
AGENDA

**Coast Community College District
Regular Meeting of the Board of Trustees
Date: Wednesday, September 7, 2011
5:00 p.m. Regular Meeting/Closed Session
Board Room - 1370 Adams Avenue, Costa Mesa, CA 92626**

1.00 Preliminary Matters

1.01 Call to Order

1.02 Roll Call

1.03 Public Comment (Closed Session-Items on Agenda)

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board of Trustees prior to speaking.

The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board. Public Comment regarding matters not on the Agenda will be taken at a later point in the Agenda. Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board of Trustees at, (714) 438-4848, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

1.04 Recess to Closed Session

(Conducted in Accordance with applicable sections of California law. Closed Sessions are not open to the public).

1.04.01 Public Employment (Pursuant to Government Code 54957 (b)(1))

Public Employment materials are available upon request from the Board of Trustees Office

1. Faculty Special Assignments
2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
6. Classified Management
Interim Director Fiscal Services
7. Classified Staff
Div/Area Office Coordinator
Accounting Assistant III

Buyer I
Course Assistant I

8. Reclassification and Reorganizational/Reassignment
 Accounting Coordinator Sr.
 MIS Technician
 Area Facilitator
 Foundation Staff Aide
 MIS Technician
 Accounting Coordinator Sr.
 Staff Assistant
 Accounting Technician
 Div/Area Coordinator
 Staff Assistant Sr. - Counseling
 Admissions/Records Technician II
 ISD Multimedia
 Analyst/Programmer/Producer
 Admission/Records Technician II
 Applications Systems Analyst
 Admissions/Records Technician II
9. Classified Temporary Assignments
 Applications Project Coordinator
 Special Assignment
10. Short Term Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

1.04.02 Conference with Legal Counsel: Existing Litigation
(Pursuant to sub-section "a" of Government Code Section 54956.9)

Damian Rodriguez vs. George Phan et al., Orange County Superior
Court Case No. 30-2011-00445563
FM & Sons, Inc. vs. Coast Community College District, Orange County
Superior Court Case No. 30-2011-00451209
Carpenters Southwest Administrative Corporation vs. Coast Community
College District et al. Orange County Superior Court Case No. 30-2011-00479021
Coast Federation of Educators vs. Coast Community College District, Public
Employment Relations Board Case No. LA-CE-5578-E
Janet Redding vs. Coastline Community College et al., Orange
County Superior Court Case No. 30-2011-00479488
Coast Community College Association vs. Coast Community College District,
PERB Case #LA-CE-5436-E

1.04.03 Conference with Legal Counsel: Anticipated Litigation
(Pursuant to sub-section "b" of Government Code Section 54956.9)

1.04.04 Conference with Legal Counsel
(Pursuant to sub-section "c" of Section 54956.9 of the Government Code)

Potential Initiation of Litigation: One Case

1.04.05 Public Employee Discipline/Dismissal/Release
(Pursuant to Government Code Section 54957)

1.04.06 Conference with Labor Negotiator
(Pursuant to Government Code Section 54957.6)
Agency Negotiator: Dr. Deborah Hirsh, Vice Chancellor of Human Resources

Employee Organizations:
Coast Federation of Classified Employees(CFCE),
Coast Community College Association-California Teachers Association/National
Education Association (CCCA-CTA/NEA),
Coast Federation of Educators/American Federation of Teachers (CFE/AFT)
Unrepresented Employees: Association of Confidential Employees (ACE),
Unrepresented Employees: Coast District Management Association(CDMA),
Educational Administrators

1.05 Reconvene Regular Meeting at 6:30 p.m.

1.06 Pledge of Allegiance - Trustee Lorraine Prinsky

1.07 Report of Action in Closed Session (if any)

1.08 Public Comment (Open Session-Items on Agenda)

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1.09 Presentations, Ceremonial Resolutions and Public Hearings

1.09.01 Acceptance of Retirements

It is recommended that the following employees with 10 or more years of service to the District be accepted:

Faculty

Dees, Van, GWC, Instructor, English as a Second Language, retirement effective 8-11-11.

Classified

Bright, Daniel, OCC, Athletic Trainer, retirement effective 08-01-11.

Revise Retirement Effective Date

Ferrara, Sabine, OCC, Admissions/Records Tech 2, revise effective retirement date from 1-1-12 to 12-31-11.

2.00 General Information and Reports

2.01 Report from the Chancellor

2.02 Reports from the Presidents

2.03 Reports from the Presidents of Student Government Organizations

2.04 Reports from the Academic Senate Presidents

2.05 Reports from Presidents of Employee Representative Groups

2.06 Reports from the Board of Trustees

2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates

Matters for Review, Discussion and/ or Action

3.00 Matters for Review, Discussion and/ or Action

3.01 Board Meeting Dates

3.02 Meeting and Conferences of the American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT), Association of Community College League (CCLC), and California Community College Trustees (CCCT)

3.03 The Board Directives Log

3.04 Building and Grounds Reports

4.00 Public Hearing

4.01 DIS - Public Hearing and Adoption of the 2011-2012 Budget for the Coast Community College District

CONSENT

5.00 Travel

5.01 DIS - Authorization for Administratively Approved Travel

5.02 DIS - Authorization for Attendance at Meetings and/or Conferences

6.00 Authorization for Student Trips

6.01 OCC - Student Trips

6.02 CCC - Student Trips

- 6.03 GWC - Student Trips**
- 7.00 Authorization for Special Projects**
 - 7.01 OCC - Special Projects**
 - 7.02 CCC - Special Projects**
 - 7.03 GWC - Special Projects**
 - 7.04 DIS - Special Projects**
- 8.00 Authorization to Apply for Funded Programs**
 - 8.01 DIS - Authorization to Apply for Funded Programs**
- 9.00 Authorization to Enter Into Standard Telecourse Agreements**
 - 9.01 CCC - Authorization to Enter Into Standard Telecourse Agreements**
- 10.00 Approval of Clinical Contracts**
 - 10.01 OCC - Clinical Contracts**
- 11.00 Approval of Standard Agreements**
 - 11.01 OCC - Approval of Standard Agreements**
 - 11.02 CCC - Approval of Standard Agreements**
- 12.00 Authorization for Purchase of Institutional Memberships**
 - 12.01 OCC - Institutional Memberships**
 - 12.02 CCC - Institutional Memberships**
 - 12.03 GWC - Institutional Memberships**
- 13.00 Authorization for Off-Campus Assignments**
 - 13.01 DIS - Off-Campus Assignments**
 - 13.02 OCC - Off-Campus Assignments**
 - 13.03 GWC - Off-Campus Assignments**
- 14.00 Authorization for Community Activities**
 - 14.01 OCC - Community Activities**
- 15.00 Personnel Items**
 - 15.01 DIS - Personnel Items**

- a. Acceptance of Resignations and/or Approvals of Layoffs, Exhaustion of Benefits and Terminations
- b. Authorization for Pay Changes, Academic Staff
- c. Authorization for Contract Amendments Based upon Horizontal Salary Moves
- e. Authorization for Professional Experts

16.00 Authorization for Independent Contractors

16.01 OCC - Independent Contractors

16.02 CCC - Independent Contractors

16.03 GWC - Independent Contractors

17.00 Authorization for Professional Development Program

17.01 CCC - Authorization for Professional Development

17.02 DIS - Authorization for Professional Development

18.00 Authorization for Staff Development

18.01 GWC - Authorization for Staff Development

19.00 Approval of Purchase Orders

20.00 Ratification/ Approval of Checks

20.01 DIS - Ratification/Approval of Checks

21.00 Check List for General Obligation Bond Fund

21.01 DIS - Check List for General Obligation Fund

DISCUSSION CALENDAR

22.00 Approval of Agreements

22.01 DIS - Approve Non-Standard Agreement between Vicenti, Lloyd and Stutzman, LLP and the Coast Community College District for Additional Audit Work Required for the 2009-2010 Fiscal Year

22.02 DIS - Approve Non-Standard Agreement between Mr. Copy Inc., a Xerox Company, and the Coast Community College District for Managed Print Services

23.00 General Items of Business

23.01 DIS - Appointment of Center for Demographic Research to Provide Redistricting Consulting Services, Approval of Proposal from Center for Demographic Research, and Authorization to Approve Payments by Invoice

23.02 DIS - Approval of Retainer Agreement with Woodruff Spradlin & Smart

- 23.03 DIS - Appointments to Citizens' Oversight Committee**
 - 23.04 DIS - Consideration of Appointment to the Orange County Legislative Task Force for FY 2011-2012**
- 24.00 Resolutions**
 - 24.01 DIS - Adoption of Resolution #11-35 Authorizing Payment to Trustee Absent from Board Meeting**
 - 24.02 DIS - Adoption of Resolution #11-36 Board of Trustees' Meeting Schedule for Calendar Year 2012**
 - 24.03 DIS - Adoption of Resolution #11-37 to Enter into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care & Development Programs Grant (CCTR-1179)**
 - 24.04 DIS - Adoption of Resolution #11-38 to Enter into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338)**
- 25.00 Approval of Minutes**
 - 25.01 Approval of Minutes**
- 26.00 Close of Meeting**
 - 26.01 Public Comment (Items not on Agenda)**
 - 26.02 Adjournment**



PRELIMINARY MATTERS
(White Pages)

**Wednesday, September 7, 2011
Regular Meeting**

1. Preliminary Matters

Subject **1.01 - 1.09 Preliminary Matters**
Meeting Sep 7, 2011 - Regular Meeting
Category 1. Preliminary Matters
Access Public
Type Preliminary Matters

1.01 Call to Order

1.02 Roll Call

1.03 Public Comment (Closed Session - Items on Agenda)

1.04 Recess to Closed Session

1.05 Reconvene Regular Meeting at 6:30 p.m.

1.06 Pledge of Allegiance - Trustee Lorraine Prinsky

1.07 Report of Action in Closed Session (if any)

1.08 Public Comment (Open Session - Items on Agenda)

1.09 Presentation, Ceremonial Resolutions and Public Hearings

1.09.01 Acceptance of Retirements

It is recommended that the following retirements of employees with 10 or more years of service to the District be accepted:

Faculty

Dees, Van, GWC, Instructor, English as a Second Language, retirement effective 08-11-11.

Classified

Bright, Daniel, OCC, Athletic Trainer, retirement effective 08-01-11.

Revise Retirement Effective Date

Ferrara, Sabine, OCC, Admissions/Records Tech 2, revise effective retirement date from 01-01-12 to 12-31-11.

Van Dees

Whereas, Van Dees was hired in August 1991 as a full-time instructor to teach English as a Second Language. Since then, Van Dees has impressed colleagues and students with her excellent grasp of English grammar as well as varied pedagogical techniques that are particularly applicable to ESL instruction; and

Whereas, over the years, Van Dees worked intensively with her students, encouraging them to participate and assisting them when they did not understand. She spent a great deal of time preparing for her classes and her presentations always reflected her thorough preparation. Van Dees had very high standards for students and she expected them to perform well; and

Whereas, during her tenure at Golden West College, Van Dees was an active participant in the ESL Department, and had an important role when the department revised its entire curriculum; and

Whereas, in 1991, Van Dees was appointed public relations chair for the California Teachers of English to Speakers of Other Languages (CATESOL), and co-authored an article published in The CATESOL Journal.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Van Dees for her years of service to Golden West College and the Coast Community College District and offers her and her family sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Van Dees on this day, the seventh day of June in the year 2011.

Daniel Bright

Whereas, after 27 years of service, Orange Coast College's longtime head trainer, Daniel Bright has retired; and

Whereas, Dan Bright has helped keep thousands of players' careers in check with his service before, during and after OCC sporting events. During his career, the Pirates have won 60 state championships; and

Whereas, "Dan Bright was a caring, experienced trainer who always thought of the welfare of the student athletes first," according to Athletic Director Steve Tamanaha. "He was also a great educator, teaching hundreds of students studying sports medicine"; and

Whereas, Dan Bright received his B.A. from Long Beach State, and was a student trainer for Coast Community College district for four years when he earned his NATA certification. After his collegiate career, Dan Bright was the head trainer at Ocean View High School for three years and a head trainer at Mt. San Jacinto College for two years prior to coming to Orange Coast College. Dan Bright currently lives in Tustin with his wife, Lisa.

Now Therefore be it Resolved, the Board of Trustees expresses its sincere appreciation to Dan Bright for his years of service to Orange Coast College and the Coast Community College District and offers him sincere wishes for a happy, healthy, and fulfilling retirement.

Be it Further Resolved, that the Board of Trustees hereby accepts the retirement of Dan Bright on this day, the seventh day of September in the year 2011.



GENERAL INFORMATION AND REPORTS
(White Pages)

2. Informative Reports

Subject	2.01 - 2.07 Informative Reports
Meeting	Sep 7, 2011 - Regular Meeting
Category	2. Informative Reports
Access	Public
Type	Informative Reports

2.01 Report from the Chancellor

Dr. Andrew Jones

2.02 Reports from the Presidents

Dr. Loretta Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

2.03 Reports from the Presidents of Student Government Organizations

Tarez Henderson, Coastline Community College
Dale Lendrum, Golden West College
Catherine Tran, Orange Coast College

2.04 Reports from the Academic Senate Presidents

Margaret Lovig, Coastline Community College
Theresa Lavarini, Golden West College
Vesna Marcina, Orange Coast College

2.05 Reports from the Presidents of Employee Representative Groups

Ann Nicholson, Coast Federation of Classified Employees (CFCE)
Dr. Barbara Price, Coast Community College Association-California Teachers Association/National Education Association (CCCA-CTA/NEA)
Dean Mancina, Coast Federation of Educators/American Federation of Teachers (CFE/AFT)
Christina Oja, Association of Confidential Employees (ACE)
Vince Rodriguez, Coast District Management Association (CDMA)

2.06 Reports from the Board of Trustees

Trustee Jerry Patterson, Board President
Trustee Jim Moreno, Board Vice President
Trustee Dr. Lorraine Prinsky, Board Clerk
Trustee Mary L. Hornbuckle
Trustee David A. Grant
Student Trustee Joe Venegas III

2.07 Reports from the Board Committees & Review of Board Committee Meeting Dates

Accreditation Committee
Audit and Budget Committee
Career Technical Education Committee
Land Development Committee
Legislative Affairs
Personnel Committee
Orange County Legislative Task Force

Personnel Committee Meeting, September 27, 2011 at 1:00 p.m., Board of Trustees' Conference Room

Land Development Committee Meeting, September 27, 2011 at 9:00 a.m., Board of Trustees' Conference Room

Career Technical Education Committee Meeting, October 26, 2011 at 9:00 a.m., Board of Trustees' Conference Room

Audit and Budget Committee Meeting, October 12, 2011 at 3:00 p.m., Board of Trustees' Conference Room

3. Matters for Review, Discussion and/or Action

Subject	3.01 - 3.04 Matters for Review, Discussion and/or Action
Meeting	Sep 7, 2011 - Regular Meeting
Category	3. Matters for Review, Discussion and/or Action
Access	Public
Type	Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

September 21, 2011 - Regular Meeting
October 5, 2011 - Regular Meeting
October 19, 2011 - Regular/Study Session
November 2, 2011 - Regular Meeting
November 16, 2011 - Regular Meeting
December 14, 2011 - Organizational Meeting

3.02 Meetings and Conferences of the American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT), California Community College League (CCLC), & California Community College Trustees (CCCT)

October 12-15, 2011 Dallas, TX, ACCT Annual Leadership Congress
November 10-12, 2011 Tampa, FL, ACCT Government Leadership Institute on Diversity
November 17-19, 2011 San Jose, CA, CCLC, Annual Convention and Partner Conferences
January 28, 2012, Sacramento, CA, CCLC Board Chair Workshop
January 29-30, 2012, Sacramento, CA, CCLC Annual Legislative Summit
February 13-16, 2012, Washington, DC, ACCT National Legislative Summit

3.03 The Board Directives Log

The Board Directives Log tracks requests made by the Board of Trustees. A copy of the Board Directives Log is available for review in the Board of Trustees' Office and at Board Meetings. The Board may take action pertaining to matters on the Log by adding, deleting, or modifying items.

3.04 Buildings and Grounds Reports

Golden West College Learning Resource Center

Architect: Steinberg Group
Construction Manager: URS
DSA Approval: March 2008
Construction Start: July 2008
Est. Completion: August 2011
Funding Source: Measure C General Obligation Bond

Project Status: The campus has taken occupancy of the new building and students are already beginning to utilize their new Learning Resource Center. As is typical in new buildings, it is expected that minor adjustments will be ongoing in order to fine tune the building to meet the student needs. The project team is working to close out the construction contracts and will be recommending the filing of Notices of Completion/Release of Retention as these contractor discussions are finalized.

Coastline College Newport Beach Learning Center

Architect: LPA Architecture
Construction Manager: CW Driver
DSA Approval (Phase II: Building Construction): May 2011
Est. Construction Start: August 2010 (Phase I: Site Preparation)
Est. Completion: October 2012
Funding: Measure C General Obligation Bond

Project Status: The building footings have been completed, and the contractors are currently constructing the first floor walls. Construction activities for the next several months will largely include, installation of steel rebar, construction of concrete formwork for walls/columns, and the pouring of concrete walls. Once the concrete cures to its full "design strength" (approximately 20 days) formwork will be stripped and the process started again in the next section.

Orange Coast College Classroom Refurbishment

Architect: Dougherty + Dougherty Architects
Construction Manager: UCMI
Construction Start: June 6, 2012
Scheduled Completion: August 15, 2012
Funding: Measure C General Obligation Bond

This "summer sprint" project is complete. Due to the outstanding efforts of the Orange Coast College Facilities team, OCC was able to refurbish ten core campus buildings in 69 calendar days. These buildings were reconfigured to maximize their instructional serviceability while they are now significantly lighter, newly carpeted, freshly painted, refurnished, and technologically modernized.

Orange Coast College Athletic Support/Baseball Entry Complex

Architect: Stern Architects
Construction Manager: Orange Coast College/District
Construction Start: June 9, 2012
Scheduled Completion: November 6, 2012
Funding: Foundation & Measure C General Obligation Bond

The contractor remains on schedule for completion on 10/5/11 (better than one month ahead of the contracted completion date). The exterior masonry walls and "rough-in" plumbing have been completed. The next phase of construction will focus on the framing and installation of the roof before transitioning to the finish-work phase.

File Attachments

[9-7-11 Meeting.pdf \(121 KB\)](#)



4. Public Hearing

Subject	4.01 DIS - Public Hearing and Adoption of the 2011-2012 Budget for the Coast Community College District
Meeting	Sep 7, 2011 - Regular Meeting
Category	4. Public Hearing
Access	Public
Type	Discussion

Public Hearing and Adoption of the 2011-2012 Budget for the Coast Community College District

The open hearing for the 2011-2012 Final Budget for the Coast Community College District will be held at the September 7, 2011 meeting of the Board of Trustees. The requisite Legal notice announcing the public inspection and public hearing has been published by the Orange County Superintendent of Schools as authorized by Title 5 of the California Code of Regulations, Section 58301.

REVENUE ESTIMATES

Estimated State revenue has been adjusted to reflect 0% COLA, prior year growth of \$3.8 million, \$111 per FTES Unrestricted Lottery Revenue, and a base apportionment deficit of \$10 million for 2011-2012. Workload measures were also reduced by 6.15%.

It should be noted that because of the hard work of the entire Coast family \$10 million was taken out of our spending plan and the budget is structurally balanced. Further, a reserve contemplating mid-year cuts has been designated in fund balance.

Local revenue reflects enrollment fees of \$36 per unit and interest earnings of \$250,000. All other revenues are budgeted based on allocation in the state budget act. Revenue adjustments and additional one-time funds will be added to the budget when allocated to the District.

APPROPRIATION CHANGES

Appropriation changes reflect projections for expenditures in contract salaries including step and column increases. Staff health benefits for 2011-2012 are projected with a \$350 increase over the 2010-2011 budget at \$14,650 per employee. The PERS rate has been adjusted up to 10.923%. Funds are provided for a 2% of contract salaries charge for future retiree health benefits. The additional transfer of \$1.2 million to the retiree health benefit liability has been eliminated.

Each college is being provided a base allocation, fixed costs increases and \$3,668 per FTES in the budget model. Final allocations include each college and the district office sharing in budget cuts of \$5.3 million. These cuts will come from reduced class offerings, salary savings from the VSP programs, vacant positions, and reductions in other discretionary expenditures. Overall the district addressed an \$8.5 million reduction in the budget.

RESERVES

The district has set aside a 6.5% reserve for contingency for 2011-2012 (\$13,500,000). The reserve is based on prior year's actual general fund expenses.

The Retirees Liability Fund has \$51.2 million set aside in the JPA Trust and district funds. The district will update the actuarial study during 2011-12 to determine how plan changes and funding reductions have

affected the unfunded liability.

<u>REVENUE</u>			<u>APPROPRIATIONS</u>		
Federal	\$ 8,701,493	4.24%	Certificated Salaries	\$72,343,790	35.22%
State	74,135,188	36.10%	Classified Salaries	49,843,414	24.27%
Local	122,044,304	59.42%	Staff Benefits	49,260,659	23.99%
Other	500,000	0.24%	Books, Supplies & Materials	4,887,297	2.38%
			Operating Exp & Services	24,405,451	11.88%
			Capital Outlay	2,405,014	1.17%
			Financial Aid & Other Outgo	<u>2,235,360</u>	<u>1.09%</u>
	\$205,380,985	100.00%		\$205,380,985	100.00%
			Reserve for Cont'cy (UR)	13,500,000	
			Holding for Mid-year cuts	3,200,000	
			GWC Learning Resource Ctr	2,000,000	
			Retiree Health Benefit Liab	1,000,000	
			Equipment Upgrades	920,082	
			VSP Payout	397,551	
			Contractual Carryover	315,605	
			Contract/Grant/Develop	100,000	
			Redistricting	80,000	
			Entity Beginning Balance	<u>5,775,952</u>	
Beg. Balance	<u>\$27,289,190</u>			<u>\$27,289,190</u>	
	\$232,670,175			\$232,670,175	

The Capital Outlay Fund, GO Bond Fund, Child Development Fund, Self-Insurance Fund, and the Non-Restricted Reimbursable Operations Fund are presented for consideration. All revenues in these funds are appropriated for specific purposes. The official budget includes special budgets for all auxiliary operations (bookstores, associated student body operations, and co-curricular funds).

It is recommended by the Chancellor that following the public hearing, when interested citizens may address the Board on the Budget, the hearing be closed and the Budget be adopted as presented for the 2011-2012 fiscal year.

It is further recommended that authorization be granted to the District Administration to file the Budget with the State Chancellor's Office. (A copy is attached to each Trustee's agenda).

COAST COMMUNITY COLLEGE DISTRICT

ADOPTED BUDGET

Estimate of Total District Income

2011-2012

	Adopted Budget 2010-11	Actual Income 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
8100-FEDERAL INCOME				
Restricted	9,049,671	9,488,549	8,701,493	-348,178
TOTAL FEDERAL INCOME	9,049,671	9,488,549	8,701,493	-348,178
8600-STATE INCOME				
Restricted	11,128,735	10,288,246	12,861,504	1,732,769
Unrestricted	70,766,000	77,351,687	61,273,684	-9,492,316
TOTAL STATE INCOME	81,894,735	87,639,933	74,135,188	-7,759,547
8800-LOCAL INCOME				
Restricted	4,300,725	4,422,122	5,158,620	857,895
Unrestricted	114,163,405	112,158,963	116,885,684	2,722,279
TOTAL LOCAL INCOME	118,464,130	116,581,085	122,044,304	3,580,174
8900-OTHER FINANCING SOURCES				
Restricted	0	0	0	0
Unrestricted	500,000	512,511	500,000	0
TOTAL OTHER FINANCING SOURCES	500,000	512,511	500,000	0
TOTAL GENERAL FUND INCOME	209,908,536	214,222,078	205,380,985	-4,527,551
TOTAL GENERAL FUND BEGINNING BALANCE	19,698,262	19,698,262	27,289,190	7,590,928
TOTAL INCOME	229,606,798	233,920,340	232,670,175	3,063,377



COAST COMMUNITY COLLEGE DISTRICT

ADOPTED BUDGET

Estimate of District Unrestricted Income

2011-2012

	Adopted Budget 2010-11	Actual Income 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
8600-STATE INCOME				
8612 Principal Apportionment	65,350,000	70,851,810	55,800,000	-9,550,000
8619 2% Enrollment Fee Admin	120,000	179,376	182,000	62,000
Part Time Faculty Compensation	446,000	745,184	745,184	299,184
Part Time Faculty Insurance	0	33,952	0	0
8672 Homeowner's Exemptions	700,000	729,718	700,000	0
8681 State Lottery	4,150,000	4,176,887	3,846,500	-303,500
8682 Mandated Cost Reimbursement	0	634,760	0	0
TOTAL STATE INCOME	70,766,000	77,351,687	61,273,684	-9,492,316
8800-LOCAL INCOME				
8810 District Taxes (Including Subventions)	87,300,000	86,655,089	87,300,000	0
8830 Contract Instruction	50,000	86,783	30,000	-20,000
8840 Sales	100,000	69,945	100,000	0
8850 Rentals and Leases	2,172,000	2,192,471	2,094,500	-77,500
8860 Interest	400,000	305,230	250,000	-150,000
8871 Child Development Lab School	480,500	481,529	480,000	-500
8874 Student Enrollment Fee	12,800,000	12,135,120	16,200,000	3,400,000
8879 Transcript Fee	230,000	232,862	200,000	-30,000
8880 Non-Resident Student Fees	7,525,000	7,113,601	7,585,000	60,000
8889 Class Audit Fee	7,000	880	2,000	-5,000
Library Fines	10,000	6,547	7,500	-2,500
Application Fees	21,500	21,575	18,500	-3,000
Range Fees	81,221	25,170	13,000	-68,221
Other Student Fees and Charges	0	19,950	0	0
8892 Telecourse Production	955,000	325,000	400,000	-555,000
8893 Parking Fines	593,684	823,776	692,684	99,000
8899 Miscellaneous Local Income	240,000	671,827	240,000	0
Extended Education	100,000	2,116	75,000	-25,000
Phase II Development, Coastline Business Park	210,000	218,855	210,000	0
Enterprise Reimbursements	887,500	770,637	987,500	100,000
TOTAL LOCAL INCOME	114,163,405	112,158,963	116,885,684	2,722,279
8900-OTHER FINANCING SOURCES				
8912 Sale of Fixed Assets	500,000	512,511	500,000	0
TOTAL OTHER FINANCING SOURCES	500,000	512,511	500,000	0
TOTAL GENERAL FUND UNRESTRICTED INCOME	185,429,405	190,023,161	178,659,368	-6,770,037

COAST COMMUNITY COLLEGE DISTRICT

ADOPTED BUDGET

Estimate of District Restricted Income

2011-2012

	Adopted Budget 2010-11	Actual Income 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
8100-FEDERAL INCOME				
8120 Federal Work Study Program	552,627	509,958	719,053	166,426
5% Administrative Allowance	112,000	118,198	160,319	48,319
No Amer Renew Energy Tech	91,586	48,041	43,545	-48,041
Title III Strengthening Institutions	575,863	402,870	572,985	-2,878
Pacifc Bridge AAPI	0	109,062	690,938	690,938
8130 WIA - Disadvantaged Adult Title II	1,195,978	1,261,180	1,213,960	17,982
WIA - Dislocated Worker Title III	2,578,746	2,221,617	2,511,856	-66,890
WIA - Navigator Grant	100,000	100,602	32,400	-67,600
WIA - Senior Comm Svc Employment	139,096	123,771	99,096	-40,000
WIA - Rapid Response	0	58,833	0	0
WIA - ARRA Dislocated Worker	0	257,982	0	0
WIA - SCSEP	0	54,096	0	0
WIA - DPN WPA Assistive Tech	0	10,360	0	0
WIA - Nursing Expansion	340,857	434,503	230,355	-110,500
WIA - Regional Vet Svcs 25%	16,161	16,003	0	-16,161
WIA - Regional Vet Svcs 15%	20,250	18,084	0	-20,250
WIA - Neg Mortgage Grant	45,994	43,662	0	-45,994
WIA - Technology Based Learning Initiative	275,634	144,260	131,374	-144,260
WIA - ITA Training Provider Agreement	0	2,298	2,663	2,663
WIA - 15% Vet Disadvantaged Worker	222,000	106,107	115,893	-106,107
WIA - Allied Health Workforce	101,608	88,259	58,654	-42,954
WIA - ARRA High Demand Training Svc	172,376	134,873	37,503	-134,873
WIA - New Start Prison to Employment	0	3,252	0	0
8140 TANF-Transitional Assistance Needy Family	114,519	121,140	115,083	564
8170 Vocational and Applied Technology Education Act	1,309,439	1,299,830	1,114,845	-194,594
VTEA - Tech Prep Consortia Project	209,124	209,123	0	-209,124
VTEA-Collaborative Career Dev	100,000	100,000	90,000	-10,000
VTEA-BIC-Business/CIS Education Advisory	300,000	299,988	270,000	-30,000
VTEA-CIS Business Educ State Advisory	38,000	37,991	38,000	0
VTEA-Collaborative Learning	100,000	100,000	90,000	-10,000
8190 C-Spirit Curriculum Development	45,551	21,845	23,707	-21,844
Child Dev Training Consortium	25,000	26,236	22,500	-2,500
English Literacy & Civics Ed	29,226	28,823	21,920	-7,306
ESL - 231 Grant	71,373	69,430	53,530	-17,843
Virtual Training for Law Enforcement	166,663	99,867	66,796	-99,867
Virtual Interactive Training Simulator	0	725,481	174,518	174,518
ARRA Restricted Stabilization Funds	0	80,924	0	0
TOTAL FEDERAL INCOME	9,049,671	9,488,549	8,701,493	-348,178

COAST COMMUNITY COLLEGE DISTRICT

ADOPTED BUDGET

Estimate of District Restricted Income

2011-2012

	Adopted Budget 2010-11	Actual Income 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
8600-STATE INCOME				
8622 Economic Opportunity (EOPS)	1,616,973	1,893,475	1,798,801	181,828
EOPS-Coop Agency Resource Education	133,312	148,924	141,480	8,168
8623 Disabled Student Allowance (AB 77)	1,672,918	1,718,131	1,461,693	-211,225
8624 Cal Works	355,793	390,622	371,091	15,298
8625 Telecom & Tech Infrastructure	35,681	733	35,088	-593
8629 Board Financial Assistance Admin. Allowance	1,353,264	1,214,009	1,495,840	142,576
Matriculation	1,216,621	1,216,589	1,155,760	-60,861
Matriculation-Non Credit	57,065	57,068	54,215	-2,850
Instructional Equipment / Library Matls	72,700	73,492	0	-72,700
Instructional Equipment - One-time	137,239	0	137,239	0
State Hospital Program (Fairview)	632,817	632,817	601,176	-31,641
Staff Development C/O	15,913	42	15,827	-86
Staff Diversity	45,801	13,852	22,683	-23,118
CTE Transitions	0	0	140,910	140,910
Basic Skills	952,487	369,854	1,224,115	271,628
Career Tech Ed Comm Collaborative	226,288	226,288	130,000	-96,288
AS RN Enrollment Growth Retention	49,787	49,787	55,487	5,700
RHORC Health Care Development	205,000	204,996	205,000	0
CTE Pathways Initiative	0	13,627	1,986,373	1,986,373
Evaluation Grant	820,684	928,684	0	-820,684
Workforce Innovation Partnership	150,000	64,269	85,731	-64,269
STEM Career Tech Ed Comm Collaborative	310,000	122,167	187,833	-122,167
8653 SII-Live Caption-Instr Improvement	256	0	0	-256
8659 On-The-Job-Training/Work Experience	0	0	324,000	324,000
At Risk Childrens Boating Scholarships	29,650	20,587	38,192	8,542
Mental Health Training CA Law Enforc	163,629	91,260	72,369	-91,260
WIA ARRA EMT Program	179,857	179,857	0	-179,857
8681 Lottery-Restricted Materials	695,000	630,116	1,072,601	377,601
8699 Hazard Mitigation	0	27,000	48,000	48,000
TOTAL STATE INCOME	11,128,735	10,288,246	12,861,504	1,732,769
8800-LOCAL INCOME				
8876 Student Health Fee	1,683,179	1,565,462	1,780,887	97,708
8877 Instructional Materials Fees	755,606	631,572	745,606	-10,000
8881 Parking Fees	1,795,022	1,714,077	1,846,452	51,430
8899 UCI Internship Mentors	12,500	2,500	12,500	0
UCLA Puente Program	0	1,500	0	0

COAST COMMUNITY COLLEGE DISTRICT

ADOPTED BUDGET

Estimate of District Restricted Income

2011-2012

	Adopted Budget 2010-11	Actual Income 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
8899 UCI Puente Program	97	1,555	42	-55
Int'l Student Dual Enrollment	0	77,424	122,576	122,576
Convergence Technology Center	6,265	2,911	0	-6,265
Pathways for Foster Youth	48,056	48,057	6,000	-42,056
Los Rios HiTech CC Consortia	0	318,161	366,542	366,542
La Habra WIA Youth Employment	0	346	0	0
Ca Works Alliance JT SMCC	0	58,557	278,015	278,015
TOTAL LOCAL INCOME	4,300,725	4,422,122	5,158,620	857,895
8900-OTHER FINANCING SOURCES				
8981 Transfer From Other Funds	0	0	0	0
TOTAL OTHER FINANCING SOURCES	0	0	0	0
TOTAL GENERAL FUND RESTRICTED INCOME	24,479,131	24,198,917	26,721,617	2,242,486

Coast Community College District

Adopted Budget

2011-2012

Summary Of Total Appropriations

General Fund	Adopted Budget 2010-11	Actual Activity 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
1100 Instructors Regular Salaries	35,047,916	34,287,243	34,974,060	-73,856
1200 Non-Instructional Regular Contract	14,048,327	14,041,141	13,735,989	-312,338
1300 Instructors Hourly	21,845,382	23,766,764	21,070,915	-774,467
1400 Non-Instructional Hourly	2,477,881	2,700,961	2,562,826	84,945
1000 CERTIFICATED SALARIES	73,419,506	74,796,109	72,343,790	-1,075,716
2100 Classified Salaries Regular Contract	43,284,083	41,840,165	41,553,660	-1,730,423
2200 Instructional Aide Regular Contract	3,787,241	3,512,015	3,200,630	-586,611
2300 Non-Instructional, Hourly	3,639,087	4,926,518	4,246,349	607,262
2400 Instructional Aide, Hourly	827,795	1,447,213	842,775	14,980
2000 CLASSIFIED SALARIES	51,538,206	51,725,911	49,843,414	-1,694,792
3000 STAFF BENEFITS	48,760,557	50,048,423	49,260,659	500,102
4000 BOOKS, SUPPLIES AND MATERIALS	4,344,660	3,623,844	4,887,297	542,637
5000 OTHER OPERATING EXP AND SERVICES	25,991,763	18,567,719	24,983,002	-1,008,761
6000 CAPITAL OUTLAY	2,590,851	2,856,037	3,325,096	734,245
7000 Student Financial Aid and Inter - Fund Transfer	2,449,678	5,012,655	4,257,516	1,807,838
7900 Reserve for Campus Beginning Balance	4,508,842	0	5,775,952	1,267,110
7900 Reserve for Campus Balancing	302,735	0	107,844	-194,891
7900 Reserve for Categorical Backfill	1,200,000	0	1,185,605	-14,395
7900 Undesignated Reserve	1,000,000	0	0	-1,000,000
7900 Reserve for Mid-Year Cuts	0	0	3,200,000	3,200,000
7900 Reserves for Contingencies	13,500,000	0	13,500,000	0
7000 OTHER OUTGO AND RESERVES	22,961,255	5,012,655	28,026,917	5,065,662
TOTAL GENERAL FUND	229,606,798	206,630,698	232,670,175	3,063,377

Coast Community College District

Adopted Budget

2011-2012

Summary Of Unrestricted Appropriations

General Fund	Adopted Budget 2010-11	Actual Activity 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
1100 Instructors Regular Salaries	34,709,966	34,010,934	34,557,571	-152,395
1200 Non-Instructional Regular Contract	12,963,319	12,752,173	12,596,699	-366,620
1300 Instructors Hourly	21,280,814	23,110,111	20,429,523	-851,291
1400 Non-Instructional Hourly	1,646,142	1,811,663	1,581,844	-64,298
1000 CERTIFICATED SALARIES	70,600,241	71,684,881	69,165,637	-1,434,604
2100 Classified Salaries Regular Contract	37,341,920	36,368,227	35,848,440	-1,493,480
2200 Instructional Aide Regular Contract	3,463,157	3,283,630	3,009,957	-453,200
2300 Non-Instructional, Hourly	1,333,861	2,118,102	1,939,394	605,533
2400 Instructional Aide, Hourly	586,379	929,853	576,473	-9,906
2000 CLASSIFIED SALARIES	42,725,317	42,699,812	41,374,264	-1,351,053
3000 STAFF BENEFITS	44,924,926	46,440,304	45,550,053	625,127
4000 BOOKS, SUPPLIES AND MATERIALS	2,688,868	2,211,972	2,801,358	112,490
5000 OTHER OPERATING EXP AND SERVICES	20,774,526	14,362,533	17,680,084	-3,094,442
6000 CAPITAL OUTLAY	1,495,180	1,147,532	2,350,485	855,305
7000 Student Financial Aid and Inter - Fund Transfer	1,407,032	3,884,747	3,257,276	1,850,244
7900 Reserve for Campus Beginning Balance	4,508,842	0	5,775,952	1,267,110
7900 Reserve for Campus Balancing	302,735	0	107,844	-194,891
7900 Reserve for Categorical Backfill/Contractual	1,200,000	0	1,185,605	-14,395
7900 Undesignated Reserve	1,000,000	0	0	-1,000,000
7900 Reserve for Mid-Year Cuts	0	0	3,200,000	3,200,000
7900 Reserves for Contingencies	13,500,000	0	13,500,000	0
7000 OTHER OUTGO AND RESERVES	21,918,609	3,884,747	27,026,677	5,108,068
TOTAL UNRESTRICTED GENERAL FUND	205,127,667	182,431,781	205,948,558	820,891

Coast Community College District

Adopted Budget

2011-2012

Summary Of Restricted Appropriations

General Fund	Adopted Budget 2010-11	Actual Activity 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
1100 Instructors Regular Salaries	337,950	276,309	416,489	78,539
1200 Non-Instructional Regular Contract	1,085,008	1,288,968	1,139,290	54,282
1300 Instructors Hourly	564,568	656,653	641,392	76,824
1400 Non-Instructional Hourly	831,739	889,298	980,982	149,243
1000 CERTIFICATED SALARIES	2,819,265	3,111,228	3,178,153	358,888
2100 Classified Salaries Regular Contract	5,942,163	5,471,938	5,705,220	-236,943
2200 Instructional Aide Regular Contract	324,084	228,385	190,673	-133,411
2300 Non-Instructional, Hourly	2,305,226	2,808,416	2,306,955	1,729
2400 Instructional Aide, Hourly	241,416	517,360	266,302	24,886
2000 CLASSIFIED SALARIES	8,812,889	9,026,099	8,469,150	-343,739
3000 STAFF BENEFITS	3,835,631	3,608,119	3,710,606	-125,025
4000 BOOKS, SUPPLIES AND MATERIALS	1,655,792	1,411,872	2,085,939	430,147
5000 OTHER OPERATING EXP AND SERVICES	5,217,237	4,205,186	7,302,918	2,085,681
6000 CAPITAL OUTLAY	1,095,671	1,708,505	974,611	-121,060
7000 Student Financial Aid and Inter - Fund Transfer	1,042,646	1,127,908	1,000,240	-42,406
7900 Reserves for Contingencies	0	0	0	0
7000 OTHER OUTGO AND RESERVES	1,042,646	1,127,908	1,000,240	-42,406
TOTAL RESTRICTED GENERAL FUND	24,479,131	24,198,917	26,721,617	2,242,486

Coast Community College District

Adopted Budget

2011-2012

Summary Of Appropriations

	Adopted Budget 2010-11	Actual Activity 2010-11	Adopted Budget 2011-12	Difference 2011-12 to 2010-11
Child Development Fund				
Beginning Balance	0	0	0	0
Revenues	1,341,683	1,446,037	1,276,636	-65,047
Total	1,341,683	1,446,037	1,276,636	-65,047
Appropriations & Expenditures	1,341,683	1,446,037	1,276,636	-65,047
Ending Balance	0	0	0	0
Capital Outlay Fund				
Beginning Balance	8,310,973	8,310,973	8,373,202	62,229
Revenues	7,118,238	8,770,680	5,690,000	-1,428,238
Total	15,429,211	17,081,653	14,063,202	-1,366,009
Appropriations & Expenditures	15,429,211	8,708,451	14,063,202	-1,366,009
Ending Balance	0	8,373,202	0	0
GO Bond Building Fund				
Beginning Balance	63,037,732	63,037,732	28,706,202	-34,331,530
Revenues	500,000	307,731	200,000	-300,000
Total	63,537,732	63,345,463	28,906,202	-34,631,530
Appropriations & Expenditures	63,537,732	34,639,261	28,906,202	-34,631,530
Ending Balance	0	28,706,202	0	0
Self-Insurance Fund				
Beginning Balance	45,366,944	45,366,944	56,370,851	11,003,907
Revenues	43,408,000	47,890,655	44,015,000	607,000
Total	88,774,944	93,257,599	100,385,851	11,610,907
Appropriations & Expenditures	37,558,000	36,886,748	37,647,000	89,000
Reserve for Medical/Workers' Comp Claims	4,316,481	0	5,434,672	1,118,191
Reserve for Retiree Liability	46,900,463	0	57,304,179	10,403,716
Ending Balance	0	56,370,851	0	0
Non-Restricted Reimbursable Operations Fund				
Beginning Balance	0	0	0	0
Revenues	12,275,613	14,885,729	11,244,403	-1,031,210
Total	12,275,613	14,885,729	11,244,403	-1,031,210
Appropriations & Expenditures	12,275,613	14,885,729	11,244,403	-1,031,210
Ending Balance	0	0	0	0
GRAND TOTAL - ALL FUNDS	410,965,981	396,647,179	388,546,469	-22,419,512

COAST COMMUNITY COLLEGE DISTRICT CHART OF ACCOUNTS

Account	Account Description
1001	Instructor Balancing
1100	Instructor Contract
1110	Instructor Holding and Adj
1111	Instructor Contract
1114	Instructor Contract Sub
1118	Instructor Contract Sabb
1119	Instructor Contract Sabb Repl
1121	Instructor Contract Adult Ed
1200	Non Instructor Cert Contract
1210	Non Instrctor Cert Holding
1221	Cert Mgmt Retraining Leave
1231	Administrator Contract
1232	Administrator Cont Vac Payout
1241	Director Contract
1242	Director Cont Vac Payout
1251	VP and Deans Contract
1252	VP and Deans Vac Payout
1261	Counselor Contract
1264	Counselor Contract Sub
1268	Counselor Contract Sabb
1269	Counselor Contract Sabb Repl
1271	Librarian Contract
1274	Librarian Contract Sub
1278	Librarian Contract Sabb
1279	Librarian Contract Sabb Repl
1281	Cert Other Contract
1284	Cert Other Contract Sub
1285	IUA Certificated Contract
1286	Certificated Retraining Leave
1287	Certificated Special Leaves
1288	Certificated Other Sabb
1289	Certificated Other Sabb Repl
1300	Instructors Hourly
1310	Instructors Hourly Holding
1311	Instructors Hourly Holding Contg
1312	Faculty Backfill Holding
1313	Instructor Hourly
1314	Instructor Hourly Sub
1315	Instructor Enrollment Growth
1316	Instructor Special Assign

**COAST COMMUNITY COLLEGE DISTRICT
CHART OF ACCOUNTS**

Account	Account Description
1317	Instructor Overload
1318	Coaches Stipends
1319	Instructor Sabb Repl Hrly
1323	Instructor Adult Ed Hrly
1324	Instructor Adult Ed Hrly Sub
1327	Instructor Adult Ed Overload
1328	Instructor Adult Ed Intersession
1333	Instructor Summer
1334	Instructor Summer Sub
1338	Instructor Intersession
1339	Instructor Intersession Sub
1343	Instructor Adult Ed Summer
1353	DL Instructor Hrly
1354	DL Instructor Hrly Sub
1357	DL Instructor Overload
1358	DL Instructor Intersession
1359	DL Instructor Intersession Sub
1363	DL Instructor Adult Ed Hrly
1364	DL Instructor Adult Ed Hrly Sub
1368	DL Instruct Adult Ed Intersn
1369	DL Instruct Adult Ed Intersn Sub
1373	DL Instructor Summer
1374	DL Instructor Summer Sub
1383	DL Instructor Summer Adult Ed
1384	DL Instructor Summer Adult Ed Sub
1400	Non Instructor Certificated Hrly
1410	Non Instructor Certificated Holding
1415	IUA Stipends
1451	Mgmt Cert Temp Contract
1463	Counselor Hourly
1464	Counselor Hrly Sub
1467	Counselor Overload
1468	Counselor Hourly Intersession
1469	Counselor Sabb Repl Hrly
1473	Librarian Hourly
1474	Librarian Hourly Sub
1477	Librarian Hourly Overload
1478	Librarian Hourly Intersession
1479	Librarian Sabb Repl Hrly
1482	Per Diem Stipends

COAST COMMUNITY COLLEGE DISTRICT CHART OF ACCOUNTS

Account	Account Description
1483	Certificated Hrly Other
1484	Certificated Hrly Other Sub
1487	Certificated Other Overload
1496	Certificated Mileage Stipend
1497	Certificated Ride Share Stipend
1498	Certificated Housing Allowance
1499	Certificated Prof Expert
2001	Classified Balancing
2100	Classified Contract
2110	Classified Holding
2130	Classified Longevity
2131	Classified Non Instr Contract
2132	Classified N-Inst Vacation Payout
2134	Classified Non Instr Contract Sub
2138	Classified Prof Growth Leave
2140	Confidential Contract
2150	Classified Mgmt Non Instr Contr
2152	Cls Mgmt Non Instr Vac Payout
2190	Classified Meals Allow
2200	Classified Instr Contract
2210	Classified Instr Holding
2220	Classified Instr Longevity
2221	Classified Instr Contract
2222	Classified Instr Vacation Payout
2224	Classified Instr Contr Sub
2228	Classified Instr Prof Growth Leave
2250	Classified Mgmt Instr Contract
2252	Cls Mgmt Instr Contr Vac Payout
2290	Class Instr Meals Allow
2300	Classified Hourly Non Instr
2301	Classified Hrly Clearing
2310	Classified Hrly Holding
2316	Classified Hrly Students
2317	Cls Hrly Stdnt CalWk/EOPS/CARE
2332	Classified Hourly Contract
2333	Classified Hourly
2334	Classified Hourly Subs
2337	Trustees Duty Stipend
2338	Class Hrly Retraining Leave Repl
2339	Class Hrly Overtime

**COAST COMMUNITY COLLEGE DISTRICT
CHART OF ACCOUNTS**

Account	Account Description
2340	Classified Vacanc Hourly repl
2353	Class Mgmt Hourly Contr
2396	Mileage Stipend
2397	Classified Ride Share Stipend
2399	Professional Experts
2400	Class Instr Hourly
2410	Class Instr Hourly Holding
2416	Class Instr Hrly Students
2417	Class Instr Hrly Stu Cal Works
2422	Class Instr Hrly Contract
2423	Class Instr Hourly
2424	Class Instr Hourly Subs
2428	Class Instr Hrly Retraining Lv Repl
2429	Class Instr Overtime
2440	Class Instr Hourly Repl for vacancy
3000	Employee Benefits Holding
3001	Employee Benefits Clearing
3002	Hrly Employee Benefits Holding
3100	STRS Retirement
3110	STRS Retirement Instr
3130	STRS Retirement Non Instr
3199	STRS Retirement Offset Acct
3200	PERS Retirement
3210	PERS Retirement Instr
3230	PERS Retirement Non Instr
3299	PERS Retirement Offset Acct
3300	OASDI
3310	OASDI Instr
3330	OASDI Non Instr
3350	Medicare Instr
3351	PARS Instr
3360	Medicare Non Instr
3361	PARS Non Instr
3399	OASDI Offset
3400	Health and Welfare
3410	Health and Welfare Instr
3430	Health and Welfare Non Instr
3450	Future Retiree Benefits Instr
3460	Future Retiree Benefits Non Instr
3499	Health and Welfare Offset

**COAST COMMUNITY COLLEGE DISTRICT
CHART OF ACCOUNTS**

Account	Account Description
3500	Unemployment Insurance
3510	Unemployment Ins Instr
3530	Unemployment Ins Non Instr
3599	Unemployment Ins Offset
3600	Workers Compensation
3610	Workers Compensation Instr
3630	Workers Comp Non Instr
3699	Workers Comp Offset
3700	Retiree Benefits
3701	Retiree Benefits Clearing
3710	Retiree Benefits Instr
3730	Retiree Benefits Non Instr
3800	Retirement Incentives
3810	Retirement Incentives Instr
3830	Retirement Incentives Non Instr
3900	Other Benefits
3910	Other Annuity Stipend Instr
3930	Other Annuity Stipend Non Instr
4001	Supplies Balancing
4200	Reference Books
4281	Library Books Repl
4285	Reference Books
4300	Supplies
4310	Supplies Clearing Chgbk
4312	General Supplies
4313	Supplies Child Care Food
4314	Supplies Child Care
4315	Supplies Technology
4320	Copy Charges
4321	Printing
4400	Media Supplies
4401	Supplies Audio Visual
4600	Fuel Oil Repair Parts
4676	Supplies Fuel Oil
4677	Repair Parts
4900	Other Supplies
4999	Credit Card Clearing
5001	Indirect Expense Chargeback
5100	Personal and Consultant Svcs
5110	Personal Services

**COAST COMMUNITY COLLEGE DISTRICT
CHART OF ACCOUNTS**

Account	Account Description
5112	Consultants Indep Contractors
5116	Speakers Guest Lecturer
5200	Travel
5201	AFT Conferences
5202	CFCE Conferences
5204	Part Time Fac Conferences
5205	Confidential Conferences
5206	Mgmt Conferences
5207	Budgetary Only Conferences
5208	Trustees Conferences
5209	Hrly and Non Employee Conferences
5215	Per Diem Travel
5219	Mileage Reimbursement
5300	Subscriptions Dues Memberships
5306	Subscriptions
5320	Dues and Memberships
5400	Insurance
5472	Insurance
5476	Insurance Student
5480	Claims and Settlements
5481	Stop Loss Insurance
5482	Conversion Fee
5500	Utilities
5510	Maint and Housekeeping Svcs
5516	Electricity
5517	Gas
5518	Sewer Service Fees
5519	Telephone
5520	Dataline Usage
5521	Water
5522	Utilities Other
5600	Rent Leases Repairs
5601	Clearing Lease Rentals
5638	Service Maint Agreement
5639	Multi Year SMA
5650	Building Repairs
5651	Agency Fees Repairs
5652	Engineer Fees Repairs
5653	Test and Lab Fees Repairs
5654	Architect Fees Repairs

**COAST COMMUNITY COLLEGE DISTRICT
CHART OF ACCOUNTS**

Account	Account Description
5655	Inspection Services Repairs
5657	Equipment Repairs
5665	Sites Repairs
5682	Equipment Rental and Leases
5684	Facilities Leases
5696	Rentals Other
5699	Software License Fees
5700	Legal Election Audit
5741	Legal Advertising
5743	Audit Expenses

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Total

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	34,709,966	34,010,934	34,557,571	-152,395	-0.44%
	1200	Non Instructor Cert Contract	12,963,319	12,752,173	12,596,699	-366,620	-2.83%
	1300	Instructors Hourly	21,280,814	23,110,111	20,429,523	-851,291	-4.00%
	1400	Non Instructor Certificated Hrly	1,646,142	1,811,663	1,581,844	-64,298	-3.91%
			70,600,241	71,684,881	69,165,637	-1,434,604	-2.03%
2	2100	Classified Contract	37,341,920	36,368,227	35,848,440	-1,493,480	-4.00%
	2200	Classified Instr Contract	3,463,157	3,283,630	3,009,957	-453,200	-13.09%
	2300	Classified Hourly Non Instr	1,333,861	2,118,102	1,939,394	605,533	45.40%
	2400	Class Instr Hourly	586,379	929,853	576,473	-9,906	-1.69%
			42,725,317	42,699,812	41,374,264	-1,351,053	-3.16%
3	3000	Employee Benefits Holding	1,750,488	-67,933	1,884,417	133,929	7.65%
	3100	STRS Retirement	3,595,224	5,099,860	3,508,793	-86,431	-2.40%
	3200	PERS Retirement	4,773,236	4,798,708	4,693,725	-79,511	-1.67%
	3300	OASDI	3,929,394	4,336,437	3,846,847	-82,547	-2.10%
	3400	Health and Welfare	17,601,166	18,174,661	17,415,013	-186,153	-1.06%
	3500	Unemployment Insurance	635,414	980,753	1,377,817	742,403	116.84%
	3600	Workers Compensation	1,500,304	1,978,118	1,455,041	-45,263	-3.02%
	3700	Retiree Benefits	11,139,700	11,139,700	11,368,400	228,700	2.05%
			44,924,926	46,440,304	45,550,053	625,127	1.39%
4	4200	Reference Books	19,606	5,880	15,496	-4,110	-20.96%
	4300	Supplies	2,248,381	1,812,783	2,352,270	103,889	4.62%
	4400	Media Supplies	39,402	25,980	36,725	-2,677	-6.79%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Total

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
4	4600	Fuel Oil Repair Parts	381,479	367,328	396,867	15,388	4.03%
			2,688,868	2,211,972	2,801,358	112,490	4.18%
5	5001	Indirect Expense Chargeback	00	-243,107	00	00	0.00%
	5100	Personal and Consultant Svcs	591,125	323,511	45,816	-545,309	-92.25%
	5200	Travel	436,862	342,389	421,508	-15,354	-3.51%
	5300	Subscriptions Dues Memberships	285,783	276,335	294,359	8,576	3.00%
	5400	Insurance	1,495,877	1,242,667	1,468,172	-27,705	-1.85%
	5500	Utilities	5,176,853	4,138,031	4,937,654	-239,199	-4.62%
	5600	Rent Leases Repairs	5,468,685	4,885,380	5,043,199	-425,486	-7.78%
	5700	Legal Election Audit	2,371,239	1,598,608	1,597,180	-774,059	-32.64%
	5800	Other Operating	3,477,269	1,798,718	3,130,927	-346,342	-9.96%
	5900	Other	1,470,833	00	741,269	-729,564	-49.60%
			20,774,526	14,362,533	17,680,084	-3,094,442	-14.90%
6	6100	Site Improvements	11,000	8,567	22,000	11,000	100.00%
	6200	Building Improvements	4,259	5,462	4,259	00	0.00%
	6300	Library Books	98,055	88,078	90,734	-7,321	-7.47%
	6400	Equipment	1,381,866	1,045,425	2,233,492	851,626	61.63%
			1,495,180	1,147,532	2,350,485	855,305	57.20%
7	7300	Interfund Transfer Out	1,385,032	3,879,582	3,234,376	1,849,344	133.52%
	7500	Student Financial Aid	20,000	4,369	21,000	1,000	5.00%
	7600	Other Payments To For Students	2,000	796	1,900	-100	-5.00%
	7900	Reserve for Contingencies	20,511,577	00	23,769,401	3,257,824	15.88%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Total

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
			21,918,609	3,884,747	27,026,677	5,108,068	23.30%
			205,127,667	182,431,781	205,948,558	820,891	0.40%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Orange Coast College (2)**

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	21,682,545	21,222,251	21,261,867	-420,678	-1.94%
	1200	Non Instructor Cert Contract	5,568,439	5,618,970	5,492,322	-76,117	-1.37%
	1300	Instructors Hourly	8,838,000	10,149,721	8,600,000	-238,000	-2.69%
	1400	Non Instructor Certificated Hrly	651,998	700,928	558,000	-93,998	-14.42%
			36,740,982	37,691,871	35,912,189	-828,793	-2.26%
2	2100	Classified Contract	14,244,478	13,928,580	13,671,626	-572,852	-4.02%
	2200	Classified Instr Contract	2,248,245	2,135,556	1,906,337	-341,908	-15.21%
	2300	Classified Hourly Non Instr	337,200	508,033	911,733	574,533	170.38%
	2400	Class Instr Hourly	469,437	459,934	448,688	-20,749	-4.42%
			17,299,360	17,032,103	16,938,384	-360,976	-2.09%
3	3000	Employee Benefits Holding	726,222	00	646,995	-79,227	-10.91%
	3100	STRS Retirement	2,107,967	2,773,840	2,055,098	-52,869	-2.51%
	3200	PERS Retirement	1,931,108	1,918,082	1,861,597	-69,511	-3.60%
	3300	OASDI	1,698,296	1,835,492	1,598,671	-99,625	-5.87%
	3400	Health and Welfare	8,745,989	8,920,976	8,471,219	-274,770	-3.14%
	3500	Unemployment Insurance	313,793	406,379	675,601	361,808	115.30%
	3600	Workers Compensation	740,902	939,653	713,284	-27,618	-3.73%
			16,264,277	16,794,423	16,022,465	-241,812	-1.49%
4	4200	Reference Books	800	1,677	00	-800	-100.00%
	4300	Supplies	1,193,257	1,054,705	1,159,941	-33,316	-2.79%
	4400	Media Supplies	26,752	16,843	24,075	-2,677	-10.01%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Orange Coast College (2)**

Fund 110 Unrestricted General Fund

			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
4	4600	Fuel Oil Repair Parts	195,686	157,410	188,655	-7,031	-3.59%
			1,416,495	1,230,635	1,372,671	-43,824	-3.09%
5	5001	Indirect Expense Chargeback	00	-50,988	00	00	0.00%
	5100	Personal and Consultant Svcs	17,709	7,818	6,400	-11,309	-63.86%
	5200	Travel	96,696	101,104	81,472	-15,224	-15.74%
	5300	Subscriptions Dues Memberships	52,055	51,512	48,891	-3,164	-6.08%
	5400	Insurance	120,444	92,968	92,739	-27,705	-23.00%
	5500	Utilities	2,212,014	1,937,525	2,072,178	-139,836	-6.32%
	5600	Rent Leases Repairs	1,368,882	1,070,299	1,350,533	-18,349	-1.34%
	5700	Legal Election Audit	338,659	273,233	268,100	-70,559	-20.83%
	5800	Other Operating	563,834	458,132	560,059	-3,775	-0.67%
	5900	Other	106,385	00	127,349	20,964	19.71%
			4,876,678	3,941,603	4,607,721	-268,957	-5.52%
6	6100	Site Improvements	00	00	1,000	1,000	0.00%
	6200	Building Improvements	3,000	2,700	3,000	00	0.00%
	6300	Library Books	70,127	60,824	63,500	-6,627	-9.45%
	6400	Equipment	241,328	508,780	140,025	-101,303	-41.98%
			314,455	572,304	207,525	-106,930	-34.00%
7	7300	Interfund Transfer Out	75,931	90,081	113,750	37,819	49.81%
	7600	Other Payments To For Students	800	796	700	-100	-12.50%
			76,731	90,877	114,450	37,719	49.16%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Orange Coast College (2)**

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
			76,988,978	77,353,816	75,175,405	-1,813,573	-2.36%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Orange Coast College (2)**

Fund	120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	42,000	12,602	00	-42,000	-100.00%
	1200	Non Instructor Cert Contract	332,787	379,621	363,274	30,487	9.16%
	1300	Instructors Hourly	80,000	118,369	126,856	46,856	58.57%
	1400	Non Instructor Certificated Hrly	234,794	266,863	274,656	39,862	16.98%
			689,581	777,455	764,786	75,205	10.91%
2	2100	Classified Contract	1,662,611	1,366,526	1,701,629	39,018	2.35%
	2200	Classified Instr Contract	257,588	184,765	146,029	-111,559	-43.31%
	2300	Classified Hourly Non Instr	1,172,003	1,383,251	1,191,705	19,702	1.68%
	2400	Class Instr Hourly	117,500	345,866	133,903	16,403	13.96%
			3,209,702	3,280,409	3,173,266	-36,436	-1.14%
3	3000	Employee Benefits Holding	183,237	00	284,895	101,658	55.48%
	3100	STRS Retirement	25,640	42,689	35,846	10,206	39.80%
	3200	PERS Retirement	200,273	233,313	175,021	-25,252	-12.61%
	3300	OASDI	147,558	207,393	127,877	-19,681	-13.34%
	3400	Health and Welfare	603,417	503,231	516,063	-87,354	-14.48%
	3500	Unemployment Insurance	15,701	28,692	31,653	15,952	101.60%
	3600	Workers Compensation	37,073	63,777	33,423	-3,650	-9.85%
			1,212,899	1,079,094	1,204,778	-8,121	-0.67%
4	4200	Reference Books	650	00	00	-650	-100.00%
	4300	Supplies	489,757	503,176	710,113	220,356	44.99%
	4600	Fuel Oil Repair Parts	8,100	141	600	-7,500	-92.59%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Orange Coast College (2)**

Fund	120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
			498,507	503,317	710,713	212,206	42.57%
5	5001	Indirect Expense Chargeback	36,936	50,988	42,356	5,420	14.67%
	5100	Personal and Consultant Svcs	700	9,725	00	-700	-100.00%
	5200	Travel	42,232	31,734	63,033	20,801	49.25%
	5300	Subscriptions Dues Memberships	3,024	3,171	5,780	2,756	91.14%
	5400	Insurance	00	59,197	69,679	69,679	0.00%
	5500	Utilities	2,500	2,685	2,656	156	6.24%
	5600	Rent Leases Repairs	204,182	308,560	99,532	-104,650	-51.25%
	5700	Legal Election Audit	30,000	18,305	40,000	10,000	33.33%
	5800	Other Operating	286,028	407,998	428,396	142,368	49.77%
	5900	Other	313,863	00	496,762	182,899	58.27%
			919,465	892,361	1,248,194	328,729	35.75%
6	6200	Building Improvements	20,000	9,087	10,000	-10,000	-50.00%
	6400	Equipment	415,998	454,445	492,580	76,582	18.41%
			435,998	463,532	502,580	66,582	15.27%
7	7300	Interfund Transfer Out	00	23,368	00	00	0.00%
	7500	Student Financial Aid	104,194	109,640	48,602	-55,592	-53.35%
	7600	Other Payments To For Students	522,746	594,250	528,924	6,178	1.18%
			626,940	727,258	577,526	-49,414	-7.88%
			7,593,092	7,723,427	8,181,843	588,751	7.75%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Golden West College (3)**

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	10,313,261	10,238,533	10,585,693	272,432	2.64%
	1200	Non Instructor Cert Contract	3,578,047	3,368,155	3,246,829	-331,218	-9.26%
	1300	Instructors Hourly	6,971,155	7,562,808	6,362,340	-608,815	-8.73%
	1400	Non Instructor Certificated Hrly	610,371	701,112	610,371	00	0.00%
			21,472,834	21,870,607	20,805,233	-667,601	-3.11%
2	2100	Classified Contract	9,696,170	9,525,927	9,471,293	-224,877	-2.32%
	2200	Classified Instr Contract	835,428	788,842	730,568	-104,860	-12.55%
	2300	Classified Hourly Non Instr	170,829	390,395	147,421	-23,408	-13.70%
	2400	Class Instr Hourly	64,291	422,566	80,447	16,156	25.13%
			10,766,718	11,127,731	10,429,729	-336,989	-3.13%
3	3000	Employee Benefits Holding	533,657	-35	604,703	71,046	13.31%
	3100	STRS Retirement	1,036,758	1,526,829	1,029,431	-7,327	-0.71%
	3200	PERS Retirement	1,255,224	1,250,678	1,238,465	-16,759	-1.34%
	3300	OASDI	1,043,563	1,150,539	1,041,748	-1,815	-0.17%
	3400	Health and Welfare	4,904,417	5,078,884	4,924,527	20,110	0.41%
	3500	Unemployment Insurance	175,337	247,381	384,312	208,975	119.18%
	3600	Workers Compensation	414,004	570,812	404,322	-9,682	-2.34%
			9,362,960	9,825,088	9,627,508	264,548	2.83%
4	4200	Reference Books	3,535	2	3,285	-250	-7.07%
	4300	Supplies	367,739	292,440	671,001	303,262	82.47%
	4400	Media Supplies	1,000	3,932	1,000	00	0.00%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Golden West College (3)**

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
4	4600	Fuel Oil Repair Parts	38,712	28,062	38,112	-600	-1.55%
			410,986	324,435	713,398	302,412	73.58%
5	5001	Indirect Expense Chargeback	00	-27,389	00	00	0.00%
	5100	Personal and Consultant Svcs	9,416	2,826	9,416	00	0.00%
	5200	Travel	102,495	64,998	102,495	00	0.00%
	5300	Subscriptions Dues Memberships	37,229	50,744	39,493	2,264	6.08%
	5400	Insurance	92,000	101,103	92,000	00	0.00%
	5500	Utilities	1,563,226	1,222,181	1,568,826	5,600	0.36%
	5600	Rent Leases Repairs	366,278	340,671	345,248	-21,030	-5.74%
	5700	Legal Election Audit	200,000	129,769	200,000	00	0.00%
	5800	Other Operating	424,123	261,367	362,379	-61,744	-14.56%
	5900	Other	1,054,620	00	-95,668	-1,150,288	-109.07%
			3,849,387	2,146,270	2,624,189	-1,225,198	-31.83%
6	6200	Building Improvements	1,259	2,762	1,259	00	0.00%
	6300	Library Books	27,928	27,254	27,234	-694	-2.48%
	6400	Equipment	10,000	-2,418	309,346	299,346	2993.46%
			39,187	27,598	337,839	298,652	762.12%
7	7300	Interfund Transfer Out	64,645	48,829	72,188	7,543	11.67%
	7500	Student Financial Aid	00	00	6,000	6,000	0.00%
	7600	Other Payments To For Students	1,200	00	1,200	00	0.00%
	7900	Reserve for Contingencies	00	00	107,844	107,844	0.00%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Golden West College (3)**

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
			65,845	48,829	187,232	121,387	184.35%
			45,967,917	45,370,560	44,725,128	-1,242,789	-2.70%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Golden West College (3)**

Fund 120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	86,094	48,993	00	-86,094	-100.00%
	1200	Non Instructor Cert Contract	497,616	630,173	565,453	67,837	13.63%
	1300	Instructors Hourly	217,158	256,884	306,479	89,321	41.13%
	1400	Non Instructor Certificated Hrly	236,983	326,520	361,584	124,601	52.58%
			1,037,851	1,262,569	1,233,516	195,665	18.85%
2	2100	Classified Contract	1,312,949	1,188,435	1,215,278	-97,671	-7.44%
	2200	Classified Instr Contract	66,496	43,620	44,644	-21,852	-32.86%
	2300	Classified Hourly Non Instr	395,113	657,625	525,264	130,151	32.94%
	2400	Class Instr Hourly	15,000	80,766	33,290	18,290	121.93%
			1,789,558	1,970,447	1,818,476	28,918	1.62%
3	3000	Employee Benefits Holding	120,993	00	139,935	18,942	15.66%
	3100	STRS Retirement	60,155	75,004	52,726	-7,429	-12.35%
	3200	PERS Retirement	120,580	146,675	126,062	5,482	4.55%
	3300	OASDI	107,457	136,000	102,998	-4,459	-4.15%
	3400	Health and Welfare	450,445	431,733	423,291	-27,154	-6.03%
	3500	Unemployment Insurance	13,355	22,852	28,877	15,522	116.23%
	3600	Workers Compensation	31,534	50,658	30,490	-1,044	-3.31%
			904,519	862,920	904,379	-140	-0.02%
4	4200	Reference Books	377	26	00	-377	-100.00%
	4300	Supplies	755,301	598,236	984,034	228,733	30.28%
	4400	Media Supplies	10,000	1,165	00	-10,000	-100.00%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Golden West College (3)

Fund 120 Restricted General Fund

			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
			765,678	599,426	984,034	218,356	28.52%
5	5001	Indirect Expense Chargeback	33,638	27,389	12,717	-20,921	-62.19%
	5100	Personal and Consultant Svcs	46,218	63,019	20,873	-25,345	-54.84%
	5200	Travel	69,582	39,277	61,837	-7,745	-11.13%
	5300	Subscriptions Dues Memberships	2,521	2,244	2,021	-500	-19.83%
	5600	Rent Leases Repairs	180,093	84,738	191,593	11,500	6.39%
	5700	Legal Election Audit	00	538	188	188	0.00%
	5800	Other Operating	116,696	198,562	182,411	65,715	56.31%
	5900	Other	692,559	00	726,215	33,656	4.86%
			1,141,307	415,767	1,197,855	56,548	4.95%
6	6200	Building Improvements	730	13,270	16,000	15,270	2091.78%
	6400	Equipment	482,959	1,026,146	268,749	-214,210	-44.35%
			483,689	1,039,415	284,749	-198,940	-41.13%
7	7500	Student Financial Aid	25,292	35,531	16,000	-9,292	-36.74%
	7600	Other Payments To For Students	216,425	196,113	199,367	-17,058	-7.88%
			241,717	231,644	215,367	-26,350	-10.90%
			6,364,319	6,382,188	6,638,376	274,057	4.31%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Coastline Community College (8)**

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	2,714,160	2,550,150	2,710,011	-4,149	-0.15%
	1200	Non Instructor Cert Contract	2,152,374	2,107,658	2,182,035	29,661	1.38%
	1300	Instructors Hourly	5,072,375	5,397,003	4,796,517	-275,858	-5.44%
	1400	Non Instructor Certificated Hrly	324,981	320,626	364,241	39,260	12.08%
			10,263,890	10,375,437	10,052,804	-211,086	-2.06%
2	2100	Classified Contract	5,746,222	5,485,345	5,354,625	-391,597	-6.81%
	2200	Classified Instr Contract	379,484	359,232	373,052	-6,432	-1.69%
	2300	Classified Hourly Non Instr	486,192	927,647	566,280	80,088	16.47%
	2400	Class Instr Hourly	52,651	47,353	47,338	-5,313	-10.09%
			6,664,549	6,819,577	6,341,295	-323,254	-4.85%
3	3000	Employee Benefits Holding	410,130	00	527,392	117,262	28.59%
	3100	STRS Retirement	325,514	665,906	326,894	1,380	0.42%
	3200	PERS Retirement	751,894	786,581	742,352	-9,542	-1.27%
	3300	OASDI	567,151	687,987	568,889	1,738	0.31%
	3400	Health and Welfare	2,132,470	2,370,925	2,146,087	13,617	0.64%
	3500	Unemployment Insurance	79,241	130,718	173,389	94,148	118.81%
	3600	Workers Compensation	187,098	294,695	183,362	-3,736	-2.00%
			4,453,498	4,936,813	4,668,365	214,867	4.82%
4	4200	Reference Books	2,637	315	2,650	13	0.49%
	4300	Supplies	457,380	217,314	340,123	-117,257	-25.64%
	4400	Media Supplies	11,650	5,205	11,650	00	0.00%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Coastline Community College (8)

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
4	4600	Fuel Oil Repair Parts	2,081	00	1,600	-481	-23.11%
			473,748	222,834	356,023	-117,725	-24.85%
5	5001	Indirect Expense Chargeback	00	-164,730	00	00	0.00%
	5100	Personal and Consultant Svcs	467,000	157,296	2,000	-465,000	-99.57%
	5200	Travel	33,485	28,199	38,929	5,444	16.26%
	5300	Subscriptions Dues Memberships	61,025	47,962	69,135	8,110	13.29%
	5400	Insurance	29,821	00	29,821	00	0.00%
	5500	Utilities	957,155	611,464	869,900	-87,255	-9.12%
	5600	Rent Leases Repairs	808,540	900,577	805,188	-3,352	-0.41%
	5700	Legal Election Audit	220,580	187,984	145,580	-75,000	-34.00%
	5800	Other Operating	822,705	263,789	742,826	-79,879	-9.71%
	5900	Other	00	00	53,000	53,000	0.00%
			3,400,311	2,032,541	2,756,379	-643,932	-18.94%
6	6400	Equipment	67,900	4,892	62,000	-5,900	-8.69%
			67,900	4,892	62,000	-5,900	-8.69%
7	7300	Interfund Transfer Out	44,456	1,540,672	48,438	3,982	8.96%
	7900	Reserve for Contingencies	302,735	00	00	-302,735	-100.00%
			347,191	1,540,672	48,438	-298,753	-86.05%
			25,671,087	25,932,766	24,285,304	-1,385,783	-5.40%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Coastline Community College (8)**

Fund	120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1100	Instructor Contract	209,856	214,715	416,489	206,633	98.46%
	1200	Non Instructor Cert Contract	254,605	279,174	210,563	-44,042	-17.30%
	1300	Instructors Hourly	267,410	280,537	208,057	-59,353	-22.20%
	1400	Non Instructor Certificated Hrly	304,962	259,310	256,116	-48,846	-16.02%
			1,036,833	1,033,736	1,091,225	54,392	5.25%
2	2100	Classified Contract	2,691,924	2,764,914	2,501,781	-190,143	-7.06%
	2300	Classified Hourly Non Instr	617,892	620,331	448,150	-169,742	-27.47%
	2400	Class Instr Hourly	108,916	90,727	99,109	-9,807	-9.00%
			3,418,732	3,475,972	3,049,040	-369,692	-10.81%
3	3000	Employee Benefits Holding	1,192,069	00	944,714	-247,355	-20.75%
	3100	STRS Retirement	40,105	72,005	49,071	8,966	22.36%
	3200	PERS Retirement	60,321	318,778	68,307	7,986	13.24%
	3300	OASDI	45,737	252,280	59,739	14,002	30.61%
	3400	Health and Welfare	219,304	829,051	277,120	57,816	26.36%
	3500	Unemployment Insurance	7,217	34,487	19,647	12,430	172.23%
	3600	Workers Compensation	17,040	75,196	20,746	3,706	21.75%
			1,581,793	1,581,797	1,439,344	-142,449	-9.01%
4	4200	Reference Books	00	1,622	00	00	0.00%
	4300	Supplies	349,169	286,545	348,023	-1,146	-0.33%
	4400	Media Supplies	00	2,875	00	00	0.00%
			349,169	291,041	348,023	-1,146	-0.33%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Coastline Community College (8)**

Fund	120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5001	Indirect Expense Chargeback	121,777	164,730	133,072	11,295	9.28%
	5100	Personal and Consultant Svcs	100,773	109,844	183,016	82,243	81.61%
	5200	Travel	92,305	40,234	79,837	-12,468	-13.51%
	5300	Subscriptions Dues Memberships	8,689	40,016	14,189	5,500	63.30%
	5500	Utilities	81,917	51,558	26,967	-54,950	-67.08%
	5600	Rent Leases Repairs	786,368	682,537	1,324,867	538,499	68.48%
	5800	Other Operating	392,938	396,234	495,088	102,150	26.00%
	5900	Other	229,832	00	325,816	95,984	41.76%
			1,814,599	1,485,152	2,582,852	768,253	42.34%
6	6300	Library Books	00	48,383	00	00	0.00%
	6400	Equipment	173,984	149,965	187,282	13,298	7.64%
			173,984	198,349	187,282	13,298	7.64%
7	7300	Interfund Transfer Out	50,000	61,929	50,000	00	0.00%
	7500	Student Financial Aid	373	9,429	7,000	6,627	1776.68%
	7600	Other Payments To For Students	123,616	97,647	150,347	26,731	21.62%
			173,989	169,005	207,347	33,358	19.17%
			8,549,099	8,235,052	8,905,113	356,014	4.16%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Offices (1)

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1200	Non Instructor Cert Contract	966,253	986,300	977,307	11,054	1.14%
	1400	Non Instructor Certificated Hrly	6,360	5,258	4,800	-1,560	-24.53%
			972,613	991,558	982,107	9,494	0.98%
2	2100	Classified Contract	7,056,623	6,812,557	6,718,786	-337,837	-4.79%
	2300	Classified Hourly Non Instr	207,580	194,152	175,900	-31,680	-15.26%
			7,264,203	7,006,709	6,894,686	-369,517	-5.09%
3	3000	Employee Benefits Holding	13,595	00	13,905	310	2.28%
	3100	STRS Retirement	77,473	43,996	49,865	-27,608	-35.64%
	3200	PERS Retirement	758,676	760,427	768,928	10,252	1.35%
	3300	OASDI	553,768	542,638	539,934	-13,834	-2.50%
	3400	Health and Welfare	1,564,003	1,555,885	1,607,002	42,999	2.75%
	3500	Unemployment Insurance	57,764	61,243	123,098	65,334	113.11%
	3600	Workers Compensation	136,393	136,047	131,457	-4,936	-3.62%
			3,161,672	3,100,236	3,234,189	72,517	2.29%
4	4200	Reference Books	9,850	3,795	6,800	-3,050	-30.96%
	4300	Supplies	171,855	75,880	127,805	-44,050	-25.63%
			181,705	79,675	134,605	-47,100	-25.92%
5	5100	Personal and Consultant Svcs	89,000	23,991	25,000	-64,000	-71.91%
	5200	Travel	64,686	80,591	96,362	31,676	48.97%
	5300	Subscriptions Dues Memberships	10,474	12,271	14,590	4,116	39.30%
	5500	Utilities	239,458	204,904	240,250	792	0.33%
	5600	Rent Leases Repairs	746,443	326,624	459,610	-286,833	-38.43%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Offices (1)

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5700	Legal Election Audit	41,500	1,063	41,500	00	0.00%
	5800	Other Operating	352,001	81,876	636,963	284,962	80.95%
	5900	Other	00	00	00	00	0.00%
			1,543,562	731,319	1,514,275	-29,287	-1.90%
6	6100	Site Improvements	1,000	00	1,000	00	0.00%
	6400	Equipment	252,101	58,664	310,539	58,438	23.18%
			253,101	58,664	311,539	58,438	23.09%
			13,376,856	11,968,160	13,071,401	-305,455	-2.28%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Offices (1)

Fund 120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1300	Instructors Hourly	00	863	00	00	0.00%
	1400	Non Instructor Certificated Hrly	55,000	36,605	88,626	33,626	61.14%
			55,000	37,468	88,626	33,626	61.14%
2	2100	Classified Contract	274,679	151,717	286,532	11,853	4.32%
	2300	Classified Hourly Non Instr	120,218	147,208	141,836	21,618	17.98%
			394,897	298,925	428,368	33,471	8.48%
3	3000	Employee Benefits Holding	79,974	00	94,037	14,063	17.58%
	3100	STRS Retirement	00	3,122	00	00	0.00%
	3200	PERS Retirement	14,100	19,800	16,522	2,422	17.18%
	3300	OASDI	10,072	18,773	11,574	1,502	14.91%
	3400	Health and Welfare	29,088	34,186	34,966	5,878	20.21%
	3500	Unemployment Insurance	948	2,709	2,435	1,487	156.86%
	3600	Workers Compensation	2,238	5,719	2,571	333	14.88%
			136,420	84,308	162,105	25,685	18.83%
4	4300	Supplies	42,438	18,088	43,169	731	1.72%
			42,438	18,088	43,169	731	1.72%
5	5001	Indirect Expense Chargeback	56,891	52,505	89,835	32,944	57.91%
	5100	Personal and Consultant Svcs	5,000	27,000	54,000	49,000	980.00%
	5200	Travel	18,300	8,335	13,058	-5,242	-28.64%
	5300	Subscriptions Dues Memberships	00	250	00	00	0.00%
	5600	Rent Leases Repairs	00	4,150	00	00	0.00%
	5800	Other Operating	913,362	1,038,374	1,821,112	907,750	99.39%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
District Offices (1)

Fund 120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5900	Other	24,801	00	6,500	-18,301	-73.79%
			1,018,354	1,130,614	1,984,505	966,151	94.87%
6	6400	Equipment	2,000	7,209	00	-2,000	-100.00%
			2,000	7,209	00	-2,000	-100.00%
			1,649,109	1,576,613	2,706,773	1,057,664	64.14%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Districtwide (9)**

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
1	1200	Non Instructor Cert Contract	698,206	671,090	698,206	00	0.00%
	1300	Instructors Hourly	399,284	578	670,666	271,382	67.97%
	1400	Non Instructor Certificated Hrly	52,432	83,740	44,432	-8,000	-15.26%
			1,149,922	755,408	1,413,304	263,382	22.90%
2	2100	Classified Contract	598,427	615,817	632,110	33,683	5.63%
	2300	Classified Hourly Non Instr	132,060	97,875	138,060	6,000	4.54%
			730,487	713,692	770,170	39,683	5.43%
3	3000	Employee Benefits Holding	66,884	-67,898	91,422	24,538	36.69%
	3100	STRS Retirement	47,512	89,289	47,505	-7	-0.01%
	3200	PERS Retirement	76,334	82,940	82,383	6,049	7.92%
	3300	OASDI	66,616	119,781	97,605	30,989	46.52%
	3400	Health and Welfare	254,287	247,990	266,178	11,891	4.68%
	3500	Unemployment Insurance	9,279	135,031	21,417	12,138	130.81%
	3600	Workers Compensation	21,907	36,912	22,616	709	3.24%
	3700	Retiree Benefits	11,139,700	11,139,700	11,368,400	228,700	2.05%
			11,682,519	11,783,744	11,997,526	315,007	2.70%
4	4200	Reference Books	2,784	93	2,761	-23	-0.83%
	4300	Supplies	58,150	172,444	53,400	-4,750	-8.17%
	4600	Fuel Oil Repair Parts	145,000	181,856	168,500	23,500	16.21%
			205,934	354,393	224,661	18,727	9.09%
5	5100	Personal and Consultant Svcs	8,000	131,581	3,000	-5,000	-62.50%
	5200	Travel	139,500	67,497	102,250	-37,250	-26.70%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Districtwide (9)**

Fund 110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5300	Subscriptions Dues Memberships	125,000	113,846	122,250	-2,750	-2.20%
	5400	Insurance	1,253,612	1,048,596	1,253,612	00	0.00%
	5500	Utilities	205,000	161,957	186,500	-18,500	-9.02%
	5600	Rent Leases Repairs	2,178,542	2,247,208	2,082,620	-95,922	-4.40%
	5700	Legal Election Audit	1,020,500	1,006,560	862,000	-158,500	-15.53%
	5800	Other Operating	1,175,186	733,554	828,700	-346,486	-29.48%
	5900	Other	309,828	00	159,037	-150,791	-48.67%
			6,415,168	5,510,800	5,599,969	-815,199	-12.71%
6	6100	Site Improvements	10,000	8,567	20,000	10,000	100.00%
	6400	Equipment	810,537	475,507	491,500	-319,037	-39.36%
			820,537	484,074	511,500	-309,037	-37.66%
7	7300	Interfund Transfer Out	1,200,000	2,200,000	00	-1,200,000	-100.00%
	7500	Student Financial Aid	20,000	4,369	15,000	-5,000	-25.00%
	7900	Reserve for Contingencies	1,200,000	00	870,000	-330,000	-27.50%
			2,420,000	2,204,369	885,000	-1,535,000	-63.43%
			23,424,567	21,806,480	21,402,130	-2,022,437	-8.63%

**COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Districtwide (9)**

Fund	120	Restricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5600	Rent Leases Repairs	120,000	77,781	86,000	-34,000	-28.33%
	5800	Other Operating	203,512	203,512	203,512	00	0.00%
			323,512	281,293	289,512	-34,000	-10.51%
			323,512	281,293	289,512	-34,000	-10.51%

COAST COMMUNITY COLLEGE DISTRICT
ADOPTED BUDGET
Ending Balance (6)

Fund	110	Unrestricted General Fund
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			2010/2011 Adopted Budget	2010/2011 YTD Actual	2011/2012 Adopted Budget	Difference Adopted to Adopted	% Difference
5	5700	Legal Election Audit	550,000	00	80,000	-470,000	-85.45%
	5800	Other Operating	139,420	00	00	-139,420	-100.00%
	5900	Other	00	00	497,551	497,551	0.00%
			689,420	00	577,551	-111,869	-16.23%
6	6400	Equipment	00	00	920,082	920,082	0.00%
			00	00	920,082	920,082	0.00%
7	7300	Interfund Transfer Out	00	00	3,000,000	3,000,000	0.00%
	7900	Reserve for Contingencies	19,008,842	00	22,791,557	3,782,715	19.90%
			19,008,842	00	25,791,557	6,782,715	35.68%
			19,698,262	00	27,289,190	7,590,928	38.54%

50% Law History

	<u>2006-07</u>	<u>2007-08</u>	<u>2008-09</u>	<u>2009-10</u>	<u>2010-11</u>
Instructional Salaries & Benefits	75,978,128	80,692,989	81,501,504	80,479,987	76,427,486
Total Expenses (Less Exclusions)	151,486,501	159,540,718	162,813,592	159,279,530	150,975,072
Percentage	50.16%	50.58%	50.06%	50.53%	50.62%

Site Detail - Unrestricted General Fund 2010-2011 Actual Expenses

		OCC (2)		GWC (3)		CCC (3)		District Office (1)		District-Wide (9)		Total	
Description	Acct Code	General Purpose	Tot Exp %	General Purpose	Tot Exp %	General Purpose	Tot Exp %	General Purpose	Tot Exp %	General Purpose	Tot Exp %	General Purpose	Tot Exp %
Academic Salaries	1000	35,251,497	45.6%	20,172,250	44.5%	9,198,615	35.5%	5,258	0.0%	755,408	3.5%	65,383,028	35.8%
Academic Managers	1000	2,440,374	3.2%	1,698,357	3.7%	1,176,822	4.5%	986,300	8.2%	-	0.0%	6,301,853	3.5%
Classified Salaries	2000	14,989,315	19.4%	9,549,238	21.0%	5,780,864	22.3%	5,464,404	45.7%	609,068	2.8%	36,392,889	19.9%
Classified Managers	2000	2,042,788	2.6%	1,578,493	3.5%	1,038,713	4.0%	1,542,305	12.9%	104,624	0.5%	6,306,923	3.4%
Total Salaries		54,723,974	70.8%	32,998,338	74.7%	17,195,014	66.3%	7,993,267	66.8%	1,469,100	6.7%	110,383,693	62.6%
Employee Benefits	3000	16,794,423	21.7%	9,825,089	21.7%	4,936,813	19.0%	3,100,235	25.9%	11,783,744	54.0%	46,440,304	25.5%
Total Salary & Benefits		71,518,397	92.5%	42,823,427	96.4%	22,131,827	85.3%	11,093,502	92.8%	16,252,844	60.3%	156,823,997	88.1%
Supplies and Materials	4000	1,230,635	1.6%	324,435	0.7%	222,834	0.9%	79,675	0.7%	354,393	1.6%	2,211,972	1.2%
Other Oper Exp & Svcs	5000	3,941,603	5.1%	2,146,270	4.8%	2,032,541	7.8%	731,319	6.1%	5,510,800	25.3%	14,362,533	7.9%
Capital Outlay	6000	572,304	0.7%	27,598	0.1%	4,892	0.0%	58,664	0.5%	484,074	2.2%	1,147,532	0.6%
Other Outgo	7000	90,877	0.1%	48,829	0.1%	1,540,672	5.9%	-	0.0%	2,204,369	10.1%	3,884,747	2.1%
Total Expenses		77,353,816	100.0%	45,370,559	100.0%	25,932,766	100.0%	11,968,160	100.0%	21,806,480	100.0%	182,431,781	100.0%

2011-2012 Adopted Budget

<i>Revenue change (2010-11)</i>	
General Apportionment	\$0
COLA	\$640,000
Growth/Restoration	\$4,047,000
Deficit Factor	(\$906,000)
Lottery	(\$300,000)
<i>Total Revenue change estimate</i>	<i>\$3,481,000</i>

2011-2012 Adopted Budget

<i>Emerging 2011-12 Internal Operating Deficit</i>	
STRS	\$0
PERS	(\$160,000)
Health Benefits	(\$850,000)
Step/Column	(\$324,000)
UIC	(\$702,000)
<i>Subtotal - CCCD 2011-12 Internal Operating Deficit</i>	<i>(\$2,036,000)</i>

Estimated state imposed budget cut (%)	6.15%
Estimated state imposed budget cut	(\$13,261,000)
Increased Student Fees	\$3,335,000
<i>Net projected State Impact</i>	<i>(\$9,926,000)</i>

<i>Total Projected Deficit</i>	<i>(\$8,481,000)</i>
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2011-2012 Adopted Budget

<i>District-Wide Savings</i>		
Estimated District-wide (Admin 9) savings		\$1,300,000
Eliminate Retiree Health Benefit Contribution (KOCE)		\$1,200,000
<i>Net Deficit Before Negotiated Solutions</i>		<i>(\$5,981,000)</i>

Negotiated Solutions- Health & Welfare		(\$700,000)
Net Deficit - Post Negotiations		(\$5,281,000)

<i>Site</i>	<i>Allocation</i>	<i>Amount</i>
Orange Coast	46%	(\$2,450,384)
Golden West	28%	(\$1,500,860)
Coastline	16%	(\$853,938)
District Office	9%	(\$475,818)
Total	100%	(\$5,281,000)

2011-2012 Adopted Budget

All Sites Summary	\$5,281,000	100%
Savings from Non-Salary Accts.	\$0	0%
Workload Reduction	(\$2,423,638)	-46%
VSP - A	(\$1,537,850)	-29%
VSP - B	(\$332,369)	-6%
Vacant Positions	(\$959,094)	-18%
Re-organization	(\$727,882)	-14%
New Revenue	(\$140,000)	-3%
Non-Contractual Release Time	(\$284,400)	-5%
Holding for Distribution	\$1,124,234	21%
Other	\$0	0%
Remaining Target Deficit	\$0	0%

Comparison of Beginning Balance and Revenue 2007-2012

	Actual 2007-2008	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	Budget 2011-2012
Beginning Balance *	28,792,303	23,601,080	21,096,788	19,698,262	27,289,190
Federal Revenue	7,582,538	8,359,093	10,745,253	9,488,549	8,701,493
State Revenue	99,114,856	95,160,681	82,816,482	87,639,933	74,135,188
Local Revenue	111,482,137	115,332,768	118,407,039	116,581,085	122,044,304
Other Financing	2,427	3,074	17,461	512,511	500,000

*INCLUDES COLLEGE BEGINNING BALANCES

District Ending Balance	21,513,238
Entity Ending Balances	<u>5,775,952</u>
	27,289,190
2011-12 Reserve	13,500,000

Comparison of Expenses 2007-2012

	Actual 2007-2008	Actual 2008-2009	Actual 2009-2010	Actual 2010-2011	Budget 2011-2012
Certificated Salaries	8,142,245	8,247,032	8,305,978	7,796,109	7,343,790
Classified Salaries	5,929,069	5,648,760	5,117,410	5,125,911	4,843,414
Staff Benefits	4,525,659	4,816,723	4,983,373	5,048,423	4,926,659
Books and Supplies	5,259,579	4,289,345	3,452,601	3,623,844	4,382,297
Other Operating Exp & Svcs	2,095,085	2,659,384	19,621,842	1,856,719	2,983,002
Capital Outlay	5,713,968	2,345,078	2,072,907	2,856,037	3,325,096
Student Aid & Other Outgo	8,826,593	4,171,515	2,963,061	5,012,655	4,257,516

ADOPTED BUDGET ALLOCATION 2011-2012

8/15/2011 10:30

ESTIMATED INCOME

UNRESTRICTED REVENUES

I. DISTRICTWIDE ENDING BALANCE (WITHOUT CAMPUS BALANCES) 21,513,238

DISTRIBUTION OF ENDING BALANCE		21,513,238
RESERVE FOR CONTINGENCY (6.5%)	13,500,000	
GWC LEARNING RESOURCE CENTER	2,000,000	
VSP PAYOUT	397,551	
CONTRACTUAL CARRY OVER	315,605	
CONTRACT/GRANT DEVELOPMENT	100,000	
HOLDING FOR MID-YEAR CUTS	3,200,000	
RETIREE HEALTH BENEFITS	1,000,000	
EQUIPMENT UPGRADES	920,082	
REDRISTRICTING	80,000	

II. UNRESTRICTED REVENUES 165,803,184

A. FTE REVENUES (2.2% GROWTH, 6.15% BUDGET CUT, DEFICIT)		160,000,000
1) GENERAL	55,800,000	
2) LOCAL PROPERTY TAXES	88,000,000	
3) ENROLLMENT FEES (\$36/UNIT)	16,200,000	
B. OTHER GENERAL REVENUES		5,803,184
1) STATE	4,773,684	
a) LOTTERY INCOME @ \$111 PER FTE	3,846,500	
b) 2% ENROLLMENT ADMINISTRATION	182,000	
c) PART TIME FACULTY PARITY	745,184	
2) LOCAL	1,029,500	
a) INTEREST INCOME	250,000	
b) JOINT USE DEVELOPMENT	210,000	
c) LA HABRA RENTALS	69,500	
d) KOCE DEBT PAYMENT	500,000	

CURRENT YEAR ESTIMATED REVENUE

165,803,184

DISTRICTWIDE EXPENSES (ADMIN 9)

RELEASE TIME POSITIONS (94300X, 943209, 943010, 94380X)	1,112,314
LEGAL/CONSULTING FEES (96062X, 96092X)	763,600
DIS MAINTENANCE (963501, 966140, 967001)	2,098,831
DIS CAPITAL PROJECTS (963863)	200,000
DIS SYSTEM IMPROVEMENT (963801)	397,960
STUDENT RECRUITMENT / COUNCIL (969010, 969020, 969101)	13,500
D/W PRINTING (980630, 981630, 981635)	26,000
EMPLOYEE RECRUIT / HR STUDIES (9819XX, 982001)	163,000
D/W SERVICES (960720, 964520, 980610, 980620, 980900)	267,037
D/W SEWER (986900)	105,000
MEMBERSHIPS (980625)	120,000
FISCAL AUDIT (960610)	150,000
PROPERTY CASUALTY INSURANCE (980300)	1,285,000

EMPLOYEE MANDATES (981815, 981920)	16,500
PROF DEV / RETRN (982301, 982401, 982501, 98260X, 982701)	212,612
EMPLOYEE RECOGNITION/WELLNESS (960710, 982801, 98290)	48,500
RETIREE HEALTH BENEFITS - CURRENT (982903)	11,396,200
RETIREE HEALTH BENEFITS - PAST SVC LIAB (983101)	0
FIXED ASSET MANAGEMENT (984501, 984502, 963701)	50,000
D/W PLANNING PROJ (986310, 986320)	34,619
ENVIRONMENTAL HEALTH & SAFETY (986600)	518,288
TRANSPORTATION & VEHICLE MAINT (987000)	125,903
STUDENT TRANSPORTATION (987800)	626,043
ED SERVICES INDIRECT EXPENSES (969505)	56,039
* HOLDING FOR PART TIME PARITY FUNDS (980710)	745,184
* HOLDING FOR CATEGORICAL TRANSFERS (980612)	870,000

FOR DISTRIBUTION

0

SUB TOTAL 6,702,242

SUB TOTAL 14,699,888

CURRENT YEAR TOTAL DISTRICTWIDE EXPENSE (ADMIN 9)

21,402,130

* HOLD FOR DISTRIBUTION TO COLLEGES

FIXED COSTS

	<u>ORANGE COAST</u>	<u>GOLDEN WEST</u>	<u>COASTLINE</u>	<u>DISTRICT</u>	<u>TOTAL</u>
CONTINUING FIXED COSTS	2,303,278	1,607,270	-219,198	13,376,856	17,068,206
TRANSFER TO FTES DISTRIBUTION	0	0	0	0	0
APPROVED NEW POSITIONS/TRANSFERS	74,805		-74,805		0
NEGOTIATED INCREASES					
SALARY INCREASES					0
LONGEVITY	1,492	-2,775	-1,525	1,426	-1,382
ADJUNCT SALARY INCREASES					0
SABBATICAL / PROF DEVELOPMENT	6,065	-5,899	-166		0
STEP AND COLUMN INCREASES	511,923	-91,489	-91,070	-5,568	323,796
HEALTH & WELFARE BENEFITS	-227,640	31,487	7,068	50,539	-138,546
STATUTORY CONTRIBUTION INCREASES	<u>331,968</u>	<u>294,073</u>	<u>127,246</u>	<u>123,966</u>	<u>877,253</u>
NET CONTINUING FIXED COSTS	698,613	225,397	-33,252	170,363	1,061,121
BUDGET REDUCTIONS	-2,450,384	-1,500,860	-853,938	-475,818	-5,281,000
BASIC ALLOCATION	3,875,136	3,875,136	3,321,545	0	11,071,817
TOTAL	4,426,643	4,206,943	2,215,157	13,071,401	23,920,144

CURRENT YEAR FIXED COSTS

23,920,144

IN 1990 WHEN THE CURRENT MODEL WAS FIRST ADOPTED ACTUAL FACULTY SALARY EXPENDITURES, BOTH CONTRACT AND ADJUNCT, WERE CONSIDERED AS FIXED COSTS. SINCE THAT TIME, WHEN MONEY WAS AVAILABLE, THE NUMBER WAS INCREASED BY THE COST OF ALL SALARY AND HEALTH BENEFIT INCREASES.

FTES CALCULATIONS AND DISTRIBUTION

	<u>ORANGE COAST</u>	<u>GOLDEN WEST</u>	<u>COASTLINE</u>	<u>TOTAL</u>
2011-2012 TARGET CREDIT FTES	17,089	10,012	5,532	32,633
NET NON-CREDIT FTES (@ 60.13% OF CREDIT)	28	10	177	215
ACTUAL NON-CREDIT FTES	<u>47</u>	<u>16</u>	<u>294</u>	<u>357</u>
TOTAL FOR DISTRIBUTION	17,117	10,022	5,709	32,848
% OF TOTAL	52.11%	30.51%	17.38%	100.00%

PREVIOUS YEAR'S FTES DISTRIBUTION (INCLUDING GROWTH) 120,480,910

CURRENT YEAR FTES REVENUE DISTRIBUTION (SAME AS PREVIOUS YEAR)	120,480,910
WORKLOAD REDUCTION	0
TOTAL AVAILABLE FOR DISTRIBUTION	120,480,910

DISTRIBUTION EQUALS TOTAL TARGET FTES
DIVIDED INTO TOTAL AVAILABLE REVENUE AND
THEN MULTIPLIED BY COLLEGE TARGET FTES

TOTAL AVAILABLE \$ DIVIDED BY
TOTAL FTES FOR DISTRIBUTION

120,480,910

32,848

3,668 \$ PER FTES

3,668

FTES REVENUE DISTRIBUTION

<u>ORANGE COAST</u>	<u>GOLDEN WEST</u>	<u>COASTLINE</u>	<u>TOTAL</u>
62,782,262	36,759,001	20,939,647	120,480,910

FTES REVENUE = FTES X 3,668

CURRENT YEAR TOTAL FTES DISTRIBUTION

120,480,910

TOTAL 2011-2012 BASE ALLOCATION

	<u>FIXED COSTS</u>	<u>FTES REVENUE</u>	<u>2011-2012 BASE ALLOCATION</u>	<u>% OF TOTAL UNREST REV</u>
ORANGE COAST	4,426,643	62,782,262	67,208,905	40.54%
GOLDEN WEST	4,206,943	36,759,001	40,965,944	24.71%
COASTLINE	2,215,157	20,939,647	23,154,804	13.97%
DISTRICT OFFICE	13,071,401		13,071,401	7.88%
DISTRICTWIDE (ADMIN 9)	21,402,130		21,402,130	12.91%
TOTAL	45,322,274	120,480,910	165,803,184	100.00%

FUNDING PER FTES

	<u>ALLOCATION</u>	<u>BASE ALLOCATION</u>	<u>BALANCE</u>	<u>FUNDING / FTES (WITHOUT BASE)</u>
OCC	67,208,905	3,875,136	63,333,769	3,700
GWC	40,965,944	3,875,136	37,090,808	3,701
CCC	23,154,804	3,321,545	19,833,259	3,474
	131,329,653	11,071,817	120,257,836	3,661

TOTAL FUNDING WITH ADMIN 9 ALLOCATION (INFORMATION ONLY)

	<u>TOTAL FUNDING</u>	<u>ADMIN 9 ALLOCATION</u>	<u>TOTAL ALLOCATION</u>	<u>FUNDING PER FTES</u>
OCC	67,208,905	9,961,241	77,170,146	4,508
GWC	40,965,944	6,071,690	47,037,635	4,693
CCC	23,154,804	3,431,846	26,586,649	4,657
DIST	13,071,401	1,937,353	15,008,754	

DEDICATED REVENUE

SOURCE	<u>ORANGE COAST</u>	<u>GOLDEN WEST</u>	<u>COASTLINE</u>	<u>TOTAL</u>
CONTRACT ED	30,000	0	0	30,000
COSMETOLOGY	0	100,000	0	100,000
SUBLEASE/RENTALS	800,000	1,085,000	140,000	2,025,000
EARLY CHILDHOOD	480,000	0	0	480,000
TRANSCRIPT FEES	60,000	60,000	80,000	200,000
NON-RESIDENT TUITION	5,300,000	1,775,000	510,000	7,585,000
CLASS AUDIT FEES	2,000	0	0	2,000
LIBRARY FINES	7,500	0	0	7,500
NON-RES APP FEE	12,000	6,000	500	18,500
OTHER STUDENT FEES	0	13,000	0	13,000
TELECOURSE PRODUCTION	0	0	400,000	400,000
PARKING FINES	500,000	192,684	0	692,684
ENTERPRISE REIMBURSEMENTS	500,000	487,500	0	987,500
EXTENDED EDUCATION	75,000	0	0	75,000
OTHER INCOME	<u>200,000</u>	<u>40,000</u>	<u>0</u>	<u>240,000</u>
TOTALS	7,966,500	3,759,184	1,130,500	12,856,184

CURRENT YEAR TOTAL DEDICATED REVENUE

12,856,184

2011-2012 TOTAL GENERAL FUND ALLOCATION

ALL REVENUES AVAILABLE

UNRESTRICTED REVENUE	165,803,184
DEDICATED REVENUE	12,856,184
CAMPUS ENDING BAL.	5,775,952
DISTRICT ENDING BAL.	21,513,238

TOTAL 205,948,558

UNRESTRICTED FUNDS AVAILABLE

AMOUNT NEEDED TO FULLY FUND BASE ALLOCATION 165,803,184

DIFFERENCE (IF NEG = TARGET REDUCTION) 0

DIFFERENCE
(IF POSITIVE HOLD FOR DISTRIBUTION) 0

	2011-2012 BASE ALLOCATION	% OF TOTAL	% OF TOTAL WITHOUT DISTRICTWIDE	SHARE OF TARGET REDUCTION	ADJUSTED BASE ALLOCATION	DEDICATED REVENUE	TOTAL 2011-2012 ALLOCATION
ORANGE COAST	67,208,905	40.54%	46.54%	0	67,208,905	7,966,500	
GOLDEN WEST	40,965,944	24.71%	28.37%	0	40,965,944	3,759,184	
COASTLINE	23,154,804	13.97%	16.04%	0	23,154,804	1,130,500	
DISTRICTWIDE (ADMIN 9)	21,402,130	12.91%		0	21,402,130		
DISTRICT OFFICE	13,071,401	7.88%	9.05%	0	13,071,401		
TOTAL	165,803,184	100.00%	100.00%	0	165,803,184	12,856,184	

IF CURRENT YEAR UNRESTRICTED REVENUES ARE LESS THAN THE BASE ALLOCATION, THE DIFFERENCE WILL BE CUT PROPORTIONATELY FROM ALL DISTRICT ENTITIES. IF THE AMOUNT IS GREATER, IT WILL BE HELD FOR DISTRIBUTION.

TOTAL ALLOCATION PLUS POSITIVE FOR DISTRIBUTION EQUALS TOTAL REVENUES AVAILABLE.

DISTRICTWIDE ENDING BALANCE	21,513,238
TOTAL ENTITY BALANCES	5,775,952
TOTAL ALLOCATION	178,659,368
TOTAL BUDGET	205,948,558

ORANGE COAST
GOLDEN WEST
COASTLINE
DISTRICTWIDE (ADMIN 9)
DISTRICT OFFICE
RESERVE & TRANSFERS
TOTAL

2011-2012 ALLOCATION
75,175,405
44,725,128
24,285,304
21,402,130
13,071,401
27,289,190
205,948,558

CCCD HEALTH BENEFITS REPORT 2011-2012 ADOPTED BUDGET

MEDICAL PLANS										8/15/2011
MONTHS	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 ACTUAL	DIFFERENCE 10-11 to 09-10	% (+ OR -)	PROJECTED % INCREASE FOR 2011-12	PROJECTED \$ TOTAL FOR 2011-12	PROJECTED \$ INCREASE FOR 2011-12
SELF INSURED MEDICAL PLAN CLAIMS										
JULY	\$659,221	\$705,041	\$716,138	\$868,178	\$1,263,274	\$395,096	45.51%	0.00%	\$1,326,438	\$63,164
AUGUST	756,207	926,666	983,547	880,789	1,013,893	\$133,104	15.11%	0.00%	\$1,064,588	\$50,695
SEPTEMBER	1,110,597	800,773	1,111,553	1,097,892	1,057,998	(\$39,894)	-3.63%	0.00%	\$1,110,898	\$52,900
OCTOBER	787,018	970,851	932,191	810,021	731,743	(\$78,278)	-9.66%	0.00%	\$768,330	\$36,587
NOVEMBER	961,882	880,450	724,117	827,418	1,344,263	\$516,845	62.46%	0.00%	\$911,956	(\$432,307)
DECEMBER	330,690	423,536	376,407	389,983	684,845	\$294,862	75.61%	0.00%	\$719,087	\$34,242
JANUARY	1,177,552	1,231,733	1,239,669	1,407,278	1,024,299	(\$382,979)	-27.21%	0.00%	\$1,075,514	\$51,215
FEBRUARY	779,678	1,547,630	757,328	762,132	709,443	(\$52,689)	-6.91%	0.00%	\$744,915	\$35,472
MARCH	696,638	957,875	880,284	1,269,639	858,287	(\$411,352)	-32.40%	0.00%	\$901,201	\$42,914
APRIL	912,334	912,723	1,013,496	779,900	1,017,645	\$237,745	30.48%	0.00%	\$1,068,527	\$50,882
MAY	999,079	951,760	924,605	894,693	991,586	\$96,893	10.83%	0.00%	\$1,041,165	\$49,579
JUNE	796,505	792,134	1,105,839	813,522	840,094	\$26,572	3.27%	0.00%	\$882,099	\$42,005
EXCESS CLAIMS	-100,778	-702,734	-406,977	-268,210	-485,524	(\$217,314)	0.00%	0.00%	\$0	\$0
TOTAL	9,866,623	10,398,438	10,358,197	10,533,235	11,051,846	518,611	4.92%	5.09%	11,614,719	\$562,873
AVERAGE	822,219	866,537	863,183	877,770	920,987	43,218	4.92%	5.09%	967,893	\$46,906
PRESCRIPTION DRUG PROGRAM										
12 MONTHS	4,948,745	5,088,954	5,644,419	6,514,966	6,607,767	\$92,801	1.42%	3.00%	\$6,806,000	\$198,233
AVERAGE	412,395	424,080	470,368	542,914	550,647	\$7,733	1.42%	3.00%	\$567,167	\$16,519
PRESCRIPTION ADMINISTRATIVE FEE										
12 MONTHS	14,903	20,509	12,366	13,890	15,897	\$2,007	14.45%	0.00%	\$15,897	\$0
STOP-LOSS INSURANCE										
12 MONTHS	780,484	835,358	940,620	928,026	710,670	(\$217,356)	-23.42%	-6.50%	\$664,476	(\$46,194)
ADMINISTRATIVE FEE - PCA										
12 MONTHS	503,894	492,823	510,094	542,885	550,682	\$7,797	1.44%	3.50%	\$569,956	\$19,274
CONSULTANT FEE - DRIVER										
12 MONTHS	55,000	55,000	55,000	55,000	55,000	\$0	0.00%	0.00%	\$55,000	\$0
CONVERSION FEE										
12 MONTHS	6,654	6,387	6,217	5,968	5,399	(\$569)	-9.53%	0.00%	\$5,399	\$0
TOTAL SELF-INSURED MEDICAL PLAN										
12 MONTHS	16,176,303	16,897,469	17,526,913	18,593,970	18,997,261	403,291	2.17%	3.86%	19,731,497	734,166
# OF EMPLOYEES	1,396	1,398	1,390	1,367	1,330				1,330	
PER EMPLOYEE COST	11,588	12,087	12,609	13,602	14,284				14,836	
KAISER										
12 MONTHS	2,205,931	2,466,019	2,747,396	3,096,944	3,364,460	267,516	8.64%	6.12%	\$3,570,288	205,828
UNITED HEALTH CARE										
12 MONTHS	4,190,042	4,961,678	5,786,161	6,533,757	6,973,361	439,604	6.73%	8.21%	\$7,545,566	572,205
TOTAL HMO										
12 MONTHS	6,395,973	7,427,697	8,533,557	9,630,701	10,337,821	707,120	7.34%	7.53%	11,115,854	778,032
# OF EMPLOYEES	752	811	888	888	868				868	
PER EMPLOYEE COST	8,505	9,159	9,610	10,907	11,979				12,880	
TOTAL ALL MEDICAL PLANS										
12 MONTHS	22,572,276	24,325,166	26,060,470	28,224,671	29,335,082	1,110,411	3.93%	5.45%	30,847,301	1,512,229
# OF EMPLOYEES	2,148	2,209	2,276	2,250	2,198				2,198	
PER EMPLOYEE COST	10,509	11,012	11,440	12,544	13,377				14,066	

CCCD HEALTH BENEFITS REPORT 2011-2012 ADOPTED BUDGET

MONTHS	2006-07 ACTUAL	2007-08 ACTUAL	2008-09 ACTUAL	2009-10 ACTUAL	2010-11 ACTUAL	DIFFERENCE 10-11 to 09-10	% (+ OR -)	PROJECTED % INCREASE FOR 2011-12	PROJECTED \$ TOTAL FOR 2011-12	PROJECTED \$ INCREASE FOR 2011-12
SELF INSURED DENTAL PLAN CLAIMS										
12 MONTHS	2,490,517	2,614,175	2,749,874	2,866,784	2,917,221	\$50,437	1.76%	-4.27%	\$2,792,799	-124,422
# OF EMPLOYEES	2,068	2,076	2,110	2,088	2,025				2,025	
PER EMPLOYEE COST	1,204	1,259	1,303	1,373	1,441				1,379	
VISION SERVICE PLAN/VISION SERVICE PLAN ADMINISTRATIVE FEE										
12 MONTHS	392,740	388,259	384,770	381,394	367,522	-13,872	-3.64%	1.20%	\$371,920	4,398
# OF EMPLOYEES	1,976	1,965	1,978	1,944	1,857				1,857	
PER EMPLOYEE COST	199	198	195	196	198				200	
LIFE INSURANCE										
12 MONTHS	\$949,748	\$1,058,802	\$1,093,745	\$1,120,141	\$973,684	(\$146,457)	-13.07%	-30.00%	\$681,579	(\$292,105)
LONG-TERM DISABILITY INSURANCE										
12 MONTHS	428,454	457,830	480,136	493,722	388,131	(\$105,591)	-21.39%	0.00%	\$388,131	\$0
CARE RESOURCES										
12 MONTHS	14,778	45,303	47,678	49,451	48,416	(\$1,035)	-2.09%	9.00%	\$52,773	\$4,357
MEDICARE REIMBURSEMENT										
12 MONTHS	327,005	319,294	331,791	347,943	409,927	\$61,984	17.81%	5.00%	\$430,423	\$20,496
MISC.										
12 MONTHS	0	0	0	0	0	\$0	0.00%	0.00%	\$0	\$0
TOTAL OTHER	1,719,985	1,881,229	1,953,350	2,011,257	1,820,158	-191,099	-9.50%	-14.58%	1,552,907	(\$267,251)
TOTAL ALL PLANS	27,175,518	29,208,829	31,148,464	33,484,106	34,439,983	955,877	2.85%	3.27%	35,564,927	1,124,944
REBATES	426,053	192,662	498,896	749,836	827,353	77,517	10.34%	0.00%	\$827,353	0
EMPLOYEE CONTRIB	2,751,468	2,929,959	3,349,974	3,399,248	3,473,881	74,633	2.20%	7.20%	\$3,723,881	250,000
NET COST ALL PLANS	23,997,997	26,086,208	27,299,594	29,335,022	30,138,749	803,727	2.74%	2.90%	31,013,693	874,944
# OF EMPLOYEE	2,144	2,172	2,208	2,176	2,117				2,117	
PER EMPLOYEE COST	11,193	12,010	12,392	13,481	14,237	755	5.60%	2.90%	14,650	413

CCCD HEALTH BENEFITS REPORT 2011-2012 ADOPTED BUDGET

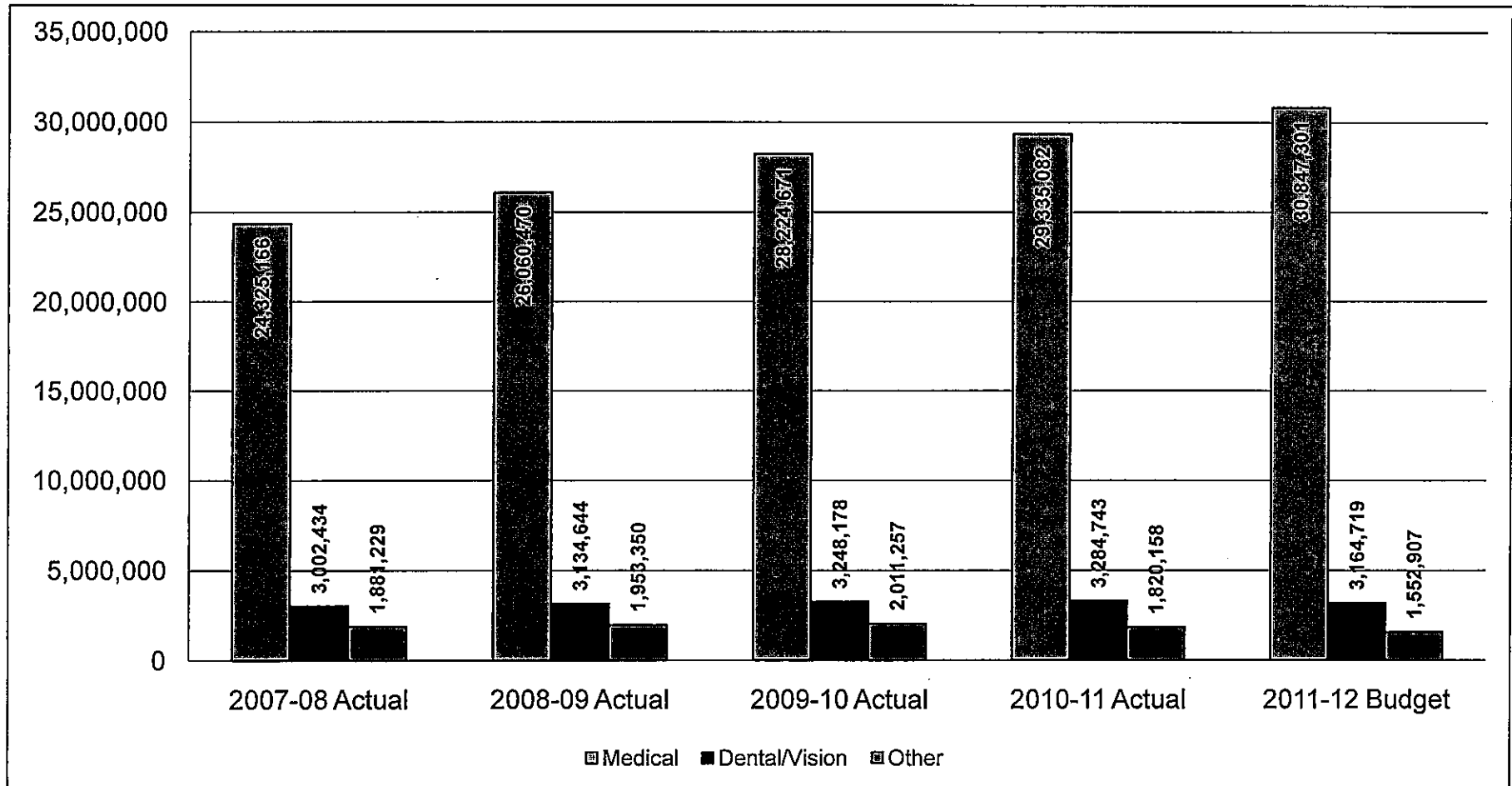
PROJECTIONS PROVIDED BY ALLIANT INSURANCE SVCS FOR 2011-2012 AS OF 7/20/11 BASED ON PAID CLAIMS.

		MONTHLY			MONTHLY	
MEDICAL	SINGLE	RATE		FAMILY	RATE	TOTAL
SELF INSURED	632	\$621.40		698	\$1,793.07	\$19,731,447
KAISER	118	\$474.07		196	\$1,232.57	\$3,570,288
UNITED HEALTH CARE	152	\$517.15		397	\$1,385.87	\$7,545,566
TOTAL	902			1,291		
TOTAL MEDICAL						\$30,847,302
DENTAL	703	\$114.93		1,322	\$114.93	\$2,792,799
VISION	598	\$16.69		1,259	\$16.69	\$371,920
OTHER INSURANCE						\$1,552,907

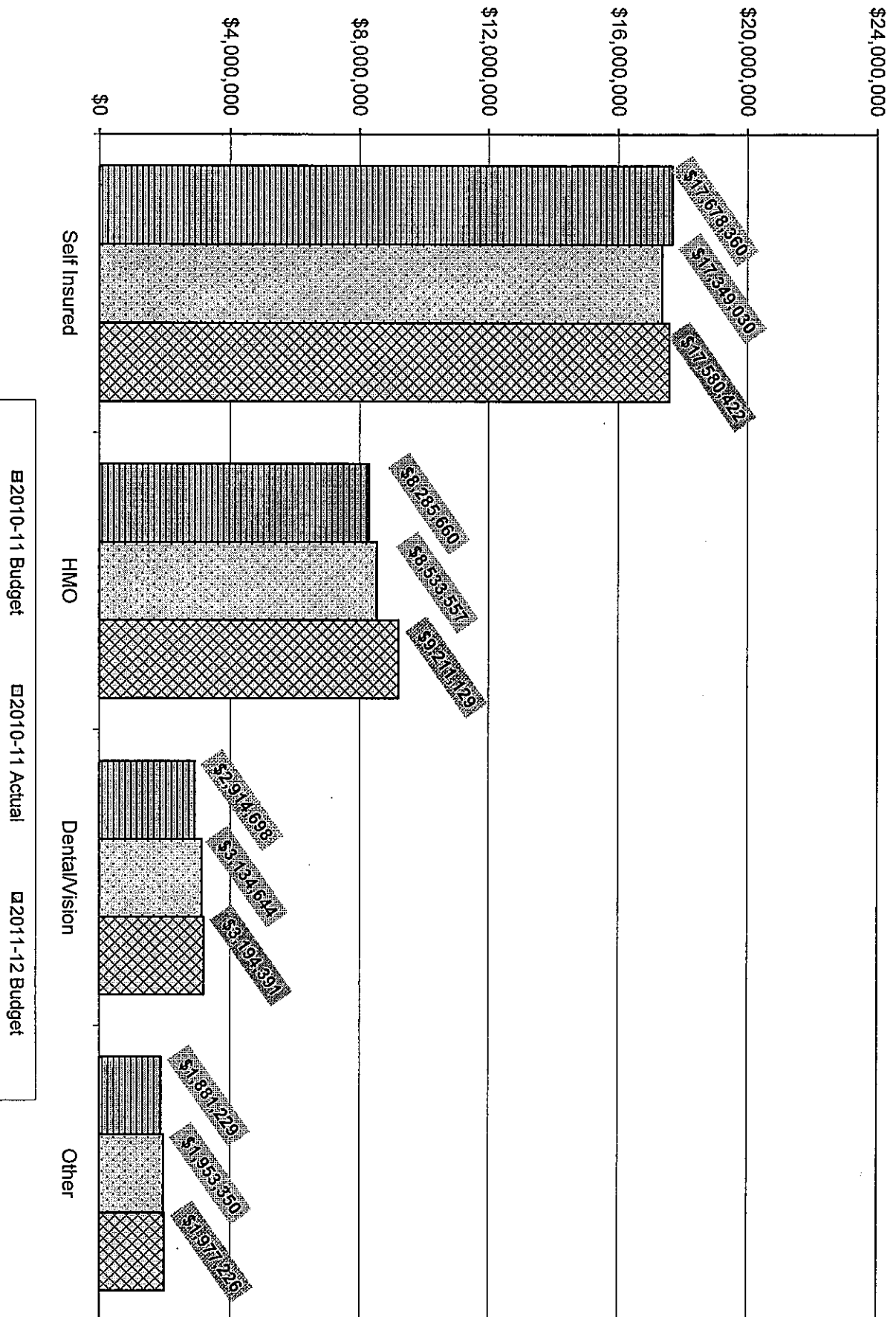
TOTAL PROJECTED WITHOUT RESERVE FOR RUNOUT CLAIMS	\$35,564,927
FUNDS AVAILABLE FROM EMPLOYEES, RETIREES & REBATES	\$4,551,234
GENERAL FUND CONTRIBUTION REQUIRED FOR HEALTH INSURANCE	\$31,013,693
# OF EMPLOYEES COVERED	2,117
PER EMPLOYEE COST FOR 2011-12	14,650
NET \$ INCREASE FROM ACTUAL 2010-11 TO PROJECTED COST FOR 2011-12	\$874,944
NET % INCREASE FROM ACTUAL 2010-11 TO PROJECTED COST FOR 2011-12	2.90%
NET \$ INCREASE FROM BUDGETED 2010-11 TO PROJECTED COST FOR 2011-12	\$25,351
NET % INCREASE FROM BUDGETED 2010-11 TO PROJECTED COST FOR 2011-12	0.09%
AVAILABLE RESERVE AS OF 6/30/11 FOR RUNOUT CLAIMS	\$2,415,761
PROJECTED RESERVE REQUIRED FOR IBNR MEDICAL CLAIMS AS OF 6/30/11	\$1,953,978

DISTRICT ADMINISTRATION IS RECOMMENDING FUNDING OF \$ 14,650.00 PER EMPLOYEE

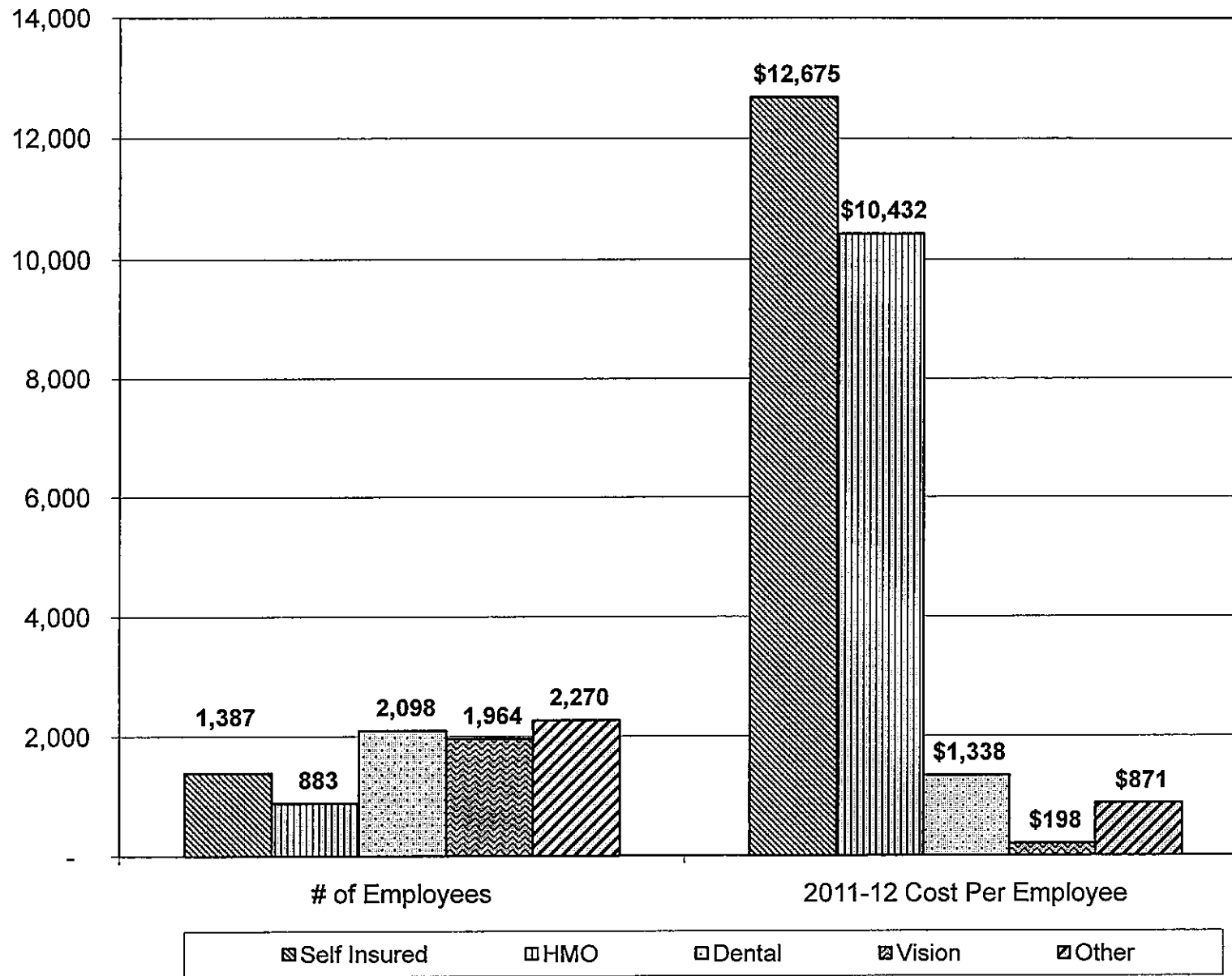
CCCD HEALTH BENEFITS COST COMPARISON 2007-08 THROUGH 2011-12



CCCD 2011-12 HEALTH BENEFITS



CCCD 2011-12 HEALTH BENEFITS





CONSENT CALENDAR

(Yellow Pages)

Items on the Consent Calendar may be adopted by a single motion of the Board of Trustees. To have an item considered separately a request must be made prior to the adoption of the motion to approve the Consent Calendar.

5. Travel

Subject	5.01 DIS - Authorization for Administratively Approved Travel
Meeting	Sep 7, 2011 - Regular Meeting
Category	5. Travel
Access	Public
Type	Consent

These items were previously approved by the Chancellor and are presented for Board notification and ratification in compliance with Board Resolution #11-15.

August 11 - 31, 2011

Glen A Profeta, Dir Web Services (OCC), to attend the California Community Colleges Banner Users Group Conference 2011 (3CBG), September 27, 2011, Buena Park, CA, without loss of salary, with reimbursement for allowable expenses of \$70, including a registration fee of \$50, to be paid from Voyager Conference Funds. To network with other Banner IT users and to learn about new updates to the system.
Administrative Approval: 8/19/2011

Subject **5.02 DIS - Authorization for Attendance at Meetings and/or Conferences**
Meeting Sep 7, 2011 - Regular Meeting
Category 5. Travel
Access Public
Type

(1)Meetings for the Board of Trustees

None.

(2) Meetings for Faculty and Staff

Loretta P Adrian, President (CCC), to attend the Community College League of California Conference, November 16-19, 2011, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$1500, including a registration fee of \$500, travel by Air Coach, to be paid from CDMA Professional and Staff Development Funds, College Support.

Lydia M Arbizo, Outreach Pgm Spec (OCC), to attend the California Community Colleges Extended Opportunity Program and Services Annual Fall Conference " Meeting the Challenge", October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - General Categorical Funds.

Eduardo J Arismendi-Pardi, Instructor (OCC), to attend the Faculty Association of California Community Colleges Executive Board Meeting, September 9 - 10, 2011, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, to be paid from personal funds and sponsoring organization.

Linda Bagatourian, Counselor (OCC), to attend the University of California Counseling Conference, September 14, 2011, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$65, including a registration fee of \$40, to be paid from transfer Centers Funds - General Funds.

Linda Bagatourian, Counselor (OCC), to attend the California State University Counselor Conference, September 28, 2011, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$90, including a registration fee of \$65, to be paid from transfer Centers Funds - General Funds.

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California, October 14, 2011, Walnut, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Honors Funds - Ancillary Funds.

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California, December 2, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Honors Funds - Ancillary Funds.

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California, February 3, 2012, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Honors Funds - Ancillary Funds.

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California, April 20, 2012, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from

ASOCC Honors Funds - Ancillary Funds.

Carol E Barnes, Counselor (OCC), to attend the Honors Transfer Council of California, May 11, 2012, Los Angeles, CA, without loss of salary, with reimbursement for allowable expenses of \$100, to be paid from ASOCC Honors Funds - Ancillary Funds.

Carol E Barnes, Counselor (OCC), to attend the National Collegiate Honors Council Conference, October 19-23, 2011, Phoenix, AZ, without loss of salary, with reimbursement for allowable expenses of \$2000, including a registration fee of \$375, travel by Air Coach, to be paid from ASOCC Honors Funds - Ancillary Funds.

Joyce L Bishop, Instructor (GWC), to attend the ACCJC Retreat on Assessment Essentials, September 23, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$485, to be paid from Accreditation.

Marta R Cabral, Counselor (OCC), to attend the California Community College Extended Opportunity Programs and Services Annual Fall Conference "Meeting the Challenge", October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - General Funds - Categorical.

Treisa S Cassens, Librarian (GWC), to attend the ACCJC Retreat on Assessment Essentials, September 23, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$485, to be paid from Accreditation.

Paula L Coker, Foundation Office Assistant (CCC), to attend the Mehregan 2011 Conference, October 1-2, 2011, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$25, to be paid from Foundation Ancillary funds.

Laurel E Francis, Dir Of Personnl Svcs (OCC), to attend the Association of Chief Human Resource Officers, October 19 - 21, 2011, Cathedral City, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$150, to be paid from Diversity Funds - General Funds -.

David J Fuller, Hourly Instructor (CCC), to attend the 2011 Annual Conference American Association for Paralegal Education "Promoting Quality Paralegal Education", November 1-6, 2011, Baltimore, MD, without loss of salary, with reimbursement for allowable expenses of \$1785, including a registration fee of \$420, travel by Air Coach, to be paid from VTEA grant funds.

Ashley B Graves, Mil/Cont Ed Tech Int (CCC), to attend the Mehregan 2011 Conference, October 1-2, 2011, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$25, to be paid from Foundation Ancillary funds.

Raine L Hambly, Educ & Grant Serv Coordinator (DIST), to attend the California Community Colleges Association for Occupational Education Fall 2011 Conference, 10/18/11 to 10/21/11, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1700, including a registration fee of \$435, to be paid from Perkins VTEA 1-C Grant. The reason for this revision is that Raine Hambly was recently requested by State Chancellor's Office and Evaluation team to attend and present at the pre-conference event. This changes attendance dates, registration amount and total reimbursement amount.

Elaine K Hill, Telecourse Mrktng Co (CCC), to attend the North Carolina Community College Association of Distance Learning, November 5-8, 2011, Raleigh, NC, without loss of salary, with reimbursement for allowable expenses of \$1250, including travel by Air Coach, to be paid from Coast Learning Systems Ancillary Funds.

Andrew C. Jones, Chancellor (Dist), to attend the 2011 Workforce Development Conference, October 13, 2011, Irvine, CA, without loss of salary, with reimbursement for actual expenses, including a registration fee of \$100, to be paid from Chancellor's office conference funds.

Richard B Kudlik, Dir Of Intrnl Ad Svc (CCCD), to attend the Community College Internal Auditors Fall 2011 Conference, 10-06-11 - 10-07-11, Chino Hills, CA, without loss of salary, with reimbursement for allowable expenses of \$150, including a registration fee of \$50, to be paid from Internal Audit Management Conference Funds.

Jennifer K Labounty, EOPS/Care Specialist (OCC), to attend the California Community College Extended Opportunity Programs and Services Annual Fall Conference "Meeting the Challenge", October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - General Funds - Categorical.

Theresa L Lavarini, Instructor (GWC), to attend the ACCJC Retreat on Assessment Essentials, September 23, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$485, to be paid from Accreditation.

Katherine R Marasigan, Student Fin Aid Spec BFAP (OCC), to attend the Department of Education Federal Student Aid Annual Conference, November 28 - December 2, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1500, to be paid from Financial aid categorical funds to be reimbursed for mileage equal to the equivalency of travel by air coach.

Vesna Marcina, Instructor (OCC), to attend the Academic Senate for California Community College Plenary, November 2 - 5, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$1100, including a registration fee of \$355, to be paid from Academic Senate Professional Development - Contract Negotiated.

Richard C Mathias, Hourly Instructor (CCC), to attend the Business Statewide Advisory Committee (BESAC) Meeting, September 16, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$250, to be paid from VTEA Funds.

Fabienne McPhail Naples, Vice President Student Success (GWC), to attend the 2011 NASPA Western Regional Conference, November 16-19, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$265, to be paid from General Funds.

Shana Menaker, Hourly Instructor (OCC), to attend the Sharing Your Life Story: From the Page to the Stage, December 10 - 17, 2011, Big Sur, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$865, to be paid from CCA Conference Funds - contracted general funds.

Sacha R Moore, Instructor (GWC), to attend the ACCJC Retreat on Assessment Essentials, September 23, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$485, to be paid from Accreditation.

Melissa M Moser, Dir Financial Aid (OCC), to attend the Department of Education Title IV Administration - Title IV training, March 4 - 9, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$2000, including travel by Air Coach, to be paid from financial aid categorical funds.

Kathryn L Mueller, Dean (OCC), to attend the Fundamentals of Title IV Administration, March 5 - 9, 2012, San Francisco, CA, without loss of salary, with reimbursement for allowable expenses of \$2000, including travel by Air Coach, to be paid from Categorical Financial Aid Funds - General Categorical Funds.

Vincent V Ngo, Student Fin Aid Spec (OCC), to attend the Department of Education Federal Student Aid Annual Conference, November 28 - December 2, 2011, Las Vegas, NV, without loss of salary, with reimbursement for allowable expenses of \$1500, including travel by Air Coach, to be paid from Categorical Financial Aid Funds - General Categorical Funds.

Ailene B Nguyen, Counselor (CCC), to attend the California State University Community College Counselor, September 28, 2011, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$90, including a registration fee of \$65, to be paid from PDI Conference and Workshop Funds.

Ailene B Nguyen, Counselor (CCC), to attend the University of California Counselor Conferences 2011, September 14, 2011, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$93, including a registration fee of \$40, to be paid from PDI Conference and Workshop Funds.

Christine P Nguyen, Interim Vice Pres Admn Svcs (CCC), to attend the Chancellor's Office State Budget Workshop, August 17, 2011, Glendora, CA, without loss of salary, with reimbursement for allowable expenses of \$85, including a registration fee of \$85, to be paid from Administrative Services Conference funds.

Madjid Niroumand, Interim Assoc Dean, Stu Svcs (OCC), to attend the California Community Colleges Training for new matriculation program directors/coordinators, September 14 - 16, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$500, including travel by Air Coach, to be paid from matriculation Counseling - General Funds.

Melinda A Nish, Vice President (OCC), to attend the Student Success Task Force, September 13 - 15, 2011, Sacramento, CA, without loss of salary, with reimbursement for allowable expenses of \$750, including travel by Air Coach, to be paid from VP of Student Services Mgmt Conference Funds.

Mary I O'Connor, Prog Mgr Rhorc (GWC), to attend the Health Workforce Initiative Statewide Director & Advisory Meeting, September 15-16, 2011, Sacramento, CA, without loss of salary, with no reimbursement authorized from District funds, no cost to the College.

Hue T Pham, Dean (OCC), to attend the California Community Colleges Extended Opportunity Programs and Services Annual Fall Conference "Meeting the Challenge", October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - General Funds - Categorical.

Clyde H Phillips, Counselor (OCC), to attend the California Community College Extended Opportunity Programs and Services Annual Fall Conference "Meeting the Challenge", October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - general categorical funds.

Joseph E Poshek, Dean (OCC), to attend the International Council of Fine Arts, October 26 - 29, 2011, Washington, DC, without loss of salary, with reimbursement for allowable expenses of \$1000, including a registration fee of \$680, travel by Air Coach, to be paid from CDMA Professional and Staff Development Funds - negotiated funds.

Omid A Pourzanjani, Dean (GWC), to attend the Mission: Possible - Community College League of California Annual Convention and Partner Conferences, November 16-20, 2011, San Jose, CA, without loss of salary, with reimbursement for allowable expenses of \$1550, including a registration fee of \$500, travel by Air Coach, to be paid from VTEA/Perkins funds.

Vida Shajie, Counselor (OCC), to attend the California Community Colleges Extended Opportunity Programs

and Services, October 10 - 12, 2011, San Diego, CA, without loss of salary, with reimbursement for allowable expenses of \$700, including a registration fee of \$250, to be paid from EOPS Grant Funds - General Funds - Categorical.

Kerry M Stewert, Cont Ed Ap Prgr Asst (CCC), to attend the SharePoint 2010 SharePoint Designer, September 8-9, 2011, Irvine, CA, without loss of salary, with reimbursement for allowable expenses of \$1340, including a registration fee of \$1295, to be paid from Contract Education Ancillary funds.

Dwayne E Thompson, Assoc Dean (GWC), to attend the ACCJC Retreat on Assessment Essentials, September 23, 2011, Long Beach, CA, without loss of salary, with reimbursement for allowable expenses of \$550, including a registration fee of \$485, to be paid from Accreditation.

Thao T Tran, Inst Assoc-Couns/Gdn (GWC), to attend the UC Counselor Conference, September 14, 2011, Riverside, CA, without loss of salary, with reimbursement for allowable expenses of \$115, including a registration fee of \$40, to be paid from Copier Trust Funds.

Thao T Tran, Inst Assoc-Couns/Gdn (GWC), to attend the CSU Community College Counselor Conference 2011, September 28, 2011, Pasadena, CA, without loss of salary, with reimbursement for allowable expenses of \$118, including a registration fee of \$65, to be paid from Copier Trust Funds.

Tracy C Young, Int Audit Asst Sr (CCCD), to attend the Community College Internal Auditors Fall 2011 Conference, 10-05-11 through 10-07-11, Chino Hills, CA, without loss of salary, with reimbursement for allowable expenses of \$200, including a registration fee of \$50, to be paid from Internal Audit-CFCE Conference.

6. Authorization for Student Trips

Subject 6.01 OCC - Student Trips
Meeting Sep 7, 2011 - Regular Meeting
Category 6. Authorization for Student Trips
Access Public
Type Consent

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Sept. 30-Oct. 1, 2011 PSCFA Warm-Up Torrance, CA
October 14-16, 2011 California Double-Up Invitationals Azusa & Irvine, CA
Oct. 21-23, 2011 Lancer Invitational Pasadena, CA
November 4-6, 2011 L.E. Norton Memorial Tournament Peoria, IL
November 11, 2011 Great to Be Free Tournament Irvine, CA
November 11-13, 2011 Palomar/Griffin Swing Grossmont, CA
Dec. 2-4, 2011 PSCFA Fall Champs Cerritos, CA
January 13-15, 2012 Hell Froze Over Swing Peoria, IL
January 23-25, 2012 Winter Workshop Encinitas, CA
Feb 3, 2012 Southwestern Invitational San Diego, CA
Feb 4-5, 2012 Sunset Cliffs Invitational Pt. Loma, CA
Feb. 10-11, 2012 Arizona Swing Glendale, AZ
Feb. 9-11, 2012 AZ Swing Hotel Expenses Glendale, AZ
Feb. 17, 18, 19, 2012 Tabor-Venitsky Tournament Cerritos, CA
Feb 23-26, 2012 PSCFA Spring Championships Moorpark, CA
Mar 1-4, 2012 AFA District Qualifier San Francisco, CA
Mar 12-18, 2012 CCCFA State Championships Concord, CA
April 5-14, 2012 Phi Rho Phi (PRP) Schaumburg, IL
April 27-29, 2012 Interstate Oratory Tournament Boston, MA
April 28-29, 2012 PSCFA Cool-Off Cerritos, CA
May 12-13, 2012 Am Readers Theater Assn. Walnut/Los Angeles, CA

Department: Forensics – Literature and Languages

Cost/Purpose/Funding: Instructors Courtney Andersen, Ben Lohman, Sherana Polk, Shawn O'Rourke, and Roger Willis, Instructors in Communication Studies (OCC), to be paid appropriate salary rates, as applicable. Transportation, food, accommodations and other necessary expenses to be paid from ASOCC Funds. Cost is determined by location and number of participants.

Transportation: District vehicles and commercial air travel where applicable

Boating Trips for Marine Science Students

Location: Long Beach Marine Institute, Long Beach, CA

Dates: Fall 2011 Semester (November 2011)

Department: Marine Science

Cost/Purpose/Funding: \$4,000 from Marine Science Department general fund

Transportation: District vehicles

Subject **6.02 CCC - Student Trips**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **6. Authorization for Student Trips**
Access **Public**
Type **Consent**

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Conference/Activity: Crystal Cove State Park
Location: Laguna Beach
Date: October 2, 2011
Department: ESL
Transportation: Personal vehicles

Subject **6.03 GWC - Student Trips**
Meeting Sep 7, 2011 - Regular Meeting
Category 6. Authorization for Student Trips
Access Public
Type Consent

It is requested that the following student trips be approved. The list of participating students, advisors, and any waiver forms will be on file in the appropriate office prior to the trip.

Softball Team Fundraiser Working the Long Beach Palooza.

Location: Long Beach, CA

Date(s): October 1, 2011

Department: PE/Athletics

Cost/purpose/funding source: No cost to the college. Money raised varies per number of athletes in attendance.

Softball Team Television Audience Fundraisers

Location: Various in and near Hollywood, CA

Date(s): Fall Semester 2011

Department: PE/Athletics

Cost/purpose/funding source: No cost to the college. Money raised varies per show/event.

Fall 2011 University Tours

Location: CSU Dominguez Hills, CSU Fullerton, CSU Long Beach, SDSU, UCI, UCLA UCSD, UCR, USC, etc.

Date(s): Fall Semester 2011

Department: Transfer Center

Cost/purpose/funding source: No cost to college.

7. Authorization for Special Projects

Subject 7.01 OCC - Special Projects
Meeting Sep 7, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Forensics Team Performances, Competitions, Meetings and Events

Dates: Sept 17, 2011 PSCFA Seminar, September 28, 2011 Public Performance, Oct. 13, 2011 Public Performance, Nov 15, 2011 Speech Showcase, Nov 18, 2011 Intramural Competition, Dec. 16, 2011 End of the Semester Event, February 21, 2012 Public Performance, March 21 & 22, 2012 Public Performances, May 11, 2012 Intramural Competition, May 20, 2012 Speech Banquet

Purpose: To host competitions, performances, and other events in support of the Speech and Debate Team competitive season.

Cost/Purpose/Funding Source: Cost is dependent on number of participants at each event. Food, trophies, advertising, travel, and other related expenses to be paid from ASOCC funds.

Academic Senate Meetings, Events and Projects

Date: 2011-2012 Academic Year

Department: Orange Coast College - Academic Senate

Cost/Purpose/Funding Source: Total Amount \$2,500 to include, but not limited to, supplies, vendors, print /web materials(advertisement and development), speakers, catering, beverages, refreshments, rentals, transportation, lodging, meals, parking and miscellaneous expenses to be paid from Academic Senate funds.

ASOCC & Club Activities

Date: 2011-2012

Department: OCC- ASOCC, College Life Committee, InterClub Council, and all officially registered OCC clubs.

Purpose: Variety of activities and entertainment, including but not limited to community service, musicians, comedians, speakers, bake sales, fundraisers, drives, meetings, and demonstrations. Performances and activities will take place at pre-approved locations throughout the Orange Coast College campus. Events may include community members, off-campus vendors, OCC students, faculty, staff, and administrators.

Cost/Purpose/Funding: Total Amount \$1,000 per event; to include materials, supplies, rentals, catering, refreshments, entertainment, speakers, flowers, awards, t-shirts, prizes, promotional items, printed items, gift cards, miscellaneous expenses; to be paid from ASOCC funds and club funds.

Focus Day 2011

Date: September 9, 2011

Department: President's Office and Staff Development

Purpose: communicate campus planning and accreditation issues to staff and faculty

Cost/Purpose/Funding: total amount of \$5,000 for expenses to include food, beverages, printing and other related expenses; to be paid from Staff Development and Foundation funds.

West Coast Kicking Academy

Date: Sundays – September 11 & 25, October 9 & 23, November 6 & 20

Department: OCC Physical Education & Athletics

Purpose: The OCC football coaches, full-time and part-time faculty, would like to host the West Coast Kicking

Academy at OCC in order to work with potential punters and kickers in the OCC area. It will also promote the OCC campus, its facilities, and the football program.

Cost/Purpose/Funding Source: No cost to the college and no revenue is expected to be generated.

Subject **7.02 CCC - Special Projects**
Meeting Sep 7, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Toy Drive

Date: October 10, 2011 - November 11, 2011
Location: College Center – 4th Floor in the EOPS Office
Department: EOPS
Purpose: Toys and Gifts donated by employees for Holiday Party on December 9, 2011.
Cost/purpose/funding source: No cost to College or District.

Gold Sponsor for the 39th Annual Council of College and Military Educators (CCME) Symposium and Exhibition

Date: February 13-16, 2012
Location: Orlando, Florida
Department: Military/Contract Education
Purpose: Sponsorship
Cost/Purpose: \$7,400
Funding Source; Contract Education ancillary funds (Sponsorship includes two full registrations, one exhibit booth, a half-page program advertisement and a Coastline Welcome Banner.)

Federal Grants Workshop

Date: September 30, 2011
Location: Garden Grove Center
Department: Marketing & Public Relations/Governmental Relations, co-sponsored with Congresswoman Loretta Sanchez' Office.
Purpose: Community/Governmental Relations
Cost/Purpose/Funding Source: No cost to College or District.

Parking Lot Use Request for 16th Annual Arab American Day Festival

Date: September 23-25, 2011
Location; Garden Grove Center Parking Lot
Department: Marketing and Public Relations/Governmental Relations
Purpose: Community Relations
Cost/Purpose/Funding Source: No cost to College or District.

Small Business Workshop

Date; October 28, 2011
Location: Garden Grove Center
Department; Marketing & Public Relations/Governmental Relations, co-sponsored with Congresswoman Loretta Sanchez' Office.
Purpose: Community/Governmental Relations
Cost/Purpose/Funding Source: No cost to College or District.

Health Fair and Educational Workshop

Date: October 1, 2011

Location: Garden Grove Center

Department: Marketing & Public Relations /Governmental Relations, co-sponsored with Congresswoman Loretta Sanchez' office.

Purpose: Community/Government Relations

Funding source: No cost to College or District.

"Give a Soldier a Round of Golf" and a "Hole" Sponsorship at the Greater Los Angeles Association of the United States Army Golf Tournament.

Date: September 23, 2011

Location: Los Serranos Country Club, Chino Hills

Department: Military/Contract Education

Purpose: Sponsorship

Cost/Purpose: \$340

Funding Source: Contract Education ancillary funds

Gerontology Networking Symposium

Date: October 19, 2011; 6:00 – 8:00 p.m.

Location: Coastline Art Gallery

Department: Gerontology

Purpose: Employer networking

Cost/Purpose: \$200/Materials and refreshments

Funding Source: Gerontology Foundation funds

Subject **7.03 GWC - Special Projects**
Meeting Sep 7, 2011 - Regular Meeting
Category 7. Authorization for Special Projects
Access Public
Type Consent

Fall 2011 Transfer Day Fair

Date: October 11, 2011

Department: Transfer Center

Purpose: Representatives from the local CSU, UC, and private universities will be on campus to provide information on admissions procedures, financial aid, housing and other subjects. The day is scheduled for students to find out quickly and conveniently what they need to know to continue their education at a four-year school.

Cost/purpose/funding source: \$600 for printing, table rental, and food/refreshments for reps and students from the General Budget–Transfer Day Fair.

University Representatives on Campus

Date(s): Fall 2011

Department: Transfer Center

Purpose: Admissions counselors from Cal Poly Pomona, Chapman University, CSU Dominguez Hills, CSU Fullerton, CSU Long Beach, UC Irvine, UCLA, UCR, UCSC, etc. will be on campus throughout the academic year to counsel transfer students.

Cost/purpose/funding source: No cost to the college.

Softball Team Annual Cookie Dough Sale

Date(s): November – December, 2011

Department: PE/Athletics

Purpose: Fundraiser for the Women's Softball Team

Cost/purpose/funding source: \$2,000 for cookie dough to be paid from collected funds.

Softball Team Snack Bar

Date(s): Fall semester 2011

Department: PE/Athletics

Purpose: Softball team runs a snack bar for various softball tournaments and games as a fundraiser.

Cost/purpose/funding source: Food expenses will be paid from collected funds.

Fall Softball Tournaments

Date(s): September – November, 2011

Department: PE/Athletics

Purpose: Fall softball games

Cost/purpose/funding source: \$500 for tournament umpires paid from softball trust funds.

5th Annual CICA – STR International Conference, UC Irvine

Date(s): September 7-9, 2011

Department: Criminal Justice Training Center

Purpose: Use of district van for transportation of conference attendees to attend presentations and also a field trip to the Force Options Lab at the GWC Criminal Justice Training Center.

Cost/purpose/funding source: No cost to the college.

Nursing Simulation Lab Use

Date(s): September 15, 2011-June 30, 2012

Department: Health Professions-Health Workforce Initiative (RHORC)

Purpose: Nursing simulation lab for simulation workshops and HWI specialty courses

Cost/purpose/funding source: \$3,000 for equipment, supplies, and facility use from RHORC Trust funds.

Baseball Team Concert Security

Date(s): Fall 2011 (list of dates and participants will be on file with the Athletic Department)

Department: Physical Education/Athletics

Purpose: To work as security at concerts to help raise funds for uniforms, equipment, and other needs due to budget cuts

Cost/purpose/funding source: \$100 for supplies and food from Baseball ASB funds.

Baseball Team Beach Clean-Up Fundraiser

Date(s): Fall 2011 (list of dates and participants will be on file with the Athletic Department)

Department: Physical Education/Athletics

Purpose: To raise funds for uniforms, equipment, and other needs due to budget cuts

Cost/purpose/funding source: \$100 for BBQ following event from Baseball ASB funds.

New Graduate RN Transition program

Date(s): October 1, 2011-April 15, 2012

Department: Health Workforce Initiative/RHORC

Purpose: Coordinate and sponsor New Grad programs at Rio Hondo College and Riverside City College

Cost/purpose/funding source: \$20,000 (\$10 K each program) for program costs from RHORC Economic Development grant funds and RHORC Trust funds.

Employee of the Month Program

Date(s): 2011-12 Academic Year

Department: President's Office

Purpose: Monthly awards for outstanding employee performance

Cost/purpose/funding source: \$1,300 for cash awards and plaques from President's Discretionary funds.

"Move Me" Dance Concert

Date(s): May 20 – 21, 2011

Department: Dance Department

Purpose: Dance Concert

Cost/purpose/funding source: \$7,715 for refreshments, facilities, printing, supplies and prizes from Dance Trust and ASB funds to be covered by admission fees (\$12 general; \$10 ASB/GWC, seniors & children under 12).

(Revision is to increase the total cost from \$3,450. Previous Board action: 7/20/11.)

Light Waves – Digital Images as Fine Art Gallery Show

Date(s): September 8 – September 29, 2011

Department: Art Department

Purpose: To give art students opportunity to realize and experience digital images as fine art.

Cost/purpose/funding source: \$2,000 for refreshments, facilities, printing, vendors, supplies, guest speakers and performers from Art Gallery Trust, ASB, and Art Gallery Foundation funds.

(Revision is to change the title and purpose of the show from the 45th Anniversary of GWC Student Art Gallery Show. Previous Board action: 7/20/11.)

Subject **7.04 DIS - Special Projects**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **7. Authorization for Special Projects**
Access **Public**
Type **Consent**

Activity: Business Officers of Southern California Community Colleges (BOSCCC) regional meeting to be held at District Office.

Date: September 14, 2011

Department: Fiscal Affairs/Kim Allen

Purpose: Regular scheduled meeting

Cost/Funding Source: \$100/Fiscal Affairs Department Funds

8. Authorization to Apply for Funded Programs

Subject	8.01 DIS - Authorization to Apply for Funded Programs
Meeting	Sep 7, 2011 - Regular Meeting
Category	8. Authorization to Apply for Funded Programs
Access	Public
Type	Consent

It is recommended that authorization be given to apply for the following funded programs and/or projects and to participate, if funded, as outlined below. It is further recommended that the Chancellor or Vice Chancellor of Administrative Services be authorized to sign any related documents as appropriate.

Orange Coast College has re-applied for the California Department of Education, Child Development Division grant titled "**Harry & Grace Steele Children's Center General Child Care & Development Program Grant (CCTR-1179)**". The Children's Center has been receiving funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for infants and toddlers for low income students enrolled in a minimum of 6 units while attending Orange Coast College, Golden West College or Coastline Community College.

Fiscal Impact: This is a re-application for the Orange Coast College Children's Center General Child Care Funds for 2011-2012. Orange Coast College will receive \$193,239 from July 1, 2011 through June 30, 2012. This grant allows the Children's Center to be reimbursed at a rate not to exceed \$34.38 per child per day of full time enrollment for a minimum of 229 days of operation. A resolution is required as part of this grant and is included in the resolution section of the agenda. (See Resolution #11-37, Attachment #10))

Orange Coast College has re-applied for the California Department of Education, Child Development Division grant titled "**Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338)**". The Children's Center has been receiving funds to subsidize childcare for low-income student-parents since 1978. OCC provides comprehensive child development services that include: quality childcare for student-parents enrolled at OCC, a food and nutrition program, parent enrichment and resource/referral services. This funding provides child care services for preschool children ages 3-5 years for low income students enrolled in a minimum of 6 units while attending Orange Coast College, Golden West College or Coastline Community College.

Fiscal Impact: This is a re-application for the Orange Coast College Children's Center Preschool Program Funds for 2011-2012. Orange Coast College will receive \$131,334 from July 1, 2011 through June 30, 2012. This grant allows the Children's Center to be reimbursed at a rate not to exceed \$34.38 per child per day of full time enrollment for a minimum of 229 days of operation. A resolution is required as part of this grant and is included in the resolution section of the agenda. (See Resolution #11-38, Attachment #11)

File Attachments

[Californial State Preschool Program Contract - CSPP-1338.pdf \(920 KB\)](#)

[General Child Care Development Program Contract - CCTR-1179.pdf \(967 KB\)](#)

9. Authorization to Enter Into Standard Telecourse Agreements

Subject **9.01 CCC - Authorization to Enter Into Standard Telecourse Agreements**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **9. Authorization to Enter Into Standard Telecourse Agreements**
Access **Public**
Type

It is recommended that the Board authorize the Board President, or designee, to sign the Agreements and any related documents, indicating approval by the Board of Trustees.

ASTRONOMY: OBSERVATIONS AND THEORIES

NILRC (IL)

Term of Agreement: September 1, 2011 -- August 31, 2014

Fiscal Impact: No direct cost to the District. Projected revenue unknown, depending on utilization of the telecourses by the lessees and number of students enrolled in the courses.

File Attachments

[Telecourses.pdf \(47 KB\)](#)

10. Approval of Clinical Contracts

Subject 10.01 OCC - Clinical Contracts
Meeting Sep 7, 2011 - Regular Meeting
Category 10. Approval of Clinical Contracts
Access Public
Type Consent

After review by District General Counsel and the College President, it is recommended by the Chancellor that authorization be given to enter into an Agreement or an Amendment with the following institutions relating to instructional programs within the Coast Community College District. The Board President, or designee, is authorized to sign the agreements, amendments, or any related documents, indicating approval by the Board of Trustees. (Only copies of non-standard agreements or amendments are attached to each Trustee's Agenda.)

RENEWAL

Loma Linda University Medical Center Non-Standard Clinical Affiliation Amendment
Loma Linda, CA
Term: September 8, 2011 to September 1, 2013
Compensation: None
(See Attachment #1)

Providence Health System, Southern California Non-Standard Clinical Affiliation Amendment
Mission Hills, CA
Term: September 8, 2011 to August 31, 2013
Compensation: None
(See Attachment #2)

Fiscal Impact: Students are required to obtain personal liability insurance during enrollment in an Allied Health program. The District shall provide professional liability insurance and Worker's Compensation insurance for each student participating in approved clinical rotations (For field experience agreements, the District provides only Worker's Compensation insurance). These District provided insurance coverages are in effect while the student is on-site at facility. The District realizes savings by utilizing off-campus clinical and field experience training facilities.

File Attachments

[Loma Linda-OCC Agreement 2011 Final.pdf \(133 KB\)](#)

[Providence Health System-OCC Agreement 2011-08-15 rev.pdf \(87 KB\)](#)

11. Approval of Standard Agreements

Subject **11.01 OCC - Standard Agreements**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **11. Approval of Standard Agreements**
Access **Public**
Type

Approve Standard Unpaid/Sponsored Student Intern Placement Agreement between Coast Community College District (Orange Coast College) and CSU/Dominguez Hills

Background: California State University, Dominguez Hills has a social work graduate program that is accredited and of good reputation. The graduate students work as unpaid interns during their program, providing social work services throughout the local area. Many Orange Coast College students need various social services, as well as advice and referrals to social service agencies in the community. The OCC Student Health Center has a staff member who is both a licensed clinical social worker and a clinical psychologist, who is able and willing to provide supervision to the graduate student interns from CSUDH. This affiliation agreement will be mutually beneficial to both agencies as well as the social work graduate students and the OCC student who will be served by this program.

Goal/Purpose: This program will meet the needs of the OCC Student Body for social services, while providing a high quality field work experience for the CSUDH graduate students in Social Work.

Comments: None

Recommendation Statement: After review by the College President, District Risk Services and the Vice Chancellor of Administrative Services, it is recommended by the Chancellor that authorization be given to enter into a Student Intern Placement Agreement between Coast Community College District (Orange Coast College), and CSU/Dominguez Hills for the field placement of CSU/Dominguez Hills students as counseling training interns from Fall 2011 through Spring 2012.

Fiscal Impact: None

Subject	11.02 CCC – Standard Agreement (Scope of Work)
Meeting	Sep 7, 2011 - Regular Meeting
Category	11. Approval of Standard Agreements
Access	Public
Type	Consent

CCC - Approve District Standard Scope of Work #2011-51 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for Development/Delivery of Instructional Courseware and Services.

After review by the College President and District General Counsel, it is recommended by the Chancellor that the Board approve the District Standard Scope of Work #2011-51 under the Master Services Agreement (Board Approved: 2/3/10) between Chevron Products Company and the Coast Community College District for the design and development of the New Hire Safety Orientation for Category A – Phase 3 course. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$5,625 income from Chevron Products Company payable in three payments based upon completion of three project milestones.

12. Authorization for Purchase of Institutional Memberships

Subject	12.01 OCC - Institutional Memberships
Meeting	Sep 7, 2011 - Regular Meeting
Category	12. Authorization for Purchase of Institutional Memberships
Access	Public
Type	Consent

Renewals

Name and Acronym: Honors Transfer Council of California

Term of Membership: Academic Year 2011-2012

Cost: \$90 to be paid from Honors Program/ASOCC funds

Purpose: Provides essential information about Honors Program administration, assessment, and continuous improvement on the state level among community colleges; required for participation by OCC students who wish to present research at the annual honors conference or compete for statewide scholarships; provides OCC with representation in negotiating honors transfer agreements with public and private universities.

Name and Acronym: Western Regional Honors Council

Term of Membership: Academic Year 2011-2012

Cost: \$75 to be paid from Honors Program/ASOCC funds

Purpose: Provides essential information about Honors Program administration, assessment, and continuous improvement on the regional level among community colleges and universities; required for participation by OCC students who wish to present research at the annual honors conference or submit creative works in competition for publication and scholarships.

Name and Acronym: National Collegiate Honors Council

Term of Membership: January 1 – December 31, 2012

Cost: \$500 to be paid from Honors Program/ASOCC funds

Purpose: Provides essential information about Honors Program administration, assessment, and continuous improvement on the national level among community colleges and universities; required for participation by OCC students who wish to present research at the annual honors conference

Name and Acronym: Association of Core Texts and Courses

Term of Membership: Academic Year 2011-2012

Cost: \$500 to be paid from Honors Program/ASOCC Funds

Purpose: Provides essential information about the development and administration of Core Text Courses; required for participation by OCC students who wish to present research papers at the annual conference or for subsequent publication of research

Name and Acronym: Southern California Intersegmental Articulation Council (SCIAC)

Date: August 4, 2011- July 1, 2012

Cost: \$75 to be paid by Transfer Center general funds.

Purpose: The purpose of Southern California Intersegmental Articulation Council (SCIAC) is to serve as the southern statewide forum for Articulation Officers to meet, discuss, and resolve college transfer and articulation issues; and to facilitate the progress of students between and among the segments of postsecondary education in California.

Name and Acronym: South Coast Higher Education Council (SCHEC)

Date: July 22, 2011- July 1, 2012

Cost: \$50 to be paid by Transfer Center general funds.

Purpose: Membership provides a means to stay current in procedures, policies, and records pertinent to financial aid procedures, policies, and records pertinent to financial aid matters. It provides technical assistance to members and serves in a liaison capacity with Congress and federal agencies, as well as provides direct contact with four-year universities for college transfer fair information and calendar.

Subject **12.02 CCC – Institutional Memberships**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **12. Authorization for Purchase of Institutional Memberships**
Access **Public**
Type **Consent**

Renewals

Name and Acronym: California Placement Association (CPA)

Term of Membership: July 1, 2011 — June 30, 2012

Cost: \$100

Purpose: Membership will provide access to CPA to market and network the programs offered at Coastline Community College and the Orange County One-Stop Center. The CPA plays a key role in training and assisting placement and job development professionals.

Name and Acronym: Academic Senate for California Community Colleges (ASCCC)

Term of Membership: July 1, 2011 — June 30, 2012

Cost: \$1,250.40

Purpose: Membership provides important State-wide faculty participation of State policies on academic and professional matters.

Subject **12.03 GWC - Institutional Memberships**
Meeting Sep 7, 2011 - Regular Meeting
Category 12. Authorization for Purchase of Institutional Memberships
Access Public
Type Consent

Renewals

Name and Acronym: California Community College Fastpitch Coaches Association (3CFCA)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$100

Purpose: Allows access to regional and state tournaments, voting rights at conference and state meetings, access to 3CFCA statistics website, receives rule book and policy updates.

Name and Acronym: California Community Colleges Chief Instructional Officers (CCCCIO)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$300

Purpose: Allows access to statewide community college instructional administrators, updates, materials, and conferences.

Name and Acronym: California Swap Meet Association (CSMA)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$600

Purpose: To be informed of changes in legislation and swap meet trends and issues that would affect the existence of the swap meet.

Name and Acronym: Research & Planning Group for California Community Colleges (RP Group)

Term of Membership: July 1, 2011 – June 30, 2012

Cost: \$350

Purpose: Allows access to statewide community college research and planning professionals, updates, materials and conferences.

13. Authorization for Off-Campus Assignments

Subject	13.01 DIS - Off Campus Assignment
Meeting	Sep 7, 2011 - Regular Meeting
Category	13. Authorization for Off-Campus Assignments
Access	Public
Type	Consent

It is requested that the following off-campus assignment be approved, to serve without loss of salary with the understanding that authorization will be requested to attend meetings as they are set.

Andrew C. Jones, Chancellor, to serve on Capella University's Community College Advisory Council (CUCCAC), from July 1, 2011 through June 30, 2012, without loss of salary, with the understanding that authorization will be requested to attend meetings as they are set.

Subject **13.02 OCC - Off Campus Assignments**
Meeting Sep 7, 2011 - Regular Meeting
Category 13. Authorization for Off-Campus Assignments
Access Public
Type Consent

It is requested that the following off-campus assignment be approved, to serve without loss of salary with the understanding that authorization will be requested to attend meetings as they are set.

Name: Moser, Melissa M.

Title: Director, Financial Aid

Organization: California Association of Student Financial Aid Administrators (CASF AA)

Assignment: President-elect (2012), President (2013), Past President (2014)

Term: 2012 - 2014

Subject **13.03 GWC - Off Campus Assignments**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **13. Authorization for Off-Campus Assignments**
Access **Public**
Type **Consent**

It is requested that the following off-campus assignment be approved, to serve without loss of salary with the understanding that authorization will be requested to attend meetings as they are set.

Name: Wes Bryan
Title: President
Organization: Huntington Beach Chamber of Commerce
Assignment: Board of Directors
Term: July 1, 2011 – June 30, 2012

Name: Wes Bryan
Title: President
Organization: ACCCA
Assignment: Board of Directors
Term: July 1, 2011 – June 30, 2012

14. Authorization for Community Activities

Subject	14.01 OCC - Community Activities
Meeting	Sep 7, 2011 - Regular Meeting
Category	14. Authorization for Community Activities
Access	Public
Type	Consent

The following not-for-credit classes will be advertised and offered by the Community Education Office during the period of September 8, 2011 – June 30, 2012. The presenter will be paid pursuant to the District's Standard Professional Expert Employment Agreement or the District's Independent Contractor Agreement at a negotiated fixed rate (F) or percentage of income (P) based on actual enrollment, as indicated by the compensation designation stated for each course.

PROFESSIONAL EXPERT

KALEIDOSCOPE, Fee: \$300, 48 hours. Presenter: Kevin Myers. Compensation equals 50% of the number of participants registered times the program fee minus direct costs/administration fee. (P)

OCC MASTER'S ADULT SWIMMING PROGRAM, Fee \$195.00, 250 hours. Add Presenter: Kenny Bray. Compensation equals \$25 per hour for each hour worked. (P)

15. Personnel Items

Subject	15.01 District
Meeting	Sep 7, 2011 - Regular Meeting
Category	15. Personnel Items
Access	Public
Type	Discussion

- a. Acceptance of Resignations and/or Approval of Layoffs, Exhaustion of Benefits and Terminations.
- b. Authorization for Pay Changes, Academic Staff
- c. Authorization for Contract Amendments Based upon Horizontal Salary Moves
- d. Authorization for Professional Experts

File Attachments

[Open.pdf \(18 KB\)](#)

PERSONNEL ITEMS

a. Acceptance of Resignations and/or Approval of Layoffs, Exhaustion of Benefits and Terminations

It is recommended that the following resignations be accepted and/or layoffs and terminations be authorized:

Administrator

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Doughty, Corine	OCC	Director, Career Services	Resign	10/17/11

Classified

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Action</u>	<u>Effective Date</u>
Smothers, Diana	OCC	Instructional Program Ops. Coordinator	Retire	06/29/11

b. Authorization for Pay Changes, Academic Staff

It is recommended that authorization be given for the following contract adjustments for the reasons specified below:

Administrator

Page, Richard, OCC, Vice President, Admin Services, increase total contract to D-34-11+DOC due to receipt of doctorate effective 07/01/11.

Rodriguez, Vincent, CCC, Dean, Distance Learning, increase total contract to D-32-09+DOC due to receipt of doctorate effective 07/01/11.

c. Authorization for Contract Amendments Based upon Horizontal Salary Moves

The following faculty members have completed requirements for horizontal salary moves in accordance with Board policies and procedures. It is recommended that revised appointments reflecting their new placement be authorized for the 2011-12 school year:

<u>Name</u>	<u>Campus</u>	<u>From Col/Step</u>	<u>To Col/Step</u>
Lawler, William	GWC	IV 08	V 09
Traver, Maria	OCC	IV 07	V 08
Villarreal, Roberto	GWC	III 13	IV 13

d. Authorization for Professional Experts

It is recommended that authorization be given for the following professional experts:

Professional Experts over \$10,000.00

Famolaro, Felix A., OCC, to provide instruction for USMC Electrical Class, for the period 09/12/11 to 10/07/11, to be paid by timecard at \$100.00 per unit, 27.56 units per week for 4 weeks, compensation to be \$11,025.00, funding source is General Fund.

Parson, Jason, CCC, to produce and administer codes for online applications under development for Instructional Systems Development department, for the period 09/08/11 to 12/09/11, to be paid by timecard at \$10.00 per unit, 104.913 units per week for 15 weeks, compensation to be \$15,737.00, funding source is

Instructional Systems Development General Funds.

Pierre-Lys, Stanley, CCC, to provide Contract Education Military Program Outreach and Support Services on site at military installations, for the period 09/08/11 to 06/30/12, to be paid by timecard at \$100.00 per unit, 3.25 units per week for 40 weeks, compensation to be \$13,000.00, funding source is Ancillary Funds.

Other Professional Experts

Blake, Amelia C., OCC, to serve as athletic trainer, for the period 08/18/11 to 06/30/12, to be paid by timecard at \$10.00 per unit, 0.87 units per week for 46 weeks, compensation to be \$4,000.00, funding source is General Fund.

Erickson, Jessica, DIST, to serve as liaison between middle school site (CE Utt Middle School) and college and to develop/implement program plan for integrating career exploration activities into middle school as part of the SB70/SB1133 CTE Community Collaborative Middle School Program, for the period 09/22/11 to 06/30/12, to be paid by timecard at \$10.00 per unit, 2.5 units per week for 40 weeks, total compensation to be \$1,000.00, funding source is SB70/SB1133 CTE Community Collaborate Year Three and Year Four Grants.

Heckman, Richard D., GWC, to serve as musician for GWC Theater production of "Cabaret," for the period 05/04/12 to 05/13/12, to be paid at \$100.00 per unit, 4.80 units per week for 2 weeks, compensation to be \$960.00, funding source is Theater Income Trust.

Heckman, Richard D., GWC, to serve as musical director/conductor for GWC Theater production of "Cabaret," for the period 11/04/11 to 05/14/12, to be paid at \$100.00 per unit, 0.80 units per week for 25 weeks, compensation to be \$2,000.00, funding source is Theater Income Trust.

Hoffman, Mary K., DIST, to serve as liaison between middle school site (CE Utt Middle School) and college and to develop/implement program plan for integrating career exploration activities into middle school as part of the SB70/SB1133 CTE Community Collaborative Middle School Program, for the period 09/22/11 to 06/30/12, to be paid by timecard at \$10.00 per unit, 2.5 units per week for 40 weeks, total compensation to be \$1,000.00, funding source is SB70/SB1133 CTE Community Collaborate Year Three and Year Four Grants.

16. Authorization for Independent Contractors

Subject **16.01 OCC - Independent Contractors**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **16. Authorization for Independent Contractors**
Access **Public**
Type **Consent**

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement.

NEW BOARD ITEMS

INDEPENDENT CONTRACTORS

UNDER \$10,000

IC Name: John Bowman

Services: For the purpose of determining donation value of vessels

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed.
Contract amount \$1,000.00 for term of Contract.

Term of Agreement: Sept 8, 2011-June 30, 2012.

Source of Funding: To be paid from Sailing Center or Foundation Funds.

IC Name: DeWald, Ben

Services: Etiquette Dinner training at annual ASOCC Leadership Conference

Payment Schedule/Compensation: To be paid as invoiced upon completion of project. Contract amount of \$500.

Term of Agreement: October 1 - 15, 2011

Source of Funding: To be paid from ASOCC funds

IC Name: McDonald, Glen

Services: Performing public lecture on The Consequences of Drought and Climate Change for Orange County and Southern California

Payment Schedule/Compensation: To be paid upon completion of lecture. Contract amount of \$7,209.79 for speaker fee, travel, lodging and other related expenses.

Term of Agreement: April 2012

Source of Funding: To be paid from Staff Development funds

IC Name: The Pipe Surgeon, Inc.

Services: To provide labor, materials and equipment to complete repairs to OCC dock standpipes.

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed. Contract amount of \$9,000 for term of contract.

Term of Agreement: Sept 8, 2011- June 30, 2012.

Source of Funding: To be paid from Sailing Center or Foundation Funds.

IC Name: Ullman Sails Inc.

Services: Repair and maintenance to sails and rigging on OCC Sailing and donated Foundation vessels.

Payment Schedule/Compensation: To be paid upon submittal of invoice as work is completed.
Contract amount \$1,000.00 for term of Contract.

Term of Agreement: Sept 8, 2011-June 30, 2012.

Source of Funding: To be paid from Sailing Center or Foundation Funds

Subject **16.02 CCC – Independent Contractors**
Meeting Sep 7, 2011 - Regular Meeting
Category 16. Authorization for Independent Contractors
Access Public
Type Consent

The following are to serve as independent contractors pursuant to the District's standard independent contractor agreement.

\$10,000 AND OVER

IC Name: Huntington Commercial Publications

Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10) SOW #2011-42, CO-PCO Mentoring – Courses 1 & 2, \$11,975; SOW #2011-43, Redesign of Safety CBTS – Fire Prevention and Extinguishing Techniques, \$5,000.

Payment Schedule/Compensation: \$16,975 paid by percentage of completion of project deliverables broken down into five stages of completion.

Term of Agreement: September 8, 2011 – June 30, 2012

Source of Funding: Chevron Products Company in support of this project.

IC Name: Vantage Point Consulting, Inc.

Services: Project Management and Consultation for implementation of Military and Veteran Programs retention strategies and systems.

Payment Schedule/Compensation: \$22,750; payment based on costs referenced in Statement of Work and upon acceptance of deliverables and receipt of invoice.

Term of Agreement: September 8, 2011 – June 30, 2012

Source of Funding: Contract Education ancillary funds

IC Name: Pulichino, Joseph

Services: Provide on-site program coordination, instructional program facilitation and ESL training for Contract Education CCC EBUS Program

Payment Schedule/Compensation: \$45,950 payable in 2 equal increments of \$22,975 upon receipt and approval of invoice.

Term of Agreement: January 1, 2012 – June 30, 2012

Source of Funding: Contract Education Ancillary funds

UNDER \$10,000

IC Name: Fellows, Brandy

Services: Contract Education Military Program outreach and support services on site at military installations.

Payment Schedule/Compensation: \$7,100 paid in five increments upon receipt and approval of invoices.

Term of Agreement: July 1, 2011 – December 31, 2011

Source of Funding: Contract Education ancillary funds

(This entry was accidentally dropped from the June 15, 2011, Board agenda.) Administrative Approval: 8/16/11

IC Name: Oskorus, David

Services: Development and programming of interactive activities for the Online Physical Geology course.

Payment Schedule/Compensation: Two activities @\$1,000/each for a total contract of \$2,000.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: ISD ancillary publications funds

IC Name: Denise Cusano Instructional Design, Inc.
Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2011-34, FOTP Systems.
Payment Schedule/Compensation: \$5,150 paid by percentage of completion of project deliverables broken down into five stages of completion.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: Chevron Products Company in support of this project.

IC Name: Oskorus, David
Services: Under the Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), development of interactive pages in Flash for Chevron SOW #2011-36, \$3,800; SOW #2011-43, Redesign of Safety CBTS – Fire Prevention and Extinguishing Techniques, \$5,000.
Payment Schedule/Compensation: \$8,800 paid at 50% upon delivery of first version and 50% upon approval of final version after feedback is incorporated.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: Chevron Products Company in support of this project.

IC Name: Accardi, Millicent
Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2011-31, Blending & Shipping Head Operator Training.
Payment Schedule/Compensation: \$9,360 to be paid upon completion and acceptance of project analysis.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: Chevron Products Company in support of this project.

IC Name: Smemoe, Kristi
Services: Instructional Design Services for Chevron Products Company Master Services Agreement (Board Approved: 2/3/10), SOW #2011-51, New Hire Safety Orientation for Category A – Phase 3.
Payment Schedule/Compensation: \$500 paid by percentage of completion of project deliverables broken down into three stages of completion.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: Chevron Products Company in support of this project.

IC Name: Selinsky, Frank J.
Services: Copy, edit and format chapter drafts of the Online Public Speaking course textbook.
Payment Schedule/Compensation: 14 chapters @ \$200/chapter for a total contract of \$2,800.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: ISD ancillary funds for Online Public Speaking course.

IC Name: Isbell, Jeffrey C.
Services: Research, coordination, and production for filming public speaking experts for the Online Public Speaking course.
Payment Schedule/Compensation: 14 lessons @ \$225/lesson for a total contract of \$3,150.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: ISD ancillary funds for Online Public Speaking course.

IC Name: Donahue, Jeremy K.
Services: To create interactive activities for the Online Introduction to Physical Geology course.

Payment Schedule/Compensation: 24 hours @ \$25/hour for a total contract of \$600.
Term of Agreement: September 8, 2011 – June 30, 2012
Source of Funding: ISD ancillary publications funds

REVISION TO PRIOR BOARD APPROVAL

UNDER \$10,000

IC Name: Carter-Wells, JoAnn

Services: Review of general course content and five individual lessons; review two additional lessons.

Payment Schedule/Compensation: \$1,000 upon completion of review for a total contract of \$1,000. (Revision is to increase assignment and total contract by \$400 for a total revised contract of \$1,400. Prior Board Approval: 8/17/11).

Term of Agreement: September 8, 2011 – June 30, 2012

Source of Funding: Technology Based Learning Initiative DOL funded grant administered through the OC-WIB and managed jointly by CCC's Contract Education and ISD units.

Subject **16.03 GWC - Independent Contractors**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **16. Authorization for Independent Contractors**
Access **Public**
Type **Consent**

The following are to serve as Independent Contractors Pursuant to the District's Standard Independent Contractor Agreement.

Under \$10,000

IC Name: Hoang, Dai

Services: Entertainment for Welcome Back Event

Payment Schedule/Compensation: \$100 to be paid after services rendered

Term of Agreement: September 8, 2011

Source of Funding: ASGWC funds

17. Authorization for Professional Development Program

Subject	17.01 CCC - Authorization for Professional Development
Meeting	Sep 7, 2011 - Regular Meeting
Category	17. Authorization for Professional Development Program
Access	Public
Type	Consent

Professional Staff Development (Management)

López, Vinicio, Dean of Instruction, Le-Jao Center, to attend Leading Learning, Innovation, Course Number EDEL 700A, Qualitative Research Methods, Course Number EDEL 730B and Engaging in Action Research, Course Number EDEL 775B at Pepperdine University, from September 23, 2011 through December 4, 2011. Reimbursement of tuition and books for Doctorate not to exceed \$1,500 to be paid from Management Professional Development funds.

Subject **17.02 DIS - Authorization for Professional Development**
Meeting Sep 7, 2011 - Regular Meeting
Category 17. Authorization for Professional Development Program
Access Public
Type Consent

OPTION I - TUITION, BOOKS, AND FEES:

<u>Name</u>	<u>Course/Seminar</u>	<u>Date</u>	<u>Amount</u>
Nancy Ramirez Staff Development OCC	644 Recruitment & Selection 648 Legal Issues in HR Chapman University	8/29/11 – 10/23/11 8/29/11 - 10/23/11	\$3,250.00
Michael Beale Learning Specialist Aide OCC	EDS 285 Strategies to Enhance Academic Skills in Adults w/Learning Disabilities Cal State Sacramento	07/11/11 – 08/13/11	\$1,200.00
Rachel Martinez Instructional Aide OCC	EDS 280 Foundational Elements of Adult Learning Disability Intervention Cal State Sacramento	08/29/11 – 10/02/11	\$920.00
Martha Guevara Typist Clerk, Sr. OCC	Acct 110 Accounting Info Systems OCC	8/29/11 – 12/14/11	\$350.00
Thomas Choe Admissions & Records Tech II OCC	EDAD 521 History & Philosophy of Higher Ed EDAD 503 Organizational Leadership CSU Fullerton	8/20/11 – 12/9/11 8/20/11 – 12-9/11	\$3,000.00
Claire Kyllingstad HR Specialist GWC	Spch C100 Interpesonal Communication CCC	08/27/11 – 12/18/11	\$274.00
Lynn Schramm Div/Area Admin Coord GWC	DESC 475 Production & Operations Mgmt OTMT 483 Managing Diversity in Organization	08/31/11 – 12/07/11 09/17/11 – 10/15/11 Pepperdine Univ	\$3,250.00
Paula Coker Foundation Asst CCC	Intro to Service Mgmt Ashford U	8/16/11-9/19/11	\$1,375.91
Minerva Guray Military Ed Tech CCC	Critical Reasoning Careers in Gerontology Research Methods in Psych	8/28/11 – 12/17/11	\$500.00

Tran Ha Acct Tech CCC	Perspect, in Change Leadership Argosy U	7/2/11-8/20/11	\$1,774.00
Marian Daniel Military Tech CCC	Marketing Strategies for Comp Advantage U of Phoenix	7/19/11-8/29/11 8/30/11-10/10-11	\$3,250.00
Maria Mai A & R Spec CCC	Prof Dev in Leadership Theory & Dev of Motivation Argosy U	9/6/11-10/26/11 10/27/11-12/17/11	\$3,250.00
Isaiah Aguirre Public Relations Asst. CCC	MBAD 608 Marketing Decisions Systems MBAD 630 Entrepr. Mngt. Biola University	8/29/11 – 12/02/11 8/29/11 – 12/02/11	\$3,250.00
Sheryl Area Admin Assistant to VP OCC	496.9 Building High Performance Organizations & Teams UofC Irvine	7/6/11 – 8/24/11	\$415.00
Dejah Swingle Grant Coordinator Dist	ENVS 141 Intro to Recycling & Resource Mgmt ENVS 142 Culture & Zero Waste ENVS 143 Resource Management for Communities ENVS 144 Resource Management for Business ENVS 100 Intro to Environmental Studies ENVS 190 Environmental Studies Practium GWC	08/29/11 – 10/22/11 08/29/11 – 10/22/11 10/23/11 – 12/18/11 10/23/11 – 12/18/11 01/30/12 – 03/23/12 01/30/12 – 03/23/12	\$1,000.00

**OPTION II SALARY
DIFFERENTIAL:**

<u>Name</u>	<u>Course/Seminar</u>	<u>Date</u>	<u>Amount</u>
Niharika Brahmhatt Accounting Asst. III OCC	Cert of Achievement in Accounting	08/27/11 – 12/20/14	1.5%
Minal Ajbani Acct CCC	Cert of Achievement in Accounting Financial Acct OCC	8/27/11-12/18/11	1.5%

18. Authorization for Staff Development

Subject **18.01 GWC - Authorization for Staff Development**
Meeting Sep 7, 2011 - Regular Meeting
Category 18. Authorization for Staff Development
Access Public
Type Consent

Writing and Reading Center Department Symposium

Date(s): September 16, 2011

Purpose: A discussion and presentation of Writing Center curriculum, effective tutoring strategies, rubrics, and course outlines.

Cost/Purpose/Funding Source: \$225 for food from Workshops and Conferences Professional Development funds.

(Revision is to change date. Previous Board action: 6/15/11.)

English Department Symposium

Date(s): September 16, 2011

Purpose: To share and compile successful teaching practices such as good lesson plans, classroom assessment tools, grading rubrics, etc.

Cost/Purpose/Funding Source: \$360 for food from Workshops and Conferences Professional Development funds.

(Revision is to change date. Previous Board action: 6/15/11.)

19. Approval of Purchase Orders

Subject **19.01 DIS - Purchase Orders**
Meeting Sep 7, 2011 - Regular Meeting
Category 19. Approval of Purchase Orders
Access Public
Type Consent

File Attachments

[Purchase Orders.pdf \(74 KB\)](#)

PO NUM	NAME OF VENDOR	SITE	OBJECT CODE	AMOUNT
P0325098	ACSIG Dental / Edge Open PO for Dental claims	DIS	5480	1,565,130.00
P0325164	Institute for Evidence Based Change Open PO services for SB70 Evaluation Grant. Board Date: 04/06/11	DIS	5899	56,319.00
P0325099	Apple Computer Inc Computers for Graphic Arts classroom	GWC	6412	54,432.68
P0325243	Jobelephant.com Inc Open PO for job advertising	DIS	5850	50,000.00
P0325247	Pro Photo Connection Inc Equipment for Photography classes	OCC	6411	37,198.00
P0325149	Trend Offset Printing Printing & distribution of Fall 2011 catalog	CCC	4321	30,188.61
P0325117	ATI/Assessment Technology Institute Open PO for Nursing textbooks	GWC	4312	30,000.00
P0325154	Beeson, Tayer & Bodine IC for negotiation between the District & CFE. Board Date: 07/20/11	DIS	5112	20,000.00
P0325248	Jackstin IC to redesign & update work-based & career development websites	OCC	5899	20,000.00
P0325138	Systems Technology Associates Inc Hewlett Packard server software upgrade	DIS	5899	19,438.40
P0325261	Renwes Appliances Inc Appliances for Food & Nutrition classrooms	OCC	6411	18,807.77
P0325152	Innovation Wireless LLC OCC Classroom analog clocks & batteries (Fund 40)	OCC	6250	13,746.10
P0325151	Elmco Duddy OCC Fitness Center water heater (Fund 40) Board of Governors-CA Comm Colleges	OCC	6250	12,171.36
P0325100	Chancellors Subscription renewal for Student Right-to-Know. Board Date: 06/17/09	DIS	5877	11,700.00
P0325237	Cerritos Franchise Inc IC for graphic design work	DIS	5112	10,000.00
P0325214	Electro Systems Electric	OCC-GB	6250	9,985.00
P0325187	B & P Services Inc	OCC-GB	6250	9,960.00
P0325103	B & P Services Inc	OCC-GB	6250	9,840.00
P0325155	Bodine Group	DIS	5112	9,000.00
P0325110	Troxell Communications Inc	GWC	6412	8,969.70
P0325135	Intelecom	CCC	5748	8,756.00
P0325221	Economic Modeling Specialists Inc	OCC	5306	8,750.00
P0325134	ThreeForks Inc	CCC	5899	8,000.00
P0325089	Dermalogica Inc	GWC	4312	6,770.82
P0325153	John Deere Landscapes Inc	OCC-GB	6120	6,737.69
P0325108	Quick Caption	GWC	5899	6,000.00

Purchase Orders

P0325246	Samy's Camera	OCC	6412	5,291.45
P0325133	EBSCO Subscription Services	GWC	5306	5,264.30
P0325142	UPS Protection Inc	DIS	5657	5,000.00
P0325208	OCC Food Services	OCC	5899	5,000.00
P0325186	Warner Boat Sales South	OCC	6411	4,752.11
P0325215	CENIC	DIS	5899	4,591.56
P0325160	Livescribe Inc	CCC	4312	4,559.46
P0325169	School Services of Calif Inc	DIS	5320	4,200.00
P0325250	Workplace Resource	OCC-GB	4312	4,175.32
P0325094	Office Depot	OCC	4312	4,000.00
P0325097	Office Depot	CCC	4312	4,000.00
P0325106	Thomson West	CCC	4312	4,000.00
P0325107	Business Office Solutions	GWC	5899	4,000.00
P0325210	Long Beach Marine Institute	OCC	5899	4,000.00
P0325244	Faronics Technologies USA Inc	DIS	5638	3,512.00
P0325168	Home Depot	OCC	4312	3,500.00
P0325176	Sea-Bird Electronics Inc	OCC	5657	3,487.89
P0325226	Int'l Education Service	OCC	5850	3,385.00
P0325104	Shiffler Equipment Sales Inc	OCC-GB	6250	2,933.82
P0325175	Universal Placement Program	OCC	5850	2,900.00
P0325150	UCMI Inc	OCC-GB	6205	2,850.00
P0325218	Liebert Cassidy Whitmore	DIS	5897	2,600.00
P0325234	MSC Industrial Supply Co	OCC	4312	2,599.74
P0325109	Staples Advantage	CCC	4312	2,500.00
P0325132	Follett Higher Education Group Inc #1181	GWC	4312	2,500.00
P0325182	Office Depot	OCC	4312	2,500.00
P0325137	SC Signs & Supplies LLC	GWC	4312	2,283.23
P0325257	Embee Technologies	OCC	6250	2,255.79
P0325158	Xerox Corp	DIS	5657	2,000.00
P0325183	Office Depot	OCC	4312	2,000.00
P0325188	Western Graphics Plus	OCC	4321	2,000.00
P0325199	Coast Fitness Repair Shop	OCC	5657	2,000.00
P0325230	Amico Scientific Corp	OCC	4312	2,000.00
P0325238	On-Site LaserMedic Corp	DIS	5657	2,000.00
P0325239	Benner Metals Corp	OCC	4312	2,000.00
P0325228	Amico Scientific Corp	OCC	4312	1,903.60
P0325095	Apple Computer Inc	OCC	6412	1,857.92
P0325102	OC Dept of Education	DIS	4321	1,678.69
P0325172	Xirrus	DIS	5638	1,668.50
P0325136	Western Highway Products	GWC	4312	1,522.73
P0325118	Community College League of Calif	DIS	5320	1,500.00
P0325140	Mar Vac Electronics	DIS	4315	1,500.00
P0325162	CollegeAnyWhere Inc	CCC	5748	1,500.00
P0325178	Ayres Hotel & Suites	OCC	5899	1,500.00
P0325212	Accurate Termite & Pest Control	CCC	5638	1,500.00
P0325116	Xerox Corp	DIS	4312	1,450.00
P0325249	Ken's Locksmithery	GWC	6411	1,450.00
P0325157	Pocket Nurse	OCC	4312	1,434.68
P0325090	New Readers Press	OCC	4312	1,379.70

Purchase Orders

P0325213	3M Clean Water Solutions	OCC	5801	1,360.00
P0325093	Apple Computer Inc	GWC	5699	1,344.72
P0325216	CI Business Equipment Inc	DIS	5638	1,295.00
P0325254	Workplace Resource	DIS	4312	1,291.23
P0325130	Graybar Electric	GWC	4677	1,194.00
P0325253	Dell Higher Education	GWC	6412	1,111.92
P0325202	Crop Production Services Inc	OCC	4312	1,100.00
P0325126	World-Wide Fire Inc	DIS	5510	1,000.00
P0325141	R & L Medical Co	OCC	5638	1,000.00
P0325146	Office Depot	OCC	4312	1,000.00
P0325159	Office Depot	CCC	4312	1,000.00
P0325165	Office Depot	GWC	4312	1,000.00
P0325170	Toshiba Business Solutions	GWC	5638	1,000.00
P0325184	Pcc Technology	CCC	4310	1,000.00
P0325193	Lowe's HIW Inc	OCC	4312	1,000.00
P0325194	Home Depot	OCC	4312	1,000.00
P0325196	Carrot-Top Industries Inc	OCC	4312	1,000.00
P0325177	LaserWerx	GWC	4312	950.00
P0325181	Bridges Transitions Co	GWC	5699	900.00
P0325240	Amer Red Cross	OCC	4312	900.00
P0325147	Dell Higher Education	OCC	4312	882.32
P0325091	Dept of Social Services	OCC	5749	880.00
P0325211	Pyro-Comm Systems Inc	CCC	5899	840.00
P0325163	Office Depot	CCC	4312	838.66
P0325119	FVHS Football Boosters	OCC	5850	800.00
P0325144	Hoover Printing & Lithography Inc	DIS	4321	800.00
P0325145	Office Depot	OCC	4312	800.00
P0325148	Xerox Corp	OCC	5638	800.00
P0325185	Oliver Mahon Asphalt Inc	CCC	5899	800.00
P0325206	Alan's Lawnmower & Garden Ctr Inc	OCC	4312	800.00
P0325112	Office Depot	OCC	4312	750.00
P0325122	Calvary Chapel HS Football	OCC	5850	750.00
P0325198	Bell's Industrial Service	OCC	5657	750.00
P0325220	Westminster High School	OCC	5850	750.00
P0325251	Orkin Commercial Services	OCC	5899	700.00
P0325125	Edison HS Football Boosters	OCC	5850	650.00
P0325180	Valpar Int'l Corp	GWC	5699	595.00
P0325173	Insight Investments LLC	CCC	4315	590.46
P0324970	Agile Sports Technologies	GWC	5899	588.00
P0325232	MVAP Medical Supplies Inc	OCC	4312	573.46
P0325156	Sasco	OCC	4312	567.00
P0325101	Sehi Computer Products Inc	DIS	4312	514.94
P0325255	Sehi Computer Products Inc	CCC	4315	503.17
P0325120	Costa Mesa HS Football	OCC	5850	500.00
P0325121	HBHS Football Booster Club	OCC	5850	500.00
P0325124	Estancia HS Football Boosters	OCC	5850	500.00
P0325127	Home Depot	DIS	4312	500.00
P0325128	USA Mobility Inc	DIS	5682	500.00
P0325166	Office Depot	OCC	4312	500.00

Purchase Orders

P0325200	McMaster-Carr	OCC	4312	500.00
P0325207	Crown Ace Hardware	OCC	4312	500.00
P0325223	Ocean View HS Football Boosters	OCC	5850	500.00
P0325236	Chandler's Air Conditioning & Refrigeration	OCC	5657	500.00
P0325241	Town & Country Golf Carts	OCC	5657	500.00
P0325192	Fleetwood Media Productions Inc	OCC	4312	488.83
P0325209	Accent Florist	GWC	4312	450.00
P0325179	UC4 Software Inc	DIS	5899	448.56
P0325092	Dept of Social Services	OCC	5749	440.00
P0325225	OCLC Inc	OCC	5110	418.15
P0325123	Estancia Athletics	OCC	5850	400.00
P0325224	OCLC Inc	OCC	5110	378.84
P0325235	Henry Schein Inc	OCC	4312	364.09
P0325174	Office Depot	OCC	4312	350.00
P0325256	Zetronix Corp	CCC	4312	323.09
P0325161	Office Depot	CCC	4312	320.46
P0325201	Antimite Termite & Pest Control	OCC	5899	316.00
P0325217	Amer Dietetic Assn	OCC	5306	316.00
P0325114	Computerland of Silicon Valley	CCC	5699	315.00
P0324943	CCCCIO	CCC	5320	300.00
P0325139	Tustin Awards Inc	DIS	4312	300.00
P0325195	Ganahl Lumber Co	OCC	4312	300.00
P0325245	Office Depot	DIS	4312	300.00
P0325231	Henry Schein Inc	OCC	4312	256.42
P0325229	Henry Schein Inc	OCC	4312	255.33
P0325171	FrontDoorSoftware Corp	GWC	4315	252.39
P0325111	Xerox Corp	GWC	5638	232.31
P0325096	Entagon Inc	CCC	4315	213.35
P0325113	Entagon Inc	CCC	4315	206.88
P0325105	Follett Higher Education Group Inc #1181	GWC	4312	200.00
P0325129	Seal's Compressed Gases	OCC	5899	200.00
P0325189	Collicutt Energy Services Inc	OCC	4677	200.00
P0325190	Follett Higher Education Group Inc #1094	OCC	4312	200.00
P0325191	Blue Sky Outfitters	OCC	4312	200.00
P0325197	Follett Higher Education Group Inc #1094	OCC	4312	200.00
P0325203	McFadden-Dale Industrial Hardware LLC	OCC	4312	200.00
P0325204	OC Farm Supply Inc	OCC	4312	200.00
P0325205	Hanks Electrical Supplies Inc	OCC	4312	200.00
P0325222	Valley HS Falcon Football	OCC	5850	200.00
P0325219	Capitol Enquiry	DIS	5306	131.28
P0325252	Fuse Depot	OCC	4312	128.52
P0325143	Calif Tool Welding Supply	OCC	4312	120.00
P0325115	Office Depot	GWC	4312	100.00
P0324506	So Cal Intersegmental Articulation Council	CCC	5320	75.00
P0325242	WASFAA	DIS	5850	75.00
P0325259	So Cal Intersegmental Articulation Council	OCC	5320	75.00
P0325167	Office Depot	GWC	4312	65.43
P0324313	South Coast Higher Ed Council	CCC	5320	50.00
P0325131	Follett Higher Education Group Inc #1181	GWC	4312	50.00

Purchase Orders

P0325260	South Coast Higher Ed Council	OCC	5320	50.00
P0325258	WACAC	OCC	5320	45.00
P0325233	VWR Int'l Inc	OCC	4312	43.55
P0325227	Amazon.com	DIS	4285	41.04
Total				<u>\$2,234,854.02</u>

Object Code Legend

3000-3999 Staff Benefits
4200-4299 Books, Replacement of
4300-4799 Supplies/Printing
5100-5199 Consultants/Lecturers
5200-5299 Conferences/Travel
5300-5399 Dues/Memberships/Subscriptions
5400-5499 Insurance
5500-5599 Utilities/Services/Contracts
5600-5601 Film Rental
5630-5673 Repairs/Equipment and Facilities
5682-5699 Lease/Rentals
5700-5899 Other Expense of Operations
6100-6299 Site/Site Improvements/Building
6300-6399 Books, New Acquisitions
6400-6499 Equipment, New/Replacement

20. Ratification / Approval of Checks

Subject **20.01 District**
Meeting Sep 7, 2011 - Regular Meeting
Category 20. Ratification / Approval of Checks
Access Public
Type Consent

File Attachments

[CheckApproval9-7-11.pdf \(37 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT
0159684	UnitedHealthcare of California Medical Premiums	576,253.71
0159682	Kaiser Foundation Health Plan Inc Medical Premiums	283,691.33
0159739	Medco Health Solutions Inc Medica Prescription Claims	282,098.70
0159250	WestEd Evaluation Grant	270,464.32
0159680	ACSIG Dental / Edge Dental Claims	224,122.13
0159367	Medco Health Solutions Inc Medical Prescription Claims	191,635.99
0159738	Coast Community College Dist Medical Claims	177,966.45
0159566	Coast Community College Dist Medical Claims	161,384.75
0159262	Keenan & Associates Protected Insurance Program	155,597.91
0159296	OCC Associated Students College Service Fees	152,519.00
0159737	Coast Community College Dist Medical Claims	140,488.62
0159528	Elavon July Merchant Fees	124,000.82
0159363	Coast Community College Dist Medical Claims	108,580.65
0159726	Southern Calif Edison Co Electricity District Wide	98,160.49
0159185	Burke Williams & Sorensen LLP District General Counsel Legal Service	90,983.06
0159261	Coast Community College Dist Medical Claims	76,434.89
0159573	Apple Computer Inc Desktop computers for career tech ed classes	51,984.80
0159340	Special Pay Retirement Plan Vaction Pay	45,747.00
0159646	SMS Systems Maintenance Services Inc Annual mintenance agreement for Dell server equip.	37,637.00
0159351	Best Contracting Services Inc CCC Newport Beach Learning Center	36,039.00
0159655	The Irvine Co LLC	36,007.12

0159353	Lease payment for One Stop Center, Irvine Dennison Electric Inc	35,820.00
0159447	CCC Newport Beach Learning Center Community College League of Calif	35,553.00
0159368	Renewal of Community College League dues. UnitedHealthcare of California	32,000.00
0159596	Medical Premiums CompuCom Systems Inc	30,986.40
0159441	Software and support for Enterprise software CCCD Student Refunds	28,997.00
0159364	Student Refunds Delta Health Systems	27,745.00
0159369	Medical Administrative Fees Vision Service Plan	27,451.85
0159279	CCCD Vision Claims CCCD Student Refunds	27,131.20
0159525	Student Refunds DLT Solutions Inc	25,726.77
0159583	Software maintenance renewal for Enterprise system CCCD Student Refunds	21,005.76
0159355	PK Mechanical Systems Inc	20,543.00
0159350	Anderson Charnesky Structural Steel Inc	19,742.00
0159686	ABTECH	19,386.58
0159428	Vital Link OC	18,870.00
0159293	Mesa Consolidated Water Dist	18,260.67
0159360	Blue Cross	16,587.48
0159590	City of Huntington Beach	16,228.92
0159282	Community College League of Calif	16,167.50
0159650	SunGard Higher Education Inc	15,528.00
0159501	Xerox Corp	14,970.29
0159409	Southern Calif Edison Co	14,074.95
0159354	Inland Building Construction Cos Inc	13,581.00
0159359	Superior Wall Systems Inc	13,478.00
0159599	Constellation NewEnergy Inc	13,320.54
0159230	Southern Calif Edison Co	12,162.07
0159579	BOG-CA Comm Colleges Chancell	11,700.00
0159627	OC Treasurer-Tax Collector	11,672.00
0159676	CC Commercial Cleaning	11,564.15
0159187	CareerAmerica LLC	11,500.00
0159496	United States Postal Service	10,000.00
0159356	RC Construction Services Inc	9,968.00
0159431	Xap Corp	9,761.40
0159249	Waxie Sanitary Supply	9,263.61
0159594	Community College League of Calif	9,000.00

0159343	Xerox Corp	8,671.91
0159460	Harland Technology Services	8,620.00
0159308	ThreeForks Inc	8,000.00
0159414	ThreeForks Inc	8,000.00
0159332	Knorr Systems Inc	7,978.56
0159638	Quick Caption	7,603.80
0159394	Kimmar Furniture Mfg	7,460.70
0159712	ii Fuels, Inc	7,151.19
0159321	Primex Wireless	6,990.89
0159647	Southern Calif Edison Co	6,851.19
0159535	HRMS Inc	6,850.00
0159336	OC Auditor-Controller	6,497.50
0159404	Pacific Parking Systems Inc	6,250.00
0159719	OCE'	6,238.88
0159238	Thyssenkrupp Elevator	6,192.00
0159352	Continental Flooring Inc	6,147.00
0159677	Southland Industries	6,026.00
0159678	Southland Industries	6,026.00
0159679	Southland Industries	6,026.00
0159666	Zinch Inc	6,000.00
0159665	WinZip Computing LLC	5,836.20
0159410	Spicers Paper Inc	5,607.60
0159561	Xerox Corp	5,487.66
0159314	Xerox Corp	5,487.30
0159523	CR & R Inc	5,315.34
0159518	Business Properties Partnership No 15	5,312.03
0159434	AB Salon Equipment	5,308.51
0159413	The Gas Co	5,166.63
0159630	Point & Click Solutions Inc	5,100.00
0159631	ProEducation Solutions LLC	5,085.00
0159231	Steris Corp	5,060.00
0159697	Coastal Press Inc	5,026.54
0159311	Union Bank	5,010.36
0159266	Armed Forces Communications	5,000.00
0159497	United States Postal Service	5,000.00
0159498	United States Postal Service	5,000.00
0159499	United States Postal Service	5,000.00
0159454	Fontis Solutions	4,697.90
0159644	Simplot Partners	4,482.18
0159683	Kaiser Foundation Health Plan Inc	4,425.02
0159492	Terremark North America Inc	4,235.00
0159724	School Services of Calif Inc	4,200.00
0159693	CDWG	4,143.38
0159259	West-Tech Mechanical Inc	4,130.00

0159515	BJ Bindery Inc	4,121.73
0159281	Class Leasing Inc	4,000.00
0159736	MS Rouse Co	3,780.00
0159580	Burmax Co Inc	3,721.08
0159361	Care Resources Inc	3,671.25
0159567	First Colony Life Insurance Co	3,621.65
0159439	CCC	3,491.50
0159357	Sea Clear Pools Inc	3,400.00
0159565	Tremco Inc	3,375.00
0159542	Pacific Blue Micro	3,262.50
0159685	UnitedHealthcare of California	3,217.88
0159530	Daniel Exley	3,200.00
0159582	Carolina Biological Supply	3,156.25
0159455	Getty Images (US) Inc	3,117.60
0159717	Mesa Consolidated Water Dist	3,104.40
0159524	Dell Higher Education	3,103.07
0159400	OCC Food Services	3,003.75
0159284	Drew & Associates	3,000.00
0159383	Community College League of Calif	3,000.00
0159576	AT & T	2,985.11
0159519	CCCD-Cash Clearing	2,774.53
0159331	John Deere Landscapes Inc	2,769.92
0159432	Xerox Corp	2,753.17
0159218	OCC Food Services	2,641.82
0159294	NASFAA	2,601.00
0159652	The Gas Co	2,486.82
0159653	The Gas Co	2,447.69
0159408	Smith Pipe & Supply Inc	2,432.19
0159448	Comprehensive Control Systems Inc	2,412.00
0159490	Spicers Paper Inc	2,368.35
0159188	Chronicle of Higher Education	2,300.00
0159601	Dell Higher Education	2,247.00
0159529	Eureka Calif Career Info Sys	2,169.56
0159371	Aguinaga Green Inc	2,120.52
0159591	Clark Security Products	2,108.47
0159362	Celtic Special Health Prod Div	2,065.25
0159649	Student Insurance	2,000.00
0159732	Waxie Sanitary Supply	1,991.30
0159415	Time Warner Cable	1,939.79
0159512	B & P Services Inc	1,901.50
0159313	Xap Corp	1,895.50
0159605	Fisher Scientific	1,892.79
0159729	US Bank	1,868.02
0159551	Southern Calif Edison Co	1,818.17

0159335	NASFAA	1,782.00
0159469	Lynda.com	1,750.00
0159473	Mobile Modular Management Corp	1,722.92
0159270	AT & T	1,716.87
0159609	Halo Branded Solutions	1,714.12
0159502	Smart & Final Stores LLC	1,693.86
0159559	Verizon Wireless	1,669.89
0159663	Verizon Wireless	1,664.14
0159247	Vietnamese Community of OC	1,600.00
0159248	Vietnamese Community of OC	1,600.00
0159568	Aguinaga Green Inc	1,590.39
0159253	Xpedx Paper & Graphics	1,589.96
0159287	Jeffery Hobbs	1,514.40
0159581	Business Office Solutions	1,514.09
0159189	City of Fountain Valley	1,512.96
0159442	Chem Pro Laboratory Inc	1,512.00
0159642	Vincent Rodriguez	1,500.00
0159334	NAFSA/Assn of Int'l Educators	1,480.00
0159241	Time Warner Cable	1,452.00
0159309	Time Warner Cable	1,452.00
0159251	David Whyte	1,406.00
0159402	Orkin Commercial Services	1,389.00
0159625	New Readers Press	1,379.70
0159202	Honeywell Int'l Inc	1,359.00
0159203	Honeywell Int'l Inc	1,359.00
0159204	Honeywell Int'l Inc	1,359.00
0159405	Performance Envelope Inc	1,357.22
0159403	Pacific Blue Micro	1,350.00
0159358	Storefront Door Repair	1,325.00
0159667	Dept of Social Services	1,320.00
0159711	Home Depot	1,309.00
0159395	Leonard Chaidez Tree Service	1,300.00
0159269	AT & T	1,230.00
0159292	Matrix Imaging Products LLC	1,195.00
0159617	John Deere Landscapes Inc	1,190.28
0159557	The Gas Co	1,190.11
0159214	Model Glass & Mirror	1,190.00
0159277	Calif Dept of Health Services	1,180.00
0159305	PSi	1,169.16
0159500	Waxie Sanitary Supply	1,165.73
0159310	tw telecom holdings Inc	1,162.27
0159215	Melissa Moser	1,160.36
0159193	Constellation NewEnergy Inc	1,159.65
0159220	Orange Coast Auto Repair	1,153.81

0159707	Greenleigh & Wong Technical Services LLC	1,152.00
0159470	MailFinance Inc	1,148.06
0159555	T & L Printing Inc	1,147.31
0159325	Chem Pro Laboratory Inc	1,140.00
0159588	City of Fountain Valley	1,134.10
0159600	CR & R Inc	1,128.80
0159260	CCCD Workers Comp Trust Fund	1,120.50
0159610	Henry Schein Inc	1,110.45
0159326	CollegeSource Inc	1,107.00
0159457	Greenleigh & Wong Technical Services LLC	1,076.00
0159424	Verizon Wireless	1,066.76
0159298	Office Depot	1,065.79
0159689	AT & T	1,058.39
0159227	James Shepard	1,043.65
0159532	Fuller Engineering Inc	1,031.01
0159716	MailFinance Inc	1,025.99
0159419	Unisource Worldwide Inc	1,023.95
0159546	Rhino Electric Supply	1,014.73
0159427	Verizon Wireless	1,004.48
0159406	SC Signs & Supplies LLC	1,001.00
0159234	The Bank of New York Mellon	1,000.00
0159382	Naomi Collins	1,000.00
0159526	Drew & Associates	1,000.00
0159692	Cal Track Reconditioning Inc	999.42
0159243	Unisource Worldwide Inc	997.50
0159629	Office Depot	987.62
0159438	Best Air Control	950.00
0159664	VWR Int'l Inc	906.92
0159443	CI Solutions	895.00
0159539	Marina Landscape Inc	895.00
0159489	Miriam Somoano	889.40
0159407	Sehi Computer Products Inc	880.49
0159433	CCCD Workers Comp Trust Fund	867.52
0159242	Kathie Tran	866.22
0159602	Dept of Justice	864.00
0159399	NAFSA/Assn of Int'l Educators	860.00
0159538	Kelly Equipment	858.31
0159614	Iron Mountain	855.43
0159237	The Gas Co	853.87
0159295	OCC Ancillary #1000-24750-5120	850.00
0159232	System One Business Products Inc	843.96
0159612	Hoover Printing & Lithography Inc	802.74
0159342	UC Regents	800.00
0159694	CI Solutions	795.00

0159401	Office Depot	782.53
0159585	Certified Transportation Services Inc	769.92
0159450	Corona Del Mar Touchdown Club	750.00
0159429	Waxie Sanitary Supply	741.15
0159416	Time Warner Cable	715.74
0159456	Great Western Sanitary Supply	709.63
0159299	Pacific Clippings	708.00
0159366	Medco Health Solutions Inc	705.08
0159385	Daniels Tire Service	702.39
0159466	Kelly Paper	701.72
0159196	Patrick Frohn	700.00
0159212	Shana Menaker	700.00
0159233	Hiba Taylor	700.00
0159333	Connie Marten	700.00
0159471	Marina Football Boosters	700.00
0159226	Sehi Computer Products Inc	698.31
0159197	Fuller Engineering Inc	696.65
0159708	Hardy Diagnostics	695.59
0159728	UPS Protection Inc	689.60
0159541	On-Site LaserMedic Corp	688.11
0159624	Mustang Mechanical Contracting	685.00
0159556	The Gas Co	669.13
0159606	Flinn Scientific Inc	653.35
0159420	Verizon California	645.79
0159425	Verizon Wireless	639.49
0159643	Sign-Mart	615.12
0159622	Mesa Golf Carts Inc	611.66
0159520	CFE	611.25
0159452	Federal Express Corp	601.89
0159472	Mater Dei High School-Diocese of Orange	600.00
0159476	Newport Harbor Football Boosters	600.00
0159389	Fuller Engineering Inc	597.84
0159216	Melinda Nish	594.56
0159527	Eberhard Equipment Inc	586.58
0159720	Office Depot	569.53
0159418	Tremco Inc	560.63
0159494	Titan Environmental Solutions Inc	560.00
0159396	Lynberg & Watkins	554.82
0159554	SystemTools Software Inc	550.80
0159365	First Health	541.45
0159207	Konica Minolta Business Solutions Inc	532.77
0159440	CCC Contract Education	526.48
0159495	United Parcel Service Inc	500.00
0159698	Community College League of Calif	500.00

0159483	Portacraft Inc	484.88
0159297	Odyssey Power Corp	484.38
0159180	B & H Photo-Video	482.99
0159275	Atlas Environmental Engineering Inc	482.50
0159486	Siemens Industry Inc	475.44
0159587	City of Fountain Valley	473.02
0159640	Refrigeration Supplies Distrib	469.98
0159611	Home Depot	467.71
0159283	CR & R Inc	447.34
0159323	Alan's Lawnmower & Garden Ctr Inc	446.27
0159338	Office Depot	435.86
0159224	Safety 1st Pest Control Inc	433.50
0159307	T-Mobile USA	429.99
0159608	Graybar Electric	423.24
0159595	Competitive Aquatic Supply	408.48
0159545	Jennifer Rafferty	407.00
0159480	Office Depot	396.75
0159618	Johnstone Supply	395.57
0159584	CDWG	391.49
0159709	Henry Schein Inc	390.99
0159503	Stater Bros Markets	387.67
0159380	Clark Security Products	386.63
0159337	OCLC Inc	379.59
0159572	Amer Assoc of Respiratory Care	370.00
0159387	Eberhard Equipment Inc	365.29
0159607	Grainger	358.57
0159477	Nikki's Flags	356.54
0159263	ACTT: Assn of Classroom Teacher Testers	350.19
0159278	Caston Office Solutions	342.65
0159210	Theresa Lavarini	329.59
0159245	Verizon California	321.34
0159194	Ewing Irrigation Products Inc	320.44
0159533	HB Chamber of Commerce	319.00
0159543	Public Economics Inc	312.03
0159451	Ewing Irrigation Products Inc	309.29
0159219	Office Depot	308.44
0159291	JFTB/MWR	306.85
0159725	Sehi Computer Products Inc	304.67
0159536	Iron Mountain Records Mgmt	304.49
0159288	Home Depot	303.94
0159733	Xerox Corp	302.98
0159628	OCC Food Services	301.94
0159511	Jorge Ascencio	301.68
0159376	Bee Busters Inc	300.00

0159449	CompuCom Systems Inc	300.00
0159468	Los Alamitos HS Griffin Football Boosters	300.00
0159474	NCBAA	300.00
0159184	Brink's Inc	299.91
0159516	Brink's Inc	298.59
0159312	Vivitar Security Systems Inc	297.00
0159553	State Board of Equalization	297.00
0159645	Smardan Supply Co-Orange Coast	286.03
0159623	Micro Center	285.41
0159329	Grainger	283.18
0159636	Purchase Power	282.97
0159264	Amico Scientific Corp	281.12
0159547	Shamrock Scientific Specialty Systems Inc	279.80
0159475	Newport Exterminating	269.50
0159268	AT & T	267.58
0159493	The Shredders	266.00
0159290	Iron Mountain	261.02
0159453	Fisher Scientific	256.94
0159195	Federal Express Corp	252.29
0159375	Bear Communications Inc	252.14
0159252	Xerox Corp	251.36
0159514	Bishop Co	244.54
0159658	Tri-Anim Health Services	243.55
0159190	City of Fountain Valley	243.05
0159713	Iron Mountain	236.39
0159328	Ganahl Lumber Co	229.82
0159569	Airgas West Inc	229.48
0159481	Orkin Commercial Services	227.00
0159384	Crop Production Services Inc	225.62
0159322	Airgas West Inc	221.66
0159445	James Cline	219.67
0159705	Federal Express Corp	218.95
0159306	Sehi Computer Products Inc	218.71
0159703	Entagon Inc	216.22
0159393	Home Depot	204.08
0159276	Baker & Taylor	203.71
0159648	Staples Advantage	202.91
0159482	Pak West Paper & Packaging	202.68
0159593	Codework Inc	199.00
0159706	Fisher Scientific	198.63
0159688	Apple Computer Inc	193.90
0159182	Besam Entrance Solutions	193.22
0159478	OCE' Financial Services Inc	191.82
0159463	Home Depot	187.16

0159510	Apple Computer Inc	186.91
0159339	Postmaster	186.42
0159213	Minuteman Plumbing & Drains	185.00
0159435	Accurate Termite & Pest Control	184.00
0159702	Dell Higher Education	180.20
0159225	Security Signal Devices	179.70
0159563	Stater Bros Markets	174.68
0159637	Quartermaster OC	173.56
0159411	Staples Advantage	170.58
0159714	Iron Mountain Records Mgmt	169.61
0159491	Suburban Water Systems	166.42
0159695	City of Fountain Valley	166.04
0159615	Irvine Pipe & Supply	164.96
0159430	West Payment Center	162.18
0159562	Smart & Final Stores LLC	162.01
0159398	Andrew Moseley	161.99
0159199	Grainger	159.26
0159183	Amanda Best	159.21
0159571	Amazon.com	157.06
0159699	Community Lock & Safe Service	154.76
0159513	Bee Busters Inc	150.00
0159656	Theodore Robins Ford	149.95
0159586	City of Fountain Valley	149.00
0159621	McMaster-Carr	147.87
0159391	Green Technology	145.00
0159390	Gale Group Inc	143.78
0159691	Baker & Taylor	143.28
0159423	Verizon Wireless	142.23
0159651	TALX Corp	141.00
0159446	Coastal Press Inc	135.94
0159223	Pyro-Comm Systems Inc	135.00
0159205	Irvine Pipe & Supply	134.21
0159285	GovConnection Inc	133.55
0159386	Dish Network Chicago	133.04
0159700	Crown Ace Hardware	131.71
0159570	AJ Graphics	130.00
0159286	Hardy Diagnostics	129.81
0159436	Alan's Lawnmower & Garden Ctr Inc	126.44
0159377	C2 Reprographics	120.46
0159715	Kelly Paper	119.00
0159221	Pak West Paper & Packaging	115.67
0159426	Verizon Wireless	115.43
0159330	Home Depot	115.13
0159246	Verizon California	113.21

0159540	OC Treasurer-Tax Collector	113.00
0159228	South Coast Air Quality Mgmt District	112.31
0159229	South Coast Air Quality Mgmt District	112.31
0159458	Mireille Halley	110.25
0159701	Dakota Backflow Co	110.00
0159341	Staples Advantage	108.32
0159696	Coastal Carbonic	108.05
0159578	Baker Rentals & Sales Inc	108.00
0159206	Ken's Locksmithery	107.75
0159662	Verizon California	106.92
0159544	Quartermaster OC	102.76
0159217	Mary O'Connor	100.46
0159422	Verizon California	99.70
0159574	Aramark Uniform Services	95.49
0159517	Scott Broberg	93.24
0159619	Kelly Paper	93.08
0159704	Eversoft	92.76
0159560	Waxie Sanitary Supply	92.71
0159444	City of Huntington Beach	91.69
0159181	Baker & Taylor	91.60
0159378	Elizabeth Caluag	89.15
0159370	ACBO	85.00
0159240	Time Warner Cable	82.94
0159461	Lorraine Henry	82.80
0159437	Aramark Uniform Services	82.77
0159509	Alan's Lawnmower & Garden Ctr Inc	82.46
0159723	Scantron Corp	81.58
0159397	Mesa Golf Carts Inc	81.25
0159200	GWC Associated Students	81.00
0159620	Ken's Locksmithery	80.81
0159604	Federal Express Corp	79.44
0159198	Ganahl Lumber Co	78.68
0159244	USA Mobility Wireless Inc	75.66
0159548	Siemens Industry Inc	75.54
0159465	Johnstone Supply	72.63
0159273	AT & T	71.50
0159274	AT & T	71.03
0159485	Rhino Electric Supply	70.58
0159668	Stater Bros Markets	69.82
0159641	Rhino Electric Supply	69.77
0159324	Art Culinaire	68.00
0159374	AT & T	67.68
0159201	Home Depot	67.16
0159280	Chronicle of Higher Education	65.00

0159186	Rosalind Campbell	64.62
0159417	Time Warner Cable	64.32
0159639	Rand McNally	64.10
0159176	Aramark Uniform Services	62.98
0159265	Aramark Uniform Services	61.58
0159597	Computerland of Silicon Valley	60.34
0159613	Hub Auto Supply	60.34
0159177	AT & T	60.05
0159381	Coastal Carbonic	59.72
0159379	Chevron	59.59
0159616	James Publishing Inc	58.29
0159552	Springdale Ace Hardware	57.82
0159522	Coastal Carbonic	57.11
0159592	Coastal Carbonic	56.16
0159178	AT & T	55.91
0159179	AT & T	55.91
0159327	Dakota Backflow Co	55.00
0159462	Hitt Marking Devices Inc	51.87
0159681	CCCD Workers Comp Trust Fund	51.70
0159718	North OC Comm College District	50.00
0159488	Smith Pipe & Supply Inc	48.65
0159372	Arrowhead Mountain Spring Water	48.20
0159534	Home Depot	43.01
0159537	Johnstone Supply	42.70
0159721	Pitney Bowes Presort Services Inc	41.03
0159659	UC Regents	40.00
0159660	UC Regents	40.00
0159730	Verizon California	39.73
0159235	The Gas Co	39.15
0159209	Karen Kuehner	39.03
0159236	The Gas Co	36.43
0159598	Consolidated Electrical Distributors	35.00
0159421	Verizon California	34.73
0159388	Follett Higher Education Group Inc #1094	33.95
0159531	Follett Higher Education Group Inc #1094	33.10
0159289	Infinity Designs	32.79
0159222	Prudential Overall Supply Co	32.45
0159722	Prudential Overall Supply Co	32.45
0159239	Time Warner Cable	32.16
0159467	Konica Minolta Business Solutions	31.06
0159550	Smardan Supply Co-Orange Coast	30.33
0159300	Norma Pollaro	29.97
0159661	Verizon California	25.39
0159392	GWC Petty Cash	24.22

0159727	The Gas Co	23.99
0159464	Hub Auto Supply	23.94
0159267	AT & T	23.52
0159558	USA Mobility Inc	22.39
0159304	Prudential Overall Supply Co	22.21
0159633	Prudential Overall Supply Co	22.21
0159301	Prudential Overall Supply Co	21.96
0159635	Prudential Overall Supply Co	21.96
0159191	City of Huntington Beach	21.95
0159690	B & M Lawn & Garden Center	21.27
0159192	Community College League of Calif	21.00
0159302	Prudential Overall Supply Co	20.93
0159634	Prudential Overall Supply Co	20.93
0159710	Deborah Hirsh	20.32
0159549	Sims-Orange Welding Supply Inc	20.04
0159208	Karen Kuehner	19.98
0159303	Prudential Overall Supply Co	17.73
0159484	Prudential Overall Supply Co	17.73
0159632	Prudential Overall Supply Co	17.73
0159603	Family Care Centers Med Group	17.52
0159487	Smardan Supply Co-Orange Coast	16.93
0159575	AT & T	15.56
0159654	The Gas Co	14.36
0159211	Fabienne McPhail Naples	14.00
0159626	Newport Harbor Radiology Assoc	12.79
0159373	AT & T	10.94
0159521	City of Garden Grove	10.00
0159657	Anh Tran	10.00
0159731	Wards Natural Science	9.81
0159577	AT & T	9.77
0159687	ADI	7.76
0159459	Dale Harguess	5.10
0159479	Oce' Imagistics Inc	4.55
0159271	AT & T	3.51
0159272	AT & T	0.16

Total

\$ 5,090,819.37

21. Check List for General Obligation Bond Fund

Subject **21.01 District**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **21. Check List for General Obligation Bond Fund**
Access **Public**
Type **Consent**

File Attachments

[CheckApprovalBond9-7-11.pdf \(8 KB\)](#)

NUMBER	NAME OF VENDOR	AMOUNT	PROJECT
0159349	TB Penick & Sons Inc CCC Newport Beach Lrng Ctr	1,090,602.00	420894
0159256	Heinaman Contract Glazing Inc OCC Bldg CHS and Lab Sciences	229,288.00	420207
0159316	Honeywell Int'l Inc OCC Fire & Safety	159,820.00	420294
0159320	Vector Resources Inc GWC Learning Resource Ctr Ph1	152,485.40	420356
0159346	HC Olsen Construction Co Inc OCC Upgrd Baseball Field	83,916.00	420228
0159669	Dell Higher Education OCC Upgrd Info Tech Ph1	74,932.01	420236
0159674	UCMI Inc CCC Newport Beach Lrng Ctr	51,308.00	420894
0159254	City of Newport Beach CCC Newport Beach Lrng Ctr	38,677.00	420894
0159734	Argus Contracting LP OCC Classroom Refurbishment Project	33,200.00	420279
0159255	DMA Greencare Contracting Inc OCC Bldg CHS and Lab Sciences	26,226.00	420207
0159505	Diversified Window Coverings Inc	15,998.00	420207
0159508	UCMI Inc	13,760.00	420894
0159345	El Camino Asphalt Paving Corp	13,545.28	420283
0159258	Yamada Enterprises	12,435.00	420356
0159507	Mobile Modular Management Corp	11,811.56	420297
0159344	Doja Inc	9,270.00	420894
0159675	Workplace Resource	6,289.28	420207
0159506	Liberty Climate Control	5,260.76	420249
0159673	Tri-Anim Health Services	4,663.72	420207
0159504	Digital Networks Group Inc	4,530.08	420207
0159318	Sehi Computer Products Inc	3,696.41	420207
0159317	Schirmer Engineering	1,738.32	420207
0159347	Siemens Industry Inc	1,217.40	420207
0159257	Plancorp	800.00	420356
0159348	State Water Resources Ctrl Bld	375.00	420233
0159670	EB Bradley Co	183.71	420207
0159672	Siemens Industry Inc	180.00	420207
Total		<u>\$ 2,418,356.13</u>	



DISCUSSION CALENDAR

(Green Pages)

The following Discussion Calendar items require individual motions and votes before these items can be implemented. Board actions which would have the effect of amending current District policies will be specifically noted. Current policies affected will be referenced.

22. Approval of Agreements

Subject 22.01 DIS - Approve Non-Standard Agreement between Vicenti, Lloyd & Stutzman LLP and the Coast Community College District for Additional Audit Work Required for the 2009-2010 Fiscal Year.

Meeting Sep 7, 2011 - Regular Meeting

Category 22. Approval of Agreements

Access Public

Type Matters for Review, Discussion and/or Action

Approve Non-Standard Agreement between Vicenti, Lloyd & Stutzman LLP and the Coast Community College District for Additional Audit Work Required for the 2009-2010 Fiscal Year

1. Background

The State Chancellor's Office has identified irregularities in reporting of FTES at some Districts. In order to assure accurate reporting, an additional certification is required for the 2009-2010 and 2010-2011 fiscal years from the external auditor. The certification requires more extensive testing and documentation for course contact hours.

Vicenti, Lloyd & Stutzman (VLS) was the District's external auditor for the 2009-2010 fiscal year. The majority of the testing for the new certification has already been completed during the regular audit. VLS will obtain the additional documentation and provide the certification required.

2. Goal/Purpose

- a. To certify accurate accounting of course contact hours for District FTES
- b. To comply with requirements of the State Chancellor's Office

3. Recommendation

After review by the Vice-Chancellor, Administrative Services and District General Counsel, it is recommended by the Chancellor that the Board approve the Agreement between Vicenti, Lloyd & Stutzman LLP and the District. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees. (See Consulting Agreement Attachment #3)

4. Fiscal Impact: \$2,000

File Attachments

[Vicente, Lloyd.pdf \(76 KB\)](#)

Subject 22.02 DIS - Approve Non-Standard Agreement between Mr. Copy Inc., a Xerox Company, and the Coast Community College District for Managed Print Services

Meeting Sep 7, 2011 - Regular Meeting

Category 22. Approval of Agreements

Access Public

Type

Approve Non-Standard Agreement between Mr. Copy Inc., a Xerox Company, and the Coast Community College District for Managed Print Services

1. Background: District Office employees use 89 individual printers. The printers are different makes and models, networked and non-networked, color and black and white. The actual cost of printer consumables for these separate printers averaged \$2,520 per month over six months.

District Information Services (DIS) approached Xerox and Mr. Copy about their Managed Print Services. Xerox offers Managed Print Services to large and medium size organizations. Mr. Copy offers Managed Print Services to small and medium organizations. District Office is a small organization; therefore, Mr. Copy was selected.

2. Goal/Purpose: The purpose is to reduce the cost of printer warranties, maintenance and consumables for the District Office. If this Managed Print Services pilot project proves successful at the District Office, the intent is to replicate district-wide.

Mr. Copy's Print Managed Services:

- Provide consumables, supplies, parts and maintenance for District site fleet of individual printers.
- Provide software to monitor printers' activity and automatically reorder consumables and notify when service is needed.
- Reduces estimated Total Cost of Ownership (TCO) by 60% from \$2,520 to \$980 per month.

3. Comments (if any):.

4. Recommendation Statement: After review by Administrative Director, District Information Services, Vice Chancellor, Finance and Administrative Services, and District General Counsel, it is recommended by the Chancellor that the Board approve the Print Maintenance Agreement with Mr. Copy Inc. It is recommended that the Board of Trustees authorize the Board President, or designee, to sign the Agreement and any related documents, indicating approval by the Board of Trustees. The Board President, or designee, is authorized to sign the Addendum and any related documents, indicating approval by the Board of Trustees. (See Attachment #4)

5. Fiscal Review and Impact: \$11,760, payable at \$980 per month from General Funds for the 12-month contract. The District Site is expected to save 60% or \$1,540 per month under this agreement with the same or better service level.

File Attachments

[Mr Copy Print Contract-with CCCD revisions accepted.pdf \(135 KB\)](#)

23. General Items of Business

Subject	23.01 DIS - Appointment of Center for Demographic Research to Provide Redistricting Consulting Services, Approval of Proposal from Center for Demographic Research, and Authorization to Approve Payments by Invoice
Meeting	Sep 7, 2011 - Regular Meeting
Category	23. General Items of Business
Access	Public
Type	Discussion

Appointment of Center for Demographic Research to Provide Redistricting Consulting Services, Approval of Proposal from Center for Demographic Research, and Authorization to Approve Payments by Invoice

After review by the District General Counsel and Secretary of the Board, it is recommended that the Board appoint the Center for Demographic Research (CDR) for Redistricting Consulting Services, and approve the proposal submitted from CDR for such services. A copy of the Proposal is attached to each Trustee's agenda. (Attachment #5)

It is further recommended that the Board delegate authority to the Board President and Board Clerk to approve all invoices for payment from CDR. The Secretary of the Board is directed to review all invoices submitted by CDR and confirm that their contents match to the scope of work provided by CDR in its July 15, 2011 proposal to the Board of Trustees.

File Attachments Proposal.pdf (765 KB)

Subject **23.02 DIS - Approval of Retainer Agreement with Woodruff Spradlin & Smart**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **23. General Items of Business**
Access **Public**
Type **Discussion**

Approval of Retainer Agreement with Woodruff Spradlin & Smart

At the August 17, 2011 Board of Trustees' Meeting, the District General Counsel was authorized to negotiate an Agreement with Woodruff Spradlin & Smart to provide legal services pertaining to redistricting. A copy of the Agreement is attached to each Trustee's agenda. (See Attachment #6)

After review by the District General Counsel, it is recommended by the Secretary of the Board that the Board approve the Retainer Agreement with Woodruff Spradlin & Smart.

File Attachments

[Retainer Agreement Woodruff.pdf \(46 KB\)](#)

Subject **23.03 DIS - Appointments to Citizens' Oversight Committee**
Meeting Sep 7, 2011 - Regular Meeting
Category 23. General Items of Business
Access Public
Type Discussion

Appointments to Citizens' Oversight Committee

At the August 17, 2011 Board of Trustees' Meeting, the Board President solicited names of candidates from the Trustees for the Measure C Citizens' Oversight Committee. A list of recommended candidates and their biographies is attached to each Trustee's agenda. (See Attachment #7)

At this time, the Board President will open nominations for two At-Large representatives to begin two-year terms, retroactive to March 2011.

File Attachments
[COC.pdf \(168 KB\)](#)

Subject **23.04 DIS - Consideration of Appointment to the Orange County Legislative Task Force for FY 2011-2012**

Meeting **Sep 7, 2011 - Regular Meeting**

Category **23. General Items of Business**

Access **Public**

Type **Discussion**

Consideration of Appointment to the Orange County Legislative Task Force for FY 2011-2012

1. Background: Members of the Orange County Legislative Task Force routinely meet with elected representatives to advocate for the Task Force's agenda of issues on which it has consensus. The community representative serves as a liaison between the Task Force and constituents within the community. These may include, but are not limited to, community and campus volunteer groups, local Chamber of Commerce officers, community business leaders and private citizens. Each district appoints a community representative to the Task Force each academic year.
2. Goal/Purpose: To appoint Mr. Ed Fawcett as the Community Representative to the Orange County Legislative Task Force for FY 2011-2012.
3. Recommendation Statement: It is recommended that the Board of Trustees appoint the following individual to the Orange County Legislative Task Force for FY 2011-2012: Mr. Ed Fawcett.
4. Fiscal Review and Impact: None

24. Resolutions

Subject	24.01 Adoption of Resolution #11-35 Authorizing Payment to Trustee Absent from Board Meeting
Meeting	Sep 7, 2011 - Regular Meeting
Category	24. Resolutions
Access	Public
Type	Discussion

Adoption of Resolution #11-35 Authorizing Payment to Trustee Absent from Board Meeting

California Education Code Section 72024(d) provides that "a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board."

Trustee Jerry Patterson is absent from the Regular Meeting of September 7, 2011. A resolution has been prepared for your Board to consider, indicating that Trustee Patterson's absence is due to a hardship deemed acceptable by the Board. (See Attachment #8)

File Attachments

[Resolution 11-35 Patterson Absence.pdf \(269 KB\)](#)

Subject **24.02 Adoption of Resolution #11-36 Board of Trustees' Meeting Schedule for Calendar Year 2012**

Meeting **Sep 7, 2011 - Regular Meeting**

Category **24. Resolutions**

Access **Public**

Type **Discussion**

Adoption of Resolution #11-36 Board of Trustees' Meeting Schedule for Calendar Year 2012 (See Attachment #9)

File Attachments

[Resolution 11-36 Board Meeting Dates 2012.pdf \(272 KB\)](#)

Subject **24.03 DIS - Adoption of Resolution #11-37 To Enter Into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care & Development Programs Grant (CCTR-1179)**

Meeting **Sep 7, 2011 - Regular Meeting**

Category **24. Resolutions**

Access **Public**

Type **Matters for Review, Discussion and/or Action**

Adoption of Resolution #11-37 To Enter Into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center General Child Care & Development Programs Grant (CCTR-1179) (See Attachment #10)

File Attachments

[Resolution 11-37 Children's Center General Child Care.pdf \(265 KB\)](#)

Subject **24.04 DIS - Adoption of Resolution #11-38 To Enter Into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338)**

Meeting Sep 7, 2011 - Regular Meeting

Category 24. Resolutions

Access Public

Type Matters for Review, Discussion and/or Action

Adoption of Resolution #11-38 To Enter Into an Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338) (See Attachment # 11)

File Attachments

[Resolution 11-38 Preschool Program Grant.pdf \(265 KB\)](#)

25. Approval of Minutes

Subject **25.01 Approval of Minutes**
Meeting **Sep 7, 2011 - Regular Meeting**
Category **25. Approval of Minutes**
Access **Public**
Type **Discussion**

After review by the Secretary of the Board of Trustees, it is recommended by the Board Clerk that the Minutes of the following meeting be approved:

Regular Board Meeting of August 17, 2011

File Attachments

[Min 8-17-11 Regular Meeting.pdf \(382 KB\)](#)

26. Close of Meeting

Subject	26.01 - 26.02 Close of Meeting
Meeting	Sep 7, 2011 - Regular Meeting
Category	26. Close of Meeting
Access	Public
Type	Action

26.01 Public Comment (Items Not on Agenda)

At this time, members of the public have the opportunity to address the Board of Trustees on any item within the subject matter jurisdiction of the Board. Persons wishing to make comments are allowed five minutes per item. A "Request to Address the Board of Trustees" card needs to be completed and filed with the Secretary of the Board of Trustees prior to speaking.

The Board requests that the public speak on matters which are on this agenda at the time that the item is considered by the Board. Public Comment regarding matters not on the Agenda will be taken at a later point in the Agenda. Please note that the Board cannot take action on any items not on the agenda, with certain exceptions as outlined in the Brown Act. Matters brought before the Board that are not on the agenda may, at the Board's discretion, be referred to staff or placed on the next agenda for Board consideration.

It is the intention of the Coast Community College District to comply with the Americans with Disabilities Acts (ADA) in all respects. If, as an attendee or a participant at this meeting, you will need special assistance beyond what is normally provided, the Coast Community College District will attempt to accommodate you in every reasonable manner. Please contact the Secretary of the Board of Trustees at, (714) 438-4848, as soon as possible to inform us of your particular needs so that appropriate accommodations may be made.

26.02 Adjournment



Regular Meeting
Board of Trustees
Coast Community College District
District Board Room

5:00 p.m. Regular Meeting/Closed Session

August 17, 2011

MINUTES*

A Regular Meeting of the Board of Trustees of the Coast Community College District was held on August 17, 2011 in the Board Room at the District Office.

1.00 Preliminary Matters

1.01 Call to Order

Board President Jerry Patterson called the meeting to order at 5:00 p.m.

1.02 Roll Call

Trustees Present: Jerry Patterson, Jim Moreno, Lorraine Prinsky, Mary Hornbuckle and David Grant. Student Trustee Joe Venegas III joined the meeting at 6:30 p.m.

Trustees Absent: None

1.03 Opportunity for Public Comment (Closed Session - Items on Agenda)

There were no requests to address the Board.

1.04 Recess to Closed Session

Conducted in accordance with applicable sections of California law. Closed sessions are not open to the public

The Board recessed to Closed Session at 5:03 p.m. to discuss the following items:

1.04.01 Public Employment: (Pursuant to Government Code 54957 (b) (1))

1. Faculty Special Assignments
2. Substitute Faculty
3. Full-time Faculty
4. Part-time Faculty
5. Educational Administrators
6. Classified Management
7. Classified Staff
 - Athletic Trainer
 - Accounting Assistant III
 - Student Financial Aid Tech
8. Reclassification and Reorganization/Reassignment
 - Accounting Assistant III
 - Admissions/Records Tech III
9. Classified Temporary Assignments
 - Special Assignment
 - Military Contract Educ Program Coordinator
 - Special Assignment
 - Instruction Food Serv Manager
 - Special Assignment
 - Public Information Specialist
 - Special Assignment
10. Hourly Staff
11. Substitute Classified
12. Clinical Advisor/Summer
13. Medical Professional Hourly Personnel
14. Student Workers

Public employment materials are available upon request from the Board of Trustees' Office

1.04.02 Conference with Legal Counsel: Existing Litigation
(Pursuant to sub-section "a" of Government Code Section 54956.9)

Damian Rodriguez vs. George Phan et al., Orange County Superior
Court Case No, 30-2011-00445563
FM & Sons, Inc. vs. Coast Community College District, Orange County
Superior Court Case No. 30-2011-00451209
Carpenters Southwest Administrative Corporation vs. Coast Community
College District et al. Orange County Superior Court Case No. 30-2011-
00479021
Coast Federation of Educators vs. Coast Community College District, Public
Employment Relations Board Case No. LA-CE-5578-E
Janet Redding vs. Coastline Community College et al., Orange
County Superior Court Case No. 30-2011-00479488

1.04.03 Conference with Legal Counsel: Anticipated Litigation
(Pursuant to sub-section "b" of Government Code Section 54956.9)

Proposed Settlement with Orange County Sanitation District

1.04.04 Public Employee Discipline/Dismissal/Release
(Pursuant to Government Code Section 54957)

1.04.05 Conference with Labor Negotiator
(Pursuant to Government Code Section 54957.6)
Agency Negotiator: Dr. Deborah Hirsh, Vice Chancellor, Human Resources

Employee Organization:
Coast Federation of Classified Employees (CFCE)
Coast Community College Association-California Teachers Association/
National Education Association (CCCA-CTA/NEA),
Coast Federation of Educators/American Federation of Teachers (CFE/AFT),
Unrepresented Employees: Association of Confidential Employees (ACE),
Unrepresented Employees: Coast District Management Association (CDMA),
Educational Administrators

1.04.06 Conference with Legal Counsel:

Potential initiation of litigation.
(Pursuant to sub-section "C" of Section 54956.9 of the Government Code): One
Case

1.05 Reconvene Regular Meeting

The meeting was reconvened to Open Session at 6:47 p.m.

1.06 Pledge of Allegiance – Trustee Jerry Patterson

Trustee Jerry Patterson led the Pledge of Allegiance to the United States of America.

1.07 Report of Action from Closed Session

Dr. Christian Teeter, Secretary of the Board of Trustees, reported that on a motion by Mr. Moreno and seconded by Ms. Hornbuckle the Board voted unanimously to approve all items in **1.04.01 Public Employment** (See Appendix pages 16-31)

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and
Mr. Venegas III
No: None

1.08 Opportunity for Public Comment (Study Session - Items on Agenda)

There were no requests to address the Board during Public Comment.

1.09 Presentations, Ceremonial Resolutions and Public Hearings

Mr. Humberto Caspa, addressed the Board on behalf of California Youth Soccer League, and presented a \$2,000 check to Doug Bennett for the Orange Coast College Foundation.

1.09.01 Acceptance of Retirements

The Board expressed appreciation and congratulations to Mimi Hart for her years of service to the Coast Community College District. On a motion by Mr. Moreno and seconded by Ms. Hornbuckle, the Board voted to accept her retirement.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None

2.00 General Information and Reports

2.01 Report from the Chancellor

Dr. Andrew Jones, Chancellor, provided a report to the Board.

2.02 Reports from the Presidents

The following college presidents or designee provided reports to the Board:

Dr. Loretta Adrian, Coastline Community College
Dr. Dennis Harkins, Orange Coast College
Wes Bryan, Golden West College

2.03 Reports from the Presidents of Student Government Organizations

The following representatives provided reports on behalf of the student government organizations:

Vanessa Ryfe, on behalf of ASG President, Coastline Community College
Dale Lendrum on behalf of ASG President, Golden West College

2.04 Reports from the Academic Senate Presidents

The following Academic Senate Presidents or designee provided reports to the Board:

Vesna Marcina, Orange Coast College (OCC) Academic Senate President
Theresa Lavarini, Golden West College (GWC) Academic Senate President
Margaret Lovig, Coastline Community College (CCC) Academic Senate President

2.05 Reports from the Presidents of Employee Representative Groups

There were no reports from Presidents of Employee Representative Groups.

2.06 Reports from the Board of Trustees

Board members provided individual reports.

2.07 Reports from the Board Committees and Review of Board Committee Meeting Dates

The Board reviewed the dates of the upcoming Board Committee meetings, and provided updates on committee activities and meetings.

2.08 Fiscal Year 2011-12 Budget Briefing from Vice Chancellor of Finance and Administrative Services, W. Andrew Dunn

Vice Chancellor of Finance and Administrative Services, W. Andrew Dunn, provided a budget briefing to the Board.

3.00 Matters for Review, Discussion and/or Action

3.01 Board Meeting Dates

The Board reviewed the scheduled Board Meeting dates for FY 2011/2012 as presented in the August 17, 2011 Agenda.

3.02 Meetings and Conferences of the American Association of Community Colleges (AACC), Association of Community College Trustees (ACCT), California Community College League (CCLC), & California Community College Trustees (CCCT)

The Board reviewed the meetings and conferences of the AACC, ACCT, CCLC and CCCT.

3.03 The Board Directives Log

The Board reviewed and discussed the items on the Board Log.

On a motion by Dr. Prinsky and seconded by Mr. Patterson, the Board voted to add an item to the Board Directives Log for the Board to receive a report on long-term planning for faculty hiring. This report will be due at the November 16, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None

3.04 Buildings and Grounds Reports

The Board reviewed and discussed the Buildings and Grounds Reports as presented in the August 17, 2011 Agenda.

3.05 Discussion of Appointments to Citizens' Oversight Committee to Fill Vacant Positions

Board President Patterson requested that names and resumes be submitted to him or to Secretary of the Board, Dr. Christian Teeter. The appointments to fill the vacant positions on the Citizens' Oversight Committee will be made at the Board of Trustees' Meeting of September 7, 2011.

CONSENT CALENDAR

On a motion by Ms. Hornbuckle and seconded by Mr. Grant the Board voted to approve the Consent Calendar, as amended.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

DISCUSSION CALENDAR

21.00 Approval of Agreements

21.01 OCC - Approve Non-Standard Agreement between City of Costa Mesa and the Coast Community College District for the Purpose of Hosting a College Cross Country Athletic Event for the Orange Coast College Cross Country Team

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between the City of Costa Mesa and the Coast Community College District for the purpose of hosting the Orange Coast College Cross Country Race in Fairview Park on Saturday, September 17, 2011. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: No cost to the college or district.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.02 OCC - Approve Non-Standard Agreement between Children's Home Society and the Coast Community College District for the Purpose of Obtaining Funding for Childcare at the Orange Coast College Harry and Grace Steele Children's Center beginning August 18, 2011 for Eligible Student Parents

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between Children's Home Society and Coast Community College District for the purpose of providing child care funding at Orange Coast College Harry and Grace Steele Children's Center for eligible students. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: Children's Home Society currently reimburses childcare funding at the Regional Market Rate which is higher than that of our contract grants from the California Department of Education Child Development Division. The Regional Market Rate will currently cover the daily rate that we charge our full-cost families in our Infant, Toddler, and Preschool Programs. In our Young Preschool Program which serves children 2-3

years of age, the Children's Center will be reimbursed at a daily rate which is \$5.14 less than the fee we charge our full-cost families. By the third working day after the end of the month, the Children's Center will submit the prior month's sign-in sheets for each funded child to the Children's Home Society office. Children's Home Society will send reimbursement payment for the prior month's childcare services within twenty (20) working days from when they are received. This reimbursement will be a Children's Center revenue source for operating funds and will not incur any negative fiscal impact through this contract.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.03 GWC - Approve Non-Standard Agreement between College Health Services, LLC and the Coast Community College District for Implementing Student Health 101 Program

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the Agreement between College Health Services, LLC and the Coast Community College District for implementing Student Health 101, from August 18, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$4,100 to be paid from Student Health Services funds.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.04 CCC - Approve Agreement between Marine Corps Base, Camp Pendleton and the Coast Community College District to Provide Educational Support Services to Personnel of the United States Marine Corps, and Acquire and Operate a National Test Center for College-Level Examination Program® (CLEP eCBT) , Internet-based DSST®, and Excelsior College® Examinations (ECE CBT) Testing Programs

On a motion by Mr. Moreno and seconded by Mr. Patterson, the Board voted to approve the Agreement between Marine Corps Base, Camp Pendleton and the Coast Community College District to provide on-site educational support services to eligible personnel at Marine Corps Base, Camp Pendleton and operate a "restricted" National Test Center on base. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Expenses not to exceed \$5,000; a standard test administration fee of \$10-20 per test shall be paid for each test administered.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.05 CCC - Approve Standard Agreement between Educational Testing Service and the Coast Community College District to Administer College-Level Examination Program® (CLEP® eCBT) Testing Programs in Support of the MOU between Marine Corps Base, Camp Pendleton and the Coast Community College District.

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the Standard Agreement between Educational Testing Service and the Coast Community College District authorizing Coastline to administer CLEP® eCBT examinations to base personnel at Marine Corps Base, Camp Pendleton. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: Income to District - \$20 per test administered.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.06 CCC - Approve Memorandum of Agreement between Commanding Officer, Naval Construction Battalion Center, Gulfport, and the Coast Community College District to Provide Educational Support Services to Personnel of the United States Navy

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to approve the Agreement between Commanding Officer, Naval Construction Battalion Center, Gulfport and the Coast Community College District to provide on-site educational support services to active duty personnel, reservists, eligible retired military personnel, the Department of Defense employees, and civilians on board Naval Construction Battalion Center, Gulfport. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: No cost to District.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.07 DIS - Approval of Agreement for Special Services between the Coast Community College District and the Law Firm, of Liebert Cassidy Whitmore

After review by the Vice Chancellor of Human Resources, it is recommended by the Chancellor that Coast Community College District approve the Agreement for Special Services with the law firm of Liebert Cassidy Whitmore to provide specialized human resource training and consulting personnel services to the District as part of the Southern California Community College District Employment Relations Consortium. The Consortium will include 23 community college districts in Southern California who have agreed to enter into identical agreements with the above law firm. The term of the

agreement is for 12 months commencing July 1, 2011, and may be extended for additional periods of time by written consent of the parties. The District fee for participation is \$2,600.00 which will cover training and consultant services, and development and printing of written training materials. The Board President or designee is authorized to sign the agreement, and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$2,600.00 for the 2011-2012 fiscal year.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.08 DIS - Approve Agreement between the California State University, Fullerton (CSUF) and the Coast Community College District (CCCD) to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to the California State University, Fullerton

It was moved by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between the California State University, Fullerton and the Coast Community College District to increase international student enrollment and provide seamless transfer for ISDA students from a Coast College to the California State University, Fullerton. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The annual income to the district from ISDA students will be \$3,296.00 to \$3,796.00 per enrolled student in this program based on 12 units of academic load.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.09 DIS - Approve Agreement between Montclair State University (MSU) and the Coast Community College District (CCCD) to Increase International Student Enrollment and Provide Seamless Transfer for ISDA Students from a Coast College to Montclair State University

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the Agreement between Montclair State University and the Coast Community College District to increase international student enrollment and provide seamless transfer for ISDA students from a Coast College to Montclair State University. The Agreement outlines the responsibilities of both partners and all of the end products expected to be produced. The Board President, or designee, is authorized to sign the Agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Review and Impact: The annual income to the district from ISDA students will be

\$3,296.00 to \$3,796.00 per enrolled student in this program based on 12 units of academic load.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.10 Approve Non-Standard Agreement between Keenan and Associates and the Coast Community College District for Workers' Compensation Claims Administration

On a motion by Ms. Hornbuckle and seconded by Mr. Patterson, the Board voted to approve the agreement between Keenan and Associates and the Coast Community College District to provide claims administration services for the District's self-insured claims, from 7/1/11 to 6/30/12. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$13,500 per year, paid in quarterly installments.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

21.11 GWC - Approve Non-Standard Agreement between Employment Development Department, State of California, Workforce Investment Act and the Coast Community College District for OCWIB WIA ITA Training Provider

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the agreement between Employment Development Department, State of California, Workforce Investment Act and the Coast Community College District for training partnership between the two organizations, from September 2, 2011 through June 30, 2012. The Board President, or designee, is authorized to sign the agreement and any related documents, indicating approval by the Board of Trustees.

Fiscal Impact: \$530,000 to the campus to continue our efforts which have been established with OCWIB.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

22.00 Buildings and Grounds Approvals

22.01 Authorization to File Notice of Completion and Release Retention Funds

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to file a Notice of Completion on the following projects in compliance with Public Contract Code 7107 allowing for substantial completion by the public agency, or its agent (architect) of

the work of improvement. Upon acceptance by the Chancellor or Vice Chancellor of Administrative Services, a Notice of Completion will be filed with the County of Orange Clerk Recorder's Office. Thirty-five (35) days after filing of the Notice of Completion and public notification to all subcontractors, the Chancellor or designee is authorized to pay retention due, accepting all work and/or materials as satisfactorily completed by the contractor(s). In the event of a dispute between the District and a Contractor, the District may withhold from the retention an amount not to exceed 150 percent of the disputed amount.

OCC Classroom Modernization Project; Bid No. 1995

Contractor: P.H. Hagopain Contractor, Inc.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

22.02 DIS - Approve Addendum No. 1 for Hill Partnership, Inc.; Orange Coast College Planetarium

On a motion by Ms. Hornbuckle and seconded by Mr. Venegas III, the Board voted to accept Addendum No. 1 for additional architectural and engineering services for Orange Coast College Planetarium.

The scope of services is to include the following:

1. Detailed Project Programming and Visioning Service \$ 15,000.00

It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the agreement.

Fiscal Impact: \$15,000.00 (General Obligation Bond Funds/Measure C Funds)
Master Plan Approved Project
OCC Science Facilities/Planetarium

Motion carried with the following vote:

Aye: Mr. Patterson, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None
Abstain: Mr. Moreno

22.03 Approve Addendum No. 1 for Stern Architect, Inc.; Orange Coast College Baseball Entry/Athletic Support Complex

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to accept Addendum No. 1 for additional architectural and engineering services for Orange Coast College Baseball Entry/Athletic Support Complex.

The scope of services is to include the following:

1. Additional architectural, electrical engineering, plumbing engineering services required to support campus requested modifications: \$ 3,900

It is further recommended that the President of the Board of Trustees, or designee, be authorized to sign the agreement.

Fiscal Impact: \$3,900 (OCC Foundation and Measure C Funds)
Master Plan Approved Project
OCC Upgrade Baseball Field/ Athletic
Support Complex

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

23.00 General Items of Business

23.01 DIS - Approval of Instructional Material Fees

On a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to approve the material fee revisions, deletions, and/or new fees be approved for inclusion in the curriculum.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

23.02 DIS - Appoint Consultant for Redistricting Consulting Services

On a motion by Dr. Prinsky and seconded by Mr. Grant, the Board voted to employ the Center for Demographic Research to render a full study and the decennial redistricting plan compliance for the Coast Community College District, and the law firm of Woodruff, Spradlin & Smart to achieve compliance with federal census laws and the California Voting Rights Act, and to direct the District General Counsel to prepare the necessary contacts with the firms to be returned to the Board at the September 7, 2011 Board of Trustees' Meeting.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

23.03 DIS - Approval of Contractors for FY 2011-2012 Pursuant to District's Standard Annual Agreement for Contractor Services

On a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board voted to approve contractors for the performance of a variety of contractor services throughout the District, on an as needed basis for FY 2011-2012. These contractors have or will complete the

District's Standard Annual Agreement for Contractor Services prior to the performance of services. Prior to authorizing these services, the District will obtain competitive pricing quotes from the contractor(s). If selected to perform the quoted services, the contractor will send an invoice to the District based upon the agreed-upon price. The Board President, or designee, is authorized to sign the member agreement and any related documents, indicating approval by the Board of Trustees. The list of contractors is on file in the Board of Trustees' Office.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None

24.00 Resolutions

24.01 Adoption of Resolution #11-33 Authorizing Payment to Trustee Absent from Board Meeting

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to authorize payment to Student Trustee Joe Venegas III who was absent from the Special Meeting of July 28, 2011 due to hardship deemed acceptable by the Board.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, and Ms. Hornbuckle
No:	None
Abstain:	Mr. Venegas III

24.02 Adoption of Resolution #11-34 Allowing the County Superintendent of Schools to Make Budget Transfers, as needed, at the Close of the Coast Community College District's Fiscal Year 2010-2011 and during Fiscal Year 2011-2012

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to adopt Resolution #11-34 allowing the County Superintendent of Schools to make budget transfers, as needed, at the close of the Coast Community College District's Fiscal Year 2010-2011 and during Fiscal Year 2011-2012.

Motion carried with the following vote:

Aye:	Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No:	None

25.00 Approval of Minutes

25.01 Approval of Minutes

On a motion by Ms. Hornbuckle and seconded by Dr. Prinsky, the Board voted to approve the minutes of the Special Meeting of July 28, 2011 and the Regular Meeting of August 3, 2011.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, and Ms. Hornbuckle
No: None
Abstain: Mr. Venegas III

26.00 Policy Implementation

26.01 Second Reading and Adoption of Recommended Revisions to Management Hiring Policy 7888

On a motion by Mr. Patterson and seconded by Dr. Prinsky, the Board voted to adopt the recommended revisions to Management Hiring Policy 7888.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

26.02 Second Reading and Ratification of CCCD Management Recruitment and Selection Procedures

On a motion by Dr. Prinsky and seconded by Ms. Hornbuckle, the Board voted to ratify the CCCD Management Recruitment and Selection Procedures.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

27.00 Close of Meeting

27.01 Public Comment (Items Not on Agenda)

There were no requests to address the Board.

27.02 Adjournment

There being no further business, on a motion by Mr. Moreno and seconded by Dr. Prinsky, the Board voted to adjourn the meeting at 8:11 p.m. in the memory of retired Orange Coast College Professor, Jay Zimmerman.

Motion carried with the following vote:

Aye: Mr. Patterson, Mr. Moreno, Dr. Prinsky, Mr. Grant, Ms. Hornbuckle and Mr. Venegas III
No: None

Secretary of the Board of Trustees

**The Student Trustee of the Coast Community College District is provided with an advisory vote to the Board of Trustees, per Board Policy 2015. As such, the Student Trustee's votes recorded within these minutes are advisory only in nature and are not counted in the final outcome of each action taken by the Board.*

APPENDIX

	Page
A. Public Employment, Classified Staff.....	16-31

1. Faculty Special Assignments

It is recommended that authorization be given for the following special assignments grouped by operation cost center. Board approved, contractual special pay rates listed below by pay type as follows: LOV = Librarian Overload, OVR = Overload, MTM = Full Time Certificated Instructional Misc. Teaching Rate, MTA = Part Time Misc. Teaching Rate, IUM = Full Time Certificated Instructional Unit Assistant, IUH = Part Time Certificated Instructional Unit Assistant, EXM = Full Time Certificated Extra Pay, EXH = Part Time Certificated Extra Pay, UNT = Part Time Certificated Unit Regular, PDM = Full Time Certificated Per Diem, PDH = Part Time Certificated Per Diem, INT = Intersession, SMM = Full Time Certificated Summer, SMH = Part Time Certificated Summer, ACS = Academic Senate.

COASTLINE COLLEGE

MEETINGS, CONFERENCES AND WORKSHOPS FOR COUNSELORS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Lara, Arthur	08/27/11	12/18/11	EXH	\$29.46

BASIC SKILLS WORKSHOPS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
James, Scott	08/18/11	06/30/12	EXH	\$29.46
Kuang, Jessica	08/18/11	06/30/12	EXH	\$29.46

ESL TRAINING FOR NURSES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Do, Anhvy	08/18/11	06/30/12	EXH	\$29.46
Jereb, Claudia	08/18/11	06/30/12	EXH	\$29.46
Jones, Julie	08/18/11	06/30/12	EXH	\$29.46

CONTRACT EDUCATION BOUND US

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chi, Edward	08/17/11	12/31/11	EXH	\$29.46
	09/26/11	01/13/12	MTH	\$44.36
Lee, David	08/18/11	12/31/11	EXH	\$29.46
Reyes, Jesus	08/18/11	12/31/11	EXH	\$29.46

MEMBERS OF THE ACADEMIC SENATE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chapman, Cheryl	08/27/11	05/27/12	ACS	\$29.46
Covert, Robert	08/27/11	05/27/12	ACS	\$29.46
Kabaji, Noha	08/27/11	05/27/12	ACS	\$29.46
McClure, Helen	08/27/11	05/27/12	ACS	\$29.46
Oelstrom, Jeanne	08/27/11	05/27/12	ACS	\$29.46
Palmer, Catherine	08/27/11	05/27/12	ACS	\$29.46
Shiring, Richard	08/27/11	05/27/12	ACS	\$29.46
Torrini, Lynn	08/27/11	05/27/12	ACS	\$29.46
Tran, Chau	08/27/11	05/27/12	ACS	\$29.46
Whitson, Stephen	08/27/11	05/27/12	ACS	\$29.46

The following CCC Full-Time and Part-Time Instructors to provide instructional opportunities for Navy Onshore for Military Contract Education during Fall semester.

Part-Time Instructor
Jereb, Claudia

DISTRICT

CAREER & TECHNICAL EDUCATION WORKFORCE INNOVATION PARTNERSHIP GRANT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Jaramillo, Eli	08/18/11	12/31/11	EXH	\$29.46
Rudd Jr, James	08/18/11	12/31/11	EXH	\$29.46

GOLDEN WEST COLLEGE

ACADEMIC ADVISEMENT FOR ACE STUDENTS

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Bon, Denise	08/27/11	12/18/11	UNT	\$73.94

PART-TIME FACULTY ACADEMIC SENATE

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Dunham, John	06/15/11	06/16/11	EXH	\$29.46	\$147.33

Justification: Request for reimbursement received late

ACADEMIC SENATE VICE PRESIDENT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Dunham, John	08/27/11	12/18/11	EXH	\$29.46	\$318.23

LIBRARY REFERENCE SERVICES

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Morales, Irma	08/27/11	12/18/11	UNT	\$57.44

SCRTTC WORKSHOP

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Moreland, Ed	09/01/11	09/17/11	EXH	\$29.46

COSMETOLOGY COORDINATOR (Per Article XI CFE Agreement)

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Reyna, Edward	08/15/11	12/18/11	EXM	\$43.55	\$7569.85

Justification: Due to assignments and class schedules finalized late

COACHING STIPEND

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Kopp, Kyle	11/01/11	11/30/11	DIM	\$4511.00	\$4511.00
Lawler, William	11/01/11	11/30/11	DIM	\$4511.00	\$4511.00
Taylor, Scott	11/01/11	11/30/11	DIM	\$4511.00	\$4511.00
Watkins, Derrick	11/01/11	11/30/11	DIM	\$4511.00	\$4511.00

PRE-SEASON COACHING

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Discipline</u>
Gimenez, Alejandro	08/18/11	08/26/11	EXH	\$29.46	Men's Soccer
Kopp, Kyle	08/18/11	08/26/11	EXM	\$43.55	Wmn's Water Polo
Lawler, William	08/18/11	08/26/11	EXM	\$43.55	Wmn's Volleyball
Ruiz, Raul	08/18/11	08/26/11	EXH	\$29.46	Women's Soccer
Simpson, Matthew	08/18/11	08/26/11	EXH	\$29.46	Cross Country
Taylor, Scott	08/18/11	08/26/11	EXM	\$43.55	Men's Water Polo

ACADEMIC ADVISEMENT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Chovan, Maria	08/27/11	12/18/11	OVR	\$72.00
Dickerson, Karen	08/27/11	12/18/11	OVR	\$72.00
Dumont, Stephanie	08/27/11	12/18/11	OVR	\$72.00
Hinton, Karen	08/27/11	12/18/11	OVR	\$72.00
Nguyen, Jimmy	08/27/11	12/18/11	OVR	\$72.00
Nguyen, Tri D	08/27/11	12/18/11	OVR	\$72.00
York, Linda	08/27/11	12/18/11	OVR	\$72.00

INSTRUCTIONAL UNIT ASSISTANT

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Discipline</u>
Carr, Gregg	08/27/11	12/18/11	IUM	\$1514.00	College 100
Cassens, Treisa	08/27/11	12/18/11	IUM	\$1514.00	Library
Johnson, Leilani	08/27/11	12/18/11	IUM	\$1514.00	Physical Education
Jones, Barbara	08/27/11	12/18/11	IUM	\$1514.00	Comp Bus Applica
Kramer, Bryan	08/27/11	12/18/11	IUM	\$1514.00	Automotive
Marchbank, Ernest	08/17/11	12/18/11	IUM	\$1514.00	EOPS
Miyadi, Barbara	08/27/11	12/18/11	IUM	\$1514.00	Nursing
Nielsen, Donovan	08/27/11	12/18/11	IUM	\$1514.00	Computer Science
Reyna, Edward	08/15/11*	12/18/11	IUM	\$1514.00	Cosmetology

Justification: Due to assignments and class schedules finalized late

READER/EVALUATOR FOR ASSESSMENT CENTER

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>
Barua, Dibakar	08/27/11	12/18/11	EXM	\$43.55
Baumheckel, Kenneth	08/27/11	12/18/11	EXH	\$29.46
Boyer, Nancy	08/27/11	12/18/11	EXM	\$43.55
Calderon, Araceli	08/27/11	12/18/11	EXH	\$29.46
Cosand, Keisha	08/27/11	12/18/11	EXM	\$43.55
Cucurny, Marius	08/27/11	12/18/11	EXM	\$43.55
Dees, Van	08/27/11	12/18/11	EXM	\$43.55
Drum, Jean	08/27/11	12/18/11	EXH	\$29.46
Galassi, Cecelia	08/27/11	12/18/11	EXM	\$43.55
Harris, Ryane	08/27/11	12/18/11	EXM	\$43.55
Hodjera, Eva	08/27/11	12/18/11	EXH	\$29.46
Lavarini, Teresa	08/27/11	12/18/11	EXM	\$43.55

Lopez-Rodriguez, A.	08/27/11	12/18/11	EXM	\$43.55
McGrath, Marie	08/27/11	12/18/11	EXM	\$43.55
Moore, Sacha	08/27/11	12/18/11	EXM	\$43.55
Pham, Duong	08/27/11	12/18/11	EXH	\$29.46
Pham, Khanhvan	08/27/11	12/18/11	EXH	\$29.46
Pizano, Veronica	08/27/11	12/18/11	EXM	\$43.55
Rami, Kiran	08/27/11	12/18/11	EXH	\$29.46
Remsburg-Shiroshi, E.	08/27/11	12/18/11	EXM	\$43.55
Revilla, Candace	08/27/11	12/18/11	EXH	\$29.46
Tarango, Abraham	08/27/11	12/18/11	EXM	\$43.55
Tayyar, Paul	08/27/11	12/18/11	EXM	\$43.55
Tran, Tammie	08/27/11	12/18/11	EXH	\$29.46
Ullrich, Richard	08/27/11	12/18/11	EXM	\$43.55
Whitchurch, Charles	08/27/11	12/18/11	EXH	\$29.46

ORANGE COAST COLLEGE
PHOTOGRAPHY EQUIPMENT REPAIR

<u>Name</u>	<u>Start Date</u>	<u>End Date</u>	<u>Pay Type</u>	<u>Pay Rate</u>	<u>Compensation</u>
Gillisen, Blade	09/22/11	12/15/11	EXM	\$43.56	\$1742.40

Overload assignments for the following evening counselors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **08/27/11 to 12/18/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

OCC

<u>Name</u>	<u>LHE</u>
Barnes, Carol	4.00

FACULTY OVERLOAD

Overload assignments for the following instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit Contract, for the period **08/27/11 to 12/18/11** for CCC, GWC and OCC assignments. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs of the college and/or the specific division. Assignments are not to exceed LHE stated:

CCC

<u>Name</u>	<u>LHE</u>
Ellis, Jeanette	2.00
Gutierrez, Pedro	3.75
Leighton, Kenneth	5.06
Marcus, Ted	6.00
Secord, Debra	3.00
Tsutsumida-Krampe, Lorraine	5.06

GWC

<u>Name</u>	<u>LHE</u>
Almy, James	6.67
Baird, Larry	0.33
Brownell, Beverly	5.10

Broyles, Zhenghong	4.69
Call, Gail	1.50
Carter, Warren	0.16
Ching, Berlynn	3.56
Cosand, Keisha	0.20
Goldstick, Deborah	1.11
Harelson, Karen	2.81
Hashimoto, Rumi	2.81
Hersh, Thomas	2.00
Hils-Williams, Jacqueline	1.50
Johnson, Leilani	0.33
Jones, Barbara	2.50
Keegan, Mary Kay	3.56
Kramer, Bryan	2.25
Lawler, William	2.33
Marinotti, Eva	1.58
Mitchell, Nicholas	3.00
Miyadi, Barbara	4.56
Nielsen, Donavan	3.33
Pham, Diep	2.42
Potts, Eva	3.11
Rangel, Amy	0.67
Rosales, Evangelina	1.43
Restelli, Diane	2.11
Sekins, Denise	2.36
Shaughnessy, Michael	0.33
Sykes, Elizabeth	4.17
Thach, Amy	0.67
Villarreal, Roberto	3.25
Watkins, Derrick	6.00
Wight, Gregory	0.67

OCC

<u>Name</u>	<u>LHE</u>
Barrett, David	1.33
Barua, Dibakar	3.00
Belcher, Mary	0.10
Ebert, Darrell	7.60
Hamilton, Christopher	9.00
Hils-Williams, Jacqueline	1.11
Isaac, Darryl	5.04
Lowell, Cheri	4.00
Marino, David	9.00
McClanahan, Anne	6.30
Stein, Konrad	7.00
Ullrich, Richard	6.00

Overload assignments for the following GWC cosmetology instructors, payment to be a maximum of \$72.000/hr based on 1/1000th of their placement on the CFE/AFT Local 1911 Faculty Unit contract, for the period **08/27/11 to 12/18/11**. Multiple statements indicate two or more separate assignments. LGF indicates Large Group Factor. This employment is subject to the general instructional needs for the college and/or the specific division. Assignments are not to exceed LHE stated:

GWC

<u>Name</u>	<u>LHE</u>
Chambliss, Tasha	2.61
Christie, Joan	3.41
Fiorane, Michele	1.63
Holland, Jon	1.01
Reyna, Edward	0.04
Rosales, Evangelina	7.00
Smith, Jane	4.84

Justification: Assignments and class schedules finalized late

2. Substitute FacultyFull time Faculty Substitutes

It is recommended that the following individuals perform substitute assignments, and subject to Board policies governing such appointments, to be compensated at the overload rate and during the summer to be compensated at 1/1000 of their placement.

Golden West CollegeSummer 2011

Tarango, Abraham

Fall 2011

Barua, Dibakar

Best, Amanda

Boyer, Nancy

Brodie, Nanette

Cosand, Keisha

Cucurny, Marius

Dees, Van

Galassi, Cecelia

Harris, Ryane

Hausey, Collette

Lavarini, Teresa

Lervoid, John

Lopez-Rodriguez, Americo

McGrath, Marie

Moore, Sacha

Pizano, Veronica

Ramm Engle, Martha

Remsburg-Shiroshi, Elizabeth

Tarango, Abraham

Tayyar, Paul

Ullrich, Richard

Part time Faculty Substitutes

It is recommended that the following individuals be appointed as substitutes, as defined by California Ed Code 87480, appointments not to exceed 20 working days, and subject to Board policies governing such appointments, to be paid \$44.36/hr based on the part-time faculty daily miscellaneous teaching rate for services rendered the 2011-12 academic year.

Golden West CollegeFall 2011

Alvarez, Veronica

Baumheckel, Kenneth

Bergman, Martha
 Calderon, Araceli
 Digiovanni, Elizabeth
 Dinger, Michelle
 Drum, Jean
 Follin, Stella
 Hanania, Karen
 Hendrix, Jeffrey
 Hodjera, Eva
 Hostetter, Darren
 Huxley, Dawn
 Janke, Kelly
 Leigh, Michael
 Lenior, Jamie
 McPherson, Deborah
 Morales, Irma
 Pham, Duong
 Pham, Khanhvan
 Rami, Kiran
 Revilla, Candace
 Roohk, Bonita
 Sandroock, Donna
 Sinclair, Anita
 Tran, Tammie
 Walker, Heather
 Wegter, Rachel
 Whitchurch, Charles
 Whitney, Marisa

3. Full time Faculty

In accordance with Board policies and procedures, the following academic staff are recommended for appointment for service during the period shown below. Employment and payment for services will follow upon notification that all required documents have been completed and filed. Assignments are only for the time period specified or the hours per week as stated (multiple statements indicate two or more separate assignments). Salary placement may be revised upon presentation of evidence of additional education and/or experience:

Reappointments for Temporary Faculty

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Date</u>	<u>Plcmt</u>
Thach, Amy	GWC	Temporary Nursing	Instructor, 08/27/11 to 05/27/12	A-III-08

4. Part time Faculty

Summer

Assignments to be paid in accordance with the current salary part time faculty schedule and not to exceed 26.25 hours per week, based on an 8 week session. Assignments exceeding 26.25 hours per week have been administratively approved.

Coastline College

For the period **06/01/11-08/14/11**

<u>Name</u>	<u>Wkly/Hrs</u>
Del Carmen, George	6.800
Justification: Load sheet misplaced between the department and the personnel office	
Lowther, Gene	6.800
Justification: Load sheet misplaced between the department and the personnel office	

Golden West College
For the period **06/07/11-08/15/11**

<u>Name</u>	<u>Wkly/Hrs</u>
Birnie, Deborah	22.50
Justification: Clerical error	
Scardina, Thomas	4.500
Justification: Clerical error due to oversight of assignment	

FALL

Assignments during the period **08/27/11-12/18/11** for CCC, GWC and OCC unless otherwise noted and not to exceed 10 LHE. LHE = Lecture Hour Equivalency.

Coastline College

<u>Name</u>	<u>LHE</u>
Cao, Thomas	3.375
Feiner, Henri	5.000
Forbes, Junko	6.000
Jaber, Jihad	3.000
Kuang, Jessica	3.000
Lieu, Thanhthuy	4.500
Liu, Edward	2.250
Pittaway, Daniel	8.000
Rives, Nicky	2.550
Shiring, Richard	4.000
Tran, Chau	4.000
Whitson, Stephen	5.000
Windsor, Adrian	4.500
Xu, May	4.000

Golden West College

<u>Name</u>	<u>LHE</u>
Abella, Dori	6.570
Justification: Assignments and class schedules finalized late	
Bornemann, Chung	7.890
Justification: Assignments and class schedules finalized late	
Chen, Dennis	6.500
Cooper, Paz	7.770
Justification: Assignments and class schedules finalized late	
Cordiero, Judy	8.370
Justification: Assignments and class schedules finalized late	
Daniels, Karen	8.500
Davidson, Tina	8.330
Davis, Sherry	7.530
Justification: Assignments and class schedules finalized late	
Desmond, Christian	
Gergens, Bridget	2.000

Graves, Buchansha	6.930
Justification: Assignments and class schedules finalized late	
Hawk, Jennifer	4.000
Jazayeri, Jennifer	9.000
Jimmons, Charlotte	5.490
Justification: Assignments and class schedules finalized late	
Lewis, Mark	3.670
Ormes, Guy	3.000
Rose, Sanford	3.000
Salazar, Yvonne	7.890
Justification: Assignments and class schedules finalized late	
Simpson, Matthew	0.750
Smith, Ronald	3.000
Snedeker, Mary	6.450
Justification: Assignments and class schedules finalized late	
Tyberg, John	0.750

Orange Coast College

<u>Name</u>	<u>LHE</u>
Beale, Michael	5.872
Bennett, Jane	9.000
Budwig, Eric	3.250
Cordova, Joan	7.000
David, Julie	6.000
Decker, Dawn	9.990
Demarchi, Joanne	2.250
Ellis, Robert	4.480
Fagundes, Michelle	8.000
Fletcher, Huong	7.300
Garrison, Kimberly	7.850
Goerrissen, Jan	9.000
Keller, Patrick	8.000
Khwaja, Jiauddin	4.000
Martinez, Rachel	4.118
McNellis, Erin	8.000
Murphy, Sue	3.000
Pankhurst, Paul	4.000
Raskin, Debra	6.000
Rosenberg, Arthur	5.250
Sanchez, Sandra	7.500
Snyder, Lisa	4.550
Stoneking, Joyce	6.000
Surfas, Lesley	4.550
Vanry, Michael	8.250
Williams, Ann Marie	3.000

The following GWC Part-time Police Academy Instructors to be paid hourly rates based on the Administration of Justice "C" salary schedule. Assignments are for the 2010-11 school year for the period 08/18/11 to 06/30/12, not to exceed 498 hours:

Bryant, Craig
McCarthy, Michael

5. Educational Administrator

None.

6. Classified Management

None.

7. Classified Staff

In accordance with Board policies and procedures, the following Classified Staff are recommended for appointment to advertised positions; these include promotions, new hires, rehires and transfers:

Transfers

<u>Name</u>	<u>LOC</u>	<u>Title</u>	<u>Start Dt</u>	<u>Plcmt</u>	<u>Vacancy #</u>
Durand, Evonne	OCC	Athletic Trainer	08/18/11	E-55-05	O-004-12
Lule, Andrea	DIST	Accounting Assistant III	08/29/11	E-46-05	D-003-12

Revise Transfer to Previous Position

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Vu, Tina	DIST	Payroll Tech	Student Financial Aid Tech	08/18/11

8. Reclassification and Reorganization/Reassignment

It is recommended that authorization be given for the following changes for Classified Staff:

Reorganization/Reassignments
Classified

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Effective</u>
Chung, Cidney	GWC	Secretary E-42	Accounting Assistant III E-46	07/01/11*
Dick, Adele	GWC	Library Assistant E-44	Adm/Records Tech III E-48	08/18/11

*Clerical error assignment paperwork was misplaced

9. Classified Temporary Assignments

It is recommended that authorization be given for the following changes for Classified Staff working temporarily Out of Class (minimum of 7.5% differential):

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Start Dt</u>	<u>End Dt</u>	<u>Plcmt</u>
Daniel, Marion	CCC	Mil Cont Ed Tech	Special Assignment	09/01/11	11/30/11	E-44-05
Guray, Minerva	CCC	Mil Cont Ed Tech	Mil Cont Ed Tech III	09/01/11	11/30/11	E-48-05
Marchbank, Jerry	DIST	Asst Dir, Dist Facilities	Special Assignment	07/01/11*	09/30/11	G-24-07
Rose, Lynn	CCC	Mil Cont Ed Tech	Special Assignment	09/01/11	11/30/11	E-44-05
Wakim, Anis	OCC	Instr Food Serv Coordin	Instr Food Serv Mgr	09/01/11	11/30/11	G-09-07

*Paperwork delayed by department

Extension of End Dates for Out of Class Assignments

<u>Name</u>	<u>LOC</u>	<u>From</u>	<u>To</u>	<u>Action</u>	<u>Plcmt</u>
Clark, Wendy	CCC	Mil/Cont Educ Tech Inter	Special Assignment	Extend from 08/31/11 to 11/30/11	E-45-04
Rogers, Stephani	CCC	Mil/Cont Educ Tech III	Public Inform Specialist	Extend from 08/31/11 to 11/30/11	E-52-05
Stewart, Kerry	CCC	Cont Educ Appl Prog Anal Asst	Special Assignment	Extend from 08/31/11 to 11/30/11	E-54-05
Suarez, Kathy	OCC	Student Fin Aid Tech	Special Assignment	Extend 08/31/11 to 10/24/11	E-48-05

10. Hourly Staff

It is recommended that authorization be given for the following hourly personnel appointments in the performance of noncertificated duties which directly support administrative, classified, or student services and special projects, or are fulfilling noncertificated substitute services for classified employees temporarily absent, no assignment to exceed 160 working days pursuant to provisions of AB500 and the Agreement between the Coast Community College District and the Coast Federation of Classified Employees. (Please note: Budget numbers 110+ are General Fund; 12+ are Categorical or Grant Funds and 8+ indicates Ancillary Funds.) EXTEND is noted when an already approved assignment has an extended end date.

Hourly/Temporary/Clerical/Secretarial, to provide clerical support including handling correspondence, maintaining files, answering phones, preparing reports and responding to public inquiries in one or more of the following campus and/or division offices: Instruction, Student Services or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Castaneda, Matthew	CCC	08/18/11	06/30/12	124007-856101	M,T,W,TH,F
	CCC	08/18/11	06/30/12	124002-856201	M,T,W,TH,F
DeSanchez-Galvan, R.	OCC	08/19/11	06/30/12	124044-259300	M,W,F
Do, Quyen	OCC	08/19/11	06/30/12	124044-259300	M,W,F
Mansour, Gavin	CCC	08/18/11	06/30/12	124007-856101	M,T,W,TH,F
Rodgers, Martina	OCC	08/22/11	06/30/12	812010-266851	M,T,W,TH,F
Rokes, Karen	GWC	08/30/11	01/31/12	110001-349101	M,T,W,TH,F
Semer, Lynn	CCC	08/18/11	06/30/12	124007-856101	M,T,W,TH,F
Tieu, Julie	OCC	08/22/11	06/30/12	124005-256103	M,T,W,TH,F
Toueg, Jacqueline	OCC	08/19/11	06/30/12	124044-259300	M,W,F
Tran, Linh	OCC	08/19/11	06/30/12	124044-259300	M,W,F
Vu, Oanh	CCC	08/18/11	06/30/12	124007-856101	M,T,W,TH,F

	CCC	08/18/11	06/30/12	124002- 856201	M,T,W,TH,F
West, Ryan	OCC	08/19/11	06/30/12	124044- 259300	M,W,F

Hourly/Temporary/Instructional/Research Assistant, to provide instructional support services to faculty and instructional divisions by assisting with pre-class preparations, maintaining various school records, scoring tests, tutoring, and coordinating instructional materials or equipment in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Calle, Christian	OCC	08/18/11	06/30/12	812035- 210202	M,T,W,TH,F
Enrich, Patrick	OCC	08/22/11	06/30/12	812001- 201592	M,T,W,TH,F
	OCC	08/22/11	06/30/12	110001- 201591	M,T,W,TH,F
	OCC	08/22/11	06/30/12	120176- 251045	M,T,W,TH,F
	OCC	08/22/11	06/30/12	120176- 251035	M,T,W,TH,F
Ha, Aemilio	OCC	08/26/11	06/30/12	812001- 201592	M,T,W,TH,F
	OCC	08/26/11	06/30/12	110001- 201591	M,T,W,TH,F
	OCC	08/26/11	06/30/12	120176- 251045	M,T,W,TH,F
	OCC	08/26/11	06/30/12	120176- 251035	M,T,W,TH,F
Hurst, Christopher	OCC	08/18/11	06/30/12	812011- 201592	M,T,W,TH,F
	OCC	08/18/11	06/30/12	110001- 201591	M,T,W,TH,F
	OCC	08/18/11	06/30/12	120176- 251045	M,T,W,TH,F
	OCC	08/18/11	06/30/12	120176- 251035	M,T,W,TH,F
Hurwitz, Kip	OCC	08/18/11	06/30/12	812011- 201592	M,T,W,TH,F
	OCC	08/18/11	06/30/12	110001- 201591	M,T,W,TH,F
	OCC	08/18/11	06/30/12	120176- 251045	M,T,W,TH,F
	OCC	08/18/11	06/30/12	120176- 251035	M,T,W,TH,F
Liu, Wanda	CCC	08/18/11	06/30/12	124029- 856041	M,T,W,TH,F
Londono, Daniel	CCC	08/18/11	06/30/12	124033- 856041	M,T,W,TH,F
Pounds, Lauren	OCC	08/18/11	06/30/12	812011- 201592	M,T,W,TH,F
	OCC	08/18/11	06/30/12	110001- 201591	M,T,W,TH,F
	OCC	08/18/11	06/30/12	120176- 251045	M,T,W,TH,F

	OCC	08/18/11	06/30/12	120176-251035	M,T,W,TH,F
Ragheb, Nancy	CCC	08/18/11	06/30/12	120181-856601	M,T,W,TH,F
	CCC	08/18/11	06/30/12	124033-856041	M,T,W,TH,F

Hourly/Temporary/Professional (Non Faculty) to perform skilled technical duties such as athletic training duties, production of student newspaper, maintain online classes, provide real time captioning (in-class text) for deaf students or assist with associated student programs in one or more of the following campus departments and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Lopez, Tashina	OCC	08/29/11	06/30/12	124005-256201	M,T,W,TH,F
Pham, Thuy	OCC	08/18/11	06/30/12	812020-205404	M,T,W,TH,F

Hourly/Temporary/Service/Maintenance, to perform a variety of semi-skilled maintenance, janitorial and repair work on campus buildings, equipment and facilities in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Brown, Scott*	GWC	07/01/11	06/30/12	127006-385102	M,T,W,TH,F
Bruner, Michael	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Cruz, Anibal	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
De La Cruz, Hermelinda	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Espinachio, Richard	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Espinoza, Danny	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Esquivel, Tiodora	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Flores, Benito	GWC	08/20/11	06/30/12	813015-381401	S,SU
Garcia, Lindsey	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Godinez, Carlos	OCC	08/18/11	06/30/12	812020-205404	M,T,W,TH,F
	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Iglesias, Gabriel Jr.	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
	OCC	08/18/11	06/30/12	812020-205403	M,T,W,TH,F
Johnson, Robert	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Klumb, Matthew	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F

Lechtanski, Sarah	OCC	08/18/11	06/30/12	812020-205404	M,T,W,TH,F
Liao, Elisa	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Lund, Jonathan	GWC	09/18/11	09/18/11	813010-389803	SU
Melton, Charles	OCC	08/18/11	06/30/12	127005-258900	M,T,W,TH,F
	OCC	08/18/11	06/30/12	812015-263750	M,T,W,TH,F
Mesenhimer, Timothy	OCC	08/18/11	06/30/12	812001-212100	M,T,W,TH,S
Plummer, Kimberlee	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Santos, Edna	OCC	08/18/11	06/30/12	812020-205404	M,T,W,TH,F
Simms, George	OCC	08/18/11	06/30/12	110001-201701	M,W,F
Thomas, Jonathan	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
Tran, Caroline	OCC	08/18/11	06/30/12	812020-205404	M,T,W,TH,F
Tucker, Ana	OCC	08/18/11	06/30/12	812020-205401	M,T,W,TH,F
	OCC	08/18/11	06/30/12	812020-205403	M,T,W,TH,F

* Justification: Missed on new fiscal year renewal report

Hourly/Temporary/Skilled Crafts, to perform highly specialized, detailed tasks such as transporting, segregating and storing hazardous materials, constructing and rigging stage equipment, or design event lighting for stage productions supporting one or more campus departments and/or divisions: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Berkman, John	GWC	08/18/11	06/30/12	110001-379921	M,T,W,TH,F
Huntington, Steven	GWC	08/18/11	06/30/12	110001-379921	M,T,W,TH,F

Hourly/Temporary/Technical/Paraprofessional, to provide specialized and/or skilled technical support in such areas as classroom interpretation, computer operations, on-line editing, proctoring or special program research in one or more of the following campus and/or division offices: Instruction, Student Services, or Campus Operations for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Auduong, Michelle	OCC	08/18/11	06/30/12	127001-261302	M,T,W,TH,F
Castro, Elizabeth	GWC	08/18/11	06/30/12	124006-361516	M,T,W,TH,F
	GWC	08/18/11	06/30/12	124052-343303	M,T,W,TH,F
Childers, Joanne	GWC	08/18/11	06/30/12	124006-361516	M,T,W,TH,F

	GWC	08/18/11	06/30/12	124052-343303	M,T,W,TH,F
Hamilton, Alexis	GWC	08/18/11	12/18/11	110001-348601	M,T,W,TH,F
	GWC	08/18/11	12/18/11	124031-348604	M,T,W,TH,F
	GWC	08/18/11	12/18/11	124031-348605	M,T,W,TH,F
	GWC	08/18/11	12/18/11	120151-354701	M,T,W,TH,F
	GWC	08/18/11	12/18/11	120151-354702	M,T,W,TH,F
Ramos, Sabryna	GWC	08/18/11	06/30/12	124006-361516	M,T,W,TH,F
	GWC	08/18/11	06/30/12	124052-343303	M,T,W,TH,F

Hourly/Temporary Substitutes, pursuant to Section 7.2(A) of the Agreement between the Coast Community College District and the Coast Federation of Classified Employees, to take the place of a bargaining unit employee who is ill or on leave of absence for the time frame noted below.

<u>Name</u>	<u>LOC</u>	<u>Start Date</u>	<u>End Date</u>	<u>Funding Source</u>	<u>Days to Work</u>
Bui, Kimberly	CCC	07/01/11	08/23/11	110001-849510	M,T,W,TH,F
Carrera, Walter	CCC	07/01/11	07/28/11	120010-850101	M,T,W,TH,F
Chang, Maryann	CCC	07/19/11	09/11/11	120080-853100	M,T,W,TH,F
Gutierrez, Katelyn	OCC	EXTEND	08/08/11	110001-249200	M,T,W,TH,F
Martinez-Lopez, Macario	OCC	08/03/11	12/16/11	110001-285301	M,T,W,TH,F
Preciado, Anna	CCC	07/01/11	08/21/11	110001-849130	M,T,W,TH,F

11. Substitute Classified

None.

12. Clinical Advisors/Summer

None.

13. Medical Professional Hourly Personnel

None.

14. Student Workers

It is recommended that authorization be given for the following hourly employment of either full time students enrolled in 12 or more units per semester, or part time students enrolled in less than 12 units per semester in any college work-study program, or in a work experience education program, with duties performed not to result in the displacement of any classified personnel, or impair existing services.

Golden West College

Hummel, Erica

Powell, Juliana

White, Saibrah

Orange Coast College

Alamilla, Erika
Andrade, Frank
Chung, Thanh
Cruz, Carlos
Fitzsimons, Devin
Gervacio, Antolin
Golden, Bradley
Huynh, Quang
Kauffman, Rhiannon
Kia, Naghmeh
Ly, Helen
Ly, Phillippe
Nguyen, Phillip
Nguyen, Tuyen
Nguyen, Uyen-Nhi
Pollok, Austin
Robb, Chelsea
Sanchez, Christopher
Tran, Lan



**COAST COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES' DIRECTIVES LOG**
Prepared by the Secretary of the Board of Trustees

#	Meeting Date	Requested via Action by the Board of Trustees	Responsible District Party	Directive	Agenda due Date	Status I = In Progress P = Pending
	March 16, 2011	Pending	To be determined	Report requested by Trustee Jim Moreno on ESL Courses offered at Orange Coast College. (Addition to Board Log pending vote by full Board of Trustees.)	Pending	P
	April 6, 2011	Pending	To be determined	Report requested by Trustee Jim Moreno on Disaster Preparedness. (Addition to Board Log pending vote by full Board of Trustees.)	Pending	P
1	Aug 17, 2011	Lorraine Prinsky 2nd Jerry Patterson	Chancellor	Report to the Board on long-term planning for faculty hiring.	November 16, 2011	P
2	Nov 17, 2010	Jim Moreno 2nd Mary Hornbuckle	Personnel Committee/Secretary of the Board	Refer Bullying Report to the Personnel Committee to provide a draft policy on Bullying at a future Board Meeting.	Pending	P
3	July 16, 2009	Walt Howald; 2nd Jim Moreno	Chancellor	The Vice Presidents at the three colleges, Academic Senate Presidents among other District-wide groups will discuss coordination of college curricula matters including CTE and occupational course and program duplication. Written status report on progress of President Obama's American Graduation Initiative.	Ongoing	P
4	Sept 17, 2008	Jim Moreno; 2nd Mary Hornbuckle	Chancellor	Provide status of diversity in the District. Strongly suggest to the extent possible that College Presidents and Human Resources ensure diverse committees in the hiring process. Request for a presentation on diversity in hiring be presented to the Board annually. Also include diversity and demographic breakdown of students at each campus and for all cities served by the District.	Spring 2011	P
5	Feb 2, 2011		District Foundation Directors	Provide an annual report on the Foundations.	February each year	P



AFFILIATION AGREEMENT

THIS AGREEMENT is entered into between **Loma Linda University Medical Center, Loma Linda University Children's Hospital, Loma Linda University East Campus Hospital, Loma Linda University Health Care, and Loma Linda University Behavioral Medicine Center** (hereinafter referred to collectively as "Facilities"), and **Orange Coast College, Coast Community College District** having its principal place of business at **2701 Fairview Road, P.O. Box 5005, Costa Mesa, CA 92628-5005** (hereinafter referred to as "School"). Facilities and School may be referred to herein cumulatively as "The Parties."

RECITALS

WHEREAS, Facilities are licensed and accredited healthcare teaching facilities engaged in providing professional medical services to the community.

WHEREAS, Facilities are represented in the management of this Agreement, the consideration of students for training experience placement, and the processing and clearance of assigned students by the Manager of Academic Relations.

WHEREAS, School has established education programs as listed in Exhibit "A" which is attached hereto and incorporated herein by reference (hereinafter "Program") that require the School's students to receive special on-site, hands-on practical training;

WHEREAS, the Program depends upon education facilities where student(s) may obtain hands-on training experience required by the Program's curriculum in order to assure the students are prepared for their respective profession or career;

WHEREAS, Facilities have the education services and setting to assist the School's student(s) to fulfill specified and pre-determined education requirements of the Program;

WHEREAS, the Parties hereto wish to cooperate for the purpose of improving the educational experience and teaching of the School's student(s) enrolled in the Program in order to ultimately provide a continuity and supply of qualified personnel for the future that will benefit the Parties and the community;

NOW, THEREFORE, in consideration of the above recitals, and the mutual covenants herein contained, the Parties hereto agree as follows:

ARTICLE I.
TERM OF AGREEMENT

A. **Recitals.** The foregoing Recitals are hereby incorporated by this reference as though fully set forth at length herein.

B. **Term of Agreement.** This Agreement will be effective from **September 1, 2011** and shall continue in effect until **September 1, 2013**; provided, however, that either Party may terminate this Agreement at any time upon giving the other Party thirty (30) days' written notice of its intention to terminate. Should notice of termination be given, students assigned to Facilities shall be permitted to complete their previously scheduled assignments then in progress at Facilities, subject to the business necessity of Facilities.

ARTICLE II.
RESPONSIBILITIES OF THE SCHOOL

A. **Selection of Students.** The School will select only student(s) for assignment to Facilities who have completed all academic requirements necessary to competently fulfill the education assignments and responsibilities involved in the applicable Program. Facilities shall, in their sole discretion, have the right to decline to accept any student(s) selected by the School.

B. **Student List.** The School will provide Facilities with the names of the student(s) selected to participate in the Program's training experience at Facilities. Information on the student's level of experience and competency, and such other educational data as may be required by Facilities for evaluation, should be made available to Facilities upon request. Such information, and student selection list, shall be provided to the Facilities no later than fourteen (14) business days prior to the arrival of the student(s) at Facilities.

C. **Authorized Activities.** The School shall prepare a description of the Program's training requirements, a list of the types of educational assignments and/or professional activities that the student(s) is authorized by School to perform during the Program's training experience at Facility(ies), and a written list of behaviorally stated learning objectives. The Program description, list of authorized activities, and learning objectives shall be referred to as the Program Plan, which is attached to this Agreement as Exhibit "B" and incorporated herein by reference.

D. Supervising Faculty Member. The School will designate a supervising faculty member to coordinate with a Facilities' designated department training coordinator. The supervising faculty member coordinating assignment of student(s) to Facilities will instruct each of the students in the responsibilities expected of them during their assignment at Facilities and will advise such student(s) of activities prohibited by School, by Facilities or by law. Each student(s) will be provided this information in writing and will be required to acknowledge, in writing, that he/she understands the same. The supervising faculty member and the Manager of Academic Relations shall together coordinate with the Facilities' department training coordinator to whom the student(s) is/are assigned about the clinical, training, or practicum schedule of each student participating at Facilities and shall confer with each other as needed while the student participates in their Program's education experience. In addition, the supervising faculty member, in concert with the Facilities' training coordinator, is responsible for counseling and/or advising student(s) as needed regarding the clinical, training, or practicum responsibilities during the period of assignment.

E. Evaluation Notification. School will provide the Facilities' training coordinator with an evaluation tool at the beginning of the Program's education experience for each student(s) assigned to Facility(ies). If an evaluation is requested, the Facilities' training coordinator will be notified thirty (30) days in advance of the date the evaluation is due to the supervising faculty member at School.

F. Student Conduct. The supervising faculty member will provide the Manager of Academic Relations and Facilities' training coordinator with a copy of the School's Student Information Booklet or Student Handbook upon request. Student(s) will be governed by the policies delineated in this Booklet or Handbook and by all relevant Facilities' policies and procedures. Furthermore, while at Facilities, student(s) are expected to conduct themselves in a professional manner. Student(s) attire, as well as their appearance, must conform to and abide by the accepted standards and policies of Facilities. Student(s) must wear their School ID, visible on their person(s) at all times while at Facilities during their training experience.

G. Student Health Certification. The School will require that its student(s) present medical documentation to Facilities' Manager of Academic Relations that they are immune from measles, mumps, rubella, varicella, have completed the Hepatitis B vaccination series, have had a negative TB/PPD skin test (or written chest x-ray physician

report) within the last 12 months, have received a one-time dose of Tdap (tetanus, diphtheria, pertussis) if have not received their tetanus booster within the last 2 years, have received a seasonal influenza vaccination (when and where commercially available) during influenza season from September through March, and have undergone a physical examination within the year immediately prior to beginning their program at Facilities. Moreover, the School shall also provide evidence of each student's ability to perform the essential functions of the training, education experience, practicum to which the student(s) is assigned. If a student does not meet the requirements of this paragraph he or she will not be permitted to commence or continue their program at Facilities.

H. Student Insurance. The School shall assume full responsibility for requiring each student to arrange for their own health insurance for injuries or illnesses suffered by student(s) when not provided by the School for the period of time the student(s) is at Facilities. It is understood and agreed that Facilities shall not be responsible for providing any type of insurance coverage, including worker's compensation coverage, for any and/or all student(s) who choose to participate in their Program's training experience at Facilities. If a student does not meet the requirements of this paragraph he or she will not be permitted to commence or continue their program at Facilities. MediCal coverage will not be accepted as health insurance coverage.

I. Insurance. The School shall at its sole cost and expense, provide coverage for its activities in connection with this Agreement by maintaining in full force and effect programs of insurance and/or self-insurance as follows:

1. **Professional Liability** coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
2. **General Liability** coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
3. **Workers' Compensation** coverage covering School's full liability as required under state law.
4. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the Parties, against other insurable risks relating to this Agreement.

It should be expressly understood, however, that the coverage required under this Section shall not in any way limit the liability of School. The School, upon the execution of this Agreement, shall furnish Facilities with certificates evidencing compliance with these insurance requirements. Certificates shall further provide for thirty (30) days advance

written notice to Facilities of any cancellation of the above coverage.

J. Indemnification. The School hereby agrees to defend, indemnify, and hold harmless Facilities from any liability or damages Facilities may suffer as a result of claims, demands, costs, or judgments against it resulting from the operation of the program(s) covered by this Agreement resulting from the negligence of the School, its employees, students, or authorized agents. Facilities agree to give the School notice in writing within thirty (30) days of any claim made against it on the obligations covered hereby. School agrees to assume full responsibility for cost or replacement of equipment and/or property that is damaged due to negligence on the part of the School students or faculty.

K. Accreditation. School warrants that it is accredited and will maintain accreditation in good standing with the State agency of applicable jurisdiction over the School and/or the higher education accreditation association for the region where School is located.

L. Background Checks. Prior to the student(s) starting their training assignment at Facilities, the School will inform student(s) assigned to Facilities that student(s) shall provide a background check report to Facilities in accordance with applicable State caregiver background check law and Facilities policy. The results of the background check must contain clearance for at least the past 7 years, all names, all counties (San Bernardino County, California required), Social Security Number, Sex Offender Database, and Office of Inspector General (OIG/GSA). Any result with a FAIL grade must be reviewed for placement and/or continuation of training assignment at Facilities. If School wishes to place a student with a 'fail' grade, the background check report must be sent to the Facilities' Manager of Academic Relations for review with General Counsel, based on standard LLU criteria. The student may or may not be accepted for training.

ARTICLE III.

RESPONSIBILITIES OF FACILITIES

A. Number of Students. Facilities agree to accept qualified student(s) in both a minimum and maximum number as set forth in Exhibit "A" which is attached hereto and incorporated herein by reference, depending on student slot availability and with prior approval by hosting department and Facilities' Manager of Academic Relations and department training coordinator.

B. Facilities' Training Coordinator. Facilities will provide the School with the name and, if requested, the professional and academic credentials of the individual(s) who will serve as the Facilities' department training coordinator(s) of the Program's education experience.

C. Program Requirements. The Program Plan, which is a description of the Program's education requirements as defined by the School, is attached to this Agreement upon request as Exhibit "B" and incorporated herein by reference. Facilities agree to supervise the student(s) to assure that such requirements are followed and documented during the period the student(s) is assigned to Facilities. Facilities shall endeavor to provide education experiences and opportunities in accordance with the requirements of the Program as presented in the Program Plan. Facilities will also provide the facilities and supplies required by the student(s) to participate in the Program's education experience. In the event of a conflict between the terms of this Agreement and the terms of any appendix to this Agreement, the provisions of this Agreement shall prevail.

D. Program Schedule/Rotation. The training schedule or rotation for the student(s) will be mutually agreed upon by the School and Facilities to assure that the requirements of the School Program Plan will be met. Therapeutic, diagnostic or other procedures prohibited by applicable laws or statutes of the State of California are precluded.

E. Evaluation. At specified intervals and at the conclusion of each student's education experience, the Facilities' training coordinator will provide the supervising faculty member(s), if requested, with an evaluation of each student's performance utilizing the evaluation form issued by the School.

F. Student Status. Students assigned to Facilities shall not be considered as employees of Facilities. Facilities will not provide the student(s) with any salary or benefits during the Program's training experience at Facilities. Facilities will provide no financial reimbursement to School or to the student(s). Facilities shall not be responsible for any medical, travel, housing, meals or other expenses of the student(s). Student(s) shall have no right or claim against Facilities for any social security benefits, workers' compensation benefits, disability benefits, unemployment insurance benefits, health benefits, vacation pay, sick leave or any other employee type benefit of any kind. In addition, this Agreement is not a third-party beneficiary contract and confers no rights upon any student or employee of the Parties.

G. Student Withdrawal. Facilities will recommend to the School the withdrawal of a student from their training assignment at Facilities if the achievement, progress, adjustment or health of the student does not warrant a continuation at Facilities, or the behavior of the student fails to conform to the applicable rules, policies or procedures of Facilities. Facilities reserve the right, exercised in their sole discretion after consultation with the School, to discontinue a specific student(s) participation in their training assignment at Facilities and to exclude such student(s) from its premises in the event such student's conduct or health is deemed objectionable or detrimental for any reason. Any unacceptable conduct of the student(s) should be immediately reported to the supervising faculty member(s) and Manager of Academic Relations. Any corrective action or discipline taken by Facilities toward the student(s) will be governed by Facilities' policies and procedures. Since the student(s) is neither an employee nor a staff member, it is understood and agreed that the student(s) approval to obtain an education experience at Facilities shall not entitle the student(s) to any hearing or appeal process at Facilities other than as stated herein.

H. Insurance. Facilities shall at their sole cost and expense, each provide coverage for their activities in connection with this Agreement by maintaining in full force and effect programs of insurance and/or self-insurance as follows:

1. **Professional Liability** coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
2. **General Liability** coverage with limits of One Million Dollars (\$1,000,000) per occurrence and an aggregate of Three Million Dollars (\$3,000,000).
3. **Workers' Compensation** coverage covering Facilities' full liability as required Under state law.
4. Such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the Parties, against other insurable risks relating to this Agreement.

It should be expressly understood, however, that the coverage required under this section shall not in any way limit the liability of Facilities. Facilities, upon the execution of this Agreement, shall furnish School with certificates evidencing compliance with these insurance requirements upon request. Certificates shall further provide for thirty (30) days advance written notice to School of any cancellation of the above coverage.

I. Indemnification. Facility(ies) hereby agree to defend, indemnify, and hold harmless School from any liability or damages School may suffer as a result of claims, demands, costs, or judgments against it resulting from the operation of the program(s) covered by this Agreement resulting from the respective negligence of the Facility(ies), their employees, students, or authorized agents. Facilities agree to give School notice in writing within thirty (30) days of any claim made against them on the obligations covered hereby.

ARTICLE IV.
GENERAL PROVISIONS

A. Non-Discrimination. The School and Facilities agree that neither will discriminate unlawfully against a beneficiary of services in the performance of this Agreement on the basis of gender, race, color, national origin, creed, religion, veteran's status or disability. The School understands that Facilities are religious nonprofit corporations operated as entities of the Seventh-day Adventist Church and hold various rights and exemptions as religion organizations under federal and state laws and the Religion Clauses of the federal and California Constitutions.

B. Removal from Facilities' Education Experience. Student(s) not complying with the academic requirements of the School or the requirements and policies of Facilities will be removed from the Program's education experience after notification of the supervising faculty member(s) and after discussion with the Facilities' training coordinator(s) and Manager of Academic Relations. Student(s) will be provided an opportunity for an informal appeal of any such decision. The mechanism for such appeal shall be via a written document signed and dated by the student(s) explaining the facts and proposed resolution, which shall be submitted no later than three (3) days after the student(s) is notified of the decision to remove the student(s) from the education experience at Facilities. The original document shall be forwarded to the Manager of Academic Relations, with copies to the supervising faculty member at School and the Facilities' training coordinator. The Manager of Academic Relations, Facilities' training coordinator and the School's supervising faculty member shall confer regarding the documentation. The final decision regarding the appropriateness of the removal or reinstatement and/or any other requirements shall rest with the Facilities' training coordinator and Manager of Academic Relations and shall be final and binding.

C. **HIPAA Compliance.** School agrees to comply with the applicable provisions of the Administrative Simplification section of the Health Insurance Portability and Accountability Act of 1996 ("HIPAA"), and the requirements of any regulations promulgated thereunder. Further, School agrees to advise Students of their responsibility to comply with the HIPAA requirements of Facilities and implement appropriate safeguards to prevent the use or disclosure of Protected Health Information other than as contemplated by this Agreement.

D. **Student Relationship.** The relationship of any participating student(s) and Facilities is that of a student of the School, and nothing contained herein shall be construed as creating any other relationship of any nature, including, but not limited to, an employment relationship of any nature, between any student(s) and Facilities.

E. **Assigned Program Experience.** The School and Facilities agree that participating student(s) may engage only in those School authorized activities that are listed in the Program Plan, which is attached to this Agreement as Exhibit "B" and incorporated herein by reference, which are permitted by applicable law and are of a type approved by Facilities.

F. **Assignment.** Other than as previously stated herein, neither this Agreement nor any duties or obligations under this Agreement may be assigned or transferred without the prior written consent of the other Party. Furthermore, student(s) also may not assign or transfer their education experience obligations and/or rotation(s) to anyone without the prior written consent of the Facilities' Manager of Academic Relations and training coordinator.

G. **Cooperation of Parties.** The Parties agree to comply with all reasonable requests of the other and to provide access to all documents reasonably necessary to the performance of each Party's respective obligations under the terms and conditions of this Agreement.

H. **Notices.** Any notices to be given hereunder by either Party to the other may be effected in writing either by personal delivery, by mail, registered or certified postage prepaid with return receipt requested, or by Federal Express or similar/like courier service. Mailed notices shall be addressed to the Parties as listed below but each Party may change their address by written notice in accordance with this Section. Notices delivered personally will be deemed communicated as of actual receipt; mailed notices will be deemed communicated as of two (2) days after deposit thereof in the United States mail as shown on the addressee's registry or certificate of receipt; and

notices sent by Federal Express or similar/like courier service will be deemed communicated one (1) day after deposited with Federal Express or similar/like courier or one of its agents.

Facilities: Gwen Wysocki, RN, C, MN
Manager of Academic Relations
LLUMC Staff Development
11255 Mountain View Ave., Ste. 11
Loma Linda, California 92354

Copy To: Office of General Counsel of LLUMC
Legal Counsel
P.O. Box 2000
Loma Linda, California 92324

School: Orange Coast College
2701 Fairview Road
P.O. Box 5005
Costa Mesa, CA 92628-5005

Copy To: Coast Community College District
1370 Adams Avenue
Costa Mesa, CA 92626
Attn: Vice Chancellor, Admin. Services

I. Entire Agreement of Parties. This Agreement supersedes any and all agreements, either oral or written, between the Parties hereto with respect to the content of this Agreement and contains all the covenants and agreements between the Parties with respect thereto in any manner whatsoever. Each Party to this Agreement acknowledges that no representations, inducements, promises, or agreements, orally or otherwise, have been made by any Party, or anyone acting on behalf of any Party, which are not embodied herein, and that no other agreement, statement, or promise, not contained in this Agreement shall be valid or binding. Any modification of this Agreement will be effective only if it is in writing signed by the Party to be charged.

J. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions will nevertheless continue in full force and effect without being impaired or invalidated in any way. The Parties shall abide by all federal and state laws, regulations, rules and ordinances relating to the subject matter described herein.

K. Drug-Free Workplace. School agrees to comply with the Drug Free Workplace Policy of the Facilities. School's signature affixed to this Agreement certifies that School shall require that the School's faculty, agents and student(s) shall not engage in the unlawful manufacture, distribution, dispensation, possession, sale or use of

controlled substances while engaged in training experiences at Facilities or while this Agreement is in force.

1. Copy of Drug-Free Workplace Policy. School acknowledges receipt of a copy of the "Drug-Free Workplace Policy" (hereinafter "Policy") of Facilities concurrent with signing of this Agreement.

2. Compliance with Policy. School's signature affirms that School has read, understands, and agrees to abide by and to require its faculty, agents and student(s) to abide by the Policy as a condition of this Agreement.

3. Criminal Drug Violation Notice. School's signature affirms the understanding and agreement that any conviction of student(s) or any agent(s) of School of a criminal drug statute for a violation occurring on the premises of the Facilities must be reported to the Facility's Administrative Director of Human Resources within five (5) days of any conviction and, in turn, the Facility's Administrative Director of Human Resources shall notify the appropriate Federal agencies within ten (10) days after learning of the conviction. By such signature, School also agrees to require School's faculty, agents and student(s) to abide by the five (5) day notice requirement and to notify School's faculty, agents and student(s) of the requirement of Facilities to notify the appropriate Federal agency(ies) within ten (10) days after learning of any such conviction.

L. Governing Law. This Agreement will be governed by and construed in accordance with the laws of the State of California.

M. Successors. The terms contained herein shall be binding upon and shall inure to the benefit of the Parties, their respective assigns, executors, administrators, heirs, and successors.

N. Waiver or Failure of a Condition. The waiver or any failure of condition shall not operate as nor be construed to be a waiver of a subsequent failure of the same or other condition.

O. Captions. Captions herein are used solely for reference and as a matter of convenience, and in no way bind, limit, or describe the scope or intent of any provision.

P. Counterparts. This Agreement may be executed in counterparts, each of which if so executed shall be deemed to be an original; the counterparts shall together constitute a single Agreement.

Q. Status of Parties. Facilities and School shall not, by virtue of this Agreement, in any way be deemed to or construed to create a single employer, a joint venture or a joint employer relationship.

///

IN WITNESS WHEREOF, by their signature below, each of the individuals represent that they have the authority to execute this Agreement and do hereby consent to the foregoing and bind the Party on whose behalf their execution is made.

SCHOOL: Orange Coast College

By: _____

(Print Name)

(Signature)

Title: _____

Address: 2701 Fairview Road, P.O.Box 5005

Costa Mesa, CA 92628-5005

Telephone: (714) 423-5729

Fax: _____

Date: _____

FACILITIES:

Loma Linda University Medical Center

By: Daniel Giang, MD

(Print Name)

(Signature)

Title: Vice President, Medical Administration

Date: _____

Manager of Academic Relations:

By: Gwen Wysocki, RN, C, MN

(Signature)

Title: Manager of Academic Relations

Date: _____

Address: 11255 Mountain View Ave., Ste. 11

Loma Linda, CA 92354

Phone: (909) 558-3500

Fax: (909) 558-3541

School Designated Faculty Member:

Name: _____

(Print)

(Signature)

Title: _____

Date: _____

EXHIBIT A

- A. The Programs which are the subject of this Agreement are as follows:
- (i) Neurodiagnostic Technology
 - (ii) Polysomnography
 - (iii)
 - (iv)
- B. The minimum and maximum number of student(s) which Facilities will accept for each of the Programs set forth above are as follows:
- (i) 0-2 per session depending on student slot availability and with prior approval from LLUMC
 - (ii) 0-2 per session depending on student slot availability and with prior approval from LLUMC
 - (iii)
 - (iv)
- C. The Facilities at which students will be completing their training:
- (i) LLUMC
 - (ii) LLUMC
 - (iii)
 - (iv)

In the event any additional Program(s) is added to this Affiliation Agreement between the School and Facilities, then this Exhibit "A" shall be supplemented to reflect the inclusion of such additional program(s).

EXHIBIT B
Program Plan



CLINICAL EDUCATION AGREEMENT

This Clinical Education Agreement ("Agreement") is entered into this day September 1, 2011 (the "Effective Date"), between Providence Health System – Southern California, d/b/a **Providence Health System – Southern California** including but not limited to the following facilities and divisions: Providence Saint Joseph Medical Center, Providence Holy Cross Medical Center, Providence Tarzana Medical Center, Providence Home Care and Hospice, Providence Saint Elizabeth Care Center, Providence Community Health Center and Valley Radiation Oncology Center (collectively, the "Hospital")

and **Coast Community College District**, a Public Education Agency for Orange Coast College ("School").

Hospital owns and operates a licensed facility in California that offers a full range of hospital services. Hospital is willing to provide clinical education experience to students of School in accordance with the terms of this Agreement. School desires to use the Hospital as an opportunity for its students to obtain clinical learning experience as required by their curriculum.

The consideration for this Agreement is the mutual promises contained in this Agreement and the mutual benefits expected from entering into this Agreement.

1. Responsibilities of the Hospital

1.1. Clinical Instruction. Hospital shall provide suitable clinical experience for students as prescribed by the School's curriculum and in accordance with any written objectives provided by School to Hospital. Services will be provided in compliance with the directions of the Hospital, Hospital manuals, policies and procedures, the standards and recommendations of The Joint Commission, the applicable standards of relevant professional societies, and applicable local state and federal regulations. No clinical education shall be offered by Hospital with respect to procedures that are contrary to the Providence Health & Services Mission and Core Values and the Roman Catholic moral tradition as articulated in such documents as The Ethical and Religious Directives for Catholic Health Care Services. Students will be assigned to Hospital upon the mutual agreement of Hospital and School. Hospital will inform appropriate personnel about the role of students and provide identification or security clearances, where appropriate. Hospital retains full responsibility for the care of its patients. Students will receive no monetary compensation under terms of this Agreement, and are not deemed an employee under Worker's Compensation statutes.

1.2. Hospital Personnel. Hospital will designate appropriate personnel to coordinate the student's clinical learning experience. This will involve planning between responsible School faculty and designated Hospital personnel for the assignment of students to specific clinical cases and experiences, including selected conferences, clinics, courses and programs conducted under the instruction of the Hospital. Hospital will designate and submit in writing to the School the name and professional and academic credentials of a person to be responsible for the clinical education program. That person will be known as the clinical coordinator for clinical education (CCCE).

1.3. **Inspection.** Hospital will permit, on reasonable request, the inspection of clinical and related facilities by agencies charged with responsibility for accreditation of the School.

1.4. **Exclusion of Students.** Hospital reserves the right to terminate the continuation of any student who is not complying with applicable Hospital policies, procedures or directions from Hospital personnel or physicians involved in the clinical education program or who is deemed by Hospital not to have adequate qualifications or ability to continue in the program, or the health of the student does not warrant a continuation at Hospital, or whose conduct interferes with the proper operation of Hospital.

1.5. **Emergency Care.** Hospital shall provide necessary emergency care or first aid required by an accident occurring at Hospital for students participating under the terms of this Agreement, and, except as herein provided, Hospital shall have no obligation to furnish medical or surgical care to any student. The student bears responsibility for the cost of such care as well as any follow-up care.

1.6. **Regulations.** Hospital will provide the student with access to the written regulations that will govern the student's activities while at Hospital. Hospital shall also provide the student with policies relating to the Deficit Reduction Act, including Facility's Fraud and Abuse Prevention and Detection Policies.

1.7. **Records and Reports.** Hospital will maintain records and reports on each student's performance as specified by each program and provide an evaluation to the School on forms provided by the School.

2. **Responsibilities of the School**

2.1. **Publications.** The School will prohibit the publication by the students any material relative to their clinical learning experience that has not been approved for release for publication by both Hospital and the School.

2.2. **Clinical Experiences.** It shall be the responsibility of the academic coordinator of clinical education of the School, after consultation with Hospital, to help plan the clinical educational program for student clinical experiences.

2.3. **Program Description.** School will provide Hospital with an annual announcement or description of the program, curriculum and objectives to be achieved at Hospital.

2.4. **Student Compliance.** School will assure that students abide by the policies of Hospital while using Hospital facilities, including policies related to confidentiality of patient information. School shall immediately report any errors in accordance with Hospital procedures. School will assure that students do not copy or remove confidential information from Hospital premises. Students will be expected to conduct themselves in a professional manner; their attire as well as their appearance will conform to the accepted standards of Hospital. School will assure that students are educated regarding universal precautions, blood-borne pathogens, and other appropriate OSHA standards prior to coming to Hospital.

2.5. **Student Qualifications.** School will assign to Hospital only those students who have satisfactorily completed the prerequisite didactic portion of the School's curriculum and who have evidence of completion of a CPR course based on American Heart Association or American Red Cross guidelines and related to the age group(s) with whom they will be working.

2.6. **Student Health.** School will assure that students have up-to-date immunizations for Hepatitis B, Diphtheria and Tetanus, and will demonstrate either a negative skin test within the past 12 months or chest x-ray for Tuberculosis before beginning the clinical education program. School will have on file, records of positive titer or of immunization administered after 1967 for Rubella and Rubeola for each student born after 1956. School will have on file, records of positive titer or of immunization for Varicella.

2.7. **Scheduling.** The days and hours of clinical experience are to be planned by the faculty of School in consultation with the CCCE.

2.8. **Pre-Placement Checks.**

(a) School agrees to request a criminal background check pursuant to applicable "Child and Adult Abuse Laws." School agrees to provide Hospital with a copy of the criminal background check results. School acknowledges that placement of each student at Hospital is contingent upon provision of the criminal background check results dated less than one year prior to the commencement of the clinical education program placement.

(b) School shall perform an excluded provider search on the Office of Inspector General List of Excluded Individuals/Entities (<http://exclusions.oig.hhs.gov/search.aspx>) and the General Services Administration Excluded Parties List (<http://epls.arnet.gov/>) for any students providing treatment, care or services at Hospital. Evidence that each student is not on the above mentioned excluded provider list is a condition precedent to clinical education program placement.

3. **Insurance.**

School shall maintain, in the amount of \$1,000,000 per occurrence and \$3,000,000 in the aggregate, professional and general liability insurance for itself, instructors and those students participating in the clinical education program, and shall name Hospital as an additional insured with respect to any risks that are the responsibility of School or its students under the terms of this Agreement. School shall also maintain health insurance for its students. School shall provide Hospital with a certificate of insurance evidencing the coverage required by this Agreement.

4. **Indemnity.**

Each party to this Agreement shall be responsible for claims and damages to persons or property resulting from acts or omissions on the part of itself, its employees, or its officers. Neither party assumes any responsibility to the other party for the consequences of any act or omission of any person, firm or corporation not a party to this Agreement. Neither party to this Agreement shall be considered the agent of the other party.

5. Term and Termination.

5.1. Term. This Agreement will be in effect for two (2) years, beginning September 1, 2011 and ending August 31, 2013. This Agreement may be renewed for additional two (2) year terms upon the written agreement of both Hospital and School.

5.2. Termination. Either party may terminate this Agreement at any time by giving 30 days written notice of termination to the other party. If Hospital terminates this Agreement by giving such notice to School, students currently participating in the Clinical Education Program at Hospital will be allowed to complete the program.

6. Nondiscrimination.

Hospital and the School agree that neither will discriminate unlawfully in the performance of this Agreement against any individual on the basis of age, sex, race, color, religious belief, national origin or physical handicap.

7. Non-assignability.

Neither party may assign the rights or the duties of this Agreement without the prior written approval of the other party.

8. Notices.

When required by the terms of this Agreement, the parties shall give notice by personal delivery or by Certified Mail, return receipt requested, postage prepaid, and addressed as indicated below:

To Hospital: Providence Health System – Southern California,
d/b/a Providence Holy Cross Medical Center
15031 Rinaldi Street
Mission Hills, California 91345

Attention: Jane Flaherty, Clinical Education

To School: Orange Coast College
2701 Fairview Rd
Costa Mesa, California 92628

Coast Community College District
1370 Adams Avenue
Costa Mesa, California 92626

SIGNATURES APPEAR ON NEXT PAGE

HOSPITAL: PROVIDENCE HEALTH SYSTEM – SOUTHERN CALIFORNIA,
d/b/a Providence Holy Cross Medical Center
d/b/a Providence Saint Joseph Medical Center
d/b/a Providence Tarzana Medical Center
d/b/a Providence Home Care and Hospice
d/b/a Providence Saint Elizabeth Care Center
d/b/a Providence Community Health Center
d/b/a Valley Radiation Oncology Center

By: _____
Name: Kerry Carmody
Title: Regional COO
Southern California Region

By: _____
Name: Lori Curry
Title: Chief Human Resources Officer
Southern Californian Region

SCHOOL: Orange Coast College, a Public Education Agency for Orange Coast College

By: _____
Name: Kevin Ballinger
Title: Dean, Consumer Health Service

Coast Community College District

By: _____
Name: Board of Trustees
Title: President



AGREEMENT FOR CONSULTANT SERVICES

AGREEMENT

1. THIS AGREEMENT, made and entered into this __7th__ day of _September_, 2011 by and between COAST COMMUNITY COLLEGE DISTRICT, hereinafter called "DISTRICT", and Vicenti, Lloyd & Stutzman LLP, hereinafter called "CONSULTANT."
2. WHEREAS, CONSULTANT is specifically skilled, trained, experienced, and competent to render the services and advice described in ***SERVICES PROVIDED BY CONSULTANT*** of this agreement and DISTRICT requires these services and advice; and
3. WHEREAS, DISTRICT is unable to obtain the services and advice described in ***SERVICES PROVIDED BY CONSULTANT*** of this agreement at no cost from public agencies;
4. NOW, THEREFORE, DISTRICT and CONSULTANT mutually agree as follows:

SERVICES PROVIDED BY CONSULTANT

1. In May 2011, the California Community College Chancellor's Office issued a revision to the Contracted District Audit Manual Procedure 424: State General Apportionment Funding System. These new procedures require an auditor certification of the Weekly or Daily Census Courses reviewed as part of the audit of FTES for both the 2009-10 and 2010-11 fiscal years.
2. CONSULTANT will coordinate with each campus to complete the required certification for the 2009-10 fiscal year.
3. CONSULTANT will provide the certification to the California Community College Chancellor's Office and DISTRICT upon completion.

SERVICES PROVIDED BY DISTRICT

1. The DISTRICT will:
 - a. designate a management person to be responsible and accountable for overseeing the service
 - b. provide copies requested reports from the Banner system
 - c. assume responsibility for correcting any previously misreported information
 - d. make any decisions that involve management functions related to the service
2. Direction to the CONSULTANT will be provided by the Fiscal Director of the DISTRICT.

Attachment 3

AGREEMENT FOR CONSULTANT SERVICES

STAFFING

1. Tina Henton, Partner will oversee the project. Detailed work will be performed by other staff members.

CONSULTANT'S FEE AND PAYMENT THEREOF

1. CONSULTANT estimated approximately \$2,000 to complete the certification. However, CONSULTANT will bill for actual time required at the hourly rates shown below:

Partner	\$300.00
Director/Senior Manager	205.00
Manager	160.00
Consultant	160.00
Senior Associate	129.00
Associate	95.00
Clerk-typist	49.00

2. DISTRICT will not withhold federal or state income tax deductions from payments made to CONSULTANT under this agreement.
3. CONSULTANT will bill DISTRICT on completion of the certification.

FAILURE TO PROVIDE SATISFACTORY SERVICE, ABANDONMENT OF PROJECT, CANCELLATION OF AGREEMENT

1. If, at any time during the performance of this agreement, DISTRICT determines, at DISTRICT's sole discretion, that CONSULTANT'S services are or have become unsatisfactory, or if at any time during the performance of this agreement DISTRICT determines, at his sole discretion, to suspend indefinitely or abandon the work under this agreement, DISTRICT shall have the right to cancel this agreement and terminate the performance of CONSULTANT'S services hereunder. In the event of such cancellation, DISTRICT shall give written notice to CONSULTANT of its intention to cancel seven (7) days in advance of the effective date of the cancellation.
2. If the cancellation is for unsatisfactory performance, DISTRICT shall be obligated to pay CONSULTANT only for those services deemed by DISTRICT to be satisfactory as of the effective date of the cancellation or termination. If the cancellation is the result of DISTRICT's decision to suspend indefinitely or abandon the work under this agreement, DISTRICT shall be obligated to pay CONSULTANT for those services performed by CONSULTANT through the effective date of cancellation or termination.

AGREEMENT FOR CONSULTANT SERVICES

FAILURE TO PROVIDE SATISFACTORY SERVICE, ABANDONMENT OF PROJECT, CANCELLATION OF AGREEMENT (continued)

3. In the event of cancellation or termination of this agreement under the provisions of paragraphs 1 or 2 directly above, the DISTRICT shall only be obligated to pay the CONSULTANT for the service actually performed by the CONSULTANT at the rate specified in paragraph 1 under ***CONSULTANT'S FEE AND PAYMENT THEREOF*** on page 2 of the contract.

SUCCESSORS AND ASSIGNS

1. This agreement shall not be assignable, except with the written consent of the parties hereto.

SPECIAL PROVISIONS

1. CONSULTANT shall comply with all federal, state, and local laws and ordinances applicable to such work. CONSULTANT shall provide workers' compensation insurance or self-insure his or her services.
2. This agreement may be amended by the mutual written consent of the parties hereto.
3. DISTRICT and CONSULTANT mutually agree that any written material or any copyrightable work of any nature created by CONSULTANT pursuant to this agreement shall be considered a "work made for hire" and DISTRICT the "copyright owner" thereof as those terms are defined in Title 17 of the United States Code, Section 101, and that DISTRICT shall own all of the rights comprised in the copyright of said written material or copyrightable work.

HOLD HARMLESS

1. CONSULTANT hereby agrees to save and hold harmless DISTRICT and its departments, agencies, officers, or employees from all sums which DISTRICT or any of its departments, agencies, officers, or employees may be obligated to pay by reason of any liability imposed upon them for damages arising out of the performance of the services rendered by CONSULTANT and caused by any error, omission, or act of CONSULTANT or any person employed by him or her or of any others for whose acts CONSULTANT is legally liable. Said sums shall include, in the event of legal action, court costs, expenses of litigation, and reasonable attorney's fees.
2. DISTRICT hereby agrees to defend and hold CONSULTANT harmless from all sums or charges which CONSULTANT may be obligated to in any action which arises from the scope of employment of any current or past DISTRICT employee. Said sums shall include, in the event of legal action, court costs, expenses of litigation, and reasonable attorney's fees.

AGREEMENT FOR CONSULTANT SERVICES

INDEPENDENT CONTRACTOR

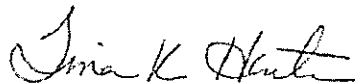
1. WHILE ENGAGED in carrying out and complying with the terms and conditions of this agreement, the CONSULTANTS are independent contractors, and not officers, employees, or agents of the District.

SIGNATURE

IN WITNESS WHEREOF, the parties hereto have executed this agreement on the day and year first above written.

Coast Community College District

VICENTI, LLOYD & STUTZMAN LLP



Approved

Approved

Date

August 4, 2011
Date

Print Maintenance Agreement



MAINTENANCE AGREEMENT
MR. COPY
5657 COPLEY DRIVE
SAN DIEGO, CA 92111
Phone: 858-573-6300 Fax: 858-573-1962

BILL TO:

Customer Name: Coast Community College

Address: 1370 Adams Ave.

City, State Costa Mesa, CA 92626

Contact: Jeff Arthur

Email: jarthur@mail.cccd.edu

CONTACT INFO

Contact Name: Jeff Arthur

Email Address: jarthur@mail.cccd.edu

Direct Line: 714-438-4613

Cell Phone:

Agreement Details

Term: 12 Months

Monthly Base Rate: \$980

Start Date: _____

Monthly Pages Included:

B/W Prints Allowance: 21,000 pages monthly

B/W Overage Rate: \$0.024 /page

Color Prints Allowance: 2,000 pages monthly

Color Overage Rate: \$0.09 / page

Note: If supplies are included, the consumption shall be based off the manufacturer's suggested yields and fill rate. A charge for consumption of supplies exceeding the manufacturer's suggested yield and/or fill rate will be customer's responsibility. If parts are included, they will be unlimited. Any items damaged by customer, such as, but not limited to, doors, receiving trays, covers will be charged to customer. Unless stated otherwise all base charges will be billed monthly with any overages calculated quarterly.

Items Excluded and Special Terms

This agreement shall be renewed automatically upon approval by MR. COPY and the attainment of the maximum number of prints unless Customer notifies Mr. Copy in writing 30 days prior to the termination of the agreement.

THE ADDITIONAL TERMS AND CONDITIONS ON THE REVERSE SIDE HEREOF ARE INCORPORATED IN AND MADE PART OF THIS AGREEMENT. NO ONE IS AUTHORIZED TO CHANGE, ALTER OR AMEND THE TERMS OR CONDITIONS OF THIS AGREEMENT UNLESS AGREED TO IN WRITING BY BOTH PARTIES. BY SIGNING THIS AGREEMENT YOU ACKNOWLEDGE RECEIPT OF PAGE TWO AND AGREE TO THE TERMS ON BOTH PAGES 1 AND 2 OF THIS AGREEMENT.

Customer Authorized Signature	Mr. Copy's PrintCARE Representative	Mr. Copy's Manager
Print Name	Print Name	Print Name
Signature	Signature	Signature

Mr. Copy's Service Manager's signature must appear on contract to enforce the terms and conditions stated above.

Print Maintenance Agreement

1). All agreements include the following: Unlimited service calls and parts (parts as classified by the manufacturer).

2). All agreements exclude the following unless specified on the front of this contract:

Printers: Thermal heads on Zebra printers and MICR toner.

Connected equipment: Connected equipment will be covered up to the computer/network connection of the printer. Service calls caused by computer/network will be charged at the current published hourly labor rate.

3). MR. COPY agrees to provide emergency service and all maintenance on the equipment listed on the front of this agreement for a period of one year or the allotted print allowance, whichever comes first, except as follows:

- Repairs resulting from causes other than the normal use, abuse or misuse by the operator, operator-inflicted damage to printer, drums, use of supplies, spare parts, or paper that do not meet manufacturer's specifications and cause abnormal service problems.
- Fire, accident, theft or damage to the machine due to repairs/or movement by someone other than an authorized dealer representative.
- Reconditioning, rebuilding, or overhaul of equipment.
- Changes of toner, paper, or installation of accessories and process units.

Assembly, disassembly or moving of equipment.

4). If replacement of consumable items recommended by MR. COPY service representative is not complied with and results in additional service calls, the customer will be charged at our normal hourly rates. These consumable items are to include, but not be limited to developer, heater rollers, blades, process kits, supply modules, and drums.

5). MR. COPY shall not be responsible for repairs or maintenance resulting from the use of supplies or parts not obtained from MR. COPY. The quality of such parts and supplies varies widely and cannot be warranted by MR. COPY. Therefore, use of supplies not purchased through MR. COPY will void your contract.

6). MR. COPY shall not be responsible for delays, inability to provide service calls due to strikes, accidents, embargoes, act of God or any other event beyond its control. All Service under this agreement shall be rendered during normal working hours of 8:00 A.M. to 5:00 P.M. Monday through Friday. Service performed on Saturday will be one and one-half times the hourly rate and twice the hourly rate on Sundays and Holidays.

7). BREACH OR DEFAULT

If the customer does not pay all charges for maintenance or parts as provided hereunder, promptly when due: (1) MR. COPY may (a) refuse to service the equipment or; (b) furnish service on a C.O.D. "Per Call" basis at published labor rates and (2) the customer agrees to pay MR. COPY costs and expenses of collection including the reasonable attorney's fees permitted by law in addition to all other rights and remedies available to MR. COPY. All equipment sold by MR. COPY is designed to give excellent performance when operated within the following guidelines:

1. Equipment must be placed in a normal office setting with sufficient amount of space for access, free from excessive dust, humidity, temperatures and ammonia or other corrosive fumes.
2. Equipment must always be operated on a UL approved electrical circuit, with proper current, voltage and type of outlet, as specified by the original manufacturer.
3. Equipment should be operated within the specified operational (including usage) specifications.
4. Only supplies with manufacturer required specifications may be used.

8). Annual plans will renew at the then current coverage rates. Two year plans have a maximum yearly increase of 7%, and three year plans have a maximum yearly increase of 5%. If service is included in a lease payment the increase terms of the lease will supersede the increase terms of this contract.

9). When in its sole discretion, MR. COPY determines a shop recondition is necessary to keep the equipment in working condition, MR. COPY will submit to customer an estimate of needed repairs and the cost, which will be in addition to the charge payable under this maintenance agreement. If the customer does not authorize such reconditioning, MR. COPY may discontinue service of the agreement, or refuse to renew this agreement upon its expiration. Thereafter, service will be available on a "per call basis" at published rates.

10). This agreement is not refundable or transferable to a third party, if the equipment is traded in on new MR. COPY equipment any unused portion of the yearly contract shall be pro-rated and applied toward the maintenance of the new equipment. This is determined by time or usage; whichever comes first.

11). No credit will be applied toward unused print allowance. Unused prints are lost.

12). In the event a manufacturer discontinues parts or supplies for your machine this agreement will be terminated and the unused portion can be transferred to a new machine purchased through MR. COPY.

13). Other than the obligations set forth herein, MR. COPY DISCLAIMS ALL WARRANTIES, EXPRESSED OR IMPLIED, INCLUDING ANY IMPLIED WARRANTIES OF MERCHANTABILITY, FITNESS FOR USE, OR FITNESS FOR A PARTICULAR PURPOSE. MR. COPY SHALL NOT BE RESPONSIBLE FOR DIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING BUT NOT LIMITED TO, DAMAGES ARISING OUT OF THE USE PERFORMANCE OF THE EQUIPMENT OR THE LOSS OF THE USE OF THE EQUIPMENT AND THE CUSTOMER HEREBY WAIVES ANY CLAIMS RELATED THEREBY.

14). Miscellaneous:

a) This agreement shall be governed by and construed according to the laws of the State of California applicable to agreements wholly negotiated, executed and performed in California. This Agreement constitutes the entire agreement of the parties with respect to the goods and Services to be provided hereunder and supersedes any and all prior agreements or understandings, proposals, or advertisements, writings, representations, or oral or written statements or communications with respect to their subject matter. Buyer agrees that any oral statements by MR. COPY representatives or writings not signed by an authorized officer of MR. COPY are not warranties and are not part of this agreement. MR. COPY reserves the right to cancel this agreement for any reason based on a 30 day written notice.

b) Full Service Maintenance is only available for equipment having a valid manufacturer serial number and UL certification.

c) A key operator shall be responsible for providing MR. COPY meters when needed. If no meter is received MR. COPY reserves the right to utilize past meters to estimate any required meter in order to process service coverage billing.

d) Customer shall pay all federal, state and local sales, use property, excise or other taxes imposed on or with respect to the purchase price listed on the reverse side of this agreement.

e) MR. COPY is hereby authorized to offset any past balance against amounts due customer at termination. Customer agrees that, should they have any past due balances with MR. COPY for any reason, service under this agreement will be suspended until such past due balances shall have been satisfied.

f) In the event the PrintCARE agreement is canceled without 90 day written notice MR. COPY reserves the right to invoice the account a cancellation charge. This charge will amount to 90 days of the monthly or quarterly base rate. If the agreement is billing per print the charge will be based on 90 days of prior average unit use.

g) Upon contract termination (expiration without renewal) any unused consumables at the time of expiration will be billed to the customer.

15). Addition of Equipment - In the instances where a printer is being added to a current PrintCARE contract the printer model number, serial number and current print count needs to be supplied to MR. COPY prior to any unit being added to existing coverage. Based on this information MR. COPY will determine if this unit can be added to the current service agreement.

a). Customer is required to immediately notify MR. COPY of any additional equipment at Customer's site capable of using MR. COPY supplied toner cartridges. This will include any new equipment added or existing equipment not included in the original contract due to errors or omissions. Such equipment shall automatically be covered by this Agreement and shall be considered the "Equipment" for all purposes under this agreement.

Customer Signature _____

Proposal to Provide Redistricting Consulting Services for CCCD Board of Trustees

**Proposal to Provide
Redistricting Consulting Services
for the
Coast Community College District
Board of Trustees**

Submitted to the

Coast Community College District

by the

**Center for Demographic Research
California State University, Fullerton**

July 28, 2011

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I. PROJECT OBJECTIVES

The Coast Community College District is seeking redistricting support services to analyze their overall District population and current trustee areas to determine whether there should be adjustments made to the current five trustee areas in light of State and Federal Voting Rights Acts and to determine whether there should be adjustments made to the current method of electing trustees.

Therefore, it is critical that the analysis of the existing trustee areas be completed promptly in order to allow ample time for District staff and Officials to undertake a process to adjust the trustee boundaries if it is found necessary to do so to meet the fall 2011 timeline. The Center for Demographic Research (CDR) is available and qualified to complete the analysis outlined in this proposal that includes demographic services to evaluate the existing trustee areas and in drawing new trustee area lines, if needed, consistent with the equal population provisions of the U.S. Constitution, the California Voting Rights Act, if determined applicable, and other legal requirements.

II. PROJECT APPROACH

According to California Education Code Section 5000, community college districts are required to adjust the boundaries of trustee areas so that each area is as nearly equal in population as can be possible, whether by number or share of the district population total. Currently, the Coast Community College District (CCCD) has five Trustees, representing five areas, elected through an at-large system that requires the Trustees to live in specified areas within the District boundaries. In establishing the boundaries of trustee areas, consideration may also be given to the following factors:

- Topography
- Geography
- Cohesiveness, contiguity, integrity, and compactness of territory
- Community of interests of the district

U.S. Census Public Law 94-171 Population Counts are used for the purpose of redistricting and redistricting analysis. The United States Department of Commerce, U.S. Census Bureau is required to release the Census Redistricting Data Summary Files (P.L. 94-171)

data by April 1 of the year following the decennial census. Accordingly, the 2010 Census P.L. 94-171 files were made available in March 2011.

Phase 1 will include the preparation of a demographic analysis profile of the existing CCCD trustee areas and a recommendation of whether or not the trustee areas should be revised. In Phase 1, the CDR will align the current trustee area boundaries with the 2010 Census geographies. These digitized boundaries will be verified to ensure their accuracy. Counts of the 2010 population will be determined for each trustee area using the Census P.L. 94-171 data. In addition, Citizens Voting Age Population (CVAP) counts from the Statewide Database, maintained by the University of California, Berkeley, will be provided to supplement the analysis of the existing trustee areas. 2010 population counts for the District and for each trustee area will include:

- Total population
- Population by race/ethnicity
- Total population 18 and over
- Population 18 and over by race/ethnicity
- Total citizen population 18 and over
- Citizen population 18 and over by race/ethnicity

Maps displaying the 2010 population data by race/ethnicity for the current trustee areas will be prepared along with a demographic profile containing the P.L. 94-171 and CVAP race/ethnicity population counts for each trustee area. These will determine the population of the entire district and current trustee areas using 2010 Census data, as well as the variance in population of current trustee area totals from the ideal population in order to direct the District on the need to adjust trustee area boundaries.

Phase 2, if necessary, will include preparation of redistricting proposals and demographic support services for District staff and Board. CDR will meet with CCCD and gather information and direction on criteria priorities, such as the number of trustee areas, communities of interest and continuity of representatives. At least two redistricting proposals of revised trustee areas will be developed based on District input. Additional proposals may be developed at the direction of District staff or the Board. Corresponding demographic profiles, similar to those detailed in Phase 1, will be developed for those proposals and will include data tables and maps of the 2010 Census and CVAP data by race/ethnicity for the total population, population 18 and over, and citizen voting age population. These scenarios will be presented to staff for evaluation and

revisions will be made if necessary. A presentation of the proposals will be made to the Board. If additional revisions or scenarios are requested by the Board, these will be prepared and presented to the Board. CDR will work with the District to ensure the process follows all of the necessary approval procedures.

Upon approval of the final trustee areas by the Board, CDR will coordinate with the County Surveyor and Registrar's Office to provide detailed maps of the final revised trustee boundaries.

III. COMPANY HISTORY AND INFORMATION

The *Center for Demographic Research* (CDR) was initially established in 1996 to ensure Orange County continues its presence in the development and support of demographic information. The primary goal of the CDR is to provide accurate and timely information regarding Orange County population, housing, and employment characteristics to public agencies, local jurisdictions, and regional planning authorities, as well as private citizens and industry. The CDR's activities are located at California State University, Fullerton (CSUF), ensuring data consistency through the maintenance of a centralized data source of Orange County demographic characteristics. Academically, the CDR is housed within the College of Humanities and Social Sciences. Operationally, the CDR has six employees and is run as a research center within the Auxiliary Services Corporation (CSUF ASC), the nonprofit auxiliary of California State University, Fullerton which has over 900 employees. As a bridge between public and private agencies, the CDR fosters mutual cooperation and achievement of goals in an efficient, cost-effective manner. The CDR is a joint partnership between the County of Orange, the Orange County Council of Governments, the Orange County Sanitation District, the Transportation Corridor Agencies, the Orange County Transportation Authority, the Municipal Water District of Orange County, the Orange County Water District, the Orange County Local Agency Formation Commission, and California State University, Fullerton.

In addition to producing the *Orange County Projections*, which is the long-range projections data set used in local and regional planning applications, the CDR also publishes annual population and housing estimates for various geographic levels and the annual *Orange County Progress Report*. The CDR regularly processes large demographic and economic databases, including Census data for sponsors and clients. The CDR is also a leader in Southern

California in the development and the application of state-of-the-art demographic, land use modeling methods, and geographic information systems (GIS).

Utilizing GIS and Maptitude redistricting software, the Center for Demographic Research has been involved in multiple redistricting projects. Currently, CDR is providing support to the County of Orange in their supervisorial redistricting effort. This has included analysis of existing districts utilizing Census 2010 data; evaluation of alternate plans; preparing maps and tables; coordination with County staff and legal counsel; evaluating plans to ensure they met election code requirements and guidelines; and public presentations. The CDR has also worked with the Orange County Board of Education, South Orange County Community College District, and Municipal Water District of Orange County in their 2011 redistricting efforts. Due to its experience working on redistricting projections in Orange County, CDR is very familiar with communities of interest in the CCCD area.

The Center for Demographic Research provided redistricting services to the Coast Community College District ten years ago. In addition, CDR provided technical support to the County of Orange in the 2001 Board of Supervisors redistricting effort and both the Water Replenishment District of Southern California and the South Coast Water District in developing apportionment plans for their Director Districts. The CDR also completed past redistricting projects for the Orange County Board of Education, Orange Unified School District, South Orange County Community College District, and Rancho Santiago Community College District. Theses included such items as the development of a GIS-based system to produce alternative apportionment plans; developing and evaluating plans to ensure they met election code requirements and guidelines; preparing census maps and tables; coordinating with agency staff and legal counsel; and public presentations to the agencies' Boards.

In conducting its operations, the Center for Demographic Research is guided by the following principles:

- *Accuracy*- Produce demographic estimates and projections that are valid and accurate.
- *Objectivity*- Produce demographic estimates and projections that are independent and objective.
- *Honesty, Trust, and Respect*- Maintain the highest degree of integrity, honesty, trust, and respect in our interactions with our sponsors and clients, as well as private and public agencies and individuals.

- *Teamwork and Problem Solving-* Attain CDR's goals through cooperative efforts and collaboration with each other and our sponsors, and strive to solve problems in a creative and a cost-effective manner.
- *Learning and Teaching-* Continuously develop ourselves, enhancing our talents, skills, and abilities.

IV. CONSULTING TEAM

The project will be staffed by a team composed of employees of the Center for Demographic Research. The Center for Demographic Research is a research center affiliated with California State University, Fullerton and is administered through the California State University, Auxiliary Services Corporation, a non-profit organization. It is located at 2600 Nutwood Avenue, Suite 750, in Fullerton, California.

Deborah Diep will serve as the Project Manager on this project. Ms. Diep is Director of the Center for Demographic Research. She will be responsible for the overall supervision of the project; attending meetings; presentation of data; evaluation of plans to ensure they conform to state law; and management of the project. Most recently she has overseen the redistricting support services to the County of Orange and Orange County Board of Education in their redistricting efforts in which she evaluated and developed alternative plans, coordinated with District staff, participated in public meetings, and made public presentations. During her tenure at CDR she has fostered working relationships with numerous local governments and agencies.

Scott Martin has served as the CDR Assistant Director for over five years and has worked for the CDR since 1998. He will serve as Demographic Associate and assist in the preparation of Census data files. He has worked as an independent evaluator, project manager, and research associate for various county and state programs. He has worked for many years with confidential data. His experience processing large databases and communication with the public will benefit the redistricting team.

Jason Touchette will prepare the trustee area maps utilizing the Census data. He has had over four years experience serving as the CDR's principal GIS Analyst. He provided the primary technical assistance for the County of Orange supervisorial redistricting effort and the Orange Unified School District Board of Trustees redistricting project.

Ian Boles will serve as a Demographic Analyst and will assist in the preparation of Census data files and maps. Ian has served as the CDR Demographic Analyst for over four years working closely with jurisdictions within Orange County and is near completion of his Master's Degree in Geography with an emphasis in Urban Geography.

The CDR has completed multiple redistricting efforts over the past ten years and has extensive experience in demographic data analyses, processing census data, map preparation, and mapping software. The CDR is available to begin work immediately with staffing sufficient to perform the tasks described under the Work Program.

V. WORK PROGRAM & BUDGET

PHASE 1

Phase 1 includes preparation of a demographic profile and corresponding maps for the existing CCCD trustee areas utilizing Census data and a recommendation on the need to adjust the boundaries.

Phase 1: CDR Tasks

1. Align the CCCD trustee boundaries with 2010 Census geographies (place, census tract, and census blocks).
2. Geocode Board of Trustee residences (to be kept confidential).
3. Consult with District staff to verify digitized boundaries.
4. Correct boundaries as required.
5. Relate the P.L. 94-171 2010 Census and Citizens Voting Age Population data to the digitized trustee boundaries and determine the 2010 total, race/ethnicity, 18 and over, and citizen 18 and over population counts for each trustee area.
6. Verify and validate the population allocations.
7. Prepare an analysis evaluating the population equality of the current trustee areas.
8. Prepare electronic demographic profile map of existing trustee areas.
9. Prepare electronic maps showing each of the five 2010 racial/ethnic populations and existing trustee areas.
10. Prepare electronic demographic profile tables displaying 2010 total, race/ethnicity, 18 and over, and citizen 18 and over population counts for the current trustee areas.
11. Consult with District staff and provide recommendation on need to adjust current trustee boundaries.
12. Prepare and present PowerPoint presentation on demographic analysis results for current CCCD trustee areas at one Board meeting.

Phase 1: CDR Products & Services

1. Demographic profile containing 2010 Census and CVAP population data for current trustee areas in electronic format.

2. Six maps: one District map of current trustee areas and five maps displaying 2010 Census racial/ethnic populations in electronic format.
3. PowerPoint presentation to the Board of Trustees.
4. Attend two staff meetings and one Board meeting.

PHASE 2 (Optional)

Phase 2 includes development of trustee area redistricting scenarios with corresponding demographic profiles and demographic support services for District staff and Board.

Phase 2: CDR Tasks

1. Meet with CCCD staff to identify guidelines, parameters, and directions for creating revised CCCD trustee areas.
2. Prepare two redistricting scenario maps along with demographic profiles containing the 2010 race/ethnicity population counts and an analysis evaluating the population equality of the trustee areas based on the guidelines provided by CCCD.
3. Meet with CCCD staff to present the analysis of the adjusted boundaries and seek further guidance.
4. Present plan scenarios at the Board meeting.
5. Revise plans as directed by the Board.
6. Present revised plan scenarios to the Board.
7. After final trustee area boundaries have been selected, prepare a detailed map and GIS boundary file of the selected boundaries to provide to CCCD, County Registrar's Office and County Surveyor.

Phase 2 CDR Products & Services

1. Map and demographic profile analysis for two redistricting plan scenarios.
2. Electronic and hardcopy packets of demographic profiles of plan scenarios.
3. PowerPoint presentation to the Board on redistricting scenarios.
4. Attend four staff meetings and two Board meetings.

Phase 1 Estimated Costs and Timeline

CDR Staff	Hours	Rate	Amount
Director/Project Manager	48	\$ 165	\$7,920
Demographic Associate	4	\$ 130	\$520
GIS Analyst	30	\$ 100	\$3,000
Demographic Analyst	60	\$ 70	\$4,200
Administrative Assistant	4	\$ 75	\$300
Labor Subtotal			\$15,940
Mileage, Materials, and Supplies Subtotal			\$111
CDR Phase 1 Estimate			\$16,051

Estimated timeline: Four (4) weeks from contract signing.

Phase 2 Estimated Costs and Timeline

CDR Staff	Hours	Rate	Amount
Director/Project Manager	85	\$ 165	\$14,025
Demographic Associate	8	\$ 130	\$1,040
GIS Analyst	16	\$ 100	\$1,600
Demographic Analyst	76	\$ 70	\$5,320
Administrative Assistant	12	\$ 75	\$900
Labor Subtotal			\$22,885
Mileage, Materials, and Supplies Subtotal			\$159
CDR Phase 2 Estimate			\$23,044

Work on Phase 2 can begin immediately following completion of Phase 1.

Estimated timeline: 12 weeks from completion of Phase 1.

CDR Add-ons:

1. Additional redistricting scenario proposals and demographic profiles may be developed at the direction of District staff or Board at a cost of \$2,040 each.
2. Additional meetings, presentations, or services will be charged the hourly rates as listed above of staff used for the task.

Each Phase may be contracted separately.

Any changes to tasks or products for either Phase may result in additional costs.

This quote will expire on October 31, 2011.

Contact: Deborah Diep, CDR Director (657) 278-4596 ddiep@fullerton.edu

VI. STATEMENT OF QUALIFICATIONS – REFERENCES

In addition to the provision of technical support to the Coast Community College District in the 2001 Board of Trustees redistricting effort, the CDR has worked on redistricting efforts for:

- County of Orange Board of Supervisors
10 Civic Center Plaza, Santa Ana, CA 92701-4062
- Orange County Board of Education
200 Kalmus Drive, Costa Mesa, CA 92626
- Rancho Santiago Community College District Trustee Areas
2323 N. Broadway, Santa Ana, CA 92706-1640
- South Orange County Community College District Trustee Areas
28000 Marguerite Parkway, Mission Viejo, CA 92692-3625
- Orange Unified School District Trustee Areas
1401 North Handy Street, Orange, CA 92867
- Municipal Water District of Orange County Director Divisions
18700 Ward St., Fountain Valley, CA 92708
- Water Replenishment District of Southern California Director Divisions
4040 Paramount Boulevard, Lakewood, CA 90712
- South Coast Water District Director Districts
31592 West Street, Laguna Beach, CA 92651-6907

References:

- Rob Richardson, Assistant County Executive Officer
County of Orange Executive Office
10 Civic Center Plaza, 3rd Floor
Santa Ana, CA 92701-4062
(714) 834-3481
Redistricting Support Services for County of Orange Board of Supervisors
March 2011- Present
- Ellin Chariton, Executive Director
OCDOE School & Community Services Division
200 Kalmus Drive, B-1007
Costa Mesa, CA 92628-9050
(714) 966-4312
Redistricting Support Services for Orange County Board of Education
April 2011- Present
- Michael L. Christensen, Deputy Superintendent
Orange Unified School District
1401 North Handy Street
Orange, CA 92867
(714) 628-4500
Redistricting Support Services for OUSD Board of Trustees
October 2007-March 2008

- Dave Simpson, Executive Director
Orange County Council of Governments
550 South Main Street
Orange, CA 92863-1584
(714) 560-5570
Support Services for Orange County Sustainable Communities Strategy Development
July 2008-June 2011

VII. FINANCIAL STABILITY AND EMPLOYMENT PRACTICES

Operationally, the CDR has six employees and is run as a department within the Auxiliary Services Corporation (CSUF ASC), the nonprofit auxiliary of California State University, Fullerton which has about 900 employees. The CSUF ASC/CDR is currently operating under good financial condition and there are no conditions that would impede the its ability to complete the proposed services

The CSUF ASC employee handbook details its equal employment opportunity and diversity policies. In addition, the Director of the Center for Demographic Research is a female.

- **Equal Employment Opportunity**

ASC is an equal opportunity employer and is committed to an active nondiscriminatory policy for all employees. It is the ASC's policy that all employees and applicants shall receive equal consideration and treatment. All recruitment, hires, transfers and reclassifications will be made on the basis of the qualifications of the individuals for the positions being filled regardless of race, color, creed, religion, ancestry, sex, gender, pregnancy, sexual orientation, age, medical condition, veteran's status, marital status, national origin and physical or mental disability or any other consideration made unlawful by federal, state or local laws. Indeed, the ASC's policy of equal employment opportunity applies to all aspects of employment, including recruitment, hiring, training, compensation, benefits, promotion, transfer, discipline and termination. It is the duty of every employee to help maintain a work environment that promotes this policy.

ASC is committed to assisting employees in performing the essential functions of their jobs by providing reasonable accommodations for any known physical or mental disability for which an employee requests accommodation, unless undue hardship would result in such an accommodation.

Anyone who has a question or a concern about discrimination in the workplace should bring their concerns to the attention of a supervisor, a Human Resources Representative or the Executive Director. Employees may raise concerns and make complaints without fear of reprisal. Anyone found to be engaging in any type of discrimination or retaliation will be subject to disciplinary action up to and including termination of employment.

- **Diversity Policy**

Today we live and work in a dynamic and ever-changing society. One of ASC's focal points is to ensure our employees are well educated on an important component of our society and company: *Diversity*.

Our Diversity Policy requires all ASC employees to understand and respect differences around us: differences of race, culture, religion, gender, abilities, appearances and socioeconomic factors. Diversity is also about diversity of thought, diversity of values and the diversity of perspectives. For employees to respect value and appreciate diversity, they must experience other employees who are reflective of the varied cultures and backgrounds that make up each community where ASC conducts business. It reaffirms ASC's commitment to equal employment opportunity and its desire to seek a balanced representation of gender, racial and ethnic groups; it is intended to promote non discrimination. It is the responsibility and obligation of all ASC employees to support the implementation of the Diversity Policy.

VIII. RESUMES

DEBORAH STICKLEY DIEP

CENTER FOR DEMOGRAPHIC RESEARCH, CSU FULLERTON
2600 NUTWOOD AVE #750, FULLERTON, CA 92831
PHONE 657-278-4596 • FAX 657-278-1396 • E-MAIL DDIEP@FULLERTON.EDU

FOCUS AREAS

- o Regional and small area population, housing, and employment estimates and projections
- o Geographic-based demographic information system development and analysis for public policy applications
- o Processing large geographic and demographic databases
- o Small area modeling and growth monitoring

WORK EXPERIENCE

Director - Center for Demographic Research, California State University, Fullerton, 2005-Present
Responsible for the development and maintenance of annual small area population and housing estimates; preparation of population, housing, and employment projections and a supporting geographic information system. Develop Memorandum of Understanding, which includes an annual budget and work-program, for the CDR between the CSUF Auxiliary Services Corporation and CDR's sponsoring agencies. Coordinate with any agency or organization necessary to fulfill the responsibilities under the Memorandum of Understanding. Responsible for administrative functions including the preparation of annual budget and work program. Represent CDR on committees, task forces, and advisory committees. Present findings, issues, and recommendations to elected officials, executive management and public interest groups. Provide analytical and technical assistance to sponsoring agencies. Manage, train, and supervise staff of 5 to 12. Interface with media; negotiate and monitor contracts; and recruit, hire and evaluate staff.

Serve as a Principal Investigator for research projects. Develop proposals, budgets, and work programs for funded research projects beyond the scope of those delineated in the annual Memorandum of Understanding as well as coordinate with the contractors, the CSUF ASC, and the Office of Grants and Contracts in the development of proposal and agreements to conduct funded research or projects. Maintain technical and program progress and ensure project is completed accordance to guidelines; keep accurate and current accounting records. Prepare written reports and present findings to technical and management groups, as well as policy- and decision-makers. Give presentations to Policy Boards or Clients on project status.

Assistant Director - Center for Demographic Research, CSU Fullerton, 2002-2005
Oversee up to 13 staff; Develop and manage demographic estimates - Orange County Projections (OCP) data- used in local and regional planning efforts; organize, facilitate and attend jurisdiction meetings for OCP data review and serve as primary contact for OCP data and distribution. Manage CDR quarterly projects and distribution to Sponsors in concurrence with the MOU. Serve as CDR Project Manager for Conditions of Children in Orange County 9th, 10th and 11th Annual Reports. Represent CDR at CDR Technical Advisory Committee and Management Oversight Committee: present quarterly deliverable products; represent CDR at Orange County Council of Governments (OCCOG) TAC and County of Orange's Demographic Steering Committee: present technical and status reports on projects. IT Coordinator: Provide technical orientation and assistance on computers and networking for incoming and

current staff; manage software installation, troubleshooting, hardware updates and purchases. Oversee CDR computer server and all data. Update, design and publish CDR web page, Business Plan, product brochure and general information PowerPoint presentation. Edit, author/contribute and publish quarterly newsletter- *Orange County Profiles*. Develop small area demographic projections, estimates and analyses; provide information for public and contracted data requests; update demographic and geospatial databases and estimates of population, housing and employment for Orange County.

Demographic Analyst - Center for Demographic Research, CSU, Fullerton, 1999-2002

Process Orange County Projections (OCP) data. Assist in production of *Orange County Profiles* and *Orange County Facts and Figures* and distribution to Sponsors in concurrence with the MOU. Manage Sponsor Survey of CDR product use and application; organize and report results; facilitate implementation of recommended items. Serve as CDR Project Manager for Conditions of Children in Orange County 7th and 8th Annual Reports and the Orange County Progress Report; CDR Park Manager Coordinator for the City of Huntington Beach Mobile Home Park Market Study; League of California Cities' Consultant to the OCCOG for one year. Design, update and publish CDR Business Plan, product brochure and general information PowerPoint presentation. Develop demographic projections, estimates and analyses; provide information for public and contracted data requests; update demographic databases and estimates of population, housing, employment; create, prepare and distribute agendas for Management Oversight Committee and Technical Advisory Committee.

Associate Coordinator - Community-based Learning Programs, CSU Fullerton, 1999

Advised and oversaw 12 student-run and initiated service projects; supervised 19 student project directors. Implemented a corporate volunteer partnership program with the General Electric Company; oversaw and managed Stanford Service Learning 2000 Grant. Coordinated and maintained computer system to place, monitor and evaluate over 200 college students in service-learning sites, primarily non-profit agencies throughout Orange County; coordinated and implemented the America Reads and Counts program, increased participation from 4 to 45 work-study students.

EDUCATION

UNIVERSITY OF CALIFORNIA, IRVINE, M.A. *Demography and Social Analysis*

CALIFORNIA STATE UNIVERSITY, FULLERTON, M.A. *Sociology*

CALIFORNIA STATE UNIVERSITY, FULLERTON, B.A. *Sociology*

ADVISORY COMMITTEES AND BOARDS

Advisory Committee

Children's Center

California State University, Fullerton

Advisory Board

A. Gary Anderson Center for Economic Research

Chapman University

Technical Advisory Committee

Orange County Council of Governments

Modeling Technical Advisory Committee

Orange County Transportation Authority

Plans and Programs Technical Advisory Committee

Southern California Association of Governments

SCOTT MARTIN

CENTER FOR DEMOGRAPHIC RESEARCH, CSU FULLERTON
2600 NUTWOOD AVE #750, FULLERTON, CA 92831
PHONE 657-278-4709 • FAX 657-278-1211 • E-MAIL SMARTIN@FULLERTON.EDU

SUMMARY

As Assistant Director of a demographic research facility at California State University, Fullerton, I have extensive experience in site management and development. I am skilled in program evaluation for government entities with an excellent background in research design, proposal, execution, and budgeting.

EDUCATION

University of California, Irvine

Master's Degree in Social Science with an emphasis in demographic and social analysis

California State University, Fullerton

Bachelor's Degrees in History/American Studies

WORK EXPERIENCE

1998 - Present Center for Demographic Research, CSU Fullerton

Assistant Director

- Managed the day-to-day operations of a demographic research facility.
- Evaluated the feasibility of a juvenile probation program for the Orange County Probation Department and the Orange County Department of Education.
- Helped create the Orange County Projection (OCP) series that various government agencies use for housing, employment, and population planning.
- Provided research services to Orange County cities for their Community Development Block Grants (CDBG).
- Hired and terminated staff based upon job performance.
- Secured new clients by preparing grant and project proposals.
- Developed and maintained a database of housing statistics for the County of Orange and cities within the county.
- Monitored the progress and budget for CDR projects.
- Represented CDR at conferences and speaking engagements throughout the state of California.
- Presented findings in reports submitted to clients and for publication.
- Trained staff to collect various forms of data and enter them into created databases.

Research Associate

- Involved in the data collection of sensitive information for the Orange County Probation Department and the Orange County Department of Education.

- Helped the Assistant Director created project proposals, budgets and evaluation design for future contracts.
- Developed and maintained a database of housing statistics for the County of Orange and cities within the county.

1992 - 1998 Social Science Research Center, CSU Fullerton

Project Manager

- Managed a multilingual survey research facility of students and graduates on the CSU Fullerton campus.
- Handled design, construction, and interpretation of surveys for various nonprofit institutions.
- Directed the evaluation efforts of the Santa Ana Unified School District's School-to-Career program.
- Created shift schedules for a staff of 25 employees.
- Aided the Director with future grant applications and project design.
- Responsible for hiring and terminating staff employment.

Supervisor

- Monitored the productivity of staff during shifts.
- Helped management to create a sound research model for surveys.
- Trained interviewing team to collect proper data.
- Enforced shift schedules created by management.

Research Interviewer

- Collected data via telephone, person-to-person, and mail surveys.
- Entered data into a variety of software programs.

SKILLS

Practical knowledge of MS Excel, MS Word, MS Access, MS FrontPage, Quark Xpress, SPSS, STATA, CATI, SAS, Internet, Blackberry, and Adobe software applications.

JASON TOUCHETTE

CENTER FOR DEMOGRAPHIC RESEARCH, CSU FULLERTON
2600 NUTWOOD AVE #750, FULLERTON, CA 92831
PHONE 657-278-4670 • FAX 657-278-1346 • E-MAIL JTOUCHETTE@FULLERTON.EDU

SUMMARY

- Self motivated individual with a positive attitude which can easily adapt to various situations
- Dedication to team work and public service
- Strong written and verbal communication

WORK EXPERIENCE

GIS Analyst, Center for Demographic Research, CSU Fullerton, 2007 – Present

- Manage all GIS related projects and staff.
- Establish methodologies for the design, development and maintenance of GIS databases and projects.
- Edit, create and maintain geospatial data.
- Generate custom maps for various contract research projects, publications and public/private agencies such as Municipal Water District of Orange County (MWDOC), County of Orange and Southern California Association of Governments (SCAG).
- Assign and coordinate staff workloads in accordance with project requirements, budgets and schedules.

Senior Field Engineer, Nestor Traffic Systems, West Coast Operations, 2001–2007

- Construction management
 - Coordinate with Nestor management and engineering, sub-contractors and city agencies.
- Product installation
 - Cabinet wiring, component set up, software programming, testing and quality assurance.
- Customer satisfaction
 - Interact with various police and city officials to set expectations, resolve issues, coordinate on-site activities and maintain installations.

Engineering Assistant Internship, City of Kirkland, WA, Public Works, Engineering Division, 1999 – 2000

- Assisted and supported City Engineers, Transportation Engineers and Neighborhood Traffic Control Program (NTCP) Coordinator in both field and office duties.
- Project work involved Emergency Sewer Program and proposed a resolution incorporating areas of immediate septic concerns.
- Aided NTCP in producing residential maps which were then presented at meetings involving citizens interested in traffic control measures.
- Imported, exported, merged and created data to generate maps with the use of GIS Software.
- Compiled statistics, reviewed construction plans, assisted in utility and street construction inspections, placed traffic counters, intersection measurements.

EDUCATION, TRAINING, AND AWARDS

Cal State Fullerton

- Master of Arts – Geography (GIS Emphasis)
- Graduated with Honors – Cum Laude
- Dean's List

Santa Ana College

- Associate Degree Fire Science
- State Certified California Fire Fighter I
- Company Captain
- Dean's List
- Phi Kappa Theta Member (International Honor Society)

South Orange County Regional Occupation Program

- Emergency Medical Technician

University of Washington

- Bachelor of Arts – Geography (GIS Emphasis)
- Bachelor of Arts – History
- Minor Urban Planning
- Dean's List
- UW Husky Football

IAN BOLES

CENTER FOR DEMOGRAPHIC RESEARCH, CSU FULLERTON
2600 NUTWOOD AVE #750, FULLERTON, CA 92831
PHONE 657-278-3417 • FAX 657-278-8170 • E-MAIL IBOLES@FULLERTON.EDU

SUMMARY

Four years of professional GIS, cartographic, and demographic analysis experience.

WORK EXPERIENCE

Demographic Analyst, Center for Demographic Research, Fullerton, CA, 2007 – Present

- Collect and analyze various demographic data focusing on Orange County, California
- Develop spatially rectified data for map creation and demographic projections
- Utilize broad spectrum of geographic information systems (GIS) functions
- Manage annual collection of housing construction and demolition data for 35 Orange County jurisdictions

GIS Technician, Rand McNally & Co., Irvine, CA, 2006 –2007

- Used GIS to create Rand McNally Street Guides and other Rand McNally maps
- Coordinated with municipalities to obtain data for GIS manipulation

Undergraduate Intern, Epson America Inc., Long Beach, CA, 2004

- Contributed to preparations for Epson's national sales meeting
- Learned marketing and graphic design skills
- Utilized Adobe Photoshop and Adobe Illustrator

EDUCATION

California State University, Long Beach

- Master of Arts in Geography, Urban Geography emphasis, expected December 2011

California State University, Long Beach

- Bachelor of Arts in Geography
- Deans List

SKILLS

- High proficiency in ESRI ArcGIS 9.x, Adobe Suite, Quark Express
- Working knowledge of SPSS and SAS
- Microsoft Word, Excel, and Outlook

Retainer Agreement

1. Parties

Coast Community College District ("District") hereby retains the services of Woodruff Spradlin & Smart, a Professional Corporation ("WSS") to provide legal services.

2. General Agreements

WSS will provide legal services to the District pertaining to redistricting, at the direction of the District's General Counsel. It is understood that the legal services will be performed solely by attorney Benjamin P. deMayo, and that his legal work is in anticipation of potential litigation and thus is protected from disclosure by the attorney-client privilege and attorney work product doctrine.

WSS will keep the General Counsel informed of legal developments potentially affecting the District, and will promptly respond to the General Counsel's inquiries and concerns.

The District agrees to cooperate with WSS, to keep WSS informed of all material information and developments, and to pay WSS's invoices in a timely manner.

3. Fees and Costs

WSS will charge the District an hourly rate of \$350. In addition to legal fees, WSS also may incur various costs and expenses in performing legal services, and District will reimburse WSS for these.

4. Billing

WSS will bill the District for legal services and costs on a monthly basis. The District agrees to pay all amounts due within 60 days.

5. Insurance

Pursuant to Section 6148 of the *California Business and Professions Code*, WSS hereby informs the District that WSS carries errors-and-omissions insurance coverage applicable to the legal services to be rendered.

6. Document Retention

Upon the termination of the attorney-client relationship, WSS will return all files and work product to the District.

7. Termination

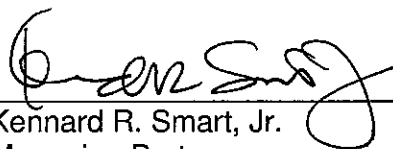
The District may terminate this Agreement at any time and for any reason, but will be responsible for unpaid invoices.

In the exercise of WSS's sole discretion, and consistent with professional rules of ethics, WSS reserves the right to withdraw from representing the District, and District agrees to execute all documents reasonably necessary to complete WSS's withdrawal. Conduct which may cause WSS to withdraw includes, but is not limited to (a) the District's failure to timely pay WSS invoices; (b) the District's refusal to cooperate with WSS in a material matter; and (c) a fact or circumstance that would render continuing representation by WSS unlawful or unethical.

Date: August ____, 2011

Jerry Patterson
President, Board of Trustees
COAST COMMUNITY COLLEGE DISTRICT
DISTRICT

Date: August 18, 2011


Kennard R. Smart, Jr.
Managing Partner
WOODRUFF SPRADLIN & SMART, a Professional
Corporation

Item 28.03 DIS - Appointments to Measure C Citizens' Oversight Committee
Recommended Candidates for Consideration for Two At-Large Representatives

Ivan Calderon - Recommended by Trustee Hornbuckle (Biography attached)
Raymond Roberts - Recommended by Trustee Moreno
Trung Ta - Recommended by Trustee Patterson (Biography attached)



Ivan

Ivan Calderon, founder & managing member

Founder and Managing Member of Taco Rosa Mexico City Cuisine, CEO and Co-founder of Taco Mesa Healthy & Authentic restaurants. Ivan is a native of Mexico D.F. and comes from three generations of restaurateurs. Ivan immigrated to California with his parents and siblings in the early 1960's. In 1970 Ivan began working for El Torito in Marina Del Rey where he worked his way through the ranks as a bus boy, cashier, host and bookkeeper while he was attending high school. While attending college he enjoyed waiting tables and tending bar. Remaining with El Torito, he spent more than 20 years in management working as assistant, general, district and regional manager participating in the opening and operations of many restaurants and various concepts throughout CA, TX, IL, Ohio and Kentucky and Louisiana. In addition his business activities, Ivan currently serves on the board of 'Save Our Youth' and is proud to be an honorary board member of 'Youth Employment Services' in Costa Mesa, CA. Over the years Ivan has received numerous awards recognizing his civic endeavors, including the Costa Mesa Mayors Award and the Orange County Register Holiday Spirit Award.

Biography

TRUNG TA
6412 Crandall Dr.
Huntington Beach, CA. 92647
Phone: 714-642-9590
Email: Trungta007@yahoo.com



Trung Ta is a Principal Engineer and Software Project Manager with Raytheon Company. He has been working for Defenses and Aerospace companies such as Raytheon Company, Hughes Aircraft Company and Boeing Company for almost 30 years. He has a BS degree in Computer Science from Purdue University.

Trung Ta is well known in Southern California Vietnamese community, where more than 300,000 Vietnamese Americans are living. As an Educator and a Community Leader, he has been dedicating his community services in the last 30 years to preserve and promote Vietnamese traditions and languages and to build a strong and respectful Vietnamese community in Southern California. Trung was the Founder and Founding Chairman of Vietnamese Cultural Center (which now has more than 700 students), the Vice-Chairman Internal Affair of Hong Bang Vietnamese School, Chairman of Viet Olympiad Gai Khuyen Hoc, Chairman of Young Vietnamese American Idol, Member of Board of Executive of Lac Hong Vietnamese Traditional Performing Art Group, Member of Board of Directors of Saint Anselm's Cross-Cultural Community Center and President of Binh Thuan Province Friendship Association. He was also the Chairman of Math Counts Competition for Space and Airborne System, Raytheon Company.

For the last few years, Trung is a TV Host for a talk show which brings up various subjects such as Education, Economics, Health Care, Social Issues and Politics to Vietnamese Americans in Southern California.

Trung came to the USA in 1978 as one of the Boat People and now lives in Huntington Beach, California.



RESOLUTION # 11-35

A Resolution of the Board of Trustees of the Coast Community College District Authorizing Payment to Trustee Absent from Board Meeting

WHEREAS, California Education Code Section 72024(d) provides that “a member (of the Board of Trustees) may be paid for any meeting when absent if the Board by Resolution duly adopted and included in its minutes finds that at the time of the meeting he or she was performing services outside the meeting for the community college district, he or she was ill or on jury duty, or the absence was due to a hardship deemed acceptable by the Board”; and

WHEREAS, on September 7, 2011 the Board of Trustees of the Coast Community College District held a Special Board Meeting; and

WHEREAS, Jerry Patterson was not present at the Board meeting; and

WHEREAS, the Board has determined that Trustee Patterson's absence was due to hardship;

NOW, THEREFORE, BE IT RESOLVED, that Trustee Patterson shall be paid at the regular rate of compensation for the Special Board Meeting on September 7, 2011.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on September 7, 2011 this Resolution was adopted by the Board by a vote of ____.

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



RESOLUTION # 11-36

A Resolution of the Board of Trustees of the Coast Community College District Adopting the Board of Trustees' Meeting Schedule for Calendar Year 2012

WHEREAS, Regular Meetings of the Board of Trustees of the Coast Community College District will be set annually by Resolution and be held on the first and third Wednesday of each month, except for January, June, July, and December, which will be monthly; and

WHEREAS, Regular Meetings shall commence at 6:30 p.m. when a Closed Session is not scheduled. Regular meetings with a Closed Session will commence at 5:00 p.m. for the Closed Session, with the open portion of the Meeting reconvening at 6:30 p.m.; and

WHEREAS, the Board conducts Study Session Regular Meetings in March, August, and October. The March Study Session is devoted primarily to budget matters, and the August and October Study Sessions are open for topics which will be established by the Board; and

WHEREAS, Special Meetings may be called by the President of the Board or by a written request by a majority of members, stating the business to be transacted. Special Meetings also may be convened at any time with majority consent of the Board, with at least twenty-four hours notice in compliance with the provisions of the Ralph M. Brown Act; and

WHEREAS, the President of the Board will preside at all meetings. In the absence of the President, the Vice President or other Board Member as designee shall preside. The Board shall use Sturgis Rules of Order to conduct meetings, unless otherwise determined by the Board. A majority of the Board shall constitute a quorum for the transaction of all business, and a majority of the membership of the Board shall be necessary to take action on any motion unless otherwise provided by law. All Open Session votes of the Board of Trustees shall be public; and

NOW, THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby adopt the following schedule of meetings for Calendar Year 2012:

January 18, 2012	Regular Meeting	July 18, 2012	Regular Meeting
February 1, 2012	Regular Meeting	August 1, 2012	Regular/Study Session
February 15, 2012	Regular Meeting	August 15, 2012	Regular Meeting
March 7, 2012	Regular Meeting	September 5, 2012	Regular Meeting
March 21, 2012	Regular/Study Session	September 19, 2012	Regular Meeting
April 4, 2012	Regular Meeting	October 3, 2012	Regular Meeting
April 18, 2012	Service Awards	October 17, 2012	Regular/Study Session
May 2, 2012	Regular Meeting	November 7, 2012	Regular Meeting
May 16, 2012	Regular Meeting	November 21, 2012	Regular Meeting
June 20, 2012	Regular Meeting	December 12, 2012	Regular Meeting

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on September 7, 2011 this Resolution was adopted by the Board by a vote of _____.

Aye:

No:

Absent:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees

Resolution # 11-37

**A Resolution of the Board of Trustees of the
Coast Community College District
To Enter Into An Agreement with the California Department of
Education, Child Development Division for the Harry & Grace Steele
Children's Center General Child Care & Development Programs Grant
(CCTR-1179)**

WHEREAS, the Board of Trustees of the Coast Community College District has read the proposed agreement entitled Certification of Application for Fiscal Year 2011-2012, Child Development Division, Child Development Program and the Coast Community College District (Orange Coast College), and said Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement,

THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby authorize Andrew C. Jones, Ed.D., Chancellor; Kim Allen, Administrative Director of Fiscal Affairs; or Andy Dunn, Vice Chancellor of Finance and Administrative Services, of the Coast Community College District on behalf of the organization to sign and execute said agreement and all amendments thereto, except to increase the financial liability of said organization.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on September 7, 2011 this Resolution was adopted by the Board by a vote of

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

F.Y. 11 - 12

DATE: July 01, 2011

CONTRACT NUMBER: CCTR-1179

PROGRAM TYPE: GENERAL CHILD CARE &
DEV PROGRAMS

PROJECT NUMBER: 30-6663-00-1

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: COAST COMMUNITY COLLEGE DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS AND CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The contractor's signature also certifies compliance with "General Terms and Conditions," (GTC 310/Exhibit A) which by this reference is incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2011 through June 30, 2012. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.38 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$193,239.00.

STATE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 5,621.0

Minimum Days of Operation (MDO) Requirement 229

Any provision of this contract found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, General Terms and Conditions attached.

STATE OF CALIFORNIA		CONTRACTOR	
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)	
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING	
TITLE Contracts, Purchasing & Conference Services		ADDRESS	
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 193,239	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE	
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached		
AL AMOUNT ENCUMBERED TO DATE \$ 193,239	ITEM See Attached	CHAPTER	STATUTE
	OBJECT OF EXPENDITURE (CODE AND TITLE) 702	FISCAL YEAR	
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.		T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER See Attached		DATE	

Department of General Services
use only



CONTRACTOR'S NAME: COAST COMMUNITY COLLEGE DISTRICT

CONTRACT NUMBER: CCTR-1179

AMOUNT ENCUMBERED BY THIS DOCUMENT 45,012	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6663	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 45,012	ITEM 30.10.020.001 6110-196-0890	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 24,778	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6663	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 24,778	ITEM 30.10.020.001 6110-196-0890	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 123,449	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6663			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 123,449	ITEM 30.10.020.001 6110-196-0001	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590				

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	



EXHIBIT A

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.

2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

June 10, 2011

Dear Director of Child Development Programs:

Subject: FY 2011–12 State Budget Funding Reductions

Enclosed please find your General Child Care (CCTR), California State Preschool (CSPP), Migrant (CMIG), Family Child Care Home (CFCC), and/or Allowance for Handicapped (CHAN) contract(s). Pursuant to Senate Bill (SB) 70 (Chapter 7, Statutes of 2011), contract Maximum Reimbursable Amounts (MRAs) have been reduced.

When applying reductions to these contracts, the California Department of Education (CDE) first considered individual contractor performance and reduced under-earning contracts to an amount proportional to need. Reductions to under-earning contracts offset the 15 percent MRA reductions and the remainder was applied to all contracts. Further reductions were then imposed on all contract MRAs. These include the elimination of eligibility for 11 and 12 year old children, a reduction of income eligibility to 70 percent of the State Median Income, and a 10 percent increase to family fees. Please note that these reductions are specific to contract type, i.e. elimination of eligibility for 11 and 12 year old children would not affect CSPP, CMIG, or CHAN contracts nor would the increase in family fees affect the state preschool portion of a CSPP contract or a CHAN contract.

These contracts do not include a reduction to the Standard Reimbursement Rate (SRR). The CDE is aware that both the Assembly and Senate Budget sub-committees voted to revoke the proposed reduction to the SRR. In addition, action was taken by both the Assembly and Senate to restore services to 11 and 12 year olds, eliminate the 10 percent increase to parent fees, and partially restore the unallocated 15 percent reduction. When this or any other budgetary action is signed into law, the CDE will immediately issue contract amendments.

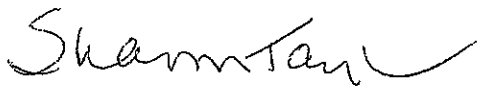
Director of Child Development Programs

June 10, 2011

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Please contact your assigned Child Development Fiscal Services fiscal analyst if you have any questions. For contact information, please visit our Web site at <http://www.cde.ca.gov/fg/aa/cd/faad.asp>.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sharon Taylor", with a long horizontal flourish extending to the right.

Sharon Taylor, Director
Fiscal and Administrative Services Division

ST:acj



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

Date: June 1, 2011

Dear Executive Directors, Child Development Programs:

2011–12 CHILD DEVELOPMENT CONTRACTS

Please find attached a summary of the Funding Terms and Conditions (FT&Cs) changes for Fiscal Year 2011–12 (FY) (Attachment A) and a list of contract types and prefixes for the Child Care and Development (CCD) contracts. All child care and development programs will continue in the FY except for the Centralized Eligibility List (CEL).

By July 1, 2011, the 2011–12 FT&Cs will be available on the Internet at <http://www.cde.ca.gov/fq/aa/cd/>, which can be downloaded and printed for your files. The prior year 2010–11 FT&Cs will remain on the Web site for your convenience. In addition, the program requirements for the Quality (one-time only/support) programs will also be posted on the Web site. However, if you do not have Internet capabilities, you may request a hard copy by contacting your assigned contract analyst. The Contract Analyst Directory is also available at the California Department of Education (CDE) Web site listed above.

There are a few changes to the 2011–12 contracts packet this year. The Department of General Services (control agency for State contracts) has requested that CDE use the general terms and conditions used by all State agencies. The Standard Provisions for State Contracts, (Rev. 5/08), has been replaced with the GTC-610, General Terms and Conditions for state contracts. The GTC-610 references and incorporates the CCC-307, Contractor Certification Clauses, into the contract. The CCC-307 is four pages and will be included in the contract packet and it must be signed and returned by the contractor along with the two-signed contracts. For Interagency Agreements, the GIA-610 has been added which incorporates the state general terms and conditions. Also, there are a few changes in the Definitions section and some provisions in the General Provision sections of the FT&Cs have been deleted and those provisions are now provided in the GTC-610 or CCC-307 and for IAs in the GIA-610. There are some changes to the Program Requirements section of the funding terms this year, too. These changes are a result of Chapter 7, Statutes 2010 (SB 70, Ducheny). Please note that any Budget Act changes relative to the Child Development programs will require a contract amendment to the 2011-12 contracts; however, you should be familiar with all contract requirements.

The CDE encourages you to read the General Terms and Conditions (GTC-610/GIA-610). For those contracts that incorporate the GTC-610, it is necessary that you return

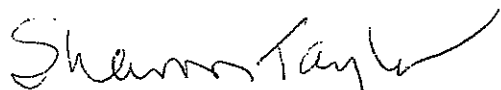
June 1, 2011

Page 2

the CCC-307 with your signed contract because CDE will be unable to process the contract without the signed CCC-307. **Please sign and return your contract(s) and all appropriate documents to the CDE Contracts, Purchasing and Conference Services Office (CPCSO)**, as soon as possible, to ensure timely receipt of your first apportionment. Public agencies needing a resolution may forward their contracts, prior to formal board action (local policies permitting), if a letter is included indicating when the board will meet and that the required resolution will be forwarded to the CPCSO at that time.

If you have any questions regarding the changes, please contact Doris Morris, Manager, Child Development Contracts and Purchasing, at 916-323-5591 or by e-mail at dmorris@cde.ca.gov; or Margie Burke, Manager, CPCSO at 916-322-7076 or by e-mail at mburke@cde.ca.gov. If you have questions regarding the status of your contract, please call the appropriate contract analyst.

Sincerely,



Sharon Taylor, Director
Fiscal and Administrative Services Division

ST:dm
Attachments

Attachment A

2011–12 FT&Cs Summary of Changes

All Programs

Revisions below are in addition to changes made with the 2011–12 amendments which are incorporated for all contract types. (Visit Webpage: <http://www.cde.ca.gov/fg/aa/cd/ftc2009.asp>)

- Removed the reference and document entitled "Standard Provisions for State Contractors" from the child care contracts.
- Added GTC-610, General Terms and Conditions for State contractors (Exhibit A) and reference document in child care contract.
- Included the CCC-307, Contractors Certification Clauses in contract packet which is referenced in GTC-610 item #11.
- Updated audit timelines to reflect audit due dates for 2011-12 under the Accounting and Reporting Requirements Section VI, Accounting and Reporting Requirements.
- Revised definition of "Child care and development programs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised definition of "children with exceptional needs" to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised definition of "Income eligible" to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Add the definition "Nontraditional hours" for clarification reference to nontraditional hours in requirements.
- Removed definition of "special funds" which was applicable to FY 2010–11 Reserve Account Funds only.
- Removed from the General Provisions sections: (provisions are now included in GTC-610 and CCC-307)
 - Contractor Name Change
 - American with Disabilities Act
 - Air or water Pollution Violations
 - Recycle Paper Certification
 - Child Support Compliance
 - Priority Hiring Consideration
 - Labor Code/Workers Compensation

- Corporation Qualifications to do Business in California
- Renamed Section II.L, to Compliance Reviews for Child Care and Development programs
- Renamed Section II.R, to Conflict of Interest for Child Care and Development Programs' Contractors
- Renamed Section VI.I, to Annual Financial and Compliance Audits

Center-Based Child Care

- Revised language in Section VI.N, Accounting and Reporting Requirements, Reserve Accounts, pursuant with Ch. 712, Statutes of 2010 (SB 870, Ducheny).
- Revised language in Program Requirements Section VI.A, Fee Schedule, Fee Assessment in accordance with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

State Preschool

- Revised language in Section VI.N, Accounting and Reporting Requirements, Reserve Accounts, pursuant with Ch. 712, Statutes of 2010 (SB 870, Ducheny).
- Revised language in Program Requirements Section VI.A, Fee Schedule, Fee Assessment in accordance with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

Alternative Payment

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

- Revised Program Requirements Section XV.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

Family Child Care Home Education Networks

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.F, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.P, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

CalWORKs Stages 2 & 3

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

June 1, 2011

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- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.T, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).



RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2011-12.**

RESOLUTION

BE IT RESOLVED that the Governing Board of _____

authorizes entering into local agreement number/s _____ and
that the person/s who is/are listed below, is/are authorized to sign the transaction for the
Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

PASSED AND ADOPTED THIS _____ day of _____ 2011-12, by the
Governing Board of _____
of _____ County, California.

I, _____, Clerk of the Governing Board of
_____, of _____, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted
by the said Board at a _____ meeting thereof held at a regular
public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)



FEDERAL CERTIFICATIONS**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

(c) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period preceding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees; as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee must insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there is a separate sheet attached listing all workplaces.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACT AGENCY)		CONTRACT #	
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE			
SIGNATURE		DATE	

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. STATEMENT OF COMPLIANCE: Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. DRUG-FREE WORKPLACE REQUIREMENTS: Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.

2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.

2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

**Attention: EXECUTIVE DIRECTORS,
CHILD DEVELOPMENT PROGRAMS**

Subject: 2011-12 CHILD DEVELOPMENT CONTRACT/AMENDMENT

**DO NOT REMOVE ANY PAGES STAPLED TO
THE CONTRACT FACESHEET**

1. **X** Submitted for your approval are two (2) copies of the 2011-12 contract/amendment. **The person signing this contract must be the Executive Director, Superintendent, or authorized designee.** If the authorized designee signs, please submit appropriate delegation to sign. **Please sign both copies, insert the title of the person signing and the current mailing address in the Contractor's signature box, and RETURN BOTH COPIES** of the contract/amendment to the Contracts Office. When final approval is obtained, an approved copy will be mailed to you.

THE 2011-12 FUNDING TERMS AND CONDITIONS (FT&C's) are available on the Internet at: <http://www.cde.ca.gov/fg/aa/cd/index.asp>.

2. **X** CCC-307, Contractor Certification Clauses
3. **X** Please attach two (2) copies (with at least one set of original signatures) of a resolution by the local governing body, which approves the contract and names the official who is authorized to sign it on their behalf (a sample for your use is attached.) County Superintendents of Schools who find exception with the resolution requirement should contact Bettina Gray 916-445-3844 or e-mail to bgray@cde.ca.gov.
4. **X** **PLEASE COMPLETE ITEM 3.B, ENTITLED, "PLACE OF PERFORMANCE," SIGN AND RETURN THE ENCLOSED Federal Certification Form CO.8 (Rev. 5/07)** which includes the Drug-Free Workplace, Lobbying, Debarment, Suspension Certification.
5. Enclosed for your records is one fully executed copy of the contract.

Sincerely,

Doris Morris, Staff Services Manager I
Fiscal and Administrative Services Division
Contracts, Purchasing and Conference Services
916-322-3050

PLEASE RETURN ALL COPIES TO:
California Department of Education
**ATTENTION: Contracts, Purchasing and
Conferencing Services**
1430 N Street, Suite 2213
Sacramento, CA 95814-5901

DM:bg
Enclosures





CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

July 1, 2011

2011-12 Child Care and Development Contracts

REQUIRED ATTACHMENT CHECKLIST

A complete contract package will consist of the items identified below.

Complete this checklist to confirm the items in your contract package. Place a check mark or "X" next to each item that you are submitting to the State. For your contract package to be complete, all required attachments/documents listed below must be submitted and included with your contract package. This checklist should also be returned with your contract package.

Attachment Name/Description

- ☐ Two (2) Original Signed Child Care Contracts
- ☐ Contractor Certification Clauses (CCC-307)
- ☐ Federal Certification CO.8 (Rev. 5/07), if applicable
- ☐ Resolution, if applicable



Resolution # 11-38

A Resolution of the Board of Trustees of the Coast Community College District To Enter Into An Agreement with the California Department of Education, Child Development Division for the Harry & Grace Steele Children's Center California State Preschool Program Grant (CSPP-1338)

WHEREAS, the Board of Trustees of the Coast Community College District has read the proposed agreement entitled Certification of Application for Fiscal Year 2011-2012, Child Development Division, Child Development Program and the Coast Community College District (Orange Coast College), and said Board of Trustees acknowledges the benefits and responsibilities to be shared by both parties to said agreement,

THEREFORE, BE IT RESOLVED, that the Board of Trustees does hereby authorize Andrew C. Jones, Ed.D., Chancellor; Kim Allen, Administrative Director of Fiscal Affairs; or Andy Dunn, Vice Chancellor of Finance and Administrative Services, of the Coast Community College District on behalf of the organization to sign and execute said agreement and all amendments thereto, except to increase the financial liability of said organization.

I, Christian Teeter, Secretary of the Board of Trustees of Coast Community College District hereby certify that on September 7, 2011 this Resolution was adopted by the Board by a vote of

Aye:

No:

Abstain:

Christian Teeter, Ed.D., Board Secretary, Board of Trustees



**CALIFORNIA DEPARTMENT OF EDUCATION**

1430 N Street

Sacramento, CA 95814-5901

F.Y. 11 - 12

DATE: July 01, 2011

CONTRACT NUMBER: CSPP-1338

PROGRAM TYPE: CALIFORNIA STATE
PRESCHOOL PROGRAM

PROJECT NUMBER: 30-6663-00-1

LOCAL AGREEMENT FOR CHILD DEVELOPMENT SERVICES

CONTRACTOR'S NAME: COAST COMMUNITY COLLEGE DISTRICT

By signing this contract and returning it to the State, you are agreeing to provide services in accordance with the FUNDING TERMS AND CONDITIONS (FT&C - available online at <http://www.cde.ca.gov/fg/aa/cd/>) and the CURRENT APPLICATION which by this reference are incorporated into this contract. The FT&C and Requirements specify the contractual responsibilities of the State and the contractor. The contractor's signature also certifies compliance with "General Terms and Conditions," (GTC 310/Exhibit A) which by this reference is incorporated herein.

Funding of this contract is contingent upon appropriation and availability of sufficient funds. This contract may be terminated immediately by the State if funds are not appropriated or available in amounts sufficient to fund the State's obligations under this contract.

The period of performance for this contract is July 01, 2011 through June 30, 2012. For satisfactory performance of the required services, the contractor shall be reimbursed in accordance with the Determination of Reimbursable Amount Section of the FT&C, at a rate not to exceed \$34.38 per child per day of full-time enrollment and a Maximum Reimbursable Amount (MRA) of \$131,334.00.

3. CDE REQUIREMENTS

Minimum Child Days of Enrollment (CDE) Requirement 3,820.0

Minimum Days of Operation (MDO) Requirement 229

Any provision of this contract found to be in violation of Federal and State statute or regulation shall be invalid, but such a finding shall not affect the remaining provisions of this contract.

Exhibit A, General Terms and Conditions attached.

STATE OF CALIFORNIA		CONTRACTOR			
BY (AUTHORIZED SIGNATURE)		BY (AUTHORIZED SIGNATURE)			
PRINTED NAME OF PERSON SIGNING Margie Burke, Manager		PRINTED NAME AND TITLE OF PERSON SIGNING			
TITLE Contracts, Purchasing & Conference Services		ADDRESS			
AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 131,334	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs		FUND TITLE		Department of General Services use only
PRIOR AMOUNT ENCUMBERED FOR THIS CONTRACT \$ 0	(OPTIONAL USE) See Attached				
AL AMOUNT ENCUMBERED TO DATE \$ 131,334	ITEM See Attached	CHAPTER	STATUTE	FISCAL YEAR	
OBJECT OF EXPENDITURE (CODE AND TITLE) 702					
I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.					
SIGNATURE OF ACCOUNTING OFFICER See Attached		T.B.A. NO.		B.R. NO.	
		DATE			



2000

CONTRACTOR'S NAME: COAST COMMUNITY COLLEGE DISTRICT

CONTRACT NUMBER: CSPP-1338

AMOUNT ENCUMBERED BY THIS DOCUMENT 29,940	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 13609-6663	FC# 93.596	PC# 000321	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 29,940	ITEM 30.10.020.001 6110-196-0890	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 16,482	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE Federal		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 15136-6663	FC# 93.575	PC# 000324	
TOTAL AMOUNT ENCUMBERED TO DATE \$ 16,482	ITEM 30.10.020.001 6110-196-0890	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-5025 Rev-8290				

AMOUNT ENCUMBERED BY THIS DOCUMENT \$ 84,912	PROGRAM/CATEGORY (CODE AND TITLE) Child Development Programs	FUND TITLE General		
PRIOR AMOUNT ENCUMBERED \$ 0	(OPTIONAL USE)0656 23254-6663			
TOTAL AMOUNT ENCUMBERED TO DATE \$ 84,912	ITEM 30.10.020.001 6110-196-0001	CHAPTER B/A	STATUTE 2011	FISCAL YEAR 2011-2012
OBJECT OF EXPENDITURE (CODE AND TITLE) 702 SACS: Res-6105 Rev-8590				

I hereby certify upon my own personal knowledge that budgeted funds are available for the period and purpose of the expenditure stated above.	T.B.A. NO.	B.R. NO.
SIGNATURE OF ACCOUNTING OFFICER	DATE	

EXHIBIT A

GENERAL TERMS AND CONDITIONS

1. APPROVAL: This Agreement is of no force or effect until signed by both parties and approved by the Department of General Services, if required. Contractor may not commence performance until such approval has been obtained.
2. AMENDMENT: No amendment or variation of the terms of this Agreement shall be valid unless made in writing, signed by the parties and approved as required. No oral understanding or Agreement not incorporated in the Agreement is binding on any of the parties.
3. ASSIGNMENT: This Agreement is not assignable by the Contractor, either in whole or in part, without the consent of the State in the form of a formal written amendment.
4. AUDIT: Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. Contractor agrees to maintain such records for possible audit for a minimum of three (3) years after final payment, unless a longer period of records retention is stipulated. Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Gov. Code §8546.7, Pub. Contract Code §10115 et seq., CCR, Title 2, Section 1896).
5. INDEMNIFICATION: Contractor agrees to indemnify, defend and save harmless the State, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, suppliers, laborers, and any other person, firm or corporation furnishing or supplying work services, materials, or supplies in connection with the performance of this Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by Contractor in the performance of this Agreement.
6. DISPUTES: Contractor shall continue with the responsibilities under this Agreement during any dispute.
7. TERMINATION FOR CAUSE: The State may terminate this Agreement and be relieved of any payments should the Contractor fail to perform the requirements of this Agreement at the time and in the manner herein provided. In the event of such termination the State may proceed with the work in any manner deemed proper by the State. All costs to the State shall be deducted from any sum due the Contractor under this Agreement and the balance, if any, shall be paid to the Contractor upon demand.

8. INDEPENDENT CONTRACTOR: Contractor, and the agents and employees of Contractor, in the performance of this Agreement, shall act in an independent capacity and not as officers or employees or agents of the State.

9. RECYCLING CERTIFICATION: The Contractor shall certify in writing under penalty of perjury, the minimum, if not exact, percentage of post consumer material as defined in the Public Contract Code Section 12200, in products, materials, goods, or supplies offered or sold to the State regardless of whether the product meets the requirements of Public Contract Code Section 12209. With respect to printer or duplication cartridges that comply with the requirements of Section 12156(e), the certification required by this subdivision shall specify that the cartridges so comply (Pub. Contract Code §12205).

10. NON-DISCRIMINATION CLAUSE: During the performance of this Agreement, Contractor and its subcontractors shall not unlawfully discriminate, harass, or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (e.g., cancer), age (over 40), marital status, and denial of family care leave. Contractor and subcontractors shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f), set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations, are incorporated into this Agreement by reference and made a part hereof as if set forth in full. Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other Agreement.

Contractor shall include the nondiscrimination and compliance provisions of this clause in all subcontracts to perform work under the Agreement.

11. CERTIFICATION CLAUSES: The CONTRACTOR CERTIFICATION CLAUSES contained in the document CCC 307 are hereby incorporated by reference and made a part of this Agreement by this reference as if attached hereto.

12. TIMELINESS: Time is of the essence in this Agreement.

13. COMPENSATION: The consideration to be paid Contractor, as provided herein, shall be in compensation for all of Contractor's expenses incurred in the performance hereof, including travel, per diem, and taxes, unless otherwise expressly so provided.

14. GOVERNING LAW: This contract is governed by and shall be interpreted in accordance with the laws of the State of California.

15. ANTITRUST CLAIMS: The Contractor by signing this agreement hereby certifies that if these services or goods are obtained by means of a competitive bid, the Contractor shall comply with the requirements of the Government Codes Sections set out below.

a. The Government Code Chapter on Antitrust claims contains the following definitions:

- 1) "Public purchase" means a purchase by means of competitive bids of goods, services, or materials by the State or any of its political subdivisions or public agencies on whose behalf the Attorney General may bring an action pursuant to subdivision (c) of Section 16750 of the Business and Professions Code.
- 2) "Public purchasing body" means the State or the subdivision or agency making a public purchase. Government Code Section 4550.

b. In submitting a bid to a public purchasing body, the bidder offers and agrees that if the bid is accepted, it will assign to the purchasing body all rights, title, and interest in and to all causes of action it may have under Section 4 of the Clayton Act (15 U.S.C. Sec. 15) or under the Cartwright Act (Chapter 2 (commencing with Section 16700) of Part 2 of Division 7 of the Business and Professions Code), arising from purchases of goods, materials, or services by the bidder for sale to the purchasing body pursuant to the bid. Such assignment shall be made and become effective at the time the purchasing body tenders final payment to the bidder. Government Code Section 4552.

c. If an awarding body or public purchasing body receives, either through judgment or settlement, a monetary recovery for a cause of action assigned under this chapter, the assignor shall be entitled to receive reimbursement for actual legal costs incurred and may, upon demand, recover from the public body any portion of the recovery, including treble damages, attributable to overcharges that were paid by the assignor but were not paid by the public body as part of the bid price, less the expenses incurred in obtaining that portion of the recovery. Government Code Section 4553.

d. Upon demand in writing by the assignor, the assignee shall, within one year from such demand, reassign the cause of action assigned under this part if the assignor has been or may have been injured by the violation of law for which the cause of action arose and (a) the assignee has not been injured thereby, or (b) the assignee declines to file a court action for the cause of action. See Government Code Section 4554.

16. CHILD SUPPORT COMPLIANCE ACT: For any Agreement in excess of \$100,000, the contractor acknowledges in accordance with Public Contract Code 7110, that:

a. The contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

b. The contractor, to the best of its knowledge is fully complying with the earnings assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

17. UNENFORCEABLE PROVISION: In the event that any provision of this Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Agreement have force and effect and shall not be affected thereby.

18. PRIORITY HIRING CONSIDERATIONS: If this Contract includes services in excess of \$200,000, the Contractor shall give priority consideration in filling vacancies in positions funded by the Contract to qualified recipients of aid under Welfare and Institutions Code Section 11200 in accordance with Pub. Contract Code §10353.

19. SMALL BUSINESS PARTICIPATION AND DVBE PARTICIPATION REPORTING REQUIREMENTS:

a. If for this Contract Contractor made a commitment to achieve small business participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) report to the awarding department the actual percentage of small business participation that was achieved. (Govt. Code § 14841.)

b. If for this Contract Contractor made a commitment to achieve disabled veteran business enterprise (DVBE) participation, then Contractor must within 60 days of receiving final payment under this Contract (or within such other time period as may be specified elsewhere in this Contract) certify in a report to the awarding department: (1) the total amount the prime Contractor received under the Contract; (2) the name and address of the DVBE(s) that participated in the performance of the Contract; (3) the amount each DVBE received from the prime Contractor; (4) that all payments under the Contract have been made to the DVBE; and (5) the actual percentage of DVBE participation that was achieved. A person or entity that knowingly provides false information shall be subject to a civil penalty for each violation. (Mil. & Vets. Code § 999.5(d); Govt. Code § 14841.)

20. LOSS LEADER:

If this contract involves the furnishing of equipment, materials, or supplies then the following statement is incorporated: It is unlawful for any person engaged in business within this state to sell or use any article or product as a "loss leader" as defined in Section 17030 of the Business and Professions Code. (PCC 10344(e).)



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

June 10, 2011

Dear Director of Child Development Programs:

Subject: FY 2011–12 State Budget Funding Reductions

Enclosed please find your General Child Care (CCTR), California State Preschool (CSPP), Migrant (CMIG), Family Child Care Home (CFCC), and/or Allowance for Handicapped (CHAN) contract(s). Pursuant to Senate Bill (SB) 70 (Chapter 7, Statutes of 2011), contract Maximum Reimbursable Amounts (MRAs) have been reduced.

When applying reductions to these contracts, the California Department of Education (CDE) first considered individual contractor performance and reduced under-earning contracts to an amount proportional to need. Reductions to under-earning contracts offset the 15 percent MRA reductions and the remainder was applied to all contracts. Further reductions were then imposed on all contract MRAs. These include the elimination of eligibility for 11 and 12 year old children, a reduction of income eligibility to 70 percent of the State Median Income, and a 10 percent increase to family fees. Please note that these reductions are specific to contract type, i.e. elimination of eligibility for 11 and 12 year old children would not affect CSPP, CMIG, or CHAN contracts nor would the increase in family fees affect the state preschool portion of a CSPP contract or a CHAN contract.

These contracts do not include a reduction to the Standard Reimbursement Rate (SRR). The CDE is aware that both the Assembly and Senate Budget sub-committees voted to revoke the proposed reduction to the SRR. In addition, action was taken by both the Assembly and Senate to restore services to 11 and 12 year olds, eliminate the 10 percent increase to parent fees, and partially restore the unallocated 15 percent reduction. When this or any other budgetary action is signed into law, the CDE will immediately issue contract amendments.

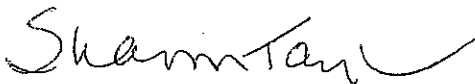
Director of Child Development Programs

June 10, 2011

Page 2

Please contact your assigned Child Development Fiscal Services fiscal analyst if you have any questions. For contact information, please visit our Web site at <http://www.cde.ca.gov/fq/aa/cd/faad.asp>.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sharon Taylor", followed by a long horizontal flourish.

Sharon Taylor, Director
Fiscal and Administrative Services Division

ST:acj



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

Date: June 1, 2011

Dear Executive Directors, Child Development Programs:

2011-12 CHILD DEVELOPMENT CONTRACTS

Please find attached a summary of the Funding Terms and Conditions (FT&Cs) changes for Fiscal Year 2011-12 (FY) (Attachment A) and a list of contract types and prefixes for the Child Care and Development (CCD) contracts. All child care and development programs will continue in the FY except for the Centralized Eligibility List (CEL).

By July 1, 2011, the 2011-12 FT&Cs will be available on the Internet at <http://www.cde.ca.gov/fq/aa/cd/>, which can be downloaded and printed for your files. The prior year 2010-11 FT&Cs will remain on the Web site for your convenience. In addition, the program requirements for the Quality (one-time only/support) programs will also be posted on the Web site. However, if you do not have Internet capabilities, you may request a hard copy by contacting your assigned contract analyst. The Contract Analyst Directory is also available at the California Department of Education (CDE) Web site listed above.

There are a few changes to the 2011-12 contracts packet this year. The Department of General Services (control agency for State contracts) has requested that CDE use the general terms and conditions used by all State agencies. The Standard Provisions for State Contracts, (Rev. 5/08), has been replaced with the GTC-610, General Terms and Conditions for state contracts. The GTC-610 references and incorporates the CCC-307, Contractor Certification Clauses, into the contract. The CCC-307 is four pages and will be included in the contract packet and it must be signed and returned by the contractor along with the two-signed contracts. For Interagency Agreements, the GIA-610 has been added which incorporates the state general terms and conditions. Also, there are a few changes in the Definitions section and some provisions in the General Provision sections of the FT&Cs have been deleted and those provisions are now provided in the GTC-610 or CCC-307 and for IAs in the GIA-610. There are some changes to the Program Requirements section of the funding terms this year, too. These changes are a result of Chapter 7, Statutes 2010 (SB 70, Ducheny). Please note that any Budget Act changes relative to the Child Development programs will require a contract amendment to the 2011-12 contracts; however, you should be familiar with all contract requirements.

The CDE encourages you to read the General Terms and Conditions (GTC-610/GIA-610). For those contracts that incorporate the GTC-610, it is necessary that you return

June 1, 2011

Page 2

the CCC-307 with your signed contract because CDE will be unable to process the contract without the signed CCC-307. **Please sign and return your contract(s) and all appropriate documents to the CDE Contracts, Purchasing and Conference Services Office (CPCSO)**, as soon as possible, to ensure timely receipt of your first apportionment. Public agencies needing a resolution may forward their contracts, prior to formal board action (local policies permitting), if a letter is included indicating when the board will meet and that the required resolution will be forwarded to the CPCSO at that time.

If you have any questions regarding the changes, please contact Doris Morris, Manager, Child Development Contracts and Purchasing, at 916-323-5591 or by e-mail at dmorris@cde.ca.gov; or Margie Burke, Manager, CPCSO at 916-322-7076 or by e-mail at mburke@cde.ca.gov. If you have questions regarding the status of your contract, please call the appropriate contract analyst.

Sincerely,



Sharon Taylor, Director
Fiscal and Administrative Services Division

ST:dm
Attachments

Attachment A

2011–12 FT&Cs Summary of Changes

All Programs

Revisions below are in addition to changes made with the 2011–12 amendments which are incorporated for all contract types. (Visit Webpage: <http://www.cde.ca.gov/fg/aa/cd/ftc2009.asp>)

- Removed the reference and document entitled "Standard Provisions for State Contractors" from the child care contracts.
- Added GTC-610, General Terms and Conditions for State contractors (Exhibit A) and reference document in child care contract.
- Included the CCC-307, Contractors Certification Clauses in contract packet which is referenced in GTC-610 item #11.
- Updated audit timelines to reflect audit due dates for 2011-12 under the Accounting and Reporting Requirements Section VI, Accounting and Reporting Requirements.
- Revised definition of "Child care and development programs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised definition of "children with exceptional needs" to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised definition of "Income eligible" to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Add the definition "Nontraditional hours" for clarification reference to nontraditional hours in requirements.
- Removed definition of "special funds" which was applicable to FY 2010–11 Reserve Account Funds only.
- Removed from the General Provisions sections: (provisions are now included in GTC-610 and CCC-307)
 - Contractor Name Change
 - American with Disabilities Act
 - Air or water Pollution Violations
 - Recycle Paper Certification
 - Child Support Compliance
 - Priority Hiring Consideration
 - Labor Code/Workers Compensation

- Corporation Qualifications to do Business in California
- Renamed Section II.L, to Compliance Reviews for Child Care and Development programs
- Renamed Section II.R, to Conflict of Interest for Child Care and Development Programs' Contractors
- Renamed Section VI.I, to Annual Financial and Compliance Audits

Center-Based Child Care

- Revised language in Section VI.N, Accounting and Reporting Requirements, Reserve Accounts, pursuant with Ch. 712, Statutes of 2010 (SB 870, Ducheny).
- Revised language in Program Requirements Section VI.A, Fee Schedule, Fee Assessment in accordance with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

State Preschool

- Revised language in Section VI.N, Accounting and Reporting Requirements, Reserve Accounts, pursuant with Ch. 712, Statutes of 2010 (SB 870, Ducheny).
- Revised language in Program Requirements Section VI.A, Fee Schedule, Fee Assessment in accordance with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

Alternative Payment

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

- Revised Program Requirements Section XV.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

Family Child Care Home Education Networks

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.F, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.P, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.V, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section X.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

CalWORKs Stages 2 & 3

- Revised Program Requirements Section I.A, Eligibility and Need Criteria and Documentation, General Requirements to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section I.H, Eligibility and Need Criteria and Documentation, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).

June 1, 2011

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- Revised Program Requirements Section I.R, Eligibility and Need Criteria and Documentation, Documentation of the Child's Exceptional Needs to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Removed reference to California Code of Regulations, Title 5 (5CCR) in Section I.T, Recertification of the Program Requirements.
- Revised Program Requirements Section IV.A, Fee Schedule, Fee Assessment to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.A, Due Process Requirements, Notice of Action, Application for Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).
- Revised Program Requirements Section XV.B, Due Process Requirements, Notice of Action, Recipient of Services to comply with Chapter 7, Statutes 2011 (SB 70, Budget Committee & Fiscal Review).



RESOLUTION

This resolution must be adopted in order to certify the approval of the Governing Board to enter into this transaction with the California Department of Education for the purpose of providing child care and development services **and to authorize the designated personnel to sign contract documents for Fiscal Year 2011-12.**

RESOLUTION

BE IT RESOLVED that the Governing Board of _____

authorizes entering into local agreement number/s _____ and that the person/s who is/are listed below, is/are authorized to sign the transaction for the Governing Board.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
_____	_____	_____
_____	_____	_____
_____	_____	_____

PASSED AND ADOPTED THIS _____ day of _____ 2011-12, by the
Governing Board of _____
of _____ County, California.

I, _____, Clerk of the Governing Board of

_____, of _____, County,

California, certify that the foregoing is a full, true and correct copy of a resolution adopted by the said Board at a _____ meeting thereof held at a regular public place of meeting and the resolution is on file in the office of said Board.

(Clerk's signature)

(Date)



FEDERAL CERTIFICATIONS**CERTIFICATIONS REGARDING LOBBYING; DEBARMENT, SUSPENSION AND OTHER RESPONSIBILITY MATTERS; AND DRUG-FREE WORKPLACE REQUIREMENTS**

Applicants should refer to the regulations cited below to determine the certification to which they are required to attest. Applicants should also review the instructions for certification included in the regulations before completing this form. Signature on this form provides for compliance with certification requirements under 45 CFR Part 93, "New restrictions on Lobbying," and 45 CFR Part 76, "Government-wide Debarment and Suspension (Non procurement) and Government-wide requirements for Drug-Free Workplace (Grants)." The certifications shall be treated as a material representation of fact upon which reliance will be placed when the Department of Education determines to award the covered transaction, grant, or cooperative agreement.

1. LOBBYING

As required by Section 1352, Title 31 of the U.S. Code, and implemented at 45 CFR Part 93, for persons entering into a grant or cooperative agreement over \$100,000 as defined at 45 CFR Part 93, Sections 93.105 and 93.110, the applicant certifies that:

(a) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any agency, a member of Congress in connection with the making of any federal grant, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal grant or cooperative agreement:

(b) If any funds other than federal appropriated funds have been or will be paid to any person for influencing or attempting to influence an employee of Congress, or any employee of a Member of Congress in connection with this Federal grant or cooperative agreement, the undersigned shall complete and submit Standard Form -LLL, "Disclosure Form to Report Lobbying," in accordance with this instruction;

The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, contracts under grants and cooperative agreements, and subcontracts) and that all subrecipients shall certify and disclose accordingly.

2. DEBARMENT, SUSPENSION, AND OTHER RESPONSIBILITY MATTERS

As required by executive Order 12549, Debarment and Suspension, and other responsibilities implemented at 45 CFR Part 76, for prospective participants in primary or a lower tier covered transactions, as defined at 45 CFR Part 76, Sections 76.105 and 76.110.

A. The applicant certifies that it and its principals:

(a) Are not presently debarred, suspended proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency:

(b) Have not within a three-year period preceding this application been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction violation of federal or State antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

(c) Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph (1) (b) of this certification; and

(d) Have not within a three-year period proceeding this application had one or more public transactions (federal, state, or local) terminated for cause or default; and

B. Where the applicant is unable to certify to any of the statements in this certification, he or she shall attach an explanation to this application.

3. DRUG-FREE WORKPLACE (GRANTEES OTHER THAN INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

A. The applicant certifies that it will or will continue to provide a drug-free workplace by:

(a) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition.

(b) Establishing an on-going drug-free awareness program to inform employees about-

(1) The danger of drug abuse in the workplace;

(2) The grantee's policy of maintaining a drug-free workplace;

(3) Any available drug counseling, rehabilitation, and employee assistance programs; and

(4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;

(c) Making it a requirement that each employee to be engaged in performance of the grant be given a copy of the statement required by paragraph (a);

(d) Notifying the employee in the statement required by paragraph (a) that, as a condition of employment under the grant, the employee will -

(1) Abide by the terms of the statement; and

(2) Notify the employer in writing of his or her conviction for a violation;

(e) Notifying the agency, in writing, within 10 calendar days after receiving notice under subparagraph (d) (2) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title,

to: Director, Grants, and Contracts Service, U.S. Department of Education, 400 Maryland Avenue, S.W., (Room 3124, GSA Regional Office Building No. 3), Washington, DC 20202-4571.

Notice shall include the identification number(s) of each affected grant;

(f) Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph (d) (2), with respect to any employee who is so convicted:

(1) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or

(2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a federal, state, or local health, law enforcement, or other appropriate agency:

(g) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (a), (b), (c), (d), (e), and (f).

B. The grantee must insert in the space provided below the site(s) for the performance of work done in connection with the specific grant:

Place of Performance (Street address, city, county, state, zip code)

Check ☐ if there is a separate sheet attached listing all workplaces.

DRUG-FREE WORKPLACE (GRANTEES WHO ARE INDIVIDUALS)

As required by the Drug-Free Workplace Act of 1988, and implemented at 45 CFR Part 76, Subpart F, for grantees, as defined at 45 CFR Part 76, Sections 76.605 and 76.610-

a. As a condition of the grant, I certify that I will not engage in the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance in conducting any activity with the grant, and

b. If convicted of a criminal drug offense resulting from a violation occurring during the conduct of any grant activity, I will report the conviction, in writing, within 10 calendar days of the conviction, to: Director, Grants and contracts Service, U.S. department of Education, 400 Maryland Avenue, S.W. (Room 3124, GSA Regional Office Building No. 3) Washington, DC 20202-4571. Notice shall include the identification numbers(s) of each affected grant.

ENVIRONMENTAL TOBACCO SMOKE ACT

As required by the Pro-Children Act of 1994, (also known as Environmental Tobacco Smoke), and implemented at Public Law 103-277, Part C requires that:

The applicant certifies that smoking is not permitted in any portion of any indoor facility owned or leased or contracted and used routinely or regularly for the provision of health care services, day care, and education to children under the age of 18. Failure to comply with the provisions of this law may result in the imposition of a civil monetary penalty of up to \$1,000 per day. (The law does not apply to children's services provided in private residence, facilities funded solely by Medicare or Medicaid funds, and portions of facilities used for in-patient drug and alcohol treatment.)

As the duly authorized representative of the applicant, I hereby certify that the applicant will comply with the above certifications.

NAME OF APPLICANT (CONTRACT AGENCY)		CONTRACT #
PRINTED NAME AND TITLE OF AUTHORIZED REPRESENTATIVE		
SIGNATURE		DATE

CCC-307

CERTIFICATION

I, the official named below, CERTIFY UNDER PENALTY OF PERJURY that I am duly authorized to legally bind the prospective Contractor to the clause(s) listed below. This certification is made under the laws of the State of California.

<i>Contractor/Bidder Firm Name (Printed)</i>		<i>Federal ID Number</i>
<i>By (Authorized Signature)</i>		
<i>Printed Name and Title of Person Signing</i>		
<i>Date Executed</i>	<i>Executed in the County of</i>	

CONTRACTOR CERTIFICATION CLAUSES

1. **STATEMENT OF COMPLIANCE:** Contractor has, unless exempted, complied with the nondiscrimination program requirements. (Gov. Code §12990 (a-f) and CCR, Title 2, Section 8103) (Not applicable to public entities.)

2. **DRUG-FREE WORKPLACE REQUIREMENTS:** Contractor will comply with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace by taking the following actions:

a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.

b. Establish a Drug-Free Awareness Program to inform employees about:

- 1) the dangers of drug abuse in the workplace;
- 2) the person's or organization's policy of maintaining a drug-free workplace;
- 3) any available counseling, rehabilitation and employee assistance programs; and,
- 4) penalties that may be imposed upon employees for drug abuse violations.

c. Every employee who works on the proposed Agreement will:

- 1) receive a copy of the company's drug-free workplace policy statement; and,
- 2) agree to abide by the terms of the company's statement as a condition of employment on the Agreement.

Failure to comply with these requirements may result in suspension of payments under the Agreement or termination of the Agreement or both and Contractor may be ineligible for award of any future State agreements if the department determines that any of the following has occurred: the Contractor has made false certification, or violated the

certification by failing to carry out the requirements as noted above. (Gov. Code §8350 et seq.)

3. NATIONAL LABOR RELATIONS BOARD CERTIFICATION: Contractor certifies that no more than one (1) final unappealable finding of contempt of court by a Federal court has been issued against Contractor within the immediately preceding two-year period because of Contractor's failure to comply with an order of a Federal court, which orders Contractor to comply with an order of the National Labor Relations Board. (Pub. Contract Code §10296) (Not applicable to public entities.)

4. CONTRACTS FOR LEGAL SERVICES \$50,000 OR MORE- PRO BONO REQUIREMENT: Contractor hereby certifies that contractor will comply with the requirements of Section 6072 of the Business and Professions Code, effective January 1, 2003.

Contractor agrees to make a good faith effort to provide a minimum number of hours of pro bono legal services during each year of the contract equal to the lessor of 30 multiplied by the number of full time attorneys in the firm's offices in the State, with the number of hours prorated on an actual day basis for any contract period of less than a full year or 10% of its contract with the State.

Failure to make a good faith effort may be cause for non-renewal of a state contract for legal services, and may be taken into account when determining the award of future contracts with the State for legal services.

5. EXPATRIATE CORPORATIONS: Contractor hereby declares that it is not an expatriate corporation or subsidiary of an expatriate corporation within the meaning of Public Contract Code Section 10286 and 10286.1, and is eligible to contract with the State of California.

6. SWEATFREE CODE OF CONDUCT:

a. All Contractors contracting for the procurement or laundering of apparel, garments or corresponding accessories, or the procurement of equipment, materials, or supplies, other than procurement related to a public works contract, declare under penalty of perjury that no apparel, garments or corresponding accessories, equipment, materials, or supplies furnished to the state pursuant to the contract have been laundered or produced in whole or in part by sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor, or with the benefit of sweatshop labor, forced labor, convict labor, indentured labor under penal sanction, abusive forms of child labor or exploitation of children in sweatshop labor. The contractor further declares under penalty of perjury that they adhere to the Sweatfree Code of Conduct as set forth on the California Department of Industrial Relations website located at www.dir.ca.gov, and Public Contract Code Section 6108.

b. The contractor agrees to cooperate fully in providing reasonable access to the contractor's records, documents, agents or employees, or premises if reasonably required by authorized officials of the contracting agency, the Department of Industrial Relations,

or the Department of Justice to determine the contractor's compliance with the requirements under paragraph (a).

7. DOMESTIC PARTNERS: For contracts over \$100,000 executed or amended after January 1, 2007, the contractor certifies that contractor is in compliance with Public Contract Code section 10295.3.

DOING BUSINESS WITH THE STATE OF CALIFORNIA

The following laws apply to persons or entities doing business with the State of California.

1. CONFLICT OF INTEREST: Contractor needs to be aware of the following provisions regarding current or former state employees. If Contractor has any questions on the status of any person rendering services or involved with the Agreement, the awarding agency must be contacted immediately for clarification.

Current State Employees (Pub. Contract Code §10410):

- 1). No officer or employee shall engage in any employment, activity or enterprise from which the officer or employee receives compensation or has a financial interest and which is sponsored or funded by any state agency, unless the employment, activity or enterprise is required as a condition of regular state employment.
- 2). No officer or employee shall contract on his or her own behalf as an independent contractor with any state agency to provide goods or services.

Former State Employees (Pub. Contract Code §10411):

- 1). For the two-year period from the date he or she left state employment, no former state officer or employee may enter into a contract in which he or she engaged in any of the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to the contract while employed in any capacity by any state agency.
- 2). For the twelve-month period from the date he or she left state employment, no former state officer or employee may enter into a contract with any state agency if he or she was employed by that state agency in a policy-making position in the same general subject area as the proposed contract within the 12-month period prior to his or her leaving state service.

If Contractor violates any provisions of above paragraphs, such action by Contractor shall render this Agreement void. (Pub. Contract Code §10420)

Members of boards and commissions are exempt from this section if they do not receive payment other than payment of each meeting of the board or commission, payment for preparatory time and payment for per diem. (Pub. Contract Code §10430 (e))

2. LABOR CODE/WORKERS' COMPENSATION: Contractor needs to be aware of the provisions which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions, and Contractor affirms to comply with such provisions before commencing the performance of the work of this Agreement. (Labor Code Section 3700)

3. AMERICANS WITH DISABILITIES ACT: Contractor assures the State that it complies with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA. (42 U.S.C. 12101 et seq.)

4. CONTRACTOR NAME CHANGE: An amendment is required to change the Contractor's name as listed on this Agreement. Upon receipt of legal documentation of the name change the State will process the amendment. Payment of invoices presented with a new name cannot be paid prior to approval of said amendment.

5. CORPORATE QUALIFICATIONS TO DO BUSINESS IN CALIFORNIA:

a. When agreements are to be performed in the state by corporations, the contracting agencies will be verifying that the contractor is currently qualified to do business in California in order to ensure that all obligations due to the state are fulfilled.

b. "Doing business" is defined in R&TC Section 23101 as actively engaging in any transaction for the purpose of financial or pecuniary gain or profit. Although there are some statutory exceptions to taxation, rarely will a corporate contractor performing within the state not be subject to the franchise tax.

c. Both domestic and foreign corporations (those incorporated outside of California) must be in good standing in order to be qualified to do business in California. Agencies will determine whether a corporation is in good standing by calling the Office of the Secretary of State.

6. RESOLUTION: A county, city, district, or other local public body must provide the State with a copy of a resolution, order, motion, or ordinance of the local governing body which by law has authority to enter into an agreement, authorizing execution of the agreement.

7. AIR OR WATER POLLUTION VIOLATION: Under the State laws, the Contractor shall not be: (1) in violation of any order or resolution not subject to review promulgated by the State Air Resources Board or an air pollution control district; (2) subject to cease and desist order not subject to review issued pursuant to Section 13301 of the Water Code for violation of waste discharge requirements or discharge prohibitions; or (3) finally determined to be in violation of provisions of federal law relating to air or water pollution.

8. PAYEE DATA RECORD FORM STD. 204: This form must be completed by all contractors that are not another state agency or other governmental entity.



CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON

STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

**Attention: EXECUTIVE DIRECTORS,
CHILD DEVELOPMENT PROGRAMS**

Subject: 2011-12 CHILD DEVELOPMENT CONTRACT/AMENDMENT

**DO NOT REMOVE ANY PAGES STAPLED TO
THE CONTRACT FACESHEET**

1. **X** Submitted for your approval are two (2) copies of the 2011-12 contract/amendment. **The person signing this contract must be the Executive Director, Superintendent, or authorized designee.** If the authorized designee signs, please submit appropriate delegation to sign. **Please sign both copies, insert the title of the person signing and the current mailing address in the Contractor's signature box, and RETURN BOTH COPIES** of the contract/amendment to the Contracts Office. When final approval is obtained, an approved copy will be mailed to you.

THE 2011-12 FUNDING TERMS AND CONDITIONS (FT&C's) are available on the Internet at: <http://www.cde.ca.gov/fq/aa/cd/index.asp>.

2. **X** CCC-307, Contractor Certification Clauses
3. **X** Please attach two (2) copies (with at least one set of original signatures) of a resolution by the local governing body, which approves the contract and names the official who is authorized to sign it on their behalf (a sample for your use is attached.) County Superintendents of Schools who find exception with the resolution requirement should contact Bettina Gray 916-445-3844 or e-mail to bgray@cde.ca.gov.
4. **X** **PLEASE COMPLETE ITEM 3.B, ENTITLED, "PLACE OF PERFORMANCE," SIGN AND RETURN THE ENCLOSED Federal Certification Form CO.8 (Rev. 5/07)** which includes the Drug-Free Workplace, Lobbying, Debarment, Suspension Certification.
5. Enclosed for your records is one fully executed copy of the contract.

Sincerely,

Doris Morris, Staff Services Manager I
Fiscal and Administrative Services Division
Contracts, Purchasing and Conference Services
916-322-3050

PLEASE RETURN ALL COPIES TO:
California Department of Education
**ATTENTION: Contracts, Purchasing and
Conferencing Services**
1430 N Street, Suite 2213
Sacramento, CA 95814-5901

DM:bg
Enclosures





CALIFORNIA
DEPARTMENT OF
EDUCATION

TOM TORLAKSON
STATE SUPERINTENDENT OF PUBLIC INSTRUCTION

July 1, 2011

2011-12 Child Care and Development Contracts

REQUIRED ATTACHMENT CHECKLIST

A complete contract package will consist of the items identified below.

Complete this checklist to confirm the items in your contract package. Place a check mark or "X" next to each item that you are submitting to the State. For your contract package to be complete, all required attachments/documents listed below must be submitted and included with your contract package. This checklist should also be returned with your contract package.

Attachment Name/Description

- ☐ Two (2) Original Signed Child Care Contracts
- ☐ Contractor Certification Clauses (CCC-307)
- ☐ Federal Certification CO.8 (Rev. 5/07), if applicable
- ☐ Resolution, if applicable

