time of said election was mailed postage prepaid, to each registered voter residing within the District in each regular state and county election precinct located in whole or in part in said District. Said date of mailing was at least ten (10) days before the date fixed for said election. Copies of said sample ballot marked Exhibit A are attached hereto.
 - (b) With said sample ballot an analysis of each measure on the ballot, prepared by the Fresno County Counsel, was transmitted to each voter. A copy of said analysis is included in Exhibit A.
 - (c) With said sample ballot a tax rate statement, prepared pursuant to Elections Code Section 9401, was transmitted to each voter. A copy of said statement so mailed is included in Exhibit A.
3. With said sample ballot I transmitted to the voter printed arguments pertaining to the measure, which said arguments were filed with me on or before August 16, 2002.
4. On August 15, 2002, publication was made pursuant to Elections Code Section 9502.

Dated: December 3, 2002

VICTOR E. SALAZAR
COUNTY CLERK/REGISTRAR OF VOTERS



Lourdes R. Pelayo
Elections Program Technician



Election Summary Report
 General Election
 Summary For Jurisdiction Wide, All Counters, All Races
 Final Official Results

Date: 12/03/02
 Time: 09:14:54
 Page: 18 of 19

Registered Voters 337096 - Cards Cast 159728 47.38%

Num. Report Precinct 731 - Num. Reporting 731 100.00%

C. COUNTY OF FRESNO		
TRANSPORTATION		
	Total	
Number of Precincts	731	
Precincts Reporting	731	100.00%
Vote For	1	
Ballots Cast	159728/337096	47.38%
Total Votes	141998	
Times Blank Voted	17567	
Times Over Voted	163	
Number Of Under Votes	0	
YES, SI	76527	53.89%
NO, NO	65471	46.11%

H. CITY OF FOWLER ADVISORY		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For	1	
Ballots Cast	735/1565	46.96%
Total Votes	641	
Times Blank Voted	94	
Times Over Voted	0	
Number Of Under Votes	0	
YES, SI	493	76.91%
NO, NO	148	23.09%

D. CITY OF FIREBAUGH MEASURE		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For	1	
Ballots Cast	656/1441	45.52%
Total Votes	571	
Times Blank Voted	81	
Times Over Voted	4	
Number Of Under Votes	0	
NO, NO	306	53.59%
YES, SI	265	46.41%

I. CITY OF FOWLER MEASURE		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For	1	
Ballots Cast	735/1565	46.96%
Total Votes	644	
Times Blank Voted	89	
Times Over Voted	2	
Number Of Under Votes	0	
YES, SI	337	52.33%
NO, NO	307	47.67%

E. STATE CENTER COM COLLEGE		
	Total	
Number of Precincts	675	
Precincts Reporting	675	100.00%
Vote For	1	
Ballots Cast	153677/324691	47.33%
Total Votes	132910	
Times Blank Voted	20683	
Times Over Voted	84	
Number Of Under Votes	0	
YES, SI	76879	57.84%
NO, NO	56031	42.16%

J. MERCED COMM COLLEGE		
	Total	
Number of Precincts	1	
Precincts Reporting	1	100.00%
Vote For	1	
Ballots Cast	231/429	53.85%
Total Votes	211	
Times Blank Voted	20	
Times Over Voted	0	
Number Of Under Votes	0	
NO, NO	133	63.03%
YES, SI	78	36.97%

G. DOS PALOS-ORO LOMA UNIFIED		
	Total	
Number of Precincts	3	
Precincts Reporting	3	100.00%
Vote For	1	
Ballots Cast	295/596	49.50%
Total Votes	277	
Times Blank Voted	17	
Times Over Voted	1	
Number Of Under Votes	0	
YES, SI	173	62.45%
NO, NO	104	37.55%

K. DINUBA UNIFIED MEASURE		
	Total	
Number of Precincts	2	
Precincts Reporting	2	100.00%
Vote For	1	
Ballots Cast	11/19	57.89%
Total Votes	10	
Times Blank Voted	1	
Times Over Voted	0	
Number Of Under Votes	0	
YES, SI	10	100.00%
NO, NO	0	0.00%

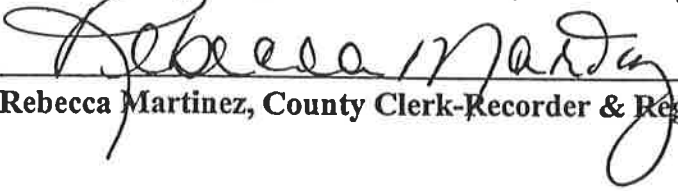
OFFICIAL ELECTION SUMMARY
of the
CONSOLIDATED GENERAL ELECTION
held on
NOVEMBER 5, 2002
in the
COUNTY OF MADERA, STATE OF CALIFORNIA

**Certificate of the County Clerk-Recorder & Registrar of Voters
to the Results of the Official Canvass of the Consolidated General Election**

**County of Madera
State of California**

I, Rebecca Martinez, County Clerk-Recorder & Registrar of Voters of said County, do hereby certify that, in accordance with the provisions of Section 15300 of the California Elections Code, I did Canvass the returns of the votes cast in Madera County, at the Consolidated General Election held on November 5, 2002, which were submitted to the vote of the voters, and that the Official Election Summary to which this certificate is attached, shows the number of votes cast and that the totals shown are full, true and correct.

WITNESS my hand and Official Seal, this 21st day of November, 2002.



Rebecca Martinez, County Clerk-Recorder & Registrar of Voters





OFFICIAL RESULTS
Cumulative Totals

Consolidated General Election
November 5, 2002

Registration and Turnout
All Voters

Complete Precincts:	98 of 98
Total Registered Voters	43,036
Precinct Registration	43,036
Precinct Ballots Cast	17,259
Absentee Ballots Cast	9,615
Total Ballots Cast	26,874

Complete Precincts:	98 of 98
Keith Olberg	15,162
Kevin Shelley	8,274
Gail K. Lightfoot	745
Louise Marie Allison	508
Larry Shoup	422
Edward C. Noonan	377
Valli Sharpe-Geisler	176
Write-in candidate(s)	20

Complete Precincts:	98 of 98
Dick Ackerman	14,785
Bill Lockyer	9,624
Diane Beall Templin	738
Glen Freeman Mowrer	492
Ed Kuwata	377
Write-in candidate(s)	22

Governor

Complete Precincts:	98 of 98
Bill Simon	15,998
Gray Davis	8,217
Reinhold Gulke	651
Gary David Copeland	517
Peter Miguel Camejo	517
Iris Adam	269
Write-in candidate(s)	138

Complete Precincts:	98 of 98
Tom Mc Clintock	15,524
Steve Westly	8,340
Laura Wells	988
J Carlos Aguirre	538
Ernest F. Vance	359
Write-in candidate(s)	16

Insurance Commissioner

Complete Precincts:	98 of 98
Gary Mendoza	14,925
John Garamendi	8,446
Dale F. Ogden	742
Raul Calderon, Jr	634
Steve Klein	553
David I. Sheidlower	525
Write-in candidate(s)	19

Lieutenant Governor

Complete Precincts:	98 of 98
Bruce Mc Pherson	14,722
Cruz M. Bustamante	9,918
Donna J. Warren	503
Jim Kling	443
Pat Wright	299
Paul Jerry Hannosh	245
Kalee Przybylak	192
Write-in candidate(s)	20

Complete Precincts:	98 of 98
Greg Conlon	14,514
Phil Angelides	8,871
Jeanne-Marie Rosenmeier	773
Marian Smithson	517
Sylvia Valentine	409
Nathan E. Johnson	371
Write-in candidate(s)	32

Board Of Equalization
2nd District

Complete Precincts:	98 of 98
Bill Leonard	16,324
Tom Y. Santos	8,648
Write-in candidate(s)	47

Treasurer

Complete Precincts:	98 of 98
Greg Conlon	14,514
Phil Angelides	8,871
Jeanne-Marie Rosenmeier	773
Marian Smithson	517
Sylvia Valentine	409
Nathan E. Johnson	371
Write-in candidate(s)	32

U S Representative 18th District
Complete Precincts: 5 of 5

Dick Montelth	266	69.3%
Dennis A. Cardoza	103	26.8%
Kevin H. Cripe	12	3.1%
Linda De Groat	3	0.8%
Write-in candidate(s)	0	0.0%

U S Representative 19th District
Complete Precincts: 93 of 93

George Radanovich	17,712	69.7%
John Veen	7,011	27.6%
Patrick Lee Mc Hargue	634	2.5%
Write-in candidate(s)	62	0.2%

State Senator 12th District
Complete Precincts: 48 of 48

Jeff Denham	4,911	52.7%
Rusty Areias	3,985	42.8%
David Eaton	403	4.3%
Write-in candidate(s)	14	0.2%

State Senator 14th District
Complete Precincts: 50 of 50

Chuck Poochigian	12,892	96.3%
Write-in candidate(s)	492	3.7%

Member Of The Assembly 25th District
Complete Precincts: 55 of 55

Dave Cogdill	10,067	70.2%
E Denise Smith	4,239	29.6%
Write-in candidate(s)	34	0.2%

Member Of The Assembly 29th District
Complete Precincts: 43 of 43

Steve Samuelian	6,109	56.4%
Richard Martinez, Jr	4,385	40.5%
Jonathan Zwickel	315	2.9%
Write-in candidate(s)	13	0.1%

Associate Justice Baxter
Complete Precincts: 98 of 98

Yes	14,020	70.3%
No	5,930	29.7%

Associate Justice Moreno
Complete Precincts: 98 of 98

Yes	13,052	64.9%
No	7,049	35.1%

Assoc Justice Werdegarr
Complete Precincts: 98 of 98

Yes	14,214	69.7%
No	6,188	30.3%

Assoc Justice Dibiaso
Complete Precincts: 98 of 98

Yes	12,775	65.3%
No	6,787	34.7%

Associate Jstc Cornell
Complete Precincts: 98 of 98

Yes	13,846	71.4%
No	5,540	28.6%

Assoc Justice Gomes
Complete Precincts: 98 of 98

Yes	14,116	69.7%
No	6,129	30.3%

State Superintendent of Public Instruction
Complete Precincts: 98 of 98

Jack O Connell	13,460	58.6%
Katherine H. Smith	9,378	40.8%
Write-in candidate(s)	142	0.6%

Governing Board Member SCCCD- Area 1
Complete Precincts: 87 of 87

Isabel Barreras	9,873	50.8%
Robert "Bobby" Kahn, Jr.	9,452	48.6%
Write-in candidate(s)	124	0.6%



OFFICIAL RESULTS
Cumulative Totals

Consolidated General Election
November 5, 2002

Governing Board Member SCCCD - Area 4		87 of 87
Complete Precincts:		
Leslie W Thonesen	6,625	34.8%
Carl J Buxman	4,564	24.0%
Mark Dallos	4,400	23.1%
Enld Perez	3,294	17.3%
Write-in candidate(s)	142	0.7%

Governing Board Member SCCCD - Area 5		87 of 87
Complete Precincts:		
Dorothy (Dottie) Smith	10,540	56.6%
Daniel Garcia Payne	7,971	42.8%
Write-in candidate(s)	120	0.6%

Governing Board Member Golden Valley Unified SD		5 of 5
Complete Precincts:		
Mona Diaz	1,145	19.1%
Mark J Huddleston	950	15.9%
Bill Bell	853	14.2%
Don Macdonell	761	12.7%
Kent C. Rldge	718	12.0%
Joanne Doss	563	9.4%
Marta Escarcega	516	8.6%
William L. Gorman	475	7.9%
Write-in candidate(s)	8	0.1%

Governing Board Member MUSD		55 of 55
Complete Precincts:		
Lisa Frausto	5,523	16.5%
Mike Westley	4,555	13.6%
Phillp D. Janzen	4,269	12.7%
John Peters	4,032	12.0%
Ryan Wade	3,780	11.3%
Dino A. Petrucci	3,423	10.2%
George A. Crafion	3,372	10.1%
Frank P. Stapleton, Jr	2,324	6.9%
Scott Boghosian	2,198	6.6%
Write-in candidate(s)	62	0.2%

Governing Board Member Chaw USD - Spring Valley		6 of 6
Complete Precincts:		
Barbara Bigelow	1,564	94.6%
Write-in candidate(s)	90	5.4%

Governing Board Member Chaw USD - S View Ar		6 of 6
Complete Precincts:		
Sylvia Huddleston	951	30.0%
Roy B. Robinette	583	18.4%
Art Johnson	496	15.7%
Jeff Rummy	394	12.4%
Dale Overbay	369	11.7%
Sharalyn Ayers	365	11.5%
Write-in candidate(s)	8	0.3%

Governing Board Member Chaw USD - North Fork		6 of 6
Complete Precincts:		
Claudia Box	1,298	43.1%
Rob Russell	863	28.6%
Clifford A. Smith	832	27.6%
Write-in candidate(s)	20	0.7%

Governing Board Member Chowchilla High School		10 of 10
Complete Precincts:		
Mike Cargill	1,007	17.6%
Dan Maddalena	1,002	17.5%
Charlene Espinola	644	11.3%
David B. Rogers	635	11.1%
Rebecca Murdoch	582	10.2%
Mark Borba	563	9.8%
Leland Decker	443	7.7%
David Norman Grabar	348	6.1%
Antoinette Gaines	289	5.1%
Evon Grabar	192	3.4%
Write-in candidate(s)	14	0.2%

Governing Board Member Yosemite HS - Oakhurst		21 of 21
Complete Precincts:		
Priscilla Pike	3,755	57.3%
Dennis Adams	2,777	42.4%
Write-in candidate(s)	25	0.4%



OFFICIAL RESULTS
Cumulative Totals

Consolidated General Election
November 5, 2002

Governing Board Member Yosemite HS - Bass Lake Complete Precincts: 21 of 21		Governing Board Member Coarsegold School Dist Number To Vote For: 3 Complete Precincts: 8 of 8			
Bert Mc Swain	3,243	51.2%	Greg Schoonard	1,720	26.5%
Dan Burrow	3,061	48.3%	Christine Wilder	1,351	20.8%
Write-in candidate(s)	27	0.4%	Kathy Casey	1,271	19.6%
Governing Board Member Alview-Dairyland SD Number To Vote For: 3 Complete Precincts: 4 of 4		Governing Board Member Fresno Bd of Ed - Area 1 Complete Precincts: 1 of 1			
Glen Rutledge	225	24.1%	Keith Eubanks	59	55.1%
Kelsey Bruecker	208	22.2%	Charles S. Francis	32	29.9%
Tom Fry	175	18.7%	Floyd Harris	15	14.0%
Kelle Ray	162	17.3%	Write-in candidate(s)	1	0.9%
Mark Sandlin	158	16.9%	Member Of City Council City of Madera Number To Vote For: 3 Complete Precincts: 26 of 26		
Write-in candidate(s)	7	0.7%	Gordon E. Skeels	3,073	20.0%
Governing Board Member Bass Lake SD - Oakhurst Number To Vote For: 2 Complete Precincts: 12 of 12		Member Of City Council City of Madera Number To Vote For: 3 Complete Precincts: 26 of 26			
Ron Bucheger	1,861	38.9%	M.J. "MaryJane" Nabors	2,885	18.7%
Thayne Nilmeier	1,556	32.6%	John W. Wells	2,757	17.9%
Bill Stolp	1,350	28.2%	Herman Perez	2,751	17.9%
Write-in candidate(s)	13	0.3%	Donald C. Horal	2,174	14.1%
Governing Board Member Bass Lake SD - Ahwahnee Complete Precincts: 12 of 12		Member Of City Council City of Madera Number To Vote For: 3 Complete Precincts: 26 of 26			
Leslie Parish	2,120	57.8%	Natalie Jean Morris	1,730	11.2%
David L. Read	1,536	41.9%	Write-in candidate(s)	30	0.2%
Write-in candidate(s)	13	0.4%	Director - Division 2 MID Complete Precincts: 56 of 56		
Prop 46 Shelter Trust Fund 2002 Complete Precincts: 98 of 98		Prop 47 Education Bond Act 2002 Complete Precincts: 98 of 98			
Yes	11,247	44.6%	Yes	11,712	46.4%
No	13,980	55.4%	No	13,512	53.6%
Prop 48 Court Consolidation Complete Precincts: 98 of 98		Prop 49 School Programs Complete Precincts: 98 of 98			
Yes	15,188	62.9%	Yes	12,962	50.9%
No	8,948	37.1%	No	12,480	49.1%
Prop 50 Water Quality Complete Precincts: 98 of 98		Prop 50 Water Quality Complete Precincts: 98 of 98			
Yes	8,137	32.6%	Yes	8,137	32.6%
No	16,798	67.4%	No	16,798	67.4%
Ron Pistorosi John D. West Write-in candidate(s)		Ron Pistorosi John D. West Write-in candidate(s)			
4,469	60.9%	4,469	60.9%		
2,840	38.7%	2,840	38.7%		
24	0.3%	24	0.3%		

Prop 51 Transportation		Complete Precincts:	98 of 98
Yes	8,080	33.0%	
No	16,437	67.0%	
		Complete Precincts:	98 of 98
Yes	7,822	34.1%	
No	15,118	65.9%	

Prop 52 Election Day Reg		Complete Precincts:	98 of 98
Yes	8,658	34.4%	
No	16,497	65.6%	
		Complete Precincts:	87 of 87
Bonds Yes	11,179	49.5%	
Bonds No	11,400	50.5%	

Road Improvement Measure A		Complete Precincts:	98 of 98
Yes	12,794	50.6%	
No	12,471	49.4%	

MUSD Bond Measure B		Complete Precincts:	55 of 55
Yes	6,812	63.5%	
No	3,917	36.5%	

Merced College Bond Measure H		Complete Precincts:	9 of 9
Yes	1,028	49.0%	
No	1,071	51.0%	



TULARE COUNTY AUDITOR-CONTROLLER REGISTRAR OF VOTERS

221 South Mooney Blvd. – Room G-28 – Visalia, CA 93291
Telephone: (559) 733-6275

HILEY WALLIS
Elections Division Manager

KIMBERLEE SHANNON
Elections Supervisor

CERTIFICATION OF RESULTS GENERAL ELECTION NOVEMBER 5, 2002

STATE OF CALIFORNIA)
)ss
COUNTY OF TULARE)

I, Jimmy R. Allen, Registrar of Voters of said County, do hereby certify that, pursuant to section 15301 and following sections of the Elections Code, I did canvass the returns of the votes cast in the said County at the General Election held on November 5, 2002, and that the Statement of Votes Cast, to which this certificate is attached, shows the total number of votes cast in said County and in each of the respective precincts therein, and that the totals as shown for and against the measure are full, true, and correct.

WITNESS my hand and Official Seal this 25th day of November 2002.

JIMMY R. ALLEN
REGISTRAR OF VOTERS

Hiley Wallis
Hiley Wallis,
Election Division Manager



Statement of Votes Cast
GENERAL ELECTION
November 5, 2002

2-161

	STATE CENTER COMM COLL AREA 1				STATE CENTER COMM COLL AREA 4							
	Reg. Voters	Times Counted	ISABEL BARRERAS	ROBERT (BOBBY) KAHN	Write-In Votes	Reg. Voters	Times Counted	ENID PEREZ	CARL J. BUXTMAN	MARK DALLOS	LESLIE W. THONSEN	Write-In Votes
Jurisdiction Wide												
0000829	16	11	4	1	0	16	11	0	6	0	1	0
0000830	21	14	3	4	0	21	14	0	2	4	2	0
0000837	452	225	60	100	0	452	225	17	86	28	55	0
0000845	227	78	56	18	0	227	78	36	11	16	12	0
0000846	102	28	17	6	0	102	28	7	5	5	5	0
0000847	3	1	1	0	0	3	1	0	0	1	0	0
0000848	10	7	3	4	0	10	7	2	3	0	1	0
0000849	101	60	16	31	0	101	60	7	17	12	15	0
0000853	72	50	15	19	0	72	50	1	20	0	22	0
0000854	82	48	28	16	0	82	48	8	13	4	17	0
0000898	3	2	0	0	0	3	2	0	0	0	0	0
0000899	0	0	0	0	0	0	0	0	0	0	0	0
0000999	0	0	0	0	0	0	0	0	0	0	0	0
0038401	488	125	90	17	0	488	125	46	21	16	24	1
0038402	581	173	102	51	0	581	173	58	38	34	27	1
0038405	474	158	91	41	0	474	158	51	32	17	39	1
0038406	321	123	66	36	0	321	123	31	39	17	27	0
0038407	376	153	74	56	1	376	153	27	53	18	35	1
0038414	539	182	96	52	1	539	182	43	38	31	43	0
0038497	693	319	145	109	1	693	319	50	100	52	78	1
0038498	648	174	126	34	0	648	174	77	22	26	31	0
0038499	706	258	135	86	0	706	258	60	66	40	57	0
0039414	434	155	54	69	0	434	155	15	81	13	30	0
0039415	320	122	49	46	0	320	122	28	42	12	26	1
0079400	506	255	79	116	0	506	255	15	117	27	59	0
0081400	353	161	40	71	0	353	161	6	59	18	49	0
0094400	334	73	34	28	0	334	73	18	39	8	3	0
0146411	311	112	41	55	0	311	112	22	35	11	34	0
0158400	294	121	67	28	0	294	121	26	38	14	22	0
0173401	145	89	28	31	1	145	89	1	44	12	18	0
0173402	229	119	28	53	0	229	119	2	48	15	42	0
8000037	16	0	0	0	0	16	0	0	0	0	0	0
8000038	21	0	0	0	0	21	0	0	0	0	0	0
8000045	452	1	1	0	0	452	1	0	1	0	0	0
8000053	715	60	43	9	0	715	60	25	10	12	9	0
8000054	1287	165	85	43	0	1287	165	37	35	32	32	0
8000055	2140	266	116	102	0	2140	266	30	91	41	72	0
8000056	1013	114	41	46	0	1013	114	9	36	9	38	0
8000057	3	0	0	0	0	3	0	0	0	0	0	0
8000058	10	0	0	0	0	10	0	0	0	0	0	0
8000059	732	91	30	45	2	732	91	7	30	9	35	1
8000060	768	108	29	54	0	768	108	8	40	18	31	0
8000066	72	0	0	0	0	72	0	0	0	0	0	0
8000067	82	1	0	1	0	82	1	0	1	0	0	0
8000070	0	0	0	0	0	0	0	0	0	0	0	0
8000088	506	84	27	34	0	506	84	5	35	3	29	0
8000089	353	77	20	33	1	353	77	2	22	11	32	1
8000130	439	33	10	13	1	439	33	0	12	8	8	0
8000131	3	0	0	0	0	3	0	0	0	0	0	0
8000132	0	0	0	0	0	0	0	0	0	0	0	0
8000144	229	40	9	18	0	229	40	1	15	2	15	0
Total	8841	4436	1959	1576	8	8841	4436	778	1403	596	1075	8

Statement of Votes Cast
 GENERAL ELECTION
 November 5, 2002

2-162

STATE CENTER COMM COLLEG AREA 5

	Reg. Voters	Times Counted	DANIEL GARCIA PAYNE	DOROTHY (DOTTIE) SMI	Write-In Votes
Jurisdiction Wide					
0000829	16	11	5	2	0
0000830	21	14	2	6	0
0000837	452	225	58	118	0
0000845	227	78	51	22	0
0000846	102	28	11	12	0
0000847	3	1	1	0	0
0000848	10	7	4	2	0
0000849	101	60	20	30	0
0000853	72	50	9	27	0
0000854	82	48	16	27	0
0000898	3	2	1	0	0
0000899	0	0	0	0	0
0000999	0	0	0	0	0
0038401	488	125	70	37	1
0038402	581	173	96	61	0
0038405	474	158	70	64	0
0038406	321	123	55	51	0
0038407	376	153	61	69	1
0038414	539	182	70	81	1
0038497	693	319	107	158	0
0038498	648	174	106	52	0
0038499	706	258	100	116	0
0039414	434	155	60	69	0
0039415	320	122	43	51	2
0079400	506	255	76	122	0
0081400	353	161	41	71	0
0094400	334	73	39	19	1
0146411	311	112	39	60	0
0158400	294	121	48	49	0
0173401	145	89	37	23	0
0173402	229	119	50	50	0
8000037	16	0	0	0	0
8000038	21	0	0	0	0
8000045	452	1	1	0	0
8000053	715	60	30	22	0
8000054	1287	165	65	68	0
8000055	2140	266	84	144	0
8000056	1013	114	30	60	1
8000057	3	0	0	0	0
8000058	10	0	0	0	0
8000059	732	91	23	52	1
8000060	768	108	26	59	1
8000066	72	0	0	0	0
8000067	82	1	1	0	0
8000070	0	0	0	0	0
8000088	506	84	28	42	0
8000089	353	77	20	37	1
8000130	439	33	11	14	0
8000131	3	0	0	0	0
8000132	0	0	0	0	0
8000144	229	40	12	13	0
Total	8841	4436	1677	1960	10

Statement of Votes Cast
 GENERAL ELECTION
 November 5, 2002

2-264

E-STATE CENTER COMMUNITY COLLEGE BOND

	Reg. Voters	Times Counted	BONDS YES		BONDS NO	
Jurisdiction Wide						
0000829	16	11	3	27.27%	8	72.73%
0000830	21	14	3	30.00%	7	70.00%
0000837	452	225	88	43.35%	115	56.65%
0000845	227	78	55	72.37%	21	27.63%
0000846	102	28	14	51.85%	13	48.15%
0000847	3	1	1	100.00%	0	0.00%
0000848	10	7	1	16.67%	5	83.33%
0000849	101	60	24	42.11%	33	57.89%
0000853	72	50	13	28.89%	32	71.11%
0000854	82	48	23	52.27%	21	47.73%
0000898	3	2	0	-	0	-
0000899	0	0	0	-	0	-
0000999	0	0	0	-	0	-
0038401	488	125	80	72.07%	31	27.93%
0038402	581	173	111	68.10%	52	31.90%
0038405	474	158	99	67.81%	47	32.19%
0038406	321	123	63	52.07%	58	47.93%
0038407	376	153	68	47.89%	74	52.11%
0038414	539	182	109	64.50%	60	35.50%
0038497	693	319	168	56.00%	132	44.00%
0038498	648	174	119	75.32%	39	24.68%
0038499	706	258	140	56.91%	106	43.09%
0039414	434	155	62	44.93%	76	55.07%
0039415	320	122	58	50.00%	58	50.00%
0079400	506	255	88	37.61%	146	62.39%
0081400	353	161	51	36.43%	89	63.57%
0094400	334	73	33	46.48%	38	53.52%
0146411	311	112	51	49.04%	53	50.96%
0158400	294	121	51	45.54%	61	54.46%
0173401	145	89	24	30.77%	54	69.23%
0173402	229	119	36	32.43%	75	67.57%
8000037	16	0	0	-	0	-
8000038	21	0	0	-	0	-
8000045	452	1	0	0.00%	1	100.00%
8000053	715	60	38	74.51%	13	25.49%
8000054	1287	165	90	61.64%	56	38.36%
8000055	2140	266	130	53.06%	115	46.94%
8000056	1013	114	51	51.00%	49	49.00%
8000057	3	0	0	-	0	-
8000058	10	0	0	-	0	-
8000059	732	91	52	60.47%	34	39.53%
8000060	768	108	47	45.63%	56	54.37%
8000066	72	0	0	-	0	-
8000067	82	1	0	-	0	-
8000070	0	0	0	-	0	-
8000088	506	84	26	32.10%	55	67.90%
8000089	353	77	27	38.03%	44	61.97%
8000130	439	33	12	40.00%	18	60.00%
8000131	3	0	0	-	0	-
8000132	0	0	0	-	0	-
8000144	229	40	15	39.47%	23	60.53%
Total	8841	4436	2124	51.91%	1968	48.09%



RECEIVED

DEC 4 2002

BUSINESS OFFICE
STATE CENTER COMMUNITY
COLLEGE CENTER

CERTIFICATE OF ELECTION RESULTS
FOR THE
CONSOLIDATED GENERAL ELECTION
HELD
NOVEMBER 5, 2002
IN THE
COUNTY OF KINGS
STATE OF CALIFORNIA

I HEREBY CERTIFY that, I canvassed the returns of the Consolidated General Election, held in the County of Kings, November 5, 2002, pursuant to 15301 et seq of the California Elections Code, and that the total number of the votes cast for each candidate and measure in each of the respective precincts therein, is shown on the Kings County Statement of Votes Cast, and that the totals shown are full, true and correct.

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this 2nd day of December, 2002.

GEORGE J. MISNER, Assessor/Clerk/Recorder



By

Edward H. Rose
Deputy

CONSOLIDATED GENERAL ELECTION
 KINGS COUNTY, CALIFORNIA
 TUESDAY, NOVEMBER 5, 2002

OFFICIAL RESULTS

SUMMARY REPORT

REPORT-EL45 PAGE 002

RUN DATE:11/26/2002 04:17 PM

VOTES PERCENT

DR. J. A. CORNELL, ASSOCIATE JUSTICE, 5TH APPELLATE CT
 (WITH 177 OF 177 PRECINCT COUNTED)

YES	12,129	73.00
NO.	4,486	27.00

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION
 (WITH 177 OF 177 PRECINCT COUNTED)

JACK O'CONNELL.	10,035	52.96
KATHERINE H. SMITH	8,778	46.33
WRITE-IN.	135	.71

TULARE COUNTY BOARD OF EDUCATION TRUSTEE AREA 1
 (WITH 2 OF 2 PRECINCT COUNTED)

RONNIE CASTILLO	7	36.84
RUTH STOFFER	11	57.89
WRITE-IN.	1	5.26

COLLEGE OF THE SEQUOIAS WARD 5
 (WITH 110 OF 110 PRECINCT COUNTED)

EDRANNE HOWES	5,524	46.03
JOHN A. ZUMWALT	6,423	53.52
WRITE-IN.	55	.46

STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 1
 (WITH 6 OF 6 PRECINCT COUNTED)

ISABEL BARRERAS	76	38.00
ROBERT "BOBBY" KAHN, JR.	123	61.50
WRITE-IN.	1	.50

STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 4
 (WITH 6 OF 6 PRECINCT COUNTED)

ENID PEREZ	22	10.05
CARL J. BUKMAN.	101	46.12
MARK DALLOS.	27	12.33
LESLIE THOMSEN	69	31.51
WRITE-IN.	0	

STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 5
 (WITH 6 OF 6 PRECINCT COUNTED)

DANIEL GARCIA PAYNE	77	36.32
DOROTHY SMITH	135	63.68
WRITE-IN.	0	

LEMOORE UNION HIGH SCHOOL DISTRICT
 VOTE FOR 3
 (WITH 40 OF 40 PRECINCT COUNTED)

LOIS HUBANKS	2,920	23.04
BILL MIGUEL.	1,975	15.58
STEVE A. WYRICK	1,584	12.50
MARION E. WILSON	1,525	12.03
GARY L. SEDGWICK	2,182	17.22
NOAH LAWSON.	2,465	19.45
WRITE-IN.	12	.09
WRITE-IN.	2	.02
WRITE-IN.	8	.06

HANFORD JOINT UNION HIGH SCHOOL DISTRICT
 VOTE FOR 3
 (WITH 109 OF 109 PRECINCT COUNTED)

JO ANNE MITCHELL	3,409	13.09
JOHN DRAXLER	5,869	22.54
THOM SNYDER.	3,178	12.20
RAMIRO SOSA, JR.	2,074	7.96
DANNY TODD	4,886	18.76
SIMON LAKRITZ	6,563	25.20
WRITE-IN.	41	.16
WRITE-IN.	14	.05
WRITE-IN.	9	.03

TULARE JOINT UNION HIGH SCHOOL DISTRICT
 VOTE FOR 3
 (WITH 1 OF 1 PRECINCT COUNTED)

CRAIG HAMILTON.	5	22.73
ADRIAN HOLGUIN.	5	22.73
RAY DE LA GARZA	4	18.18
LILLIAN M. KOENIG	3	13.64
ELVA JEAN STRAWN	2	9.09
STEVEN JAMES LESSLEY.	3	13.64
WRITE-IN.	0	
WRITE-IN.	0	
WRITE-IN.	0	

REEP-SUNSET UNIFIED SCHOOL DISTRICT
 VOTE FOR 2
 (WITH 7 OF 7 PRECINCT COUNTED)

HELEN PALMER	182	15.69
LARRY W. BUNCH.	197	16.98
JOSE BARRERA, JR..	280	24.14
GINA D. GABRIEL	65	5.60
JACLYN SAVAGE DAVIS	173	14.91
DONNA M. CURTY.	132	11.38
RON CLEMENTS, JR..	128	11.03
WRITE-IN.	3	.26
WRITE-IN.	0	

CENTRAL UNION SCHOOL DISTRICT CENTRAL AREA
 VOTE FOR 2
 (WITH 14 OF 14 PRECINCT COUNTED)

DAVID L. EGGER.	227	18.25
JEFFREY A. GILCREASE.	326	26.21
PATRICK JERROLD	246	19.77
RICHARD JACOBS.	173	13.91
LARRY A. JONES.	268	21.54
WRITE-IN.	2	.16
WRITE-IN.	2	.16

CENTRAL UNION SCHOOL DISTRICT NAS AREA
 VOTE FOR 2
 (WITH 14 OF 14 PRECINCT COUNTED)

MARY "JANIE" VENEGAS.	288	24.57
MARGARET BROWN.	341	29.10
CLARIBEL NUNEZ.	291	24.83
VANESSA K. LEE.	245	20.90
WRITE-IN.	4	.34
WRITE-IN.	3	.26

				STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 1		STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 4				STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 5	
	R V E O G T I E S R T S E R E D	B C A A L S L T O T S	T P U E R R N C O E U N T T A G E	I B S A A R B R E E L R A S	R - K O B A B O H E B N R B , T Y " J R .		C J B A . U R X L M A N	M D A A R L K L O S	L T E H S O L N I E E S E N	D G P A A A N R Y I C N E I E L A	O M R I O T T H H Y
6											
VOTING PRECINCTS	470	236	50.21	63	99	18	81	19	56	58	111
ABSENTEES	0	53		13	24	4	20	8	13	19	24
COUNTY TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
2nd EQUALIZATION	470	289	61.49	76	123	22	101	27	69	77	135
EQUALIZATION TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
20th CONGRESSIONAL	470	289	61.49	76	123	22	101	27	69	77	135
CONGRESSIONAL TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
16th SENATORIAL	470	289	61.49	76	123	22	101	27	69	77	135
SENATORIAL TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
30th ASSEMBLY	470	289	61.49	76	123	22	101	27	69	77	135
ASSEMBLY TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
3RD SUPERVISORIAL	119	77	64.71	14	34	2	25	6	20	16	40
5TH SUPERVISORIAL	351	212	60.40	62	89	20	76	21	49	61	95
SUPERVISORIAL TOTAL	470	289	61.49	76	123	22	101	27	69	77	135
UNINCORPORATED	470	289	61.49	76	123	22	101	27	69	77	135
CITY TOTAL	470	289	61.49	76	123	22	101	27	69	77	135

	RV	BC	TP	STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 1		STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 4				STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 5	
				IB	R = K	EP	CJB	MD	LT	DGP	DS
	EO	AA	UE	SA	BOA	NE	A . U	AA	LN	AAA	RI
	GT	LS	RR	AR	EBN	IR	R X	RL	IE	NR Y	OT
	IE	LT	NC	BR	RB ,	DE	L M	KL	ES	ICN	TH
	SR	TS	OE	EE	TY	Z	A	O	E	EIE	H
	TS	OT	UN	LR	" J		N	S	N	LA	Y
	RE	DS	TT	AS	R						
	ED		AG	S	.						
ABSENTEE TOTALS	0	53		13	24	4	20	8	13	19	24
2nd EQUALIZATION	0	53		13	24	4	20	8	13	19	24
EQUALIZATION TOTAL	0	53		13	24	4	20	8	13	19	24
20th CONGRESSIONAL	0	53		13	24	4	20	8	13	19	24
CONGRESSIONAL TOTAL	0	53		13	24	4	20	8	13	19	24
16th SENATORIAL	0	53		13	24	4	20	8	13	19	24
SENATORIAL TOTAL	0	53		13	24	4	20	8	13	19	24
30th ASSEMBLY	0	53		13	24	4	20	8	13	19	24
ASSEMBLY TOTAL	0	53		13	24	4	20	8	13	19	24
3RD SUPERVISORIAL	0	0		0	0	0	0	0	0	0	0
5TH SUPERVISORIAL	0	53		13	24	4	20	8	13	19	24
SUPERVISORIAL TOTAL	0	53		13	24	4	20	8	13	19	24
UNINCORPORATED	0	53		13	24	4	20	8	13	19	24
CITY TOTAL	0	53		13	24	4	20	8	13	19	24

	STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 1			STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 4			STATE CENTER COMMUNITY COLLEGE DISTRICT TRUSTEE AREA 5				
R E G I S T E R E D	V O T E R S	T P U R N O E U N T A G E	P E R C E N T	I B S A A R B R E L A S	R = K O B A B O H E B N R B , T Y J R R .	E P N E I R D E Z	C J B A U R X L M A N	M D A A R L K L O S	L T E H S O L N I E S E N	D G P O M A A A R I C N T H E I E H L A Y	D S O M E T H I N G S
0509 PRECINCT 509	332	150	45.18	44	61	16	49	13	34	41	63
1313 PRECINCT 1313	2	1	50.00	1	0	0	0	0	1	0	1
1314 PRECINCT 1314	74	56	75.68	7	27	2	20	5	11	13	29
1320 PRECINCT 1320	43	20	46.51	6	7	0	5	1	8	3	10
1512 PRECINCT 1512	19	9	47.37	5	4	0	7	0	2	1	8
8509 ABSENTEE PCT 509	0	53		13	24	4	20	8	13	19	24
GRAND TOTALS	470	289	61.49	76	123	22	101	27	69	77	135

CONSOLIDATED GENERAL ELECTION
 KINGS COUNTY, CALIFORNIA
 TUESDAY, NOVEMBER 5, 2002

OFFICIAL RESULTS

MEMORY REPORT

IN DATE: 11/26/2002 04:17 PM

REPORT-EL45 PAGE 004

	VOTES	PERCENT
CITY OF AVENAL CITY COUNCIL		
ELECTION FOR 2		
(WITH 4 OF 4 PRECINCT COUNTED)		
RAY ELLIOTT	353	39.35
DON B. WEEKS	149	16.61
MID CRAIGHEAD	385	42.92
WRITE-IN	9	1.00
WRITE-IN	1	.11

	VOTES	PERCENT
CITY OF CORCORAN CITY COUNCIL		
ELECTION FOR 3		
(WITH 6 OF 6 PRECINCT COUNTED)		
DICK HALL	793	28.17
ARTHUR L. NOLEN	569	20.21
FERRY ROBERTSON	674	23.94
RAYMOND M. LERMA	761	27.03
WRITE-IN	12	.43
WRITE-IN	4	.14
WRITE-IN	2	.07

	VOTES	PERCENT
KINGS RIVER CONSERVATION DISTRICT		
(WITH 65 OF 65 PRECINCT COUNTED)		
ALVIN J. QUIST	2,072	54.63
JILDO NONIN	1,696	44.71
WRITE-IN	25	.66

	VOTES	PERCENT
STATE MEASURE 46 - HOUSING AND EMERGENCY SHELTER		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	10,344	49.96
NO	10,360	50.04

	VOTES	PERCENT
STATE MEASURE 47 - PUBLIC EDUCATION FACILITIES		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	10,419	50.12
NO	10,369	49.88

	VOTES	PERCENT
STATE MEASURE 48 - COURT CONSOLIDATION		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	12,647	63.66
NO	7,219	36.34

	VOTES	PERCENT
STATE MEASURE 49 - BEFORE AND AFTER SCHOOL PROGRAMS		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	11,208	53.56
NO	9,719	46.44

	VOTES	PERCENT
STATE MEASURE 50 - WATER QUALITY AND WETLANDS PROJECTS		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	8,044	38.91
NO	12,630	61.09

	VOTES	PERCENT
STATE MEASURE 51 - DISTRIBUTION OF VEHICLE SALES TAXES		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	6,553	32.64
NO	13,521	67.36

	VOTES	PERCENT
STATE MEASURE 52 - ELECTION DAY VOTER REGISTRATION		
(WITH 177 OF 177 PRECINCT COUNTED)		
YES	7,177	35.00
NO	13,328	65.00

	VOTES	PERCENT
MEASURE A - LEMOORE UNION ELEMENTARY BONDS		
(WITH 22 OF 22 PRECINCT COUNTED)		
BONDS YES / BONOS SI	2,198	51.97
BONDS NO / BONOS NO	2,031	48.03

	VOTES	PERCENT
MEASURE E - STATE CENTER COMMUNITY COLLEGE BONDS		
(WITH 6 OF 6 PRECINCT COUNTED)		
BONDS YES / BONOS SI	103	38.43
BONDS NO / BONOS NO	165	61.57

PRINTED 11/26/2002, 06:18 PM

PAGE 055.055.01

MEASURE E - STATE CENTER COMMUNITY COLLEGE BONDS

	RV	BC	TP	BY S	BNN
	EO	AA	UE	O E I	O O O
	GT	LS	RR	D N	
	IE	LT	NC	S /	D /
	SR	TS	OE		S
	TS	LS	UN	B	B
	E	LT	TT	O	O
	R	O	A	N	N
	E	T	G	O	O
	D	S	E	S	S
6					
VOTING PRECINCTS	470	236	50.21	80	139
ABSENTEES	0	53		23	26
COUNTY TOTAL	470	289	61.49	103	165
2nd EQUALIZATION	470	289	61.49	103	165
EQUALIZATION TOTAL	470	289	61.49	103	165
20th CONGRESSIONAL	470	289	61.49	103	165
CONGRESSIONAL TOTAL	470	289	61.49	103	165
16th SENATORIAL	470	289	61.49	103	165
SENATORIAL TOTAL	470	289	61.49	103	165
30th ASSEMBLY	470	289	61.49	103	165
ASSEMBLY TOTAL	470	289	61.49	103	165
3RD SUPERVISORIAL	119	77	64.71	25	45
5TH SUPERVISORIAL	351	212	60.40	78	120
SUPERVISORIAL TOTAL	470	289	61.49	103	165
UNINCORPORATED	470	289	61.49	103	165
CITY TOTAL	470	289	61.49	103	165

PRINTED 11/26/2002, 06:18 PM

MEASURE E - STATE CENTER COMMUNITY COLLEGE BONDS

	R E G I S T E R E D	V O T E S	B C A A L L O T S	T P U R R N C O U N T Y A G E N T	B Y S O E I N S D S /	B N N O O O N D / S B O N O S
ABSENTEE TOTALS	0	53			23	26
2nd EQUALIZATION	0	53			23	26
EQUALIZATION TOTAL	0	53			23	26
20th CONGRESSIONAL	0	53			23	26
CONGRESSIONAL TOTAL	0	53			23	26
16th SENATORIAL	0	53			23	26
SENATORIAL TOTAL	0	53			23	26
30th ASSEMBLY	0	53			23	26
ASSEMBLY TOTAL	0	53			23	26
3RD SUPERVISORIAL	0	0			0	0
5TH SUPERVISORIAL	0	53			23	26
SUPERVISORIAL TOTAL	0	53			23	26
UNINCORPORATED	0	53			23	26
CITY TOTAL	0	53			23	26

PRINTED 11/26/2002, 06:18 PM

PAGE 055.055.03

MEASURE E - STATE CENTER COMMUNITY COLLEGE BONDS

	RV	BC	TP	BYS	BYS
	EO	AA	UE	ORI	BNN
	GT	LS	RR	NS	OOO
	IK	LT	NC	D	M
	SR	OS	OE	S /	D /
	TS	ST	UN		S
	E	TE	TT	B	B
	R	OT	TA	O	O
	E	TS	GE	N	N
	D	SS	EE	O	O
				S	S
0509 PRECINCT 509	332	150	45.18	54	86
1313 PRECINCT 1313	2	1	50.00	1	0
1314 PRECINCT 1314	74	56	75.68	19	30
1320 PRECINCT 1320	43	20	46.51	5	15
1512 PRECINCT 1512	19	9	47.37	1	8
8509 ABSENTEE PCT 509	0	53		23	26
GRAND TOTALS	470	289	61.49	103	165

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Adopt Resolution No. 03-22 ITEM NO. 03-22
 Regarding State Center Community College
 District's Intention to Issue Tax-Exempt Obligations

EXHIBIT: Resolution

Background:

With the passage of Measure E, the administration has determined it is necessary to incur certain expenses related to Measure E projects prior to issuance of the first bond in the spring of 2003. The adoption of Resolution No. 03-22 by the Board allows the District to advance moneys to the bond fund for a temporary period and to be reimbursed for the expenditures from the proceeds of the sale of the general obligation bonds.

Fiscal Impact:

None

Recommendation:

It is recommended that the Board of Trustees adopt Resolution No. 03-22 Regarding Its Intention to Issue Tax-Exempt Obligations.

REIMBURSEMENT RESOLUTION

RESOLUTION NO. 03-22

RESOLUTION OF THE BOARD OF TRUSTEES OF THE STATE
CENTER COMMUNITY COLLEGE DISTRICT REGARDING ITS
INTENTION TO ISSUE TAX-EXEMPT OBLIGATIONS

WHEREAS, the Board of Trustees of the State Center Community College District (the "District") desires to finance the costs of acquiring, constructing, reconstruction and/or equipping of college facilities as provided in Exhibit B to Resolution No. 02-174 of the District and incorporated herein (the "Project");

WHEREAS, the District intends to finance the acquisition, construction, reconstruction and/or equipping of the Project or portions of the Project with the proceeds of the sale of general obligation bonds or other forms of debt, the interest upon which is excluded from gross income for federal income tax purposes (the "Obligations"); and

WHEREAS, prior to the issuance of the Obligations the District desires to incur certain capital expenditures (the "Expenditures") with respect to the Project from available moneys of the District;

WHEREAS, the Board of Trustees has determined that those moneys to be advanced on and after the date hereof to pay the Expenditures are available only for a temporary period and it is necessary to reimburse the District for the Expenditures from the proceeds of the Obligations; and

NOW, THEREFORE, THE BOARD OF TRUSTEES OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT DOES HEREBY RESOLVE, ORDER AND DETERMINE AS FOLLOWS:

SECTION 1. The District hereby states its intention and reasonably expects to reimburse Project costs incurred prior to the issuance of the Obligations with proceeds of the Obligations. Exhibit A describes either the general character, type, purpose, and function of the Project, or the fund or account from which Project costs are to be paid and the general functional purpose of the fund or account.

SECTION 2. The reasonably expected maximum principal amount of the Obligations is \$161,000,000.

SECTION 3. This resolution is being adopted on or prior to the date that the District will expend moneys for the portion of the Project costs to be reimbursed from proceeds of the Obligations.

SECTION 4. The District will make a reimbursement allocation, which is a written allocation that evidences the District's use of proceeds of the Obligations to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid. The District recognizes that exceptions are available for certain "preliminary expenditures," costs of issuance, certain de minimis amounts and expenditures for construction projects of at least 5 years.

SECTION 5. Each Expenditure will be either (a) of a type properly chargeable to a capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), (b) a cost of issuance with respect to the obligation, (c) a nonrecurring item that is not customarily payable from current revenues, or (d) a grant to a party that is not related to or an agent of the District so long as such grant does not impose any obligation or condition (directly or indirectly) to repay any amount to or for the benefit of the District.

SECTION 6. This resolution is consistent with the budgetary and financial circumstances of the District, as of the date hereof. No moneys from sources other than the Obligation issue are, or are reasonably expected to be reserved, allocated on a long-term basis, or otherwise set aside by the District (or any related party) pursuant to their budget or financial policies with respect to the Project costs. To the best of our knowledge, this Board is not aware of the previous adoption of official intents by the District that have been made as a matter of course for the purpose of reimbursing expenditures and for which tax-exempt obligations have not been issued.

SECTION 7. This resolution is adopted as official action of the District in order to comply with Treasury Regulation §1.150-2 and any other regulations of the Internal Revenue Service relating to the qualification for reimbursement of District expenditures incurred prior to the date of issue of the Obligations.

SECTION 8. All the recitals in this Resolution are true and correct and this Board of Trustees so finds, determines and represents.

ADOPTED, SIGNED AND APPROVED this 7th day of January, 2003.

**BOARD OF TRUSTEES OF THE STATE
CENTER COMMUNITY COLLEGE DISTRICT**

By _____
President

Attest:

Secretary

STATE OF CALIFORNIA)
)ss
FRESNO COUNTY)

I, Patrick E. Patterson, do hereby certify that the foregoing is a true and correct copy of Resolution No. 03-22, which was duly adopted by the Board of Trustees of the State Center Community College District at meeting thereof held on the 7th day of January, 2003, and that it was so adopted by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

By _____
Secretary

EXHIBIT B

FULL TEXT BALLOT PROPOSITION OF THE STATE CENTER COMMUNITY COLLEGE DISTRICT BOND MEASURE ELECTION NOVEMBER 5, 2002

The following is the full proposition presented to the voters by the State Center Community College District.

“To prepare students at Fresno City/Reedley College (Clovis, Madera, Oakhurst Centers) for transfer to four-year colleges and careers, including public safety, firefighting, healthcare technology and business, by upgrading equipment, lighting, wiring, fire safety; replacing portables; repairing plumbing, heating/ventilation; repairing/constructing/equipping classrooms, libraries, computer labs, buildings, parking, acquiring land, shall State Center Community College District issue \$161,000,000 of bonds at legal rates, with a Citizens Oversight Committee, annual financial audits and no money for administrator salaries?”

The Board of Trustees of the State Center Community College District has evaluated safety, class size reduction, and information technology needs in developing the scope of school facility projects to be funded, as outlined in the District’s Bond Implementation Plan, as shall be amended from time to time, on file with the Public Information Office, including the following projects:

PROJECTS

FRESNO CITY COLLEGE

Technology Upgrades

\$14,650,000

- Computer systems for vocational training
- Internet access in labs and classrooms
- Instructional space & equipment
- Local/wide area network

Career and Technology Center

30,000,000

- Modernize and add classrooms, labs, and Fire Academy training tower
- Relocate Police Academy from 50-year-old “portables” to a modern, efficient building
- Upgrade fire alarms, smoke detectors, sprinklers
- Improve access for disabled

Historic Old Administration Building (OAB)

25,000,000

- Seismic upgrades for earthquake safety
- New classrooms and labs for general education, vocational training
- Remove asbestos
- Improve access for disabled
- Install emergency lighting, exit signage, exterior lighting, non-slip surfaces on interior and exterior stairs for health and safety
- Health and safety repairs: sewer lines, restrooms, ventilation upgrade
- Install new fire alarms, smoke detectors, sprinklers and safety equipment

Student Technology Center	2,500,000
<ul style="list-style-type: none"> • Upgrade Internet access for general education, vocational training classes in high-tech learning center • Improve access for disabled • Install fire alarms, smoke detectors, sprinklers, and safety equipment to meet current safety codes 	
Parking	2,630,000
<ul style="list-style-type: none"> • Add spaces to minimize on-street parking and relieve traffic congestion in adjoining neighborhoods 	
Instructional Buildings Repairs	7,250,000
<ul style="list-style-type: none"> • Make health and safety repairs of student service buildings, including improved access for disabled students • Renovate, modernize and equip physical education facilities • Replace outdated heating, ventilation and cooling systems • Improve electrical wiring for Internet access, install fire safety equipment, and provide access for disabled persons at the former Police Academy bungalows 	

Fresno City College: \$82,030,000

REEDLEY COLLEGE

New Classrooms	\$3,750,000
<ul style="list-style-type: none"> • Increase instructional space and updated equipment • Increase Internet access • Install upgraded electrical wiring for fire safety 	
Renovate, Replace and Repair Existing Classrooms	11,080,000
<ul style="list-style-type: none"> • Repair and modernize 40-year-old classrooms • Health and safety repairs for heating / air conditioning / ventilation, plumbing, electrical systems and air quality • Replace deteriorated physical education classrooms and facilities • Upgrade electrical systems for Internet access 	
Student Center Renovations and Repairs	1,790,000
<ul style="list-style-type: none"> • Health and safety repairs, including additional electrical service to avoid risks of overloaded circuits; • Improve heating, air conditioning and ventilation systems for energy efficiency, air quality • Improve access for disabled students 	
Replacement Facilities	8,370,000
<ul style="list-style-type: none"> • Replace bookstore to meet safety standards and improve access for disabled • Replace outdated housing to relieve pressure on neighboring community 	

Repair of Existing Residence Hall	2,990,000
<ul style="list-style-type: none"> • Improve sewer, plumbing, heating, air conditioning and ventilation systems • Upgrade electrical for Internet access & technology • Improve access for disabled • Upgrade fire safety, smoke detector and alarm systems 	

Reedley College: \$27,980,000

EDUCATIONAL CENTERS

Madera Vocational Training Labs	\$3,590,000
<ul style="list-style-type: none"> • Increased instructional space to accommodate demand for vocational training 	

Renovate Madera Student Center	600,000
<ul style="list-style-type: none"> • Expand bookstore, food services, and dining areas 	

Madera Health & Fitness Center	300,000
<ul style="list-style-type: none"> • Upgrade physical education classrooms 	

Oakhurst Classrooms	290,000
<ul style="list-style-type: none"> • Add new classrooms for general education and occupational training 	

Willow / International Site (serving NE Fresno, Clovis, Fresno County)	
<ul style="list-style-type: none"> • Phase I: Build new classrooms, computer and digital art laboratories, lecture hall, library, distance learning, and instructional and student support space • Phase II: Build new chemistry, biology, and science classrooms, laboratories, lecture hall and instructional support space 	23,680,000 12,480,000

Site Acquisition – Fourth Center	10,000,000
<ul style="list-style-type: none"> • Acquire land for establishment of a new educational center 	

Education Centers: \$50,940,000

Listed repairs, rehabilitation projects and upgrades will be completed as needed at a particular site. Each project is assumed to include its share of costs of the architectural, engineering, and similar planning costs, construction management, and a customary contingency for unforeseen design and construction costs. The allocation of bond proceeds will be affected by the District's receipt of State matching funds and the final costs of each project. The District requires State matching funds to complete certain of the projects. The budget for each project is an estimate and may be affected by factors beyond the District's control. The final cost of each project will be determined as plans are finalized, construction bids are awarded, and projects are completed.

"FISCAL ACCOUNTABILITY REQUIREMENTS. To ensure that funds are spent as promised to voters, a Citizens Oversight Committee will monitor expenditures and make regular reports to the public. The Committee will include, among others, bona fide representatives of taxpayer, business and senior citizens organizations. Performance and financial audits will be performed annually, and all Bond expenditures will be reviewed by the Committee to ensure that funds are spent as promised to voters."

No Administrator Salaries. Proceeds from the sale of the bonds authorized by this proposition shall be used only for the construction, reconstruction, rehabilitation, or replacement of college facilities, including the furnishing and equipping of college facilities, and not for any other purpose, including faculty and administrator salaries and other operating expenses. By law, all funds can only be spent on repair and improvement projects.

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

PRESENTED TO BOARD OF TRUSTEES

DATE: January 7, 2003

SUBJECT: Consideration to Approve Citizens' Bond
Oversight Committee Bylaws

ITEM NO. 03-23

EXHIBIT: Bylaws

Background:

The administration, in consultation with David Casnocha, bond counsel, has developed Bylaws for the Citizens' Bond Oversight Committee, as prescribed by Proposition 39. The Bylaws determine for the Committee its purposes, duties, authorized activities, membership, meetings of the Committee, District support to the Committee, reporting requirements, officers, amendment process to the Bylaws, and termination of Committee, as well as Ethics Policy Statement.

Fiscal Impact:

Minimal

Recommendation:

It is recommended that the Board of Trustees approve the Citizens' Bond Oversight Committee Bylaws, as prescribed by Proposition 39.

**CITIZENS' BOND OVERSIGHT COMMITTEE
BYLAWS**

Section 1. Committee Established. The State Center Community College District (the "District") was successful at the election conducted on November 5, 2002 (the "Election"), in obtaining authorization from the District's voters to issue up to \$161,000,000 aggregate principal amount of the District's general obligation bonds (the "Bond Measure"). The election was conducted under Proposition 39, being chaptered as the Strict Accountability in Local School Construction Bonds Act of 2000, at Section 15264 *et seq.* of the Education Code of the State ("Prop 39"). Pursuant to Section 15278 of the Education Code, the District is now obligated to establish the Committee in order to satisfy the accountability requirements of Prop 39. The Board of Trustees of the State Center Community College District (the "Board") hereby establishes the Citizens' Bond Oversight Committee (the "Committee") which shall have the duties and rights set forth in these Bylaws. The Committee does not have independent legal capacity from the District.

Section 2. Purposes. The purposes of the Committee are set forth in Prop 39, and these Bylaws are specifically made subject to the applicable provisions of Prop 39 as to the duties and rights of the Committee. The Committee shall be deemed to be subject to the *Ralph M. Brown Public Meetings Act* of the State of California and shall conduct its meetings in accordance with the provisions thereof. The District shall provide necessary administrative support to the Committee as shall be consistent with the Committee's purposes, as set forth in Prop 39.

The proceeds of general obligation bonds issued pursuant to the Election are hereinafter referred to as "bond proceeds." The Committee shall confine itself specifically to bond proceeds generated under the Bond Measure. Regular and deferred maintenance projects and all monies generated under other sources shall fall outside the scope of the Committee review.

Section 3. Duties. To carry out its stated purposes, the Committee shall perform the following duties:

3.1 **Inform the Public.** The Committee shall inform the public concerning the District's expenditure of bond proceeds.

3.2 **Review Expenditures.** The Committee may review quarterly expenditure reports produced by the District to ensure that (a) bond proceeds are expended only for the purposes set forth in the Bond Measure; (b) no bond proceeds are used for any teacher or administrative salaries or other operating expenses.

3.3 **Annual Report.** The Committee shall present to the Board, in public session, an annual written report which shall include the following:

(a) A statement indicating whether the District is in compliance with the requirements of Article XIII A, Section 1(b)(3) of the California Constitution; and

(b) A summary of the Committee's proceedings and activities for the preceding year.

3.4 Duties of the Board/Chancellor. Either the Board or the Chancellor, as the Board shall determine, shall have the following powers reserved to it, and the Committee shall have no jurisdiction over the following types of activities:

- (i) Approval of construction contracts,
- (ii) Approval of construction change orders,
- (iii) Appropriation of construction funds,
- (iv) Handling of all legal matters,
- (v) Approval of construction plans and schedules,
- (vi) Approval of Deferred Maintenance Plan, and
- (vii) Approval of the sale of bonds.

3.5 Voter-Approved Projects Only. In recognition of the fact that the Committee is charged with overseeing the expenditure of bond proceeds, the Board has not charged the Committee with responsibility for:

(a) Projects financed through the State of California, developer fees, redevelopment tax increment, certificates of participation, lease/revenue bonds, the general fund or the sale of surplus property without bond proceeds shall be outside the authority of the Committee.

(b) The establishment of priorities and order of construction for the bond projects shall be made by the Board in its sole discretion.

(c) The selection of architects, engineers, soils engineers, construction managers, project managers, CEQA consultants and such other professional service firms as are required to complete the project based on District criteria established by the Board in its sole discretion.

(d) The approval of the design for each project including exterior materials, paint color, interior finishes, site plan and construction methods (modular vs. permanent) by the Board in its sole discretion and shall report to the Committee on any cost saving techniques considered or adopted by the Board.

(e) The selection of independent audit firm(s), performance audit consultants and such other consultants as are necessary to support the activities of the Committee.

(f) The approval of an annual budget for the Committee that is sufficient to carry out the activities set forth in Prop 39 and included herein.

(g) The adoption of a plan for publicizing the activities of the Committee and the determination as to whether a mailer, a newspaper notice or website materials would best suit the distribution of the Committee's findings and recommendations.

(h) The amendment or modification of the Bylaws for the Committee as provided herein, subject to the legal requirements of Proposition 39.

(i) The appointment or reappointment of qualified applicants to serve on the Committee, subject to legal limitations, and based on criteria adopted in the Board's sole discretion as part of carrying out its function under Prop 39.

Section 4. Authorized Activities.

4.1 In order to perform the duties set forth in Section 3.0, the Committee may engage in the following authorized activities:

(a) Receive and review copies of the District's annual independent performance audit and annual independent financial audit, required by Article XIII A of the California Constitution.

(b) Inspect college facilities and grounds for which bond proceeds have been or will be expended, in accordance with any access procedure established by the District's Vice Chancellor, Finance and Administration.

(c) Review copies of deferred maintenance proposal or plans developed by the District.

(d) Review efforts by the District to maximize bond proceeds by implementing various cost-saving measures.

Section 5. Membership.

5.1 Number.

The committee shall consist of a minimum of seven (7) members appointed by the Board of Trustees from a list of candidates submitting written applications, and based on criteria established by Prop 39, to wit:

- One (1) student enrolled and active in a community college support group, such as student government.
- One (1) member active in a business organization representing the business community located in the District.
- One (1) member active in a senior citizen's organization.
- One (1) member active in a bona-fide taxpayers association.
- One (1) member active in a support organization for the college, such as a foundation.
- Two (2) members of the community at-large appointed by the Board.

5.2 Qualification Standards.

(a) To be a qualified person, he or she must be at least 18 years of age and reside within the District's geographic boundary, in accordance with Government Code Section 1020.

(b) The committee may not include any employee, official of the District or any vendor, contractor or consultant of the District.

5.3 Ethics: Conflicts of Interest. By accepting appointment to the Committee, each member agrees to comply with Articles 4 (commencing with Section 1090) and 4.7 (commencing with Section 1125) of Division 4 of Title 1 of the Government Code and the Political Reform Act (Gov. Code §§ 81000 *et seq.*), and to complete the Form 700 as required by all "designated employees" of the District. Additionally, each member shall comply with the Committee Ethics Policy attached as "Attachment A" to these Bylaws.

5.4 Term. Except as otherwise provided herein, each member shall serve a term of two (2) years, beginning July 1. No member may serve more than two (2) consecutive terms. At the Committee's first meeting, members will draw lots to select a minimum of two members to serve for an initial one (1) year term and the remaining members for an initial two (2) year term.

5.5 Appointment. Members of the Committee shall be appointed by the Board through the following process: (a) appropriate local groups will be solicited for applications; (b) the Superintendent/President or his designee will review the applications; (c) the Superintendent/President or his designee will make recommendations to the Board.

5.6 Removal; Vacancy. The Board may remove any Committee member for any reason, including failure to attend two consecutive Committee meetings without reasonable excuse or for failure to comply with the Committee Ethics Policy. Upon a member's removal, his or her seat shall be declared vacant. The Board, in accordance with the established appointment process shall fill any vacancies on the Committee.

5.7 Compensation. The Committee members shall not be compensated for their services.

5.8 Authority of Members. (a) Committee members shall not have the authority to direct staff of the District unless a majority of the members of the Committee have voted express authority to do so. (b) Individual members of the Committee retain the right to address the Board, either on behalf of the Committee or as an individual.

Section 6. Meetings of the Committee.

6.1 Regular Meetings. The Committee is required to meet at least once a year including an annual organizational meeting to be held in July.

6.2 Location. All meetings shall be held within the State Center Community College District, located in Fresno, Madera, Tulare and Kings Counties, California.

6.3 Procedures. All meetings shall be open to the public in accordance with the *Ralph M. Brown Act*, Government Code Section 54950 *et seq.* Meetings shall be conducted according to such

CITIZENS' BOND OVERSIGHT COMMITTEE ETHICS POLICY STATEMENT

This Ethics Policy Statement provides general guidelines for Committee members to carry out their roles. Not all ethical issues that Committee members face are covered in this Statement. However, this Statement captures some of the critical areas that help define ethical and professional conduct for Committee members. The provisions of this Statement were developed from existing laws, rules, policies and procedures as well as from concepts that define generally accepted good business practices. Committee members are expected to strictly adhere to the provisions of this Ethics Policy.

POLICY

- **CONFLICT OF INTEREST.** A Committee member shall not make or influence a District decision related to: (1) any contract funded by bond proceeds or (2) any construction project which will benefit the committee member's outside employment, business, or a personal finance or benefit an immediate family member, such as a spouse, child or parent.

- **OUTSIDE EMPLOYMENT.** A Committee member shall not use his or her authority over a particular matter to negotiate future employment with any person or organization that relates to: (1) any contract funded by bond proceeds, or (2) any construction project. A Committee member shall not make or influence a District decision related to any construction project involving the interest of a person with whom the member has an agreement concerning current or future employment, or remuneration of any kind. For a period of two (2) years after leaving the Committee, a former Committee member may not represent any person or organization for compensation in connection with any matter pending before the District that, as a Committee member, he or she participated in personally and substantially. Specifically, for a period of two (2) years after leaving the Committee, a former Committee member and the companies and businesses for which the member works shall be prohibited from contracting with the District with respect to: (1) bidding on projects funded by the bond proceeds; and (2) any construction project.

- **COMMITMENT TO UPHOLD LAW.** A Committee member shall uphold the federal and California Constitutions, the laws and regulations of the United States and the State of California (particularly the Education Code) and all other applicable government entities, and the policies, procedures, rules and regulations of the State Center Community College District;

- **COMMITMENT TO DISTRICT.** A Committee member shall place the interests of the District above any personal or business interest of the member.

additional procedural rules as the Committee may adopt. A majority of the number of Committee members shall constitute a quorum for the transaction of any business except adjournment.

Section 7. District Support.

7.1 The District shall provide to the Committee necessary technical and administrative assistance as follows:

(a) preparation of and posting of public notices as required by the *Brown Act*, ensuring that all notices to the public are provided in the same manner as notices regarding meetings of the District Board;

(b) provision of a meeting room, including any necessary audio/visual equipment;

(c) preparation and copies of any documentary meeting materials, such as agendas and reports; and

(d) retention of all Committee records, and providing public access to such records on an Internet website maintained by the District.

7.2 District staff and/or District consultants shall attend all Committee proceedings in order to report on the status of projects and the expenditures of bond proceeds.

7.3 No bond proceeds shall be used to provide District support to the Committee.

Section 8. Reports. In addition to the Annual Report required in Section 3.2, the Committee may report to the Board at least semi-annually in order to advise the Board on the activities of the Committee. Such report shall be in writing and shall summarize the proceedings and activities conducted by the Committee.

Section 9. Officers. The Chancellor shall appoint the initial Chair. Thereafter, the Committee shall elect a chair and a vice-chair who shall act as chair only when the chair is absent, which positions shall continue for two (2) year terms. No person shall serve as chair for more than two consecutive terms.

Section 10. Amendment of Bylaws. Any amendment to these Bylaws shall be approved by a two-thirds vote of the entire Board.

Section 11. Termination. The Committee shall automatically terminate and disband at the earlier of the date when (a) all bond proceeds are spent, or (b) all projects funded by bond proceeds are completed.