

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)
Board of Trustees (Regular meeting)
Tuesday, September 29, 2020
2323 North Broadway via Zoom
Santa Ana, CA 92706

Pursuant to Governor Newsom’s Executive Order N-29-20, dated March 17, 2020, members of the Board of Trustees of the Rancho Santiago Community College District, staff, and the public will participate in the September 29, 2020 meeting via a teleconference. No in-person attendance will be accommodated or permitted. To avoid exposure to COVID-19 this meeting will be held via teleconference by calling **(669) 900-6833, 560964295# (please use *9 to raise your hand using your phone if you’d like to speak during public comments) or by using this link: <https://cccconfer.zoom.us/j/560964295>**. Additionally, you may submit your comments electronically by emailing lucarelli_anita@rsccd.edu.

Should you wish to participate in **public comments** or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing lucarelli_anita@rsccd.edu. Submissions by email must be received prior to 3 p.m. on September 29, 2020. Any written comments received after 3:00 p.m. on September 14, 2020, will be distributed to the governing board following the meeting. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF SEPTEMBER 29, 2020**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Members of the public who attend the meeting via web browser or telephone who have not submitted comments in advance but wish to address the governing board should listen for instructions provided during the meeting about using the Zoom chat feature or responding audibly when prompted by the Board President. Comments are limited to three minutes per person. The Board President may, at her discretion, limit the total number of speakers addressing a particular subject and/or reduce the minutes allowed per person below three minutes. If a **translator** for the speaker is needed, please contact the executive assistant to the board of trustees at lucarelli_anita@rsccd.edu or leave a message at 714-480-7452, on the Friday prior to the meeting so appropriate accommodations may be made.

District Mission

The mission of the Rancho Santiago Community College District is to provide quality educational programs and services that address the needs of our diverse students and communities.

Santa Ana College inspires, transforms, and empowers a diverse community of learners.

Santiago Canyon College is an innovative learning community dedicated to intellectual and personal growth. Our purpose is to foster student success and to help students achieve these core outcomes: to learn, to act, to communicate and to think critically. We are committed to maintaining standards of excellence and providing the following to our diverse community: courses, certificates, and degrees that are accessible, applicable, and engaging.

Americans with Disabilities Acts (ADA)

It is the intention of the Rancho Santiago 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, the Rancho Santiago Community College District will attempt to accommodate you in every reasonable manner. Please contact the executive assistant to the board of trustees at 2323 N. Broadway, Suite 410-2, Santa Ana, California, 714-480-7452, on the Friday prior to the meeting to inform us of your particular needs so that appropriate accommodations may be made.

A G E N D A

1.0 PROCEDURAL MATTERS

4:30 p.m.

- 1.1 Call to Order
- 1.2 Pledge of Allegiance to the United States Flag
- 1.3 Approval of Additions or Corrections to Agenda Action
- 1.4 Public Comment

Should you wish to participate in public comments or request to “speak” to an agenda item, you may speak when authorized by the Board President of the meeting or submit your comments electronically by emailing lucarelli_anita@rscdd.edu. Submissions by email must be received prior to the posted start time of the meeting. Please include in the subject line of the email: **COMMENTS FOR THE MEETING OF SEPTEMBER 29, 2020**. Please indicate if you are addressing a specific agenda item or are making a “Public Comment.” Each speaker may speak for up to three minutes; however, the president of the Board may, in the exercise of discretion, extend additional time to a speaker if warranted, or expand or limit the number of individuals to be recognized for discussion on a particular matter. If a **translator** for the speaker is needed, please contact the executive assistant to the board of trustees at lucarelli_anita@rscdd.edu or leave a message at 714-480-7452, on the Friday prior to the meeting so appropriate accommodations may be made.
- 1.5 Approval of Minutes – Regular meeting of September 14, 2020 Action
- 1.6 Approval of Consent Calendar Action

Agenda items designated as part of the consent calendar are considered by the board of trustees to either be routine or sufficiently supported by back-up information so that additional discussion is not required. Therefore, there will be no separate discussion on these items before the board votes on them. The board retains the discretion to move any action item listed on the agenda into the Consent Calendar. **The consent calendar vote items will be enacted by one motion and are indicated with an asterisk (*).**

An exception to this procedure may occur if a board member requests a specific item be removed from the consent calendar consideration for separate discussion and a separate vote.
- 1.7 Presentation from Joint Benefits Committee

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

- 2.1 Report from the Chancellor
- 2.2 Reports from College Presidents
- 2.3 Report from Student Trustee
- 2.4 Reports from Student Presidents
- 2.5 Report from Classified Representative
- 2.6 Reports from Academic Senate Presidents
- 2.7 Report from Board President
- 2.8 Reports from Board Committee Chairpersons and Representatives of the Board
 - Board Facilities Committee
 - Board Institutional Effectiveness Committee
 - Ad Hoc Board Committee for Discussion and Timing of Reentry Plans According to the Governor’s Guidelines

3.0 INSTRUCTION

- *3.1 Approval of Agreement Addendum 1 with Point and Click Solutions, Inc. for Santa Ana College (SAC) and Santiago Canyon College (SCC) Action
The administration recommends approval of the agreement addendum 1 with Point and Click Solutions, Inc. for SAC and SCC, as presented.
- *3.2 Approval of Two Years and Nine-Months Instructional Services Agreement with Taller San Jose Hope Builders Action
The administration recommends approval of the two years and nine-months instructional services agreement with Taller San Jose Hope Builders as presented.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

- *4.1 Approval of Payment of Bills Action
The administration recommends payment of bills as submitted.
- *4.2 Approval of 2019-2020 CCFS-311 Annual Budget and Financial Report, including Gann Appropriation Limit Action
The administration recommends approval of the 2019-2020 CCFS-311 annual budget and financial report as presented pending any audit adjustments and establishing the district's 2020-2021 Gann Appropriations Limit in the amount of \$268,622,081.
- *4.3 Approval of Public Hearing for 2020-2021 Proposed Adopted Budget Action
The administration recommends approval of holding a public hearing on the 2020-2021 proposed Adopted Budget at the October 12, 2020, board meeting.
- *4.4 Approval of Amendment to Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Campus Entrance Improvements at Santiago Canyon College Action
The administration recommends approval of the amendment to agreement with SVA Architects, Inc. for architectural and engineering services for campus entrance improvements at SCC as presented.
- *4.5 Approval of Agreement with Converse Consultants for Geotechnical and Geohazard Engineering and Consulting Services for Orange Education Center (OEC) at Santiago Canyon College Action
The administration recommends approval of the agreement with Converse Consultants for geotechnical and geohazard engineering consulting services for OEC at SCC as presented.
- *4.6 Approval of Purchase Orders Action
The administration recommends approval of the purchase order listing for the period July 19, 2020, through August 15, 2020.

*Item is included on the Consent Calendar, Item 1.6.

5.0 GENERAL

- *5.1 Approval of Resource Development Items Action
- The administration recommends approval of budgets, acceptance of grants, and authorization for the Vice Chancellor of Business Operations/ Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:
- California Education Learning Lab Grant (SAC) \$ 36,180
 - California Work Opportunity and Responsibility to Kids (CalWORKs)/Work Study/Temporary Assistance for Needy Families (TANF) (SCC) \$167,560
 - Cooperative Agencies Resources for Education (CARE) (SCC) \$ 46,765
 - Extended Opportunity Programs & Services (EOPS) (SCC) \$608,137
 - Governor’s Office of Business & Economic Development (GOBiz) Small Business Technical Assistance Expansion Program (TAEP) Grant (District Office [DO])-Revision -\$139,116
 - Statewide Director – Information Communications Technology (ICT)/Digital Media (DO) \$300,000
 - Statewide Director – Retail/Hospitality/Tourism (DO) \$300,000
 - Upward Bound – Math & Science Program – Year 4 (SCC) \$297,601
 - Upward Bound – Veterans Program – Year 4 (SAC) \$297,601
 - U.S. Small Business Administration – Orange County Small Business Development Center (OCSBDC) Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant (DO) \$100,000
- *5.2 Approval of Sub-Agreement between RSCCD and Integrative Impact LLC for Statewide Director Information Communications Technology (ICT)/Digital Media Grant Action
- The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/ Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.
- *5.3 Approval of Sub-Agreement between RSCCD and Stephen A. Wright, LLC for Statewide Director Information Communications Technology (ICT)/Digital Media Grant Action
- The administration recommends approval of the sub-agreement and authorization be given to the Vice Chancellor, Business Operations/ Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

*Item is included on the Consent Calendar, Item 1.6.

- *5.4 Approval of Utilization of Food Vendors to Provide Meals to Child Development Centers Action
The administration recommends approval of the utilization of vendors to provide meals to the Child Development Centers district-wide as presented.
- *5.5 Approval of Professional Services Agreement with Jennifer Walsvick Action
The administration recommends approval of the professional services agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.
- *5.6 Approval of Professional Services Agreement with 25th Hour Communications, Inc. for Public Relations and Marketing Support Services Action
The administration recommends approval of the professional services agreement and authorization be given to the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related agreement on behalf of the district.
- 5.7 Adoption of Board Policies Action
It is recommended that the board adopt the following revised policies:
- Board Policy (BP) Decorum
 - BP 5500 Standards of Student Conduct (INTERIM)
- 5.8 Board Member Comments Information

RECESS TO CLOSED SESSION

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

Pursuant to Government Code Section 54957, the Board may adjourn to closed session at any time during the meeting to discuss staff/student personnel matters, negotiations, litigation, and/or the acquisition of land or facilities. (OCDE)

The following item(s) will be discussed in closed session:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Management Staff
 - d. Classified Staff
 - f. Student Workers
 - g. Educational Administrator Appointments
 - (1) Interim Vice Chancellor, Business Operations/Fiscal Services
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Francois Tabi v. The Regents and Trustees of Santa Ana College Case No. CV20-00323

*Item is included on the Consent Calendar, Item 1.6.

3. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees
4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Marvin Martinez, Chancellor
 - a. Joint Benefits Committee Recommendations, all employees represented and unrepresented
5. Liability Claim (pursuant to Government Code Section 54956.95)
 - a. DM20150309

RECONVENE

Issues discussed in Closed Session (Board Clerk)

Public Comment

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6.0 HUMAN RESOURCES

- | | |
|---|----------------------|
| 6.1 <u>Management/Academic Personnel</u> | <u>Action</u> |
| <ul style="list-style-type: none">• Approval of Interim Assignments• Approval of Changes of Position Title• Ratification of Resignations/Retirements• Approval of Adjusting Summer Stipends• Approval of Leaves of Absence• Approval of Rescinding Banking Leaves of Absence | |

- 6.2 Classified Personnel Action
- Approval of Professional Growth Increments
 - Approval of Out of Class Assignments
 - Approval of Changes in Position/Location
 - Approval of Leaves of Absence
 - Ratification of Resignations/Retirements
 - Approval of Out of Class Assignments
 - Approval of Short Term Assignments
 - Approval of Additional Hours for Ongoing Assignments
 - Approval of Miscellaneous Positions
 - Approval of Student Assistant Lists
- 6.3 Rejection of Claim Action
- The district’s claims administrator recommends that the board authorize the Chancellor or his designee to reject claim #2007324.
- 6.4 Approval of Fringe Benefit Providers for Calendar Year 2021 Action
- It is recommended that the Board of Trustees approve the insurance programs recommended by the Joint Benefits Committee and authorize the Chancellor or his designee to enter into the appropriate agreements with the companies listed for January 1, 2021 – December 31, 2021.
- 6.5 Adoption of Resolution No. 20-18 authorizing payment to Trustee Absent from Board Meetings Action
- The resolution requests authorization of payment to Lawrence “Larry” R. Labrado for his absence from the September 14, 2020, board meeting due to illness.
- 7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on October 12, 2020.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

**2323 North Broadway
Santa Ana, CA 92706**

**Board of Trustees
(Regular meeting)**

Monday, September 14, 2020

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The Zoom meeting was called to order at 4:31 p.m. by Ms. Claudia Alvarez via video/teleconference. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Phillip Yarbrough, and Mr. Mariano Cuellar via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20. Mr. Larry Labrado was not present due to illness.

Administrators present during the regular meeting via video/teleconference (Zoom) were Ms. Tracie Green, Mr. Peter Hardash, Dr. Marilyn Flores, Mr. Marvin Martinez, Mr. Enrique Perez, and Mr. Jose Vargas. Ms. Anita Lucarelli was present via video/teleconference (Zoom) as record keeper.

1.2 Pledge of Allegiance to the United States Flag

The Pledge of Allegiance was led by Mr. Michael Toledo, Interim Chief, District Safety and Security, Rancho Santiago Community College District.

1.3 Adoption of Resolution No. 20-17 – Resolution Honoring First Responders in the Rancho Santiago Community College District

It was moved by Ms. Alvarez and seconded by Mr. Yarbrough to adopt Resolution No. 20-17 Honoring First Responders in the Rancho Santiago Community College District as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar's advisory vote was aye.

1.4 Recognition of First Responders in Commemoration of Anniversary of 9/11 Attacks

The board recognized Captain Kevin Tiscareno, Newport Beach Fire Department; Officer Tyler Raabe, Orange Police Department; Officer John Holcomb, City of Santa Ana Police Department; Officer Juan Carlos (JC) Herrera, District Safety and Security, RSCCD; Officer Mathew Beck, Anaheim Police Department; Officer Stephen Voss, Anaheim Police Department; Christina Numamoto, Orange County Health Care Agency, Anaheim Police Department, Psychiatric Emergency Response Team; Mari Tafoya, Orange County Health Care Agency, Anaheim Police

1.4 Recognition of First Responders in Commemoration of Anniversary of 9/11 Attacks
(cont.)

Department, Psychiatric Emergency Response Team; Officer Matthew Richie, Costa Mesa Police Department; Fire Captain Dan Tesseri, Orange County Fire Authority; Fire Apparatus Engineer Frank Granados, Orange County Fire Authority; Firefighter/Paramedic Alexander Kuhl, Orange County Fire Authority; and Firefighter Robert Hayes, IV, Orange County Fire Authority in commemoration of the anniversary of the 9/11 attacks.

1.5 Approval of Additions or Corrections to Agenda

There were no additions or corrections to the agenda.

1.6 Public Comment

Ms. Claire Coyne spoke regarding her public comments that were read into the record by Mr. Jeffrey McMillan at the August 10, 2020, board meeting, concerning the processes for approval of a new job description, recruitment, and interim position relating to the Chief Advisor for Academic and Diversity Programs position approved by the board at its July 13, 2020, meeting and the lack of response she received.

1.7 Approval of Minutes

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the minutes of the regular meeting held August 10, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

1.8 Approval of Consent Calendar

It was moved by Mr. Yarbrough and seconded by Mr. Hernandez to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar, with the exception of Item 3.13 (Health Services Program Agreement Renewal between The Regents of University of California and RSCCD) removed from the Consent Calendar by Ms. Alvarez; and Items 4.2 (Agreement with Brailsford & Dunlavey, Inc. for Professional Consulting Services for Feasibility Study for Santa Ana College [SAC] Student Housing) and 4.6 (Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus [COVID-19]) removed from the Consent Calendar by Mr. Hernandez. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

1.8 Approval of Consent Calendar (cont.)

3.1 Approval of Educational Affiliation Agreement Renewal with Hollywood Hands Rehab

The board approved the educational affiliation agreement renewal with Hollywood Hands Rehab, located in Long Beach, California, as presented.

3.2 Approval of Standard Clinical Affiliation Agreement Renewal with Silverado Senior Living - Newport Mesa

The board approved the standard clinical affiliation agreement renewal with Silverado Senior Living - Newport Mesa located in Costa Mesa, California, as presented.

3.3 Approval of Standard Clinical Affiliation Agreement Renewal with Care Ambulance

The board approved the standard clinical affiliation agreement renewal with Care Ambulance, located in Orange, California, as presented.

3.4 Approval of Educational Affiliation Agreement with SenseAbilities Therapy Group

The board approved the educational affiliation agreement with SenseAbilities Therapy Group, located in Riverside, California, as presented.

3.5 Approval of Educational Affiliation Agreement with Madison Community Hospital DBA Madison Regional Health System

The board approved the educational affiliation agreement with Madison Community Hospital DBA Madison Regional Health System, located in Madison, South Dakota, as presented.

3.6 Approval of Educational Affiliation Agreement with Ryan's Rehab, Inc.

The board approved the educational affiliation agreement with Ryan's Rehab Inc., located in Glendale, California, as presented.

3.7 Approval of Educational Affiliation Agreement Renewal with Cornerstone Therapies

The board approved the educational affiliation agreement renewal with Cornerstone Therapies, located in Huntington Beach, California, as presented.

3.8 Approval of Rancho Santiago Community College District Professional Services Agreement with Pat Verwiel DBA Diversified Education Services

The board approved the RSCCD professional services agreement with Pat Verwiel, DBA Diversified Education Services located in Marana, Arizona, as presented.

3.9 Approval of Rancho Santiago Community College District Professional Services Agreement with Sunrise Choices, Inc.

The board approved the RSCCD professional services agreement with Sunrise Choices, Inc., located in Santa Ana, California, as presented.

1.8 Approval of Consent Calendar (cont.)

3.10 Approval of MA-060-21010188 Registration and Tuition Fees for Criminal Justice Academy Classes between County of Orange, through its Sheriff-Coroner Department and Rancho Santiago Community College District on behalf of Santa Ana College (SAC)

The board approved agreement #MA-060-21010188 registration and tuition fees for Criminal Justice Academy classes between the County of Orange, through its Sheriff-Coroner Department and RSCCD on behalf of SAC, as presented.

3.11 Approval of Agreement MA-060-21010186 Regarding Use of District Facilities and Provision of Instructional Services Agreement between County of Orange, through its Sheriff-Coroner Department and Rancho Santiago Community College District on behalf of Santa Ana College

The board approved agreement MA-060-21010186 regarding use of district facilities and the provision of instructional services agreement between the County of Orange, through its Sheriff-Coroner Department and RSCCD on behalf of SAC, as presented.

3.12 Approval of Master Services Agreement with Kaplan, Inc.

The board approved the master services agreement with Kaplan, Inc, located in La Crosse, Wisconsin, as presented.

3.14 Approval of Extension and Amendment No. 1 to Agreement No. C-7-1833 between Orange County Transportation Authority (OCTA) and Santa Ana College

The board approved the extension and amendment No. 1 to Agreement No. C-7-1833 between OCTA and SAC, as presented.

3.15 Approval of Rancho Santiago Community College District to Purchase Pipet Calibration System (PCS) by Artel

The board approved the RSCCD purchase of the Pipet Calibration System from Artel for SAC's biotechnology department, as presented.

3.16 Approval and Certification of Santa Ana College School of Continuing Education High School Diploma Program Graduate List 2019-2020

The board approved and certified the SAC School of Continuing Education high school diploma program graduate list 2019-2020, as presented.

3.17 Approval and Certification of Santiago Canyon College (SCC) Division of Continuing Education High School Diploma Program Graduate List 2019-2020

The board approved and certified the SCC Division of Continuing Education high school program graduate list 2019-2020, as presented.

1.8 Approval of Consent Calendar (cont.)

3.18 Confirmation of Santa Ana College Associate Degrees and Certificates Awarded in Intersession and Spring 2020

The board confirmed the list of recipients of the SAC associate degrees and certificates awarded in Intersession and Spring 2020, as presented.

3.19 Confirmation of Santiago Canyon College Associate Degrees and Certificates Awarded in Spring 2020

The board confirmed the list of recipients of the SCC associate degrees and certificates for Spring 2020, as presented.

3.20 Approval of Amendment of eLumen Client Services Agreement to Extend Agreement through June 30, 2023

The board approved the amendment of eLumen client services agreement to extend the agreement through June 30, 2023.

4.1 Approval of Payment of Bills

The board approved payment of bills as submitted.

4.3 Approval of Extension Agreement for TouchNet Application Subscription Program

The board approved the extension agreement for TouchNet Application Subscription Program as presented.

4.4 Approval of Cloud Software Agreement Renewal for Ellucian Payment Center with Ellucian, Inc.

The board approved the cloud software agreement for Ellucian Payment Center with Ellucian, Inc. as presented.

4.5 Approval of Foundation for California Community College (FCCC) - Microsoft Campus Agreement and Academic Select/Participation Agreement

The board approved a new four-year renewal under the Microsoft Campus agreement & Academic Select/Participation agreement with the FCCC as presented.

4.7 Approval of California Multiple Award Schedule (CMAS) Contract #4-18-78-0053B to Lakeshore Equipment Company dba Lakeshore Learning Materials

The board approved the District's participation in the CMAS Contract #4-18-78-0053B to Lakeshore Equipment Company dba Lakeshore Learning Materials and any future renewals, supplements, modifications and extensions as presented.

1.8 Approval of Consent Calendar (cont.)

4.8 Approval of Vendor Name Change

The board approved the vendor name change request from The Scanning Company to TSC, LLC as presented.

5.1 Approval of Resource Development Items

The board approved budgets, accepted grants, and authorized the Vice Chancellor of Business Operations/Fiscal Services or his designee to enter into related contractual agreements on behalf of the district for the following:

- K-12 Strong Workforce Program (District) - *Augmentation* \$ 224,748
- California Adult Education Program (SAC/SCC) - *Augmentation* \$ 319,009
- California Campus Catalyst Fund (SAC) \$ 110,000
- COVID-19 Block Grant (District) \$2,822,562
- Extended Opportunity Programs & Services (EOPS) (SAC) \$1,825,926
- Nursing Program Support Grant (SAC) \$ 207,358
- Song-Brown Health Care Workforce Training Program- Registered Nurse Education: Capitation for Associate Degree Nursing Program (SAC) \$ 200,000
- Student Support Services Regular Program – Year 1 (SCC) \$ 261,888
- Student Support Services Veterans Program – Year 1 (SAC) \$ 261,888
- Student Support Services Veterans Program – Year 1 (SCC) \$ 261,888

5.2 Approval of Corrections to Sub-Agreements between RSCCD and Sacramento County Office of Education to Award Strong Workforce Program K12 Pathway Coordinator Grants – Year 1 and Year 2

The board approved corrections to the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

5.3 Approval of Corrections to Sub-Agreements between RSCCD and San Diego Unified School District to Award Strong Workforce Program K12 Pathway Coordinator Grants – Year 1 and Year 2

The board approved corrections to the sub-agreements and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into related contractual agreements on behalf of the district.

5.4 Approval of Professional Services Agreement between RSCCD and CORE Education Services.

The board approved the professional services agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

1.8 Approval of Consent Calendar (cont.)

5.5 Approval of Professional Services Agreement with Kleinhenz Economics

The board approved the professional services agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.6 Approval of Amendment to Agreement with Telos Educational Services

The board approved the amendment to the agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.7 Approval of Second Amendment to Agreement with Salytics

The board approved the second amendment to the agreement and authorized the Vice Chancellor, Business Operations/Fiscal Services or his designee to sign and enter into a related contractual agreement on behalf of the district.

5.8 Approval of Rancho Santiago Community College District Professional Services Agreement with Charles H.F. Davis, Ph.D.

The board approved the RSCCD professional Services agreement with Charles H.F. Davis, Ph.D. as presented.

1.9 Presentation from Joint Benefits Committee

Mr. Jeffrey Mizokawa, Keenan & Associates, provided a report from the Joint Benefits Committee. Discussion ensued. Board members received clarification on the data presented from Mr. Mizokawa.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board.

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. Marilyn Flores, Interim President, Santa Ana College
Mr. Jose Vargas, Interim President, Santiago Canyon College

NOTE: At the April 24, 2017, board meeting Ms. Barrios asked that the enrollment reports presented by the college presidents be attached to the minutes and at the May 11, 2020, board meeting Ms. Alvarez asked that the written reports provided by the college presidents be attached to the minutes.

2.3 Report from Student Trustee

Mr. Cuellar provided a report to the board.

2.4 Reports from Student Presidents

The following student representatives provided a report to the board on behalf of the Associated Student Government (ASG) organization:

Mr. Henry Gardner, Student President, Santiago Canyon College
Ms. Monica Renteria, Student President, Santa Ana College

2.5 Report from Classified Representative

Ms. Sheryl Martin had to leave the meeting early but asked Ms. Alvarez to express her gratitude to the Information Technology department for its assistance to students and staff while working remotely.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Craig Rutan, Academic Senate President, Santiago Canyon College
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Report from Board President

Ms. Alvarez provided a report to the board.

2.8 Reports from Board Committee Chairpersons and Representatives of the Board

Mr. Hanna provided a report on the September 8, 2020, Board Facilities Committee meeting.

In Mr. Labrado's absence, Mr. Martinez provided a report on the September 2, 2020, Board Policy Committee meeting.

Mr. Hernandez provided a report on the September 10, 2020, Orange County Community Colleges Legislative Task Force meeting.

3.0 INSTRUCTION

Items 3.1 through 3.12, and 3.14 through 3.20 were approved as part of Item 1.8 (Consent Calendar).

It was moved by Mr. Yarbrough and seconded by Ms. Alvarez to suspend the rules and consider Item 3.13 (Health Services Program Agreement Renewal between The Regents of University of California and RSCCD) after closed session. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye

3.13 Approval of Health Services Program Agreement Renewal between The Regents of University of California and Rancho Santiago Community College District

This item was considered after closed session.

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.3, 4.4, 4.5, 4.7 and 4.8 were approved as part of Item 1.8 (Consent Calendar).

4.2 Approval of Agreement with Brailsford & Dunlavey, Inc. for Professional Consulting Services for Feasibility Study for Santa Ana College Student Housing

It was moved by Mr. Hernandez and seconded by Mr. Hanna to approve the agreement with Brailsford & Dunlavey, Inc. for professional consulting services for a feasibility study for SAC student housing as presented. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

4.6 Ratification of Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)

It was moved by Mr. Hernandez and seconded by Mr. Yarbrough to ratify the purchase orders approved by the chancellor per Resolution No. 20-03. Discussion ensued. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and Mr. Yarbrough. Student Trustee Cuellar’s advisory vote was aye.

5.0 GENERAL

Items 5.1 through 5.8 were approved as part of Item 1.8 (Consent Calendar).

5.9 First Reading of Board Policies

The following policies are presented for a first reading as an information item.

- Board Policy (BP) 2355 Decorum
- BP 5500 Standards of Student Conduct (INTERIM)

5.10 Board Member Comments

Mr. Hernandez reported that he was selected to serve on a Professional Development Workgroup for the Community College League of California (CCLC) Vision for Success Diversity, Equity and Inclusion (DEI) Task force. He indicated the workgroup plans to make recommendations to the State Chancellor's Office.

Mr. Cuellar indicated he is looking forward to the day when the campuses reopen.

Ms. Barrios and Mr. Hanna thanked Ms. Alvarez for beginning the tradition of honoring first responders in commemoration of the anniversary of 9/11 attacks, especially during current times when firefighters are battling fires in California and two Sheriff's deputies have been shot while sitting in a patrol car on September 12, 2020. Ms. Alvarez shared her memories of when the district first began honoring first responders and the flag ceremony that occurred.

Mr. Yarbrough asked that the answers to his questions be attached to the minutes.

Mr. Hanna commended staff on the informative reports provided to the trustees at the board meetings.

Mr. Hanna and Ms. Alvarez thanked staff for its outreach to the community groups and elected officials.

Ms. Alvarez indicated that she created a video to be used in congratulating the community and Rancho students in celebration of Mexican Independence Day on September 16, 2020.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:13 p.m. to consider the following items:

1. Public Employment (pursuant to Government Code Section 54957[b][1])
 - a. Full-time Faculty
 - b. Part-time Faculty
 - c. Management Staff
 - d. Classified Staff
 - e. Student Workers
2. Conference with Legal Counsel: Existing Litigation (pursuant to Government Code Section 54956.9[a])

Loretta Jordan v. Rancho Santiago Community College District, Orange County Superior Court
Case No. 30-2019-01072357-CU-WT-CJG
3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[d][2]) (1 matter)

4. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Tracie Green, Vice Chancellor, Human Resources
Employee Organizations: Faculty Association of Rancho Santiago Community College District (FARSCCD)
California School Employees Association (CSEA), Chapter 579
California School Employees Association, Chapter 888
Continuing Education Faculty Association (CEFA)
Unrepresented Management Employees
5. Conference with Labor Negotiator (pursuant to Government Code Section 54957.6)
Agency Negotiator: Marvin Martinez, Chancellor
a. Supplemental Retirement Program, all employees represented and unrepresented
6. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Cuellar left the meeting at this time.

RECONVENE

The board reconvened at 9:43 p.m.

Due to technical difficulties, Mr. Yarbrough did not rejoin the public meeting at this time.

Public Comment

There were no public comments.

Closed Session Report

Ms. Barrios reported the board discussed public employment, existing litigation, anticipated/potential litigation, labor negotiations, and public employee discipline/dismissal/release; and took no action during closed session.

3.13 Approval of Health Services Program Agreement Renewal between The Regents of University of California and Rancho Santiago Community College District

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the health services program agreement renewal between The Regents of the University of California and RSCCD, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

- Approve Revised Amendment to Employment Agreements
- Approve Amendment to Employment Agreements
- Approve Revised Job Descriptions
- Approve Interim Assignments
- Approve End of Interim Administrative Assignments
- Approve Termination/End of Assignments
- Approve Leaves of Absence
- Approve CEFA Part-time/Hourly Step Increases
- Approve FARSCCD Part-time/Hourly Step Increases
- Approve FARSCCD Beyond Contract/Overload Step Hourly Increases
- Approve Hiring of Temporary Long-term Substitutes
- Approve Final Salary Placements
- Approve Adjusted Step Placements
- Approve Adjusted Salary for Step Increases
- Approve Adjusted Banking Leaves of Absence
- Approve Rescinding Banking Leaves of Absence
- Approve Banking Leaves of Absence
- Approve Beyond Contract/Overload Stipends
- Approve Summer Stipends
- Approve Changes in Hire Date
- Approve Column Changes
- Approve Part-time/Hourly New Hires/Rehires
- Approve Non-paid Instructors of Record
- Approve Non-paid Intern Services

6.2 Classified Personnel

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

- Approve Miscellaneous Pay Schedule 2020-2021 Revised
- Approve Professional Growth Increments
- Approve Longevity Increments
- Approve Changes in Salary Placement

6.2 Classified Personnel (cont.)

- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Out of Class Assignments
- Approve Short Term Assignments
- Approve Additional Hours for Ongoing Assignments
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Student Assistant Lists

6.3 Approval of Professional Services Agreement with Van Dermyden Maddux Law Corporation for Investigative Services

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the professional services agreement for investigative services with Van Dermyden Maddux Law Corporation, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

6.4 Approval of Professional Services Agreement with Van Dermyden Maddux Law Corporation for Title IX Hearing Officer

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the professional services agreement for Title IX hearing officer with Van Dermyden Maddux Law Corporation, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

6.5 Approval of Professional Services Agreement between Rancho Santiago Community College District and Association of Community College Trustees (ACCT)

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the professional services agreement between RSCCD and ACCT, as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted after Item 6.6) Mr. Yarbrough.

6.6 Approval of Supplemental Retirement Plan through Phase II Systems Corporation dba Public Agency Retirement Services (PARS)

It was moved by Ms. Barrios and seconded by Mr. Hernandez to approve the supplemental retirement plan through Phase II Systems Corporation dba PARS. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, and (as noted below) Mr. Yarbrough.

Mr. Yarbrough rejoined the public meeting at this time and indicated his aye vote on Item 3.13 and Items 6.1 to 6.6 (as noted in the abovementioned items).

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on September 29, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 9:45 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

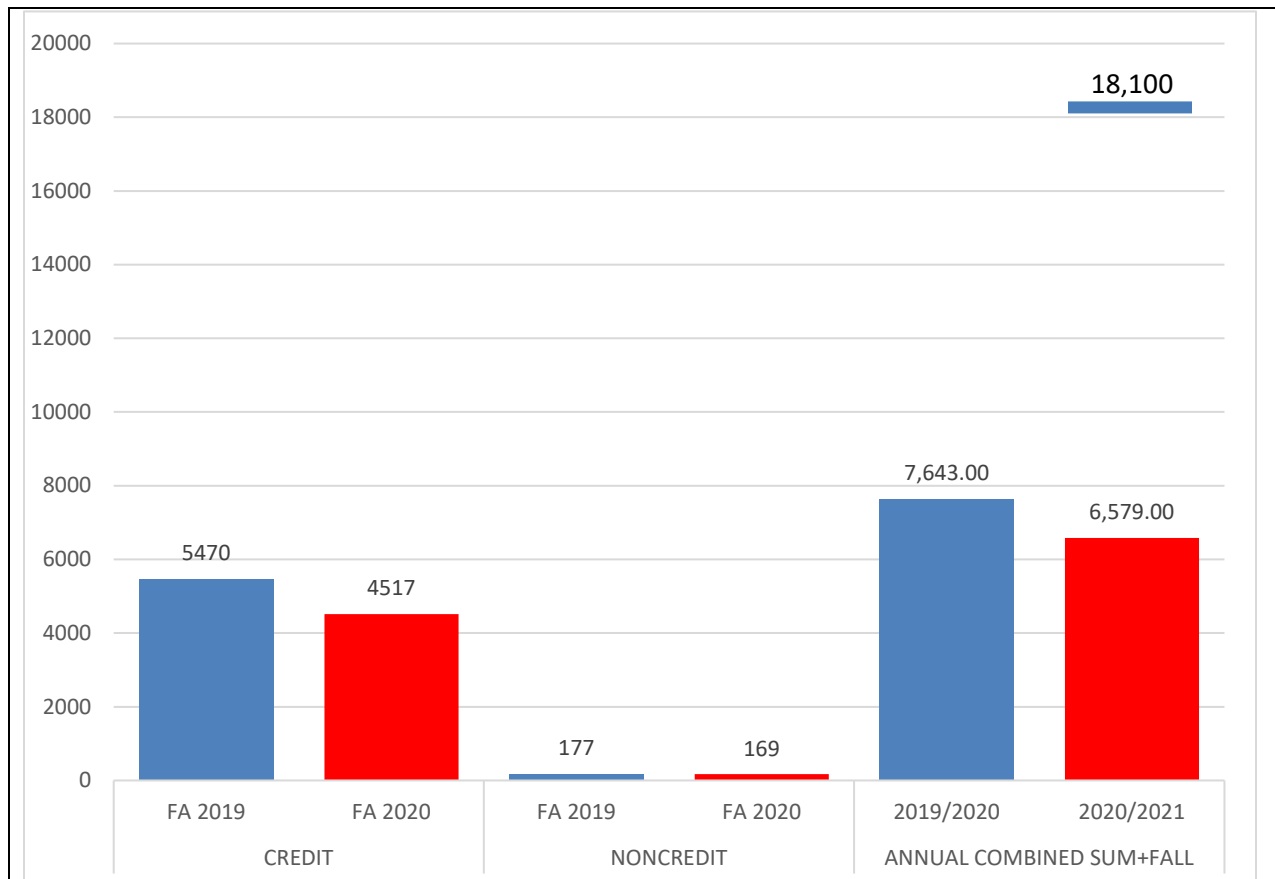
Approved: _____
Clerk of the Board

Minutes approved: September 29, 2020



SAC 2020/2021 Fall Enrollment Report

Date: 9/9/2020



FTES Target

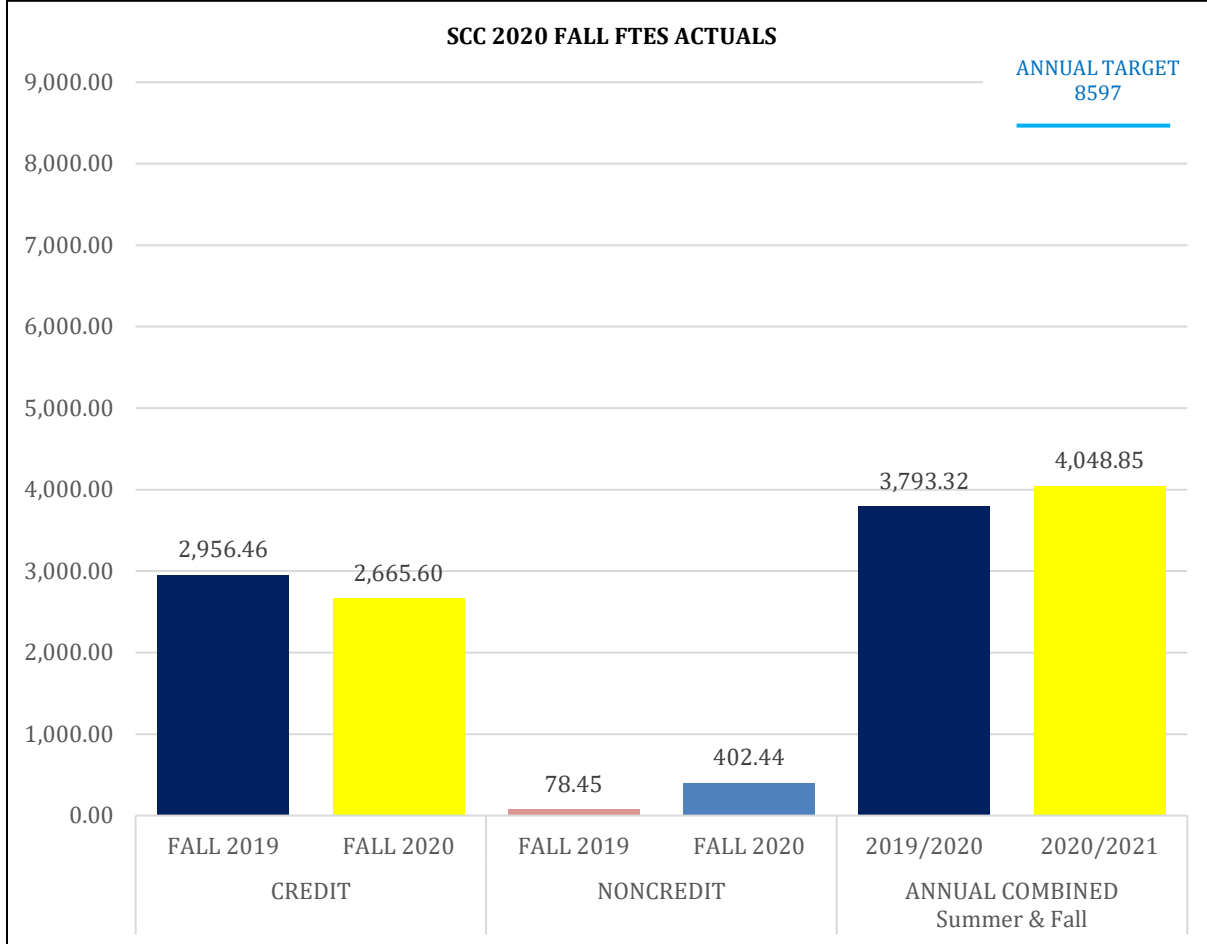
Terms	2020/2021	DIFF	PCT
Credit FA Target	6561.00		
Credit FA Projection	6561.00	0.00	0%
Noncredit FA Target	1293.00		
Noncredit FA Projection	1293.00	0.00	0%
Annual Target	18114.00		
Annual Projection	18114.00	0.00	0%

NOTES:

* This report represents a "moment in time" comparison between like terms.



SCC 2020/2021 ENROLLMENT REPORT
9/9/2020



FTES TARGETS

TERMS	2020/2021	DIFF	PCT
Credit Fall Target	3071		
Credit Fall Projection	2771	-300	-10%
Noncredit Fall Target	688		
Noncredit Fall Projection	688	0	0%
Annual Target	8597		
Annual Projection	8297	-300	-3%

NOTES:

Data from Executive Dashboard Report

Dr. Marilyn Flores - President's Oral Report to the Board
September 14, 2020

Enrollment

Credit

Before presenting enrollment numbers, I would like to share with the Board that the more than 100 sections of face-to-face course offerings during the Fall term at SAC are doing very well. The faculty, classified staff, administration and students have come together to engage in a safe learning environment.

Santa Ana College Credit is experiencing unprecedented declines in enrollment due to COVID-19. We do know that we are not alone in this situation as many colleges within and outside of our region are showing double-digit declines in enrollment. Last year at this time, our FTES was at 5,469 compared to today's 4,516. This is a decline of 953 FTES.

As a means of addressing this gap, we are adding Online, Hybrid, and Remote Live classes back into our schedule as late-start 8, 10, and 12-week courses. Additionally, we have begun a taskforce to review the option of outdoor instruction. The team will make recommendations on the types of courses and the related logistics to teach a class outdoors. We anticipate courses in the Fine and Performing Arts, Kinesiology, and some General Education offerings. While NO decision has been made to teach outdoors, we are preparing ourselves for this opportunity. At the same time, we are reviewing our large lecture class spaces to teach classes inside with appropriate physical distancing once we are given the "green light" by the State.

Lastly, we are collaborating with District Marketing to develop a plan to advertise for our late start Credit offerings with a push towards Remote Live courses for students to experience instruction that is closest to face-to-face teaching methodologies.

Noncredit

As of September 9, 2020, SAC-CEC was at 169 FTES and this is down 8 FTES compared to last year at a similar point in the term when SAC-CEC was at 178 FTES. SAC-CEC is on track to meet its target of 1,293 FTES, which represents 80% of the SAC-CEC total for Fall 2019. SAC-CEC is continuing to focus on getting faculty certified to teach Distance Education and has 42 faculty going through the Online Teaching Certification (OTC) training. Completion of the OTC is required to teach a distance education course at Santa Ana College. Once the 42 faculty are certified SAC-CEC should be able to quadruple its distance education offerings for the Spring 2021 term.

College Updates

In the spirit of continuing to provide opportunities for students to engage with Santa Ana College, our Student Life continues to focus on Virtual Engagement Opportunities for our students. I have provided you with a list of activities planned for September. As you can see we have a range of topics from fitness, to civic engagement, music, and cultural conversations.

Event and RSVP information can be found at sac.edu/studentlife

SEPTEMBER 2020
VIRTUAL ENGAGEMENT OPPORTUNITIES

- 04 FITNESS FRIDAY - YOGA**
11:00AM-12:00PM
Friday stretch break! Join us for beginner friendly yoga! No experience or equipment necessary.
- 09 KNOW THE SIGNS WEBINAR (SUICIDE PREVENTION WEEK)**
1:00PM-2:30PM
SAC Psychologist, Dr. Jill Kapil, discusses warning signs, risk factors, and how to help someone with suicidal thoughts.
- 09 LET'S TALK CENSUS (CIVIC ENGAGEMENT SERIES)**
2:00PM-3:30PM
The U.S. Census affects funding and services in your community. Learn more about it and how you can submit yours before the deadline.
- 11 9/11 MEMORIAL**
ALL DAY
In honor of lives lost on 9/11/01, a tribute webpage will be published on the Student Life homepage.
- 14 CLUB RUSH**
ALL DAY
Learn about 25+ different clubs on campus and get involved! Visit our Student Life homepage to participate.
- 18 FITNESS FRIDAY - ZUMBA**
11:00AM-12:00PM
Dance to great music and burn a ton of calories without even realizing it!
- 23 DONS' CORNER**
9:00AM-12:00PM
A drive-thru food distribution for SAC students. All participants MUST RSVP and designate a time to come to campus and retrieve supplies.
- 23 LET'S TALK VOTING (CIVIC ENGAGEMENT SERIES)**
2:00PM-3:30PM
Election Day is fast approaching! Learn about voting responsibilities and how to register before the deadline.
- 24 IDENTITY FORMATION (CULTURAL CONVERSATION SERIES)**
2:00PM-3:30PM
Explore the psychology behind how our identities are formed and the social and environmental factors that impact them.
- 25 MUSIC LOUNGE**
6:00PM-7:00PM
Join us for a live music session!

FOLLOW US  **SAC_ASG**  **RSVP TO UPCOMING EVENTS**
@ SAC.EDU/STUDENTLIFE

In addition, the SAC ASG is providing \$100 book vouchers to students through its Book Loan Program for students who meet program eligibility. This program will run until allocated funds have been depleted. The application is live and will run until funds are depleted. Students may apply on the following webpage: <https://sac.edu/StudentServices/ASG/Pages/BookLoan.aspx>.

Likewise, SAC-CEC ASG is working to provide webinar topics that matter to students, staff, faculty and administrators. ASG held a webinar on Friday, September 11th to guide attendees through the 2020 Census. In addition, SAC-CEC ASG has developed a series of webinars that focus on creating an inclusive and equitable environment for students. The first webinar will be "Racism, Equity, and Barriers to Prosperity" to be held on Friday, September 18th at 5:30 p.m.

*The **Success at College Conference (SAC Days)** was held on Monday, August 17th. I was able to provide a welcome video to students. The program emphasized the following equity themes, (1) critical reflection on what it means to be college students; (2) how to use technology to be more successful; and (3) how to improve student's ability to achieve their long-term goals. During the conference, students were introduced to their instructors by joining meet-and-greet workshops, they attended informative [Career and Academic Pathway \(CAP\)](#) workshops, and learned about campus resources and services. We had 677 students participate, 63 sessions offered during the event and 80 faculty and staff presenters. Many thanks to the amazing work and tremendous effort from the SAC Days planning committee and the additional faculty, managers and staff that made this event happen. We appreciate all the presenters' expertise, dedication, and genuine care for our students. I have listed all of those who helped and additional details in my report.*

A few data highlights from this year's SAC Days includes:

- **677** students participated
- There were **63** sessions offered during the course of the event
- Over **80** faculty and staff presenters
- We held seven (7) separate sessions for the Career and Academic Pathways (CAP) Success Team to meet with students
- **119** student surveys and received very positive feedback:
 - "What a beautiful day. I am really happy. I learned a lot of good things from SacDays. I know how to study and to success in SAC. I will not be alone because you always stand by me. I will not give up, and I will try to study day by day, step by step. Thank you for your support."
 - "I love the meet and greets to see how your professors are going to be teaching their classes and to get a better understanding of how this year is going to go."
 - "There is help available at SAC for students who are undocumented."
 - "The presentation by Jill Kapil on stress management was excellent."
 - "Prof. Benjamin Hager math workshop on how to study and succeed in any math course was just awesome. Really took the fear out of math away, and provided very easy to follow study guides. I really learned a lot in such a short time."
 - "Thank you for organizing the event. It was well-executed."

My appreciation is extended to the amazing work and tremendous effort of the SAC Days planning committee: (Co-chairs) Armando Soto and Kathy Walczak, (Members) Ben Hager, Minhan Dinh, Luz Fernandez, Perla Marin, Jazmin Quijada, and Kenny Hua.

Additional support provided by SAC faculty, managers and staff: Cherylee Kushida and Vivian Kvenbo (Distant Ed), Raquel Serratos (Professional Dev.), Mary Law, Michelle Ramos, Nancy Smith, Teresa Mercado-Cota, John Steffens, and Dean Hopkins (Marketing and Outreach), and the Assessment Center provided help desk support throughout the course of the day.

*Student Service Offices remain open on campus on a staggered basis and are by appointment only to ensure the safety of our staff and students. These offices include **Financial Aid, Admissions & Records, Disability Services and the Health and Wellness Center**. In addition, to meet the need of students who are still coming onto campus in search of support services, the Outreach department is hosting a **Wayfinding Station** located right at the campus entrance to provide guidance and answer questions to new and potential students. Outreach staff also assist students searching for available open classes. As of last week we have served 73 students who have come to campus searching for answers.*

*We continue support the technological needs of our students through the **Digital Dons Laptop Program**. To date, we held six (6) distribution dates in August and distributed **612 laptops to students**. We will continue to distribute additional laptops in September. A list of student services can be found at <https://sac.edu/StudentServices/Pages/default.aspx>*

*Likewise, the **Academic Computing Center (ACC)** is open to students who need access to a quiet space and technology. We currently have a weekly capacity of serving 828 appointments. During the first two weeks, 98 students came in person to use the ACC and this week the numbers are indicating an increase in student participation.*

- Current Operating Hours Monday-Thursday 10:00 am – 7:00 pm & Friday 10:00 am – 2:30 pm
- Two(2) Hour Appointments available for students to use computers
- Weekly Capacity – 828 appointments
- Face-to-Face student/employee access & sanitation protocols in place with no issues.
- Marketing efforts have included:
 - 2 Emails to all students
 - Text messages to all students
 - Social Media Posts
 - Distribution of flyers to all faculty for posting on Canvas

*Our **Distance Education** staff have been working closely with faculty to continue to complete their **Online Teaching Certificates or Remote Instruction Certifications**. To date, we have 585 full time and part time faculty who have completed. Many thanks to the Distance Education staff who have provided this support to our faculty. We now have all faculty using Canvas to support student learning during our online and remote learning environments.*

Online Teaching Certificates

- 359 faculty have their SAC OTC
 - Full-time = 150, Part-time = 209
 - 146 faculty completed in the last academic year

Remote Instruction Certificates

- 259 faculty require the RIC for Fall 2020
 - 226 faculty (87%) have completed, as of Monday, 9/08/20

Support of Online Growth

- All SAC faculty are using Canvas
- SCE faculty are now using Canvas and more will be by end of fall semester
- Students are benefitting by accessing materials and grades online

- DE supports this growing number of online faculty, including SCE. Though SCE will be teaching their own OTC this fall semester, they rely on SAC DE for faculty Canvas support.
- DE Supports all faculty now in several areas:
 - Administrative: enrollments, creation of course shells, and verification of user access.
 - Technical Support & Training: Canvas, Effective practices and all Applications (ConferZoom, Proctorio, Pronto, Turnitin, Video, Captioning +more)

*As noted in a recent press release, **Santa Ana College el Don Student newspaper won First Place Best College Newspaper from the Los Angeles Press Club** (<https://lapressclub.org/> *Links to external site*).*

*This hard-earned honor culminates an extraordinary year in which our student journalists swept national, state, and local titles earning recognition as the best collegiate newspaper and student media organization in America. During the spring 2020 semester, our el Don students won **First Place Best College Newspaper** at the California College Media Awards and took home 14 honors, including six (6) first place awards. Congratulations to Santa Ana College's dedicated and hard-working student-reporters, and editors in chief Lesly Guzman and Jason Solares.*

*Santa Ana College was contacted by Scripps, a local, regional and national media organization in early August. The reporter and filming crew wanted to feature the educational journey of those working are on the front lines as first responders, especially during this pandemic. We pitched a few of our many professions and Scripps decided to feature our **Emergency Medical Technician program and the Orange County Sheriff Department Regional Training Academy**. The links to these stories are included in my report and they have been aired in multiple venues including live on YouTube providing great visibility for SAC.*

- <https://www.wcpo.com/news/national/coronavirus/emt-students-not-getting-training-they-once-did-due-to-covid-19-concerns>).
- <https://www.10news.com/news/national/many-law-enforcement-agencies-across-america-struggling-to-find-new-recruits>

*Lastly, I have provided you an update on our **CARES Act Funding** as of August 28, 2020. You can see that we are well on our way and on target to fully spending the current CARES allocation.*

Grants to Students	Santa Ana College
Certification Signed	4/13/2020
Grant Period	4/13/2020 – 4/13/2021
Total Amount Awarded	\$ 2,797,198
Number of Grant Recipients	3,267
Average Grant Amount	\$ 601
Total Amount of Grants Distributed	\$ 2,112,852
Amount Remaining to Distribute	\$ 684,346

Institutional Support	Santa Ana College
Certification Signed	4/22/2020
Grant Period	5/6/2020 - 5/5/2021
Total Amount Awarded	\$ 2,787,198
Allowable Expenses:	
Shift in Institutional Operations	\$27,288
Refunds Provided to Students	\$114,824
Tech support (hotspots, software, etc)	\$210,430
Computers for students	\$0
Student Emergency Aid Grants	\$0
OPM for Distance Learning	\$0
RSCCD Transferred Expenses to the College	\$440,940
Total Expenses	\$793,481
Amount Remaining	\$2,003,717

Minority Serving Institutions	Santa Ana College
Certification Signed	4/22/2020
Grant Period	5/6/2020-5/5/2021
Total Amount Awarded	\$ 379,989
Allowable Expenses:	
Lost Revenue	\$300,069.00
Reimbursement for expenses incurred	\$0.00
Tech costs to transition to DE	\$0.00
Faculty and Staff Training	\$0.00
Payroll	\$0.00
Total Expenses	\$300,069.00
Amount Remaining	\$ 79,920

President's Outreach to Community

I'd like to end my report with a brief update on my outreach efforts to the community. On August 14th I attended and was asked to introduce myself to the Garden Grove Chamber of Commerce, Governmental Affairs Committee. On August 24th La Ranchera KWIZ 96.7 aired an interview hosted by Humberto Luna. The interview included myself and SAC-SCE instructor Adriana Gonzalez. We primarily promoted our tuition free courses through noncredit and connections to credit. Tomorrow, September 15th from 9am to noon both my Cabinet and Superintendent from SAUSD, Jerry Almendarez's Cabinet will have a joint meeting to discuss ways to improve our many existing partnerships with SAUSD. On September 15th at 7pm both Jose Vargas and myself can be viewed on Facebook Live giving our grito in celebration to the 210th Mexican Independence Day, an event sponsored by el Consulado de Mexico en Santa Ana. [Facebook Live: ConsulmexSantaAna](#). On September 17th, I will be attending the OC Sherriff's Basic Academy Graduation in Tustin. On September 24th, I will be attending the Santa Ana Chamber of Commerce and will be introduced as new board member. Future outreach efforts include interview with BCTN, Vietnamese television station to promote SAC programs; a meet and greet with the new Mayor and Council Members of Santa Ana along and potential visits to Sacramento as they re-open to connect with local and state representatives.

**Santiago Canyon College President’s Report to the RSCCD Board of Trustees
September 14, 2020**

ENROLLMENT

Fall 2020 Enrollment:

Noncredit: As of September 9, 2020 SCC-OEC was at 402 FTES which is up 324 FTES compared to last year at a similar point in the term when SCC-OEC was at 78 FTES. SCC-OEC’s growth can be attributed to its strong growth in its Distance Education program. SCC-OEC is projecting that it will meet its target of 688 FTES for the Fall Term. SCC-OEC’s focus on expanding its Distance Education program over the last two years is showing excellent results and has resulted in SCC-OEC being one of the top noncredit programs in the state for Distance Education.

Credit: As of September 9th, we are at **2,665.6 FTES** which is 291 FTES below the same point in time last year. As a result, we are adjusting our projection from 3,071 FTES to 2,771 FTES.

Annual Enrollment:

Overall, as of September 9th, our combined summer and fall is 256 FTES above the same point in time last year. The increase is due to fall census based classes in noncredit that last fall were held as positive attendance based classes. As such, the growth in positive attendance will lag that of last fall and is expected to result in a decrease to overall gain as the semester progresses.

On 9/2/20, we took a closer look at subgroups and found that with the exception of nonresident out-of-state students, enrollment is down across the board. The decreases range from -2.13% in Athletics to -32.05% in our Veterans

		Residents														Nonresidents	
		Total	First-Time	Continuing	Special Admit	Dual	Athletics	First-Time From OUSD	First-Time From Other HS	CAMP	Veterans	EOPS	DSPS	TRIO	Guardian Scholars	FL	Out-of-State
2020FA	Headcount	8261	1799	6462	443	265	138	555	859	42	53	265	594	118	23	89	61
	Units	71650	18108.5	53541	1946	1047	1823	6929	10598.5	434	692.5	3127	5205.4	1392.5	222	870.5	462.5
2019FA end-of-term	Headcount	9457	2535	6922	535	338	141	634	1123	59	78	327	664	137	29	126	32
	Units	80622	22937	57685.1	2241.5	1482	1780.5	7450	13335	646.5	955.1	3900.5	5828.7	1573.5	259	1439	234.5
Difference	Headcount	-1196	-736	-460	-92	-73	-3	-79	-264	-17	-25	-62	-70	-19	-6	-37	29
	Units	-8973	-4828.5	-4144.1	-295.5	-435	42.5	-521	-2736.5	-212.5	-262.6	-773.5	-623.3	-181	-37	-568.5	228
	Approx FTES	-299.09	-160.95	-138.14	-9.85	-14.50	1.42	-17.37	-91.22	-7.08	-8.75	-25.78	-20.78	-6.03	-1.23		
	% Diff (Headcount)	-12.65%	-29.03%	-6.65%	-17.20%	-21.60%	-2.13%	-12.46%	-23.51%	-28.81%	-32.05%	-18.96%	-10.54%	-13.87%	-20.69%	-29.37%	90.63%
	% Diff (units)	-11.13%	-21.05%	-7.18%	-13.18%	-29.35%	2.39%	-6.99%	-20.52%	-32.87%	-27.49%	-19.83%	-10.69%	-11.50%	-14.29%	-39.51%	97.23%
NOTES:																	
*Excludes Apprenticeship																	
*Special Admit status based on auditable CAP petitions granted by A&R																	

group.

It should be noted that the fall 2019 figures are end of term figures and the report is not a same point in time comparison. With this information, we will now develop and implement targeted strategies to increase the enrollment of each subgroup.

In regards to classes, the top 5 disciplines that are experiencing the greatest enrollment decrease are:

- Mathematics (-462)
- Kinesiology (-240)
- Music (-240)
- Political Science (-239)
- Biology (-214)

Conversely, there are 5 disciplines that are experiencing growth. They are:

- Child Development (+112)
- Real Estate (+75)

- Computer Science (+59)
- Art (+26)
- Chemistry (+5)

It is clear that our current enrollment data and the data across the State continue to suggest that many students are not interested in participating in remote instruction and instead prefer in-person classes. As such, SCC has scheduled four late start, 8 week, in person classes to begin the week of October 19 as a pilot schedule. The classes are: Astronomy, Mathematics, Music, and Philosophy. I will keep you posted on their progress.

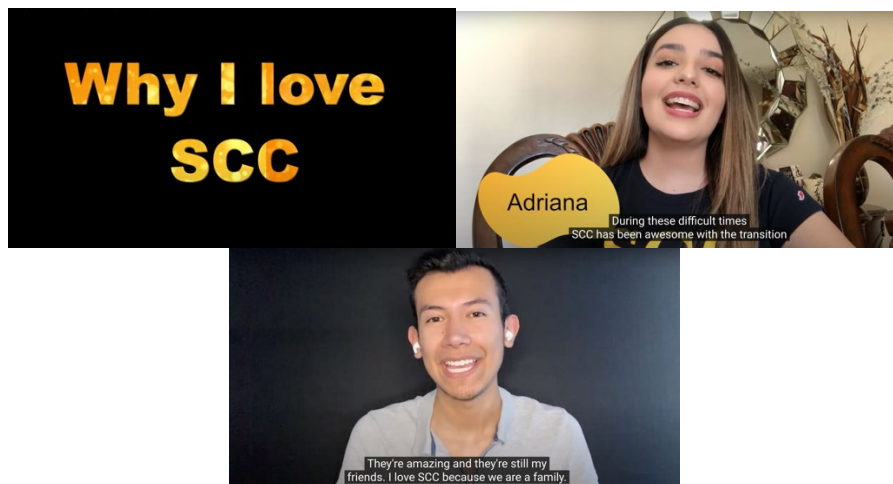
COLLEGE UPDATES

Student Services:

- The Library is open Monday through Thursday from 8:00 am to 4:30 pm for students to access online connectivity and printing services. It is currently averaging 10 students per day.
- Other offices available for in-person services include A&R, Financial Aid, The Cashiers Office, and The Health & Wellness Center. These offices are open Monday through Thursday from 9:00 am to 1:00 pm and by appointment.
- Although the parking lot continues to be available for students to park and access wifi, we have not witnessed anyone using it during the last 2 weeks.
- As of today, through our Laptop Loaner Program, we have loaned out approximately 170 devices to students and almost 90 to faculty and staff and there are slightly over 130 students on the requests list who we have not been able to accommodate. Fortunately, on Tuesday, September 8, we received 100 new laptops that were on order that are now being prepared and will be loaned out as soon as they are ready.
- In general, students who visit the site in person are abiding by all posted guidelines and when asked are reporting that they feel safe. I also had the opportunity to ask staff who are providing in-person services about their sense of comfort and safety and the responses have been positive.
- The Hawks Nest Food Pantry increased the frequency of events from every other week to weekly effective August 27, 2020. The events take place Thursdays from 10 am to 2 pm and serve approximately 170 students per event. The increase to weekly events was made possible due donations from our partners at the OC Food Bank and Second Harvest. In particular, the OC Food Bank now provides us with pre-packed boxes of perishable food items. This reduces the amount of time needed to prepare for each opening because the boxes are now being delivered the day of the events and are already prepared. Prior to this, it would take SCC staff two weeks to prepare for an event.
- On August 6, SCC was informed by the Office of Congresswoman Porter that we were awarded two Student Support Services grants for a new five-year grant cycle. One is for the renewal/re-awarding of the TRIO grant and the second is for the new Veterans' grant. Both grants were funded on the first slate and result in an award of \$260,000 each year for a five-year period for each grant for a combined total of \$2.6 Million.
- SCC received a \$15,000 grant from the Stanley W. Ekstrom Foundation in Orange on behalf of the Veterans Service Office. Established by the late Stanley Wayne Ekstrom – a businessman, humanitarian,

and philanthropist – the Stanley W. Ekstrom Foundation honors Stan’s legacy by funding causes he supported in life, including organizations that promote social welfare, education, animal welfare and the wellbeing of active duty and retired military members and their families. The grant will be used to purchase loaner laptops, calculators, printer ink, Wi-Fi hot spots, online textbook access codes, and other school supplies, as well as fund scholarships and emergency grants for veteran students. Funds will also be used to support marketing efforts to attract more veteran students to the program and the strong support network it provides.

- The 4th Annual Summer Advantage Academy, took place August 17-18 via a virtual format. The event was attended by 192 students and included welcoming remarks from Chancellor Martinez and Vice President Rizvi. Students attended four (4) sessions which covered college success strategies for math and English, career exploration, tips for online learning, avoiding plagiarism, and how to never repeat a math course.
- Congratulations to our 20/21 scholarship recipients! On Thursday, August 20, 2020 the Scholarship Program Office (SPO) along with the SCC Foundation hosted a virtual scholarship ceremony to celebrate all that our students have accomplished during these challenging times. Joseph Alonzo, Director of Student Equity & Success, moderated the ceremony that also included a message from myself. A total of 111 SCC students enrolled in the college credit program were presented with 160 scholarship awards totaling more than \$99,000. In addition, 9 students enrolled in our Continuing Education program received scholarships totaling \$2,750. Approximately, 100 people attended this celebration. This year’s recipients will be receiving their scholarship disbursements within the next couple of weeks.
- New Outreach Video! - The SCC Outreach team has developed a short SCC Student testimonial video for social media. In this video, current SCC students were invited to share their testimonials about why they love or miss SCC! To see the short video, please visit our Instagram page [by clicking here](#). You can also access it through our [Youtube channel](#).



Instruction:

- The Biology Department put together home lab kits for Biology 229, General Microbiology, that were distributed through a drive-by process in August so that students can participate in hands-on laboratory learning from a remote environment.
- Highlighted below are two classes that are part of the Programs for Older Adults offered through SCC’s Adult Education Program:

- Instructor Shahrzad Ahrar teaches art in a memory care facility. Below is a picture of three of her students enrolled in a correspondence education course: Helen Wilkerson, Angelina Knight, and Elizabeth Buckner.



- Instructor Marilu Morency would normally teach embroidery on SCC campus but is instead teaching the course via correspondence education. Below she shares her student's work and comments:

SCC HAND EMBROIDERY 2019-20 Students' Work & Comments

I want to thank you again - every part of this class has been delightful and we all appreciate the amount of work you have put into the lessons. ND 8/2/20

Nancy Drew

Christine Huard-Spencer

Good morning Marilu, Thank you so much for your very kind email. I have absolutely loved receiving your email lessons. MG 7/8/20

Dottie Lange

Rebecca Grant

Thanks, Marilu, you always go the extra mile to make sure we have all the information that we need. I just wanted to let you know that your efforts are appreciated. BA 8/20/20

Karen Bastien

I am SO grateful that you are working so hard to bring us interesting projects and helping us stay connected! ...

Whether in or out of the hoop **STAY IN THE LOOP**
with Marilu Morency Morency_Marilu@sac.edu
FIBER AND BEAD Art & Instruction

Cares Act Dollars:

**CARES Act Funds as of September 9, 2020
Interim Report**

Grants to Students	Santiago Canyon College
Certification Signed	4/13/2020
Grant Period	4/13/2020 – 4/13/2021

Total Amount Awarded	\$ 1,446,953
Number of Grant Recipients	1,700
Average Grant Amount	\$ 509
Total Amount of Grants Distributed	\$ 865,200
Amount Remaining to Distribute	\$ 581,753

Institutional Support	Santiago Canyon College
Certification Signed	4/22/2020
Grant Period	5/6/2020 - 5/6/2021
Total Amount Awarded	\$ 1,446,953
Allowable Expenses:	
Shift in Institutional Operations	\$261,695
Refunds Provided to Students	\$53,860
Tech support (hotspots, software, etc)	\$21,140
Computers for students	\$267,306
Student Emergency Aid Grants	\$ -
OPM for Distance Learning	\$ -
Total Expenses	\$ 604,000
Amount Remaining	\$ 842,953

Minority Serving Institutions	Santiago Canyon College
Certification Signed	4/22/2020
Grant Period	5/6/2020-5/5/2021
Total Amount Awarded	\$ 197,509
Allowable Expenses:	
Lost Revenue	\$ 100,000
Reimbursement for expenses incurred	\$ -
Tech costs to transition to DE	\$ -
Faculty and Staff Training	
Payroll	\$ -
Total Expenses	\$ 100,000
Amount Remaining	\$ 97,509

Echoes of the Canyon:

On August 25, SCC students Charlotte Kenney, Claire Burke, Citlalli Mora, along with Associate Professor Kathy Hall, were featured on KNBCLA for their role in the writing and publishing of the book “Echoes in the Canyon. The piece can be seen at:

<https://www.nbclosangeles.com/on-air/college-students-write-book-during-pandemic/2418715/>

All proceeds of the book go to support the SCC Hawks Nest Food Pantry.

Fall Convocation:

Fall Convocation took place Friday, August 21. Although not a requirement to attend, the event drew more than 265 attendees and was featured by guest speaker Dr. J. Luke Wood who spoke on the topic of *Unconscious Bias in Education*. I want to thank Chancellor Martinez and Board President Alvarez for their welcoming remarks as well as Board members and District staff for their attendance.

President's Outreach to Community:

In an effort to increase college visibility/exposure to community, as of today I have met with the following elected officials:

- Orange Councilmember Chip Monaco (one-on-one zoom meeting)
- Orange Councilmember Kim Nichols (one-on-one zoom meeting)
- OC Supervisor Don Wagner and staff (along with Chancellor Martinez and Trustee Yarbrough)

In addition, I am currently a candidate to serve as a member of:

- The Community Foundation of Orange
- The Villa Park Rotary Club

UPCOMING EVENTS

- **Blood Drive:** September 29 & October 2 from 10 am to 4:00 pm, SCC Gymnasium. The event will be able to accommodate 65 donors per day, by appointment, and will include a free COVID-19 Anti-body test
- **SCC Golf Tournament:** Friday, October 9, at Strawberry Farms Golf Club in Irvine starting at 8:15 am.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Interim President – Santiago Canyon College

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7340 – Office

Date: September 14, 2020
To: Marvin Martinez, Chancellor
From: Jose Vargas
Subject: Response to Board Request

From Trustee Phil Yarbrough

***3.20 I need to know if this is paid from categorical funds through IEPI – Institutional Effectiveness Partnership Initiative**

- No. The Institutional Effectiveness Partnership Initiative (IEPI) provided \$200,000 to SCC of which \$108,366 was allocated as seed money to enter into the initial agreement with eLumen in 2017. The renewal will be paid from an SCC fund 13 (one-time carry-over) account. The funds have been identified and placed in the proper account number to proceed upon approval from the Board.

SCC currently has \$51,480 of remaining IEPI funds that have been earmarked for IEPI activities that are included in our recent amendment for an extension to spend down the funds. In planning for the amendment that we submitted, we checked with IEPI to see if we could redirect our remaining funds to pay for another year of eLumen but our request was denied because it is not allowable to pay for agreements that extend beyond the term of the grant which sunsets on December 31st, 2020.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor – Educational Services

Date: September 14, 2020
To: Marvin Martinez, Chancellor
From: Enrique Perez, J.D., Vice Chancellor
Subject: Response to Board Requests

From Board Member Phillip Yarbrough

5.5 Is this paid through Strong Workforce categorical funds?

5.5 Approval of Professional Services Agreement with Kleinhenz Economics

The funding is from Strong Workforce Program regional marketing funds for Orange County. The research findings/recommendations will be promoted throughout the region to aid colleges in moving through the pandemic, and will also be used for the development of the Orange County Strong Workforce Program Regional Plan and the Orange County Economic Development Strategy to help businesses with recovery efforts.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Office of the Vice Chancellor – Human Resources

2323 N. Broadway
Santa Ana, CA 92706
(714) 480-7489 – Office

Date: September 14, 2020
To: Chancellor M. Martinez
From: Tracie Green, Vice Chancellor Human Resources
Subject: Responses to Board Requests

From Trustee Philip Yarbrough

5.9 First Reading of Board Policies [BP2355 - Decorum] & [BP5500 – Standards of Student Conduct]

Why are these changes being made?

- The district receives legal updates from the Community College League to ensure our BP/AR's are current and reflect recent revisions in federal/state statues as well as accreditation standards. Our policy revisions go through the Board's Policy Committee and District Council prior to the BOT's first reading.
 - BP 2355 – Decorum
 - This language brings it up to the current legal standards as recommended by the league.
 - BP 5500 – Standards of Student Conduct
 - The changes to the BP are to ensure incidents impacting students under section 1. Guidelines for Student Conduct; Are addressed. Without these additions, it will result in a gap within our policies due to the changes within Title IX and leave students without remedies.
 - The new 2020 Title IX regulations required all colleges to rewrite their policies and procedures for addressing sex offenses, including sexual harassment, sexual assault, domestic violence, dating violence, and stalking. The college must also comply with a federal law called the Violence Against Women Act (VAWA), Section 304, which also protects college community members when they experience sex offenses.

Is the use of vulgar language now considered protected by the first amendment?

- BP 2355 – Decorum
 - By adding Disrupting, disturbing or otherwise impeding the orderly conduct of the meeting provides a larger spectrum of disruptive behaviors that the board can rule out of order.
- BP 5500 – Standards of Student Conduct
 - The additions are to ensure our compliance with the state and federal mandates. Furthermore, we must be cautious of labeling speech a violation of policy.

- Continuous disruptive behavior or willful disobedience, harassment, stalking, habitual profanity or vulgarity, open and persistent abusive college personnel, or open and persistent defiance of authority of College personnel continues to define guidelines for student conduct.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College and Santiago Canyon College – Student Services**

To:	Board of Trustees	Date:	September 29, 2020
Re:	Approval of Agreement Addendum 1 with Point and Click Solutions, Inc. for Santa Ana College and Santiago Canyon College		
Action:	Request for Approval		

BACKGROUND

On December 7, 2015, the Rancho Santiago Community College District Board of Trustees approved an Agreement with Point and Click Solutions, Inc. for an Electronic Medical Record Software & Hosting Service, which was facilitated by Rancho Santiago Community College District (“RSCCD”) Purchasing Services, on behalf of the Student Health Centers, which will expire on December 31, 2020. The software was funded exclusively through the colleges’ restricted Health Service Fees (non-general fund).

In light of COVID-19 and the campus-wide shift to online services, the Student Health Centers identified Zoom Health integration with Point and Click Solutions, Inc. The proposed Agreement Addendum 1 with Point and Click Solutions, Inc. for Santa Ana College and Santiago Canyon College (“Agreement Addendum 1”) will support additional services to be conducted via Zoom Health visits that meet the HIPAA requirements and decrease the potential of video interruptions during critical and confidential online patient appointments. The Addendum Agreement 1 provides additional security via the DUO license. This project has been properly vetted through the RSCCD Information Technology Systems department.

ANALYSIS

The Addendum Agreement 1 revises the current contract pricing and services under the original agreement. The Addendum Agreement 1 will provide the Zoom Health integration for a pro-rated additional yearly cost of \$408.34 (\$179.67/SAC and \$228.67/SCC) and the DUO Licenses for a pro-rated additional yearly cost of \$823.33 (\$380.00/SAC and \$443.33/SCC). These additional costs will be paid for with CARES funds.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Agreement Addendum 1 with Point and Click Solutions, Inc. for Santa Ana College and Santiago Canyon College, as presented.

Fiscal Impact:	\$1,231.67 (SAC \$559.67) (SCC \$672.00)	Board Date:	September 29, 2020
Prepared by:	Vaniethia Hubbard, Ed.D., Vice President, Student Services, Santa Ana College Syed Rizvi, Vice President, Students Services, Santiago Canyon College		
Submitted by:	Marilyn Flores, Ph.D., Interim President, Santa Ana College Jose Vargas, Interim President, Santiago Canyon College		
Recommended by:	Marvin Martinez, Chancellor, RSCCD		



Agreement Addendum 1

This is an addendum to the agreement between Point and Click Solutions and Santa Ana College signed on December 31st, 2015.

This addendum is to include the addition of 11 Zoom Interface Only Licenses @ \$49 per user per year. Total cost to be added for 9/1/2020 - 12/31/2020 is \$179.67.

This addendum also includes the addition of 12 DUO Licenses @ 95 per user per year. Total cost to be added for 9/1/2020 - 12/31/2020 is \$380.00.

Signature Point and Click Solutions	Name	Title	Date
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Signature Santa Ana College	Peter J. Hardash Name	Vice Chancellor, Business Operations/Fiscal Services Title	Date
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Point and Click Solutions Inc.

QUOTE

Quote #: S35017

Date: 9/16/2020

From: **Point and Click Solutions Inc**
 P.O. Box 3060
 Woburn, MA 01888-1860
 TIN#: 04-3152428
 ph: 781 272 9800
 fax: 781 272 9811

To: **Santa Ana College**
 1530 West 17th Street
 Santa Ana, CA 92706 United States
 Client#: N000 086 5

Date	Code	Description	Units	Charges	Client Payments	Client Balance
09/16/2020	3ZoomF	Zoom Interface Only Subscription Fee	11	\$539.00		\$179.67
09/16/2020	DisctP	Prorated Discount Prorated 8 Months		(\$359.33)		
09/16/2020	Memo	Memo (Annual Subscription Fee that will be added is \$49 per user per year)				
Subtotal for Ticket #35017				\$179.67		\$179.67

Point and Click Solutions Inc.

QUOTE

Quote #: S35484

Date: 9/16/2020

From: **Point and Click Solutions Inc**
 P.O. Box 3060
 Woburn, MA 01888-1860
 TIN#: 04-3152428
 ph: 781 272 9800
 fax: 781 272 9811

To: **Santa Ana College**
 1530 West 17th Street
 Santa Ana, CA 92706 United States
 Client#: N000 086 5

Date	Code	Description	Units	Charges	Client Payments	Client Balance
09/16/2020	3DUO	DUO Subscription Fee	12	\$1,140.00		\$380.00
09/16/2020	DisctP	Prorated Discount Prorated 8 Months		(\$760.00)		
09/16/2020	Memo	Memo (Annual 3rd Party Subscription Fee that will be added is \$95 per user per year)				
Subtotal for Ticket #35484				\$380.00		\$380.00



Agreement Addendum 1

This is an addendum to the agreement between Point and Click Solutions and Santiago Canyon College signed on December 31st, 2015.

This addendum is to include the addition of 14 Zoom Interface Only Licenses @ \$49 per user per year. Total cost to be added for 9/1/2020 - 12/31/2020 is \$228.67.

This addendum also includes the addition of 14 DUO Licenses @ 95 per user per year. Total cost to be added for 9/1/2020 - 12/31/2020 is \$443.33.

Signature
Point and Click Solutions

Name

Title

Date

Signature
Santiago Canyon College

Peter J. Hardash
Name

Vice Chancellor, Business Operations/Fiscal Services
Title

Date

Point and Click Solutions Inc.

QUOTE

Quote #: S35016

Date: 9/16/2020

From: **Point and Click Solutions Inc**
 P.O. Box 3060
 Woburn, MA 01888-1860
 TIN#: 04-3152428
 ph: 781 272 9800
 fax: 781 272 9811

To: **Santiago Canyon College**
 8045 E. Chapman Avenue
 Orange , CA 92869 United States
 Client#: N000 088 0

Date	Code	Description	Units	Charges	Client Payments	Client Balance
09/16/2020	3ZoomF	Zoom Interface Only Subscription Fee	14	\$686.00		\$228.67
09/16/2020	DisctP	Prorated Discount Prorated 8 Months		(\$457.33)		
09/16/2020	Memo	Memo (Annual Subscription Fee that will be added is \$49 per user per year)				
Subtotal for Ticket #35016				\$228.67		\$228.67

Point and Click Solutions Inc.

QUOTE

Quote #: S35485

Date: 9/16/2020

From: **Point and Click Solutions Inc**
 P.O. Box 3060
 Woburn, MA 01888-1860
 TIN#: 04-3152428
 ph: 781 272 9800
 fax: 781 272 9811

To: **Santiago Canyon College**
 8045 E. Chapman Avenue
 Orange , CA 92869 United States
 Client#: N000 088 0

Date	Code	Description	Units	Charges	Client Payments	Client Balance
09/16/2020	3DUO	DUO Subscription Fee	14	\$1,330.00		\$443.33
09/16/2020	DisctP	Prorated Discount Prorated 8 Months		(\$886.67)		
09/16/2020	Memo	Memo (Annual 3rd Party Subscription Fee that will be added is \$95 per user per year)				
Subtotal for Ticket #35485				\$443.33		\$443.33

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Santiago Canyon College Division of Continuing Education
 Santa Ana College School of Continuing Education

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Two Years and Nine-Months Instructional Services Agreement with Taller San Jose Hope Builders	
Action:	Request for Approval	

BACKGROUND

Taller San Jose Hope Builders is requesting to enter into a two years and nine-months Instructional Services Agreement with the Rancho Santiago Community College District, on behalf of Santiago Canyon College Division of Continuing Education (SCC-DCE) and Santa Ana College School of Continuing Education (SAC-SCE). The agreement is for the period of September 30, 2020 through June 30, 2023.

ANALYSIS

Through this Instructional Services Agreement, SCC-DCE and SAC-SCE will provide noncredit employment preparation classes to students attending Taller San Jose Hope Builders. The classes will take place at Taller San Jose Hope Builders, 801 North Broadway, Santa Ana, CA 92701, but may be held through Temporary Remote Instruction, if needed. Taller San Jose Hope Builders will provide staff and classrooms. RSCCD will collect State apportionment for these classes and reimburse Taller San Jose Hope Builders \$2.75 per student attendance hour.

RECOMMENDATION

It is recommended that the Board of Trustees approve the two years and nine-months instructional services agreement with Taller San Jose Hope Builders as presented.

Fiscal Impact:	Apportionment	Board Date: September 29, 2020
Prepared by:	Chrissy Gascon, Interim Executive Dean, Continuing Education Jim Kennedy, Ed.D., Vice President, Continuing Education	
Submitted by:	Jose F. Vargas, Interim President, Santiago Canyon College Marilyn Flores, Ph.D., Interim President, Santa Ana College	
Recommended by:	Marvin Martinez, Chancellor	

**TWO (2) YEARS AND NINE (9) MONTHS INSTRUCTIONAL SERVICES
AGREEMENT**

BETWEEN

TALLER SAN JOSE HOPE BUILDERS

AND THE

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

THIS AGREEMENT is entered into this 30th day of September, 2020, which date is enumerated for purposes of reference only, by and between the RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT, hereinafter referred to as “RSCCD,” and TALLER SAN JOSE HOPE BUILDERS, hereinafter referred to as “HOPE BUILDERS.”

WITNESSETH:

WHEREAS, RSCCD is authorized under Section 78021 of the California Education Code to establish contract education programs by agreement with any public or private agency, corporation, or association, to provide specific educational programs or training to meet the needs of these entities; and

WHEREAS, "contract education" is defined to mean those situations in which a community college district contracts with a public or private entity for the purposes of providing instruction or services or both by the community college; and

WHEREAS, RSCCD wishes to offer noncredit courses in certain facilities provided by the HOPE BUILDERS and

WHEREAS, RSCCD represents that it has minimum qualifications for instructors teaching these courses and the qualifications are consistent with requirements in other similar courses given at the RSCCD: and

Watermark

WHEREAS, HOPE BUILDERS represents that it is a non-public vocational school with extensive capabilities and experience in vocational instruction and training and holds

Course Approval under the provisions of Section 94312 of the Education Code of the State of California; and

WHEREAS, through this Agreement with HOPE BUILDERS, RSCCD intends to provide educational programs for the benefit of eligible students of the RSCCD at various facilities, including TALLER SAN JOSE HOPE BUILDERS, 801 North Broadway, Santa Ana, CA 92701; and

WHEREAS, HOPE BUILDERS operates on the basis of sound administrative policies and adheres to non-discriminatory practices and does not and shall not discriminate on the basis of sex, race, disability, sexual orientation, religion, ethnic or national origin, age, prior educational status, or any other unreasonable basis for discrimination; and

WHEREAS, HOPE BUILDERS operates in physical facilities that meet requirements of State and local Health and Safety regulations and are adequate and suitable for the courses offered and the number of students in attendance; and

WHEREAS, HOPE BUILDERS maintains current and accurate student attendance and progress records, and HOPE BUILDERS consents to inspection of these records by authorized representatives of RSCCD, the California Community College Board of Governors, and other regulatory and administrative agencies;

NOW, THEREFORE, in consideration of the conditions, covenants, terms, agreements and recitals contained herein, it is mutually agreed as follows:

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A. RECITALS:

All the above recitals are true and correct.

B. TERM:

The term of this Agreement shall be for two (2) years and nine (9) months, commencing September 30, 2020 and terminating June 30, 2023, unless earlier terminated by either party in the manner set forth herein.

C. OPTIONAL TERMINATION:

HOPE BUILDERS or RSCCD may terminate this Agreement, without cause, at the end of any semester or summer session, upon thirty days written notice to the other party.

D. RESPONSIBILITIES OF RSCCD:

1. RSCCD shall provide instruction and training to eligible students of the RSCCD at various facilities designated by HOPE BUILDERS, including TALLER SAN JOSE HOPE BUILDERS, 801 North Broadway, Santa Ana, CA 92701. RSCCD is responsible for the education programs conducted at these facility sites. Classes may be conducted in a traditional classroom setting format (face-to-face instruction) or via an online format (distance education instruction).
2. RSCCD shall provide:
 - a. Classes in short-term Career Technical Education
 - b. Classes in Workforce Preparation

The courses of instruction under this agreement are listed in the annual Santiago Canyon College Catalog and/ or the Santa Ana College Catalog as an attachment to this agreement (Attachment A). The total number of student attendance hours under this agreement shall not exceed 25,000 per fiscal year.

3. The curriculum shall be as described in the RSCCD's Catalog(s) and the program and course outlines on file in the Instruction Office as approved by the Curriculum Council, the Chancellor, the Board of Trustees of RSCCD, and the Chancellor's Office of the California Community Colleges.

4. RSCCD shall use selected HOPE BUILDERS staff as instructors to provide the instruction and training covered in this Agreement. In order to meet the California Code of Regulations, Title 5, requirement, that students be under the immediate supervision of an "employee" of RSCCD, RSCCD will invoke the provision of Title 5, Section 58058(b).

Accordingly, HOPE BUILDERS staff that is used, as instructors will be required to enter into written individual instructor service agreements with RSCCD regarding their responsibilities for delivering the curriculum called for in this Agreement.

RSCCD shall have the primary right to control and direct instructional activities of the instructor while instructor is conducting a class, or classes, given through an instructional service agreement between RSCCD and HOPE BUILDERS.

5. Instruction to be claimed for apportionment by RSCCD under this Agreement shall be under the immediate supervision and control of an employee of the RSCCD (Title 5, Section 58058) who has met the minimum qualifications for instruction in a noncredit subject in a California community college.
6. RSCCD's minimum qualifications for instructors teaching under this agreement are consistent with requirements in other similar courses offered within the RSCCD.
7. RSCCD shall demonstrate control and direction of the instructional courses offered under this agreement through such appropriate actions as providing the instructors with an orientation, instructor's manual, course outline, curriculum material, testing and grading procedures, and any other materials and services it would provide to its hourly instructors on campus.
8. RSCCD has specified the courses of instruction within this Agreement (Attachment A), and the outlines of record for such courses have been approved by the college's curriculum committee as meeting Title 5 course standards, and the RSCCD's board of trustees has approved the courses.
9. RSCCD shall use procedures to assure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. RSCCD shall assure that the courses offered through this agreement, and the faculty and the students, are held to a level of rigor comparable to that of the other sections of noncredit education courses offered within the RSCCD.

10. RSCCD shall claim state apportionment for student attendance generated in classes covered by this Agreement. HOPE BUILDERS shall not claim state apportionment for the same student attendance hours claimed by RSCCD.
11. RSCCD shall reimburse HOPE BUILDERS for use of staff and facilities, in accordance with the terms stated in Section G, "PAYMENT."
12. RSCCD shall provide the normal administrative functions, including admissions, counseling, registration, and achievement records comparable to those maintained for any student of RSCCD.

E. RESPONSIBILITIES OF HOPE BUILDERS:

1. HOPE BUILDERS shall provide staff and facilities for RSCCD to utilize in the operation of its instructional programs for eligible students of the RSCCD.
2. HOPE BUILDERS staff who are used as instructors under this Agreement will be appropriately credentialed to teach the subject areas covered by this Agreement.
3. Pursuant to California Code of Regulations, Title 5, Section 58058(b), HOPE BUILDERS staff used as instructors under this Agreement will enter into individual agreements with RSCCD regarding their responsibilities as instructors for RSCCD, specifically for delivery of the curriculum covered by this Agreement. All instructor agreements will be kept on file by RSCCD.
4. RSCCD shall not be obligated to make any payment to HOPE BUILDERS staff for services under the terms of this Agreement. Any and all salaries and benefits payable or owing to HOPE BUILDERS staff who are used as instructors under the terms of this Agreement are the sole responsibility and liability of HOPE BUILDERS.
5. HOPE BUILDERS shall provide all necessary instructional supplies and equipment for the students covered by the Agreement. All material and equipment supplied by HOPE BUILDERS shall remain the property of HOPE BUILDERS and shall not be removed from the premises without permission of HOPE BUILDERS.
6. HOPE BUILDERS shall not charge students receiving instruction and training under this Agreement additional cost for tuition.

7. HOPE BUILDERS will provide those administrative functions essential for the operation of facilities, at its own expense, where the instructional programs under this agreement take place.
8. HOPE BUILDERS shall be in compliance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Act of 1972, Section 504 of the Rehabilitation Act of 1973, the U.S. Presidential Executive Order 11246, and subsequent amendments (if applicable) and the intent of the Board of Governors of the California Community Colleges affirmative action resolution adopted April 12, 1973, and all applicable local, state, and federal health and safety regulations.
9. HOPE BUILDERS courses shall be held at facilities that are clearly identified as being open to the general public. Enrollment in the courses is open to any person who has been admitted to the college and has met any applicable prerequisites.
10. HOPE BUILDERS shall retain records of enrollees' attendance for at least five (5) years and shall, upon request, make them available for review by RSCCD, the Office of Private Postsecondary Education, and the Chancellor's Office of the California Community Colleges.

F. RESPONSIBILITIES OF RSCCD AND HOPE BUILDERS:

1. RSCCD and HOPE BUILDERS will make available as appropriate support services such as counseling, guidance and placement assistance for the students.
2. RSCCD and HOPE BUILDERS will supervise students and evaluate student progress.
3. RSCCD and HOPE BUILDERS will determine the withdrawal procedures and documentation applicable to students who seek to withdraw prior to completion of a course.
4. Procedures, Terms, and Conditions. The enrollment period for instructional programs under this agreement is determined by RSCCD and is unique to this program. The students do not pay enrollment fees for the education courses under this agreement. The RSCCD determines the number of class hours sufficient to meet the stated performance objectives.

G. PAYMENT:

1. RSCCD shall reimburse HOPE BUILDERS for the use of staff and facilities at the rate of \$2.75 per student attendance hour, up to a maximum of 25,000 hours (\$68,750) per fiscal year. The hours claimed under this Agreement must be certified to RSCCD for actual attendance during the preceding month for all properly enrolled students. Such payment is considered full payment to cover all of HOPE BUILDERS' contract cost of operating the instructional programs covered by this Agreement.
2. HOPE BUILDERS's shall submit certified statements and billing monthly to:
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College
Orange Education Center
1572 North Main Street
Orange, CA 92867
ATTENTION: Interim Executive Dean, Continuing Education
3. HOPE BUILDERS's billing shall include evidence of positive attendance in accordance with State regulations. At the end of each month, RSCCD will send the total attendance hours posted for the month to HOPE BUILDERS' designee for reconciliation and confirmation/certification so that an invoice can be generated. All billings shall include the total number of actual student attendance hours.
4. RSCCD shall reimburse HOPE BUILDERS's within twenty (20) days after receipt of billing.

H. NOTICES:

1. Except for the notices provided for in Subsection 2 of this Section, all notices authorized or required by this Agreement shall be effective when written and deposited in the United States Mail, first class postage prepaid and addressed as follows:

RSCCD:

Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706-1640
Attention: Vice President, Continuing Education

HOPE BUILDERS:

Taller San Jose Hope Builders
801 North Broadway
Santa Ana, CA 92701
714-543-5105
Attention: Shawna Smith, Executive Director

2. Termination notices shall be effective when written and deposited in the United States mail, certified, return receipt requested and addressed as above.

I. STATUS OF HOPE BUILDERS AND RSCCD:

HOPE BUILDERS is, and shall at all times be deemed to be an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between RSCCD and HOPE BUILDERS, or any of HOPE BUILDERS' agents or employees. HOPE BUILDERS, its agents and employees shall not be entitled to any rights or privileges of RSCCD employees and shall not be considered in any manner to be RSCCD employees.

RSCCD is, and shall at all times be deemed to be an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between HOPE BUILDERS and RSCCD, or any of RSCCD's agents or employees. RSCCD, its agents and employees, shall not be entitled to any rights or privileges of HOPE BUILDERS employees and shall not be considered in any manner to be HOPE BUILDERS employees.

J. ALTERATION OF TERMS:

This Agreement fully expresses all understanding of RSCCD and HOPE BUILDERS, with respect to the subject matter of this Agreement and shall constitute the total Agreement between the parties for these purposes. No addition to, or alteration of the terms of this Agreement shall be valid unless made in writing, formally approved and executed by duly authorized agents of both parties.

K. CERTIFICATION BY RSCCD:

RSCCD hereby certifies that on all student attendance from classes offered through this Agreement which it reports for state apportionment, it does not, and will not, receive full compensation for the direct education costs of the courses from any other public or private agency, individual, or group.

L. CERTIFICATION BY HOPE BUILDERS:

HOPE BUILDERS hereby certifies that in receiving the compensation for attendance hours stipulated in this Agreement, it does not, and will not, receive full compensation for the direct education costs of the courses from any other public or private agency, individual, or group.

M. INSURANCE:

1. HOPE BUILDERS shall obtain and maintain insurance, at the expense of HOPE BUILDERS, all workers' compensation insurance required by law for its employees in the operation of this program.
2. HOPE BUILDERS shall maintain during the entire term of this Agreement insurance for general liability in the amount of not less than ONE MILLION DOLLARS (\$1,000,000) each occurrence and THREE MILLION DOLLARS (\$3,000,000) aggregate. Said coverage shall expressly name Rancho Santiago Community College District, its officers, agents, and employees, as Additional Insured. HOPE BUILDERS shall provide to RSCCD a certificate of insurance and the Additional Insured Endorsement covering the contract period and stating the required coverage.

- a. This coverage shall not be canceled or coverage reduced until notice has been mailed to RSCCD stating the date of cancellation or reduction. Coverage shall not be canceled until 30 days have passed from date of receipt of such notice.
- b. Such coverage as provided shall be primary and any coverage carried by RSCCD shall be excess and non-contributory.

N. INDEMNIFICATION:

RSCCD shall defend, indemnify and hold HOPE BUILDERS harmless from and against any and all liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of RSCCD, its officers, agents, employees, Students, or District Instructors (if applicable).

HOPE BUILDERS shall defend, indemnify and hold RSCCD harmless from and against any and all liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages arising out of the performance of this Agreement, but only in proportion to and to the extent such liability, loss, expense, reasonable attorneys' fees, or claims for injury or damages are caused by or result from the negligent or intentional acts or omissions of HOPE BUILDERS, its officers, agents, or employees.

IN WITNESS WHEREOF, the parties have executed the AGREEMENT to provide education classes to eligible students of the RSCCD.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Signature:

Date:

Peter J. Hardash, Vice Chancellor
Business Operations/Fiscal Services
Rancho Santiago Community College District
2323 North Broadway
Santa Ana, CA 92706
(714) 480-7340

HOPE BUILDERS

Signature:

Date:

Shawna Smith, Executive Director
Taller San Jose Hope Builders
801 North Broadway
Santa Ana, CA 92701
714-543-5105

Attachment A
SANTIAGO CANYON COLLEGE DIVISION OF CONTINUING EDUCATION
COURSES OF INSTRUCTION

COURSES FOR WORKFORCE PREPARATION

WKPR 500	Workforce Readiness	60
WKPR 600	Attitudes for Success	36
WKPR 601	Money Matters	36

SANTIAGO CANYON COLLEGE DIVISION OF CONTINUING EDUCATION
COURSES OF INSTRUCTION

COURSES IN SHORT-TERM CAREER TECHNICAL EDUCATION

VBUS 010	Introduction to Web Design using Adobe Dreamweaver	60
VBUS 013	Introduction to Personal Management using MS Outlook	60
VBUS 014	Introduction to Mobile and Social Media	60
VBUS 030	How to Build a Home-Based Business	60
VBUS 040	Accounting for Non-Accountants	60
VBUS 097	Introduction to Personal Commerce on the Internet	60
VBUS 103	Introduction to MS Project	60
VBUS 118	Introduction to Windows	60
VBUS 119	Introduction to Keyboarding and Basic Windows	60
VBUS 121	Introduction to Computer Software Applications	60
VBUS 258	Navigating the Internet	36
VBUS 260	Introduction to Word Processing using MS Word	60
VBUS 261	Introduction to Databases using MS Access	60
VBUS 262	Introduction to Spreadsheets using MS Excel	60
VBUS 302	Introduction to Web Page Development using HTML	60
VBUS 303	Introduction to Electronic Imaging using Adobe Photoshop	60
VBUS 304	Introduction to Electronic Presentations using PowerPoint	60
VMED 010	Overview of the Nursing Assistant Training Program	10
VMED 030	Introduction to Caregiving	20

VMED 031	Caregiver Training	40
VMED 050	Introduction to Healthcare Occupations	60
VMED 051	Healthcare Support Worker Pathways	20
VMED 060	Overview of the Home Health Aide Training Program	10
VMED 080	Introduction to Behavior Technician Program	24
VMED 081	Introduction to Behavior Technician Certification Training	24
VMED 090	Introduction to Medical Coding	48
VMED 091	Introduction to Medical Billing	60
VFOOD 005	Food Handler	36
VFOOD 010	Food Services Manager	72

**SANTA ANA COLLEGE SCHOOL OF CONTINUING EDUCATION
COURSES OF INSTRUCTION**

COURSES IN SHORT-TERM CAREER TECHNICAL EDUCATION

VBUS-118	Introduction to Windows	60
VBUS-123	Introduction to Computer Software	72
VBUS-124	Introduction to Keyboarding 1	32
VBUS-125	Introduction to Keyboarding II	45
VBUS-243	Introduction to Customer Service Skills	172
VBUS-244	Introduction to Databases using MS Access	60
VBUS-245	Introduction to Desktop Publishing Using MS Publisher	72
VBUS-258	Navigating the Internet	36
VBUS-259	Orientation to Computers	72
VBUS-260	Introduction to Word Processing using MS Word	60
VBUS-262	Introduction to Spreadsheets using MS Excel	60
VBUS-270	Introduction to MS Outlook	72
VBUS-301	Business Skills	288
VBUS-302	Introduction to Web Page Development using HTML	60
VBUS-303	Introduction to Electronic Imaging using Adobe Photoshop	60

VBUS-304	Introduction to Electronic Presentations using PowerPoint	60
VBUS-400	Employability Skills	36
VBUIS-450	Hardware and Software A+ Preparation, Review and Practice	72
VBUS-559	Business Practices in Family Child Care	36
VBUS-574	Computer Basics: Hardware and Software	192
VBUS-576	Computer Basics: Systems and Networking Essentials	90
VBVUS-590	Introduction to How to Start a Small Business	72
VBUS-668	Introduction to Automotive Vehicle Maintenance	72
VCNST-610	Vocational Construction Technology Module I	88
VCNST-620	Vocational Construction Technology Module II	192
VHLTH-799	Introduction to Pharmacy Technology	32
VHLTH-800	Beginning Pharmacy Calculations	16
VHLTH-801	Advanced Pharmacy Calculations	16
VHLTH-895	Paraprofessional Mental Health Worker I	96
VHLTH-896	Paraprofessional Mental Health Worker II	128
VHLTH-897	Paraprofessional Mental Health Worker III	128

Rancho Santiago Comm Coll District
Bank Code: 92 District Funds

Board Meeting of 09/29/20
Check Registers Submitted for Approval
Checks Written for Period 09/01/20 Thru 09/15/20

AP0020
Page: 1

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68333	General Fund Unrestricted	0.00	43.12	-43.12	92*0534173	92*0534173
68426	General Fund Unrestricted	0.00	506.00	-506.00	92*0538158	92*0538158
68437	General Fund Unrestricted	0.00	184.00	-184.00	92*0538489	92*0538489
68506	General Fund Unrestricted	0.00	4,189.00	-4,189.00	92*0539970	92*0539970
68530	General Fund Unrestricted	0.00	327.85	-327.85	92*0540379	92*0540379
68550	General Fund Unrestricted	4,189.00	0.00	4,189.00	92*0540669	92*0540669
68551	General Fund Unrestricted	421,105.02	0.00	421,105.02	92*0540670	92*0540789
68558	General Fund Unrestricted	506.00	0.00	506.00	92*0540805	92*0540805
68559	General Fund Unrestricted	138.00	0.00	138.00	92*0540806	92*0540806
68560	General Fund Unrestricted	2,204,845.28	0.00	2,204,845.28	92*0540809	92*0540996
68566	General Fund Unrestricted	232,719.15	0.00	232,719.15	92*0541001	92*0541093
Total Fund 11 General Fund Unrestricted		<u><u>\$2,863,502.45</u></u>	<u><u>\$5,249.97</u></u>	<u><u>\$2,858,252.48</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68397	General Fund Restricted	0.00	31.11	-31.11	92*0537219	92*0537219
68533	General Fund Restricted	0.00	1,500.00	-1,500.00	92*0540482	92*0540482
68551	General Fund Restricted	1,178,904.92	0.00	1,178,904.92	92*0540671	92*0540791
68560	General Fund Unrestricted	8,223,146.11	0.00	8,223,146.11	92*0540807	92*0540938
68566	General Fund Restricted	373,497.46	0.00	373,497.46	92*0541010	92*0541089
Total Fund 12 General Fund Restricted		<u>\$9,775,548.49</u>	<u>\$1,531.11</u>	<u>\$9,774,017.38</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68551	GF Unrestricted One-Time Func	77,651.96	0.00	77,651.96	92*0540676	92*0540802
68560	GF Unrestricted One-Time Func	34,629.48	0.00	34,629.48	92*0540808	92*0540936
68566	GF Unrestricted One-Time Func	20,133.13	0.00	20,133.13	92*0540997	92*0541082
Total Fund 13 GF Unrestricted One-Time		\$132,414.57	\$0.00	\$132,414.57		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68561	Child Development Fund	1,242.50	0.00	1,242.50	92*0540939	92*0540940
68567	Child Development Fund	1,017.35	0.00	1,017.35	92*0541094	92*0541094
Total Fund 33 Child Development Fund		\$2,259.85	\$0.00	\$2,259.85		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68552	Capital Outlay Projects Fund	127,005.30	0.00	127,005.30	92*0540792	92*0540796
68562	Capital Outlay Projects Fund	74,850.25	0.00	74,850.25	92*0540941	92*0540942
68568	Capital Outlay Projects Fund	1,600.00	0.00	1,600.00	92*0541095	92*0541095
Total Fund 41 Capital Outlay Projects Fun		<u><u>\$203,455.55</u></u>	<u><u>\$0.00</u></u>	<u><u>\$203,455.55</u></u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68553	Bond Fund, Measure Q	3,500.00	0.00	3,500.00	92*0540797	92*0540797
68563	Bond Fund, Measure Q	201,544.49	0.00	201,544.49	92*0540943	92*0540944
68569	Bond Fund, Measure Q	78,377.85	0.00	78,377.85	92*0541096	92*0541101
Total Fund 43 Bond Fund, Measure Q		<u>\$283,422.34</u>	<u>\$0.00</u>	<u>\$283,422.34</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68554	Property and Liability Fund	139,615.50	0.00	139,615.50	92*0540798	92*0540799
68556	Property and Liability Fund	1,085,617.00	0.00	1,085,617.00	92*0540803	92*0540803
68564	Property and Liability Fund	25,363.71	0.00	25,363.71	92*0540945	92*0540948
Total Fund 61 Property and Liability Fund		<u>\$1,250,596.21</u>	<u>\$0.00</u>	<u>\$1,250,596.21</u>		

Checks Written for Period 09/01/20 Thru 09/15/20

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68555	Workers' Compensation Fund	10,334.77	0.00	10,334.77	92*0540800	92*0540801
68557	Workers' Compensation Fund	193,550.00	0.00	193,550.00	92*0540804	92*0540804
Total Fund 62 Workers' Compensation Fu		<u>\$203,884.77</u>	<u>\$0.00</u>	<u>\$203,884.77</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68537	Student Financial Aid Fund	0.00	1,000.00	-1,000.00	92*0540502	92*0540502
68543	Student Financial Aid Fund	0.00	1,000.00	-1,000.00	92*0540613	92*0540613
68565	Student Financial Aid Fund	14,100.00	0.00	14,100.00	92*0540949	92*0540995
68570	Student Financial Aid Fund	10,100.00	0.00	10,100.00	92*0541102	92*0541130
Total Fund 74 Student Financial Aid Fund		\$24,200.00	\$2,000.00	\$22,200.00		

SUMMARY

Total Fund 11 General Fund Unrestricted	2,858,252.48
Total Fund 12 General Fund Restricted	9,774,017.38
Total Fund 13 GF Unrestricted One-Time Fund	132,414.57
Total Fund 33 Child Development Fund	2,259.85
Total Fund 41 Capital Outlay Projects Fund	203,455.55
Total Fund 43 Bond Fund, Measure Q	283,422.34
Total Fund 61 Property and Liability Fund	1,250,596.21
Total Fund 62 Workers' Compensation Fund	203,884.77
Total Fund 74 Student Financial Aid Fund	22,200.00
Grand Total:	<u><u>\$14,730,503.15</u></u>

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
1A2009105	SAC Diversified Agency Fund	270.30	0.00	270.30	1A*0002375	1A*0002376
Total 1A SAC Diversified Agency Fund		<u><u>\$270.30</u></u>	<u><u>\$0.00</u></u>	<u><u>\$270.30</u></u>		

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
1T2009105	SAC Diversified Trust Fund	10,596.09	0.00	10,596.09	1T*0002000	1T*0002005
1T2009212	SAC Diversified Trust Fund	23,057.20	0.00	23,057.20	1T*0002006	1T*0002010
Total 1T SAC Diversified Trust Fund		<u>\$33,653.29</u>	<u>\$0.00</u>	<u>\$33,653.29</u>		

SUMMARY

Total Fund 1A SAC Diversified Agency Fund	270.30
Total Fund 1T SAC Diversified Trust Fund	<u>33,653.29</u>
Grand Total:	<u><u>\$33,923.59</u></u>

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
2A2009212	SCC Diversified Agency Fund	535.31	0.00	535.31	2A*0001791	2A*0001792
2A2009315	SCC Diversified Agency Fund	3,993.88	0.00	3,993.88	2A*0001793	2A*0001793
Total 2A SCC Diversified Agency Fund		<u><u>\$4,529.19</u></u>	<u><u>\$0.00</u></u>	<u><u>\$4,529.19</u></u>		

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
2B2009105	SCC Bookstore Fund	5,418.00	0.00	5,418.00	2B*0002301	2B*0002301
2B2009212	SCC Bookstore Fund	81,438.43	860.00	80,578.43	2B*0002302	2B*0002316
2B2009315	SCC Bookstore Fund	36,910.20	0.00	36,910.20	2B*0002317	2B*0002327
Total 2B SCC Bookstore Fund		<u>\$123,766.63</u>	<u>\$860.00</u>	<u>\$122,906.63</u>		

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
2C2009212	SCC Community Education Fund	2,016.00	0.00	2,016.00	2C*0001213	2C*0001213
Total 2C SCC Community Education Fund		<u>2,016.00</u>	<u>0.00</u>	<u>2,016.00</u>		

Checks Written for Period 09/01/20 Thru 09/15/20

<u>Register #</u>	<u>Fund Title</u>	<u>Amount</u>	<u>Voided Checks</u>	<u>Adjusted Amount</u>	<u>Beg Check #</u>	<u>End Check #</u>
2T2009212	SCC Diversified Trust Fund	798.42	0.00	798.42	2T*0001539	2T*0001543
2T2009315	SCC Diversified Trust Fund	3,993.88	0.00	3,993.88	2T*0001544	2T*0001544
Total 2T SCC Diversified Trust Fund		<u><u>\$4,792.30</u></u>	<u><u>\$0.00</u></u>	<u><u>\$4,792.30</u></u>		

SUMMARY

Total Fund 2A SCC Diversified Agency Fund	4,529.19
Total Fund 2B SCC Bookstore Fund	122,906.63
Total Fund 2C SCC Community Education Fu	2,016.00
Total Fund 2T SCC Diversified Trust Fund	4,792.30
Grand Total:	<u><u>\$134,244.12</u></u>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES**

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of the 2019-20 CCFS-311 Annual Budget and Financial Report, including the Gann Appropriation Limit	
Action:	Request for Approval	

BACKGROUND

In accordance with the California Code of Regulations, Title 5, Sections 58305(d), the District shall submit a copy of its Annual Budget and Financial Report (CCFS-311) to the Chancellor's Office by October 10th of each year. Furthermore, in accordance with Article XIIB to the State Constitution, limitations on expenditures are placed on State and local governments in the form of what is known as the Gann Appropriations Limit.

ANALYSIS

A copy of the CCFS-311 report has been provided for your review. The CCFS-311 report is divided into three parts: Current Expense of Education which is used to calculate the 50 Percent Law (our District is in compliance at 54.00% for 2019-20); Combined Balance Sheet information for all District funds; and other Supplemental Data including Details of General Fund Revenue, General Fund Expenditures by Activity, the Gann Appropriations Limit (Historically, our district has never met or been close to meeting the appropriations limit), Revenues, Expenditures and Fund Balance Data for all district funds, the Interfund Transfer Report, the Receipt and Expenditures of Lottery Proceeds, Details of Education Protection Account (EPA) funds, and the Pension Costs Report which estimates future STRS and PERS costs through 2020-21.

RECOMMENDATION

It is recommended that the Board of Trustees approve the 2019-20 CCFS-311 Annual Budget and Financial Report as presented pending any audit adjustments and establish the District's 2020-21 Gann Appropriations Limit in the amount of \$268,622,081.

Fiscal Impact:	Not applicable	Board Date: September 29, 2020
Prepared by:	Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Marvin Martinez, Chancellor	

ANNUAL FINANCIAL AND BUDGET REPORT
(Financial Report for Fiscal Year 2019-2020)
(Budget Report for Fiscal Year 2020-2021)

District: RANCHO SANTIAGO

District Code: 870

This is to certify that the Annual Financial and Budget Report has been prepared and the budget adopted in accordance with the *California Code of Regulations*, beginning with Section 58300. Further, to the best of my knowledge, the data contained in this report are correct.

District Chief Business Officer

Date

District Superintendent

Date

Contact:

In accordance with the *California Code of Regulations*, Section 58305(d) a copy of this report is due to the Chancellor's Office on or before October 10, 2020. Please submit the report to :

Chancellor's Office
California Community Colleges
Fiscal Services Unit
1102 Q Street, Suite 300
Sacramento, CA 95814-6511

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

	Object Code	Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
Academic Salaries		Instructional Salary Cost	Total CEE	Activities	
		AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
Instructional Salaries					
Contract or Regular	1100	30,521,540	30,521,540		30,521,540
Other	1300	27,904,529	27,904,529		27,904,529
Total Instructional Salaries		58,426,069	58,426,069	0	58,426,069
Non-Instructional Salaries					
Contract or Regular	1200		14,174,524	217,672	14,392,196
Other	1400		1,997,165		1,997,165
Total Non-Instructional Salaries		0	16,171,689	217,672	16,389,361
Total Academic Salaries		58,426,069	74,597,758	217,672	74,815,430
Classified Salaries					
Non-Instructional Salaries					
Regular Status	2100		27,016,387	3,280,615	30,297,002
Other	2300		1,359,026	401,467	1,760,493
Total Non-Instructional Salaries		0	28,375,413	3,682,082	32,057,495
Instructional Aides					
Regular Status	2200	474,438	474,438		474,438
Other	2400	1,763,846	1,763,846		1,763,846
Total Instructional Aides		2,238,284	2,238,284	0	2,238,284
Total Classified Salaries		2,238,284	30,613,697	3,682,082	34,295,779
Employee Benefits	3000	29,941,713	59,010,739	1,935,041	60,945,780
Supplies and Materials	4000		1,358,361	38,040	1,396,401
Other Operating Expenses	5000	5,482,527	17,935,948	501,163	18,437,111
Equipment Replacement	6420				0
Total Expenditures Prior to Exclusions		96,088,593	183,516,503	6,373,998	189,890,501

4.2
(3)

SUPPLEMENTAL DATA

S11 GENERAL FUND - UNRESTRICTED SUBFUND

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
		Instructional Salary Cost	Total CEE	Activities	
Exclusions		AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
Activities to Exclude	TOP Code				
Instructional Staff-Retirees' Benefits and Retirement Incentives	5900	3,497,538	3,497,538		3,497,538
Student Health Services Above Amount Collected	6441		15,427		15,427
Student Transportation	6491		3,108		3,108
Noninstructional Staff-Retirees' Benefits and Retirement Incentives	6740		4,346,203		4,346,203
Objects to Exclude	Object Code				
Rents and Leases	5060		632,478	(18,023)	614,455
Lottery Expenditures					
Academic Salaries	1000				0
Classified Salaries	2000				0
Employee Benefits	3000				0
Supplies and Materials	4000				
Software	4100				0
Books, Magazines, & Periodicals	4200				0
Instructional Supplies & Materials	4300				0
Noninstructional, Supplies & Materials	4400				0
Total Supplies and Materials		0	0	0	0
Other Operating Expenses and Services	5000		3,549,384		3,549,384

4.2 (4)

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

		Activity (ECSA)	Activity (ECSB)	Activity (ECSX)	
		ECS 84362 A	ECS 84362 B	Excluded	
	Object	Instructional Salary Cost	Total CEE	Activities	
	Code	AC 0100-5900 & AC 6110	AC 0100 - 6799	AC 6800 - 7390	Total
Capital Outlay	6000				
Library Books	6300				0
Equipment	6400				
Equipment - Additional	6410				0
Equipment - Replacement	6420				0
Total Equipment		0	0	0	0
Total Capital Outlay		0	0	0	0
Other Outgo	7000				0
Total Exclusions		3,497,538	12,044,138	(18,023)	12,026,115
Total for ECS 84362, 50% Law		92,591,055	171,472,365	6,392,021	177,864,386
Percent of CEE (Instructional Salary Cost / Total CEE)		54.00%	100.00%		
50% of Current Expense of Education			85,736,182		
Nonexempted (Remaining) Deficiency from second preceeding Fiscal Year					
Amount Required to be Expended for Salaries of Classroom Instructors		92,591,055	171,472,365	6,392,021	177,864,386
Reconciliation to Unrestricted General Fund Expenditures					
Total Expenditures Prior to Exclusions		96,088,593	183,516,503	6,373,998	189,890,501
Capital Expenditures	6000	429,478	1,203,218	1,078,705	2,281,923
Equipment Replacement (Back out)	6420		0	0	0
Total Unrestricted General Fund Expenditures		96,518,071	184,719,721	7,452,703	192,172,424

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111	1,667,040	78,858	1,745,898
In County Treasury	9112	57,067,208	100,147,152	157,214,360
Cash With Fiscal Agents	9113			0
Revolving Cash Accounts	9114	100,000		100,000
Investments (at cost)	9120			0
Accounts Receivable	9130	8,497,912	19,384,242	27,882,154
Due from Other Funds	9140	574,287	571,043	1,145,330
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			0
Prepaid Items	9220	361,261	512,322	873,583
TOTAL ASSETS		68,267,708	120,693,617	188,961,325
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	11,153,424	12,200,256	23,353,680
Accrued Salaries and Wages Payable	9520	9,960,199	2,038,623	11,998,822
Compensated Absences Payable Current	9530			0
Due to Other Funds	9540	6,253,421	789,003	7,042,424
Temporary Loans	9550			0
Current Portion of Long-Term Debt	9560			0
Deferred Revenues	9570	2,857,034	102,297,014	105,154,048
TOTAL LIABILITIES		30,224,078	117,324,896	147,548,974

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	11	12	10
		General Fund Unrestricted	General Fund Restricted	General Fund COMBINED
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			0
NonCash Assets	9711	361,261		361,261
Amounts Restricted by Law for Specific Purposes	9712	102,892		102,892
Reserve for Encumbrances Credit	9713	1,575,130		1,575,130
Reserve for Encumbrances Debit	9714			0
Reserve for Debt Services	9715			0
Assigned/Committed	9754			0
Unassigned	9790			0
Total Fund Balance		2,039,283	0	2,039,283
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			0
Restricted Fund Balance	9752	1,970,000	3,368,721	5,338,721
Committed Fund Balance	9753			0
Assigned Fund Balance	9754	26,480,749		26,480,749
Total Designated Fund Balance		28,450,749	3,368,721	31,819,470
Uncommitted Fund Balance	9790	7,553,598		7,553,598
TOTAL FUND EQUITY		38,043,630	3,368,721	41,412,351
TOTAL LIABILITIES AND FUND EQUITY		68,267,708	120,693,617	188,961,325

- 20 Debt Service Funds:
- 21 Bond Interest and Redemption Fund
- 22 Revenue Bond Interest and Redemption Fund
- 29 Other Debt Service Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111			
In County Treasury	9112	33,490,114		
Cash With Fiscal Agents	9113			
Investments (at cost)	9120			
Accounts Receivable	9130			
Due from Other Funds	9140			
TOTAL ASSETS		33,490,114	0	0
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510			
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			
Due to Other Funds	9540			
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570			
TOTAL LIABILITIES		0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	21 Bond Interest and Redemption Fund	22 Revenue Bond Interest and Redemption Fund	29 Other Debt Service Fund
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715	33,490,114		
Assigned/Committed	9754			
Unassigned	9790			
Total Fund Balance		33,490,114	0	0
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754			
Total Designated Fund Balance		0	0	0
Uncommitted Fund Balance	9790			
TOTAL FUND EQUITY		33,490,114	0	0
TOTAL LIABILITIES AND FUND EQUITY		33,490,114	0	0

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	31 Bookstore Fund	32 Cafeteria Fund	33 Child Development Fund	34 Farm Operation Fund	35 Revenue Bond Project Fund	39 Other Special Revenue Fund
ASSETS							
Cash, Investments, and Receivables	9100						
Cash:							
Awaiting Deposit and in Banks	9111	689,296		75,000			
In County Treasury	9112	21		889,807			
Cash With Fiscal Agents	9113						
Revolving Cash Accounts	9114	12,000					
Investments (at cost)	9120						
Accounts Receivable	9130	1,371,272		1,019,399			
Due from Other Funds	9140	572,995		140,008			
Inventories, Stores, and Prepaid Items	9200						
Inventories and Stores	9210	2,086,940					
Prepaid Items	9220			2,705			
TOTAL ASSETS		4,732,524	0	2,126,919	0	0	0
LIABILITIES							
Current Liabilities and Deferred Revenue	9500						
Accounts Payable	9510	509,885		20,103			
Accrued Salaries and Wages Payable	9520	100,466		253,517			
Compensated Absences Payable Current	9530						
Due to Other Funds	9540	310,877		143,845			
Temporary Loans	9550						
Current Portion of Long-Term Debt	9560						
Deferred Revenues	9570			599,562			
TOTAL LIABILITIES		921,228	0	1,017,027	0	0	0

- 31 Bookstore Fund
- 32 Cafeteria Fund
- 33 Child Development Fund
- 34 Farm Operation Fund
- 35 Revenue Bond Project Fund
- 39 Other Special Revenue Fund

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	31 Bookstore Fund	32 Cafeteria Fund	33 Child Development Fund	34 Farm Operation Fund	35 Revenue Bond Project Fund	39 Other Special Revenue Fund
FUND BALANCE (NON-GASB 54)							
Fund Balance Reserved	9710	0	0	0	0	0	0
NonCash Assets	9711	0	0	0	0	0	0
Amounts Restricted by Law for Specific Purposes	9712	0	0	0	0	0	0
Reserve for Encumbrances Credit	9713	0	0	0	0	0	0
Reserve for Encumbrances Debit	9714	0	0	0	0	0	0
Reserve for Debt Services	9715	0	0	0	0	0	0
Assigned/Committed	9754	0	0	0	0	0	0
Unassigned	9790	0	0	0	0	0	0
Total Fund Balance		0	0	0	0	0	0
Fund Balance (GASB 54)	9750						
Nonspendable Fund Balance	9751	0	0	0	0	0	0
Restricted Fund Balance	9752	0	0	0	0	0	0
Committed Fund Balance	9753	0	0	0	0	0	0
Assigned Fund Balance	9754	3,811,296	0	1,109,892	0	0	0
Total Designated Fund Balance		3,811,296	0	1,109,892	0	0	0
Uncommitted Fund Balance	9790	0	0	0	0	0	0
TOTAL FUND EQUITY		3,811,296	0	1,109,892	0	0	0
TOTAL LIABILITIES AND FUND EQUITY		4,732,524	0	2,126,919	0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	41	42	43
		Capital Outlay Projects Fund	Revenue Bond Construction Fund	General Obligation Bond Fund
ASSETS				
Cash, Investments, and Receivables	9100			
Cash:				
Awaiting Deposit and in Banks	9111	5,432		238,513
In County Treasury	9112	90,862,246		38,205,621
Cash With Fiscal Agents	9113			
Revolving Cash Accounts	9114			
Investments (at cost)	9120			
Accounts Receivable	9130	93,182		39,910
Due from Other Funds	9140	3,568,830		3,446
Inventories, Stores, and Prepaid Items	9200			
Inventories and Stores	9210			
Prepaid Items	9220	7,382		324,135
TOTAL ASSETS		94,537,072	0	38,811,625
LIABILITIES				
Current Liabilities and Deferred Revenue	9500			
Accounts Payable	9510	1,074,854		2,320,098
Accrued Salaries and Wages Payable	9520			
Compensated Absences Payable Current	9530			
Due to Other Funds	9540	3,446		
Temporary Loans	9550			
Current Portion of Long-Term Debt	9560			
Deferred Revenues	9570	128,994		
TOTAL LIABILITIES		1,207,294	0	2,320,098

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	41	42	43
		Capital Outlay Projects Fund	Revenue Bond Construction Fund	General Obligation Bond Fund
FUND BALANCE (NON-GASB 54)				
Fund Balance Reserved	9710			
NonCash Assets	9711			
Amounts Restricted by Law for Specific Purposes	9712			
Reserve for Encumbrances Credit	9713			
Reserve for Encumbrances Debit	9714			
Reserve for Debt Services	9715			
Assigned/Committed	9754			
Unassigned	9790			
Total Fund Balance		0	0	0
Fund Balance (GASB 54)	9750			
Nonspendable Fund Balance	9751			
Restricted Fund Balance	9752			
Committed Fund Balance	9753			
Assigned Fund Balance	9754	93,329,778		36,491,527
Total Designated Fund Balance		93,329,778	0	36,491,527
Uncommitted Fund Balance	9790			
TOTAL FUND EQUITY		93,329,778	0	36,491,527
TOTAL LIABILITIES AND FUND EQUITY		94,537,072	0	38,811,625

51 Bookstore Fund

53 Farm Operations Fund

COMBINED BALANCE SHEET

52 Cafeteria Fund

59 Other Enterprise Fund

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	51	52	53	59
		Bookstore Fund	Cafeteria Fund	Farm Operations Fund	Other Enterprise Fund
ASSETS					
Cash, Investments, and Receivables	9100				
Cash:					
Awaiting Deposit and in Banks	9111				
In County Treasury	9112				
Cash With Fiscal Agents	9113				
Revolving Cash Accounts	9114				
Investments (at cost)	9120				
Accounts Receivable	9130				
Due from Other Funds	9140				
Inventories, Stores, and Prepaid Items	9200				
Inventories and Stores	9210				
Prepaid Items	9220				
Fixed Assets	9300				
Sites	9310				
Site Improvements	9320				
Accumulated Depreciation Site Improvements	9321				
Buildings	9330				
Accumulated Depreciation Buildings	9331				
Library Books	9340				
Equipment	9350				
Accumulated Depreciation Equipment	9351				
Work in Progress	9360				
Total Fixed Assets		0	0	0	0
TOTAL ASSETS		0	0	0	0

51 Bookstore Fund

53 Farm Operations Fund

COMBINED BALANCE SHEET

52 Cafeteria Fund

59 Other Enterprise Fund

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	51	52	53	59
		Bookstore Fund	Cafeteria Fund	Farm Operations Fund	Other Enterprise Fund
LIABILITIES					
Current Liabilities and Deferred Revenue	9500				
Accounts Payable	9510				
Accrued Salaries and Wages Payable	9520				
Compensated Absences Payable Current	9530				
Due to Other Funds	9540				
Temporary Loans	9550				
Current Portion of Long-Term Debt	9560				
Deferred Revenues	9570				
Total Current Liabilities and Deferred Revenue		0	0	0	0
Long-Term Liabilities	9600				
Bonds Payable	9610				
Revenue Bonds Payable	9620				
Certificates of Participation	9630				
Lease Purchase of Capital Lease	9640				
Compensated Absences Long Term	9650				
Post-Employment Benefits Long Term	9660				
Other Long-Term Liabilities	9670				
Total Long-Term Liabilities		0	0	0	0
TOTAL LIABILITIES	968	0	0	0	0

51 Bookstore Fund

53 Farm Operations Fund

COMBINED BALANCE SHEET

52 Cafeteria Fund

59 Other Enterprise Fund

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	51 Bookstore Fund	52 Cafeteria Fund	53 Farm Operations Fund	59 Other Enterprise Fund
FUND EQUITY					
Fund Balance Reserved	9710				
NonCash Assets	9711				
Amounts Restricted by Law for Specific Purposes	9712				
Reserve for Encumbrances Credit	9713				
Reserve for Encumbrances Debit	9714				
Reserve for Debt Services	9715				
Assigned/Committed	9754				
Unassigned	9790				
Total Reserved Fund Balance		0	0	0	0
Fund Balance (GASB 54)	9750				
Nonspendable Fund Balance	9751				
Restricted Fund Balance	9752				
Committed Fund Balance	9753				
Assigned Fund Balance	9754				
Total Designated Fund Balance		0	0	0	0
Uncommitted(Unrestricted) Fund Balance	9790				
Other Equity	9800				
Contributed Capital	9810				
Retained Earnings	9850				
Investment in General Fixed Assets	9890				
TOTAL FUND EQUITY		0	0	0	0
TOTAL LIABILITIES AND FUND EQUITY		0	0	0	0

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
ASSETS			
Cash, Investments, and Receivables	9100		
Cash:			
Awaiting Deposit and in Banks	9111	7,829,137	
In County Treasury	9112		43,048,124
Cash With Fiscal Agents	9113	85,000	
Revolving Cash Accounts	9114		
Investments (at cost)	9120		161,458
Accounts Receivable	9130	7,840	43,502
Due from Other Funds	9140	1,139,241	652,940
Student Loans Receivable	9150		
Inventories, Stores, and Prepaid Items	9200		
Inventories and Stores	9210		
Prepaid Items	9220		
Fixed Assets	9300		
Sites	9310		
Site Improvements	9320		
Accumulated Depreciation Site Improvements	9321		
Buildings	9330		
Accumulated Depreciation Buildings	9331		
Library Books	9340		
Equipment	9350		
Accumulated Depreciation Equipment	9351		
Work in Progress	9360		
Total Fixed Assets		0	0
TOTAL ASSETS		9,061,218	43,906,024

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
LIABILITIES			
Current Liabilities and Deferred Revenue	9500		
Accounts Payable	9510	102,261	1,588
Accrued Salaries and Wages Payable	9520	26,152	
Compensated Absences Payable Current	9530		
Due to Other Funds	9540	4,210	
Temporary Loans	9550		
Current Portion of Long-Term Debt	9560	400,000	79,606,000
Deferred Revenues	9570		
Total Current Liabilities and Deferred Revenue		532,623	79,607,588
Long-Term Liabilities	9600		
Bonds Payable	9610		
Revenue Bonds Payable	9620		
Certificates of Participation	9630		
Lease Purchase of Capital Lease	9640		
Compensated Absences Long Term	9650		
Post-Employment Benefits Long Term	9660		
Other Long-Term Liabilities	9670		
Total Long-Term Liabilities		0	0
TOTAL LIABILITIES	968	532,623	79,607,588

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA	61	69
	(Object)	Self-Insurance Fund	Other Internal Service Fund
FUND EQUITY			
Fund Balance Reserved	9710		
NonCash Assets	9711		
Amounts Restricted by Law for Specific Purposes	9712		(35,701,564)
Reserve for Encumbrances Credit	9713		
Reserve for Encumbrances Debit	9714		
Reserve for Debt Services	9715		
Assigned/Committed	9754		
Unassigned	9790		
Total Reserved Fund Balance		0	(35,701,564)
Fund Balance (GASB 54)	9750		
Nonspendable Fund Balance	9751		
Restricted Fund Balance	9752	8,528,595	
Committed Fund Balance	9753		
Assigned Fund Balance	9754		
Total Designated Fund Balance		8,528,595	0
Uncommitted(Unrestricted) Fund Balance	9790		
Other Equity	9800		
Contributed Capital	9810		
Retained Earnings	9850		
Investment in General Fixed Assets	9890		
TOTAL FUND EQUITY		8,528,595	(35,701,564)
TOTAL LIABILITIES AND FUND EQUITY		9,061,218	43,906,024

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
ASSETS									
Cash, Investments, and Receivables	9100								
Cash:									
Awaiting Deposit and in Banks	9111	1,306,529	170,324		1,574,811				3,783,533
In County Treasury	9112				135,222				(132)
Cash With Fiscal Agents	9113								
Revolving Cash Accounts	9114	500							900
Investments (at cost)	9120								42,151,138
Accounts Receivable	9130	62,213	42,988		511,478				(3,487)
Due from Other Funds	9140				363,948				604,462
Student Loans Receivable	9150								
Inventories, Stores, and Prepaid Items	9200								
Inventories and Stores	9210								
Prepaid Items	9220								
Fixed Assets	9300								
Sites	9310								
Site Improvements	9320								
Accumulated Depreciation Site Improvements	9321								
Buildings	9330								
Accumulated Depreciation Buildings	9331								
Library Books	9340								
Equipment	9350								
Accumulated Depreciation Equipment	9351								
Work in Progress	9360								
Total Fixed Assets		0	0	0	0	0	0	0	0
TOTAL ASSETS		1,369,242	213,312	0	2,585,459	0	0	0	46,536,414

4.2
(20)

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
LIABILITIES									
Current Liabilities and Deferred Revenue	9500								
Accounts Payable	9510	32,112	48,670		4,756				133,215
Accrued Salaries and Wages Payable	9520	19,203							34,311
Compensated Absences Payable Current	9530								
Due to Other Funds	9540	1,260			186,937				498,200
Temporary Loans	9550								
Current Portion of Long-Term Debt	9560								
Deferred Revenues	9570				1,356,655				65,675
Total Current Liabilities and Deferred Revenue		52,575	48,670	0	1,548,348	0	0	0	731,401
Long-Term Liabilities	9600								
Bonds Payable	9610								
Revenue Bonds Payable	9620								
Certificates of Participation	9630								
Lease Purchase of Capital Lease	9640								
Compensated Absences Long Term	9650								
Post-Employment Benefits Long Term	9660								
Other Long-Term Liabilities	9670								
Total Long-Term Liabilities		0	0	0	0	0	0	0	0
TOTAL LIABILITIES	968	52,575	48,670	0	1,548,348	0	0	0	731,401

COMBINED BALANCE SHEET

For Year Ended June 30, 2020

District ID: 870

Name: RANCHO SANTIAGO

Description	CA (Object)	71	72	73	74	75	76	77	79
		Associated Students Trust Fund	Student Representation Fee Trust Fund	Student Body Center Fee Trust Fund	Student Financial Aid Trust Fund	Scholarship and Loan Trust Fund	Investment Trust Fund	Deferred Compensation Trust Fund	Other Trust Fund
FUND EQUITY									
Fund Balance Reserved	9710								
NonCash Assets	9711								
Amounts Restricted by Law for Specific Purposes	9712								
Reserve for Encumbrances Credit	9713								
Reserve for Encumbrances Debit	9714								
Reserve for Debt Services	9715								
Assigned/Committed	9754								
Unassigned	9790								
Total Reserved Fund Balance		0	0	0	0	0	0	0	0
Fund Balance (GASB 54)	9750								
Nonspendable Fund Balance	9751								
Restricted Fund Balance	9752	1,316,667							45,805,013
Committed Fund Balance	9753								
Assigned Fund Balance	9754		164,642		1,037,111				
Total Designated Fund Balance		1,316,667	164,642	0	1,037,111	0	0	0	45,805,013
Uncommitted(Unrestricted) Fund Balance	9790								
Other Equity	9800								
Contributed Capital	9810								
Retained Earnings	9850								
Investment in General Fixed Assets	9890								
TOTAL FUND EQUITY		1,316,667	164,642	0	1,037,111	0	0	0	45,805,013
TOTAL LIABILITIES AND FUND EQUITY		1,369,242	213,312	0	2,585,459	0	0	0	46,536,414

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
Federal Revenues	8100			
Forest Revenues	8110	666		666
Higher Education Act	8120		2,623,567	2,623,567
Workforce Investment Act	8130			0
Temporary Assistance for Needy Families (TANF)	8140		98,243	98,243
Student Financial Aid	8150		4,801	4,801
Veterans Education	8160			0
Vocational and Technical Education Act (VATEA)	8170		1,550,993	1,550,993
Other Federal Revenues	8190		5,200,370	5,200,370
Total Federal Revenues	8100	666	9,477,974	9,478,640
State Revenues	8600			
General Apportionments	8610			0
Apprenticeship Apportionment	8611	3,951,786		3,951,786
State General Apportionment	8612	57,780,065		57,780,065
Other General Apportionment	8613	2,054,776		2,054,776
General Categorical Programs	8620			
Child Development	8621			0
Extended Opportunity Programs and Services(EOPS)	8622		2,053,744	2,053,744
Disabled Students Programs and Services(DSPS)	8623		1,728,656	1,728,656
Temporary Assistance for Needy Families (TANF)	8624			0
California Work Opportunity and Responsibility to Kids (CalWORKs)	8625		524,675	524,675
Telecommunications and Technology Infrastructure Program (TTIP)	8626		148	148
Other General Categorical Programs	8627		83,870,241	83,870,241

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
EPA Proceeds	8630	19,755,427		19,755,427
Reimbursable Categorical Programs	8650			
Instructional Improvement Grant	8651			0
Other Reimbursable Categorical Programs	8652		33,224,234	33,224,234
State Tax Subventions	8670			
Homeowners' Property Tax Relief	8671	267,061		267,061
Timber Yield Tax	8672			0
Other State Tax Subventions	8673			0
State Non-Tax Revenues	8680			
State Lottery Proceeds	8681	3,549,384	1,259,930	4,809,314
State Mandated Costs	8685	859,434		859,434
Other State Non-Tax Revenues	8686			0
Other State Revenues	8690	7,584,025	1,069,106	8,653,131
Total State Revenues	8600	95,801,958	123,730,734	219,532,692

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted Actual	Restricted Actual	General Fund Actual
Local Revenues	8800			
Property Taxes	8810			
Tax Allocation, Secured Roll	8811	52,062,939		52,062,939
Tax Allocation, Supplemental Roll	8812	1,089,843		1,089,843
Tax Allocation, Unsecured Roll	8813	1,583,620		1,583,620
Prior Years Taxes	8816	446,879		446,879
Education Revenues Augmentation Fund (ERAF)	8817	23,482,497		23,482,497
Redevelopment Agency Funds - Pass Through	8818	530,959		530,959
Redevelopment Agency Funds - Residual	8819	6,275,689		6,275,689
Redevelopment Agency Funds - Asset Liquidation	8819.1			0
Contributions, Gifts, Grants, and Endowments	8820		3,227	3,227
Contract Services	8830			
Contract Instructional Services	8831		45,000	45,000
Other Contranct Services	8832		3,802	3,802
Sales and Commissions	8840	225		225
Rentals and Leases	8850	214,044		214,044
Interest and Investment Income	8860	3,292,512		3,292,512
Student Fees and Charges	8870			
Community Services Classes	8872			0
Dormitory	8873			0
Enrollment	8874	9,401,047		9,401,047
Enrollment Contra Revenue for Uncollectible Receivables	8874.1	(342,493)		(342,493)
Enrollment Contra Revenue for AB19 College Promise Waivers	8874.5			0
Enrollment Contra Revenue for COVID Refunds	8874.7	-368520		-368520
Field Trips and Use of Nondistrict Facilities	8875			0
Health Services	8876		1,194,722	1,194,722
Instructional Materials Fees and Sales of Materials	8877		161,145	161,145
Insurance	8878			0
Student Records	8879	135		135
Nonresident Tuition	8880	3,166,362		3,166,362
Parking Services and Public Transportation	8881		572,597	572,597
Other Student Fees and Charges	8885	204		204
Other Local Revenues	8890	1,423,128	380,630	1,803,758
Total Local Revenues	8800	102,259,070	2,361,123	104,620,193
Total Revenues		198,061,694	135,569,831	333,631,525

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

Description	Object Code	Fund S11	Fund S12	Fund S10 Total
		Unrestricted	Restricted	General Fund
		Actual	Actual	Actual
Other Financing Sources	8900			
Proceeds of General Fixed Assets	8910	39,189		39,189
Proceeds of Long-Term Debt	8940			0
Incoming Transfers -- (8970/8981/8982/8983)	898#		26,137	26,137
Total Other Financing Sources	8900	39,189	26,137	65,326
Total Revenues and Other Financing Sources		198,100,883	135,595,968	333,696,851

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Agriculture and Natural Resources	0100						0
Architecture and Environmental Design	0200						0
Environmental Sciences and Technologies	0300						0
Biological Sciences	0400	4,267,015	9,712	84,730	65,739		4,427,196
Business and Management	0500	4,901,736		162,605	32,473		5,096,814
Communications	0600	830,379		33,878	296,918		1,161,175
Computer and Information Science	0700	1,471,797		3,736			1,475,533
Education	0800	4,440,101	215,545	285,074	7,200		4,947,920
Engineering and Related Industrial Technology	0900	2,083,151		3,737,535	867,816		6,688,502
Fine and Applied Arts	1000	4,942,008	9,525	219,618	169,313		5,340,464
Foreign language	1100	1,440,942		649			1,441,591
Health	1200	4,944,469		121,524	196,980		5,262,973
Consumer Education And Home Economics	1300	2,690,782		56,871			2,747,653
Law	1400	672,256		733			672,989
Humanities(Letters)	1500	10,841,985		13,832			10,855,817
Library Science	1600	43,956					43,956
Mathematics	1700	7,693,512	30,936				7,724,448
Military Studies	1800						0
Physical Sciences	1900	4,982,684	18,915	116,538	64,730		5,182,867
Psychology	2000	1,912,894		5,320	27,586		1,945,800
Public Affairs and Services	2100	4,707,879	973	2,132,356	116,336		6,957,544
Social Sciences	2200	6,020,126		28,584			6,048,710
Commercial Services	3000			258,640			258,640
Interdisciplinary Studies	4900	20,029,253	169,376	994,490	460,318		21,653,437
Instruc Staff-Retirees' Bnfts & Retire Incents	5900	3,497,538					3,497,538
Sub-Total Instructional Activites		92,414,463	454,982	8,256,713	2,305,409		103,431,567
Total Expenditures for GF Activities*		92,492,495	113,461,359	115,161,003	5,542,590	7,967,438	334,624,885

*Total Expenditures for GF Activities above is the grand total of Instructional and Non-Instructional activities.

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Instructional Administration and Governance	6000						
Academic Administration	6010		14,951,764	964,438	250,869		16,167,071
Course and Curriculum Development	6020		263,676	16,825			280,501
Academic / Faculty Senate	6030		720,712				720,712
Other Instructional Administration & Governance	6090		10,334	154,915			165,249
Total Instructional Admin. & Governance		0	15,946,486	1,136,178	250,869	0	17,333,533
Instructional Support Services	6100						
Learning Center	6110	78,032	342,760	4,040			424,832
Library	6120		3,087,638	13,899	143,889		3,245,426
Media	6130		716,673	278	13,323		730,274
Museums and Galleries	6140						0
Academic Information Systems and Technology	6150						0
Other Instructional Support Services	6190		6,245,068	906,602	497,975		7,649,645
Total Instructional Support Services		78,032	10,392,139	924,819	655,187	0	12,050,177
Admissions and Records	6200		5,741,264	7,586	4,069		5,752,919
Student Counseling and Guidance	6300						
Counseling and Guidance	6310		11,708,359	77,156	5,119		11,790,634
Matriculation and Student Assessment	6320		1,459,997	37,224	4,212		1,501,433
Transfer Programs	6330		1,577,519	89,966			1,667,485
Career Guidance	6340		285,646	15,059			300,705
Other Student Counseling and Guidance	6390						0
Total Student Counseling and Guidance		0	15,031,521	219,405	9,331	0	15,260,257

SUPPLEMENTAL DATA

(Total Unrestricted and Restricted)

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Other Student Services	6400						
Cal Work Opportunity and Responsibility to Kids *	6410						0
Disabled Student Programs and Services (DSPS)	6420		1,598,683	31,100	37,466		1,667,249
Extended Opportunity Programs and Services (EOPS)	6430		2,247,190	25,147	53,141		2,325,478
Health Services	6440		1,374,144	75,956	10,831		1,460,931
Student Personnel Administration	6450		413,931				413,931
Financial Aid Administration	6460		2,924,858	58,608	25,472		3,008,938
Job Placement Services	6470		1,165,060	23,188			1,188,248
Veterans Services	6480		551,396	30,283	2,901		584,580
Miscellaneous Student Services	6490		8,914,311	600,859	29,207		9,544,377
Total Other Student Services		0	19,189,573	845,141	159,018	0	20,193,732
Operation and maintenance of Plant	6500						
Building Maintenance and Repairs	6510		1,697,441	1,363,888	66,203		3,127,532
Custodial Services	6530		4,161,744	344,826	20,230		4,526,800
Grounds Maintenance and Repairs	6550		787,809	346,165	4,506		1,138,480
Utilities	6570			2,998,535			2,998,535
Other Operations and Maintenance of Plant	6590		431	6,490	10,332		17,253
Total Operation and Maintenance of Plant	6500	0	6,647,425	5,059,904	101,271	0	11,808,600
Planning, Policymaking and Coordinations	6600		2,512,237	1,189,967	1,411		3,703,615

* California Work Opportunity and Responsibility to Kids (CalWORKs).

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
General Institutional Support Services	6700						
Community Relations	6710		626,776	603,427			1,230,203
Fiscal Operations	6720		3,315,456	71,289			3,386,745
Human Resources Management	6730		1,798,078	332,881			2,130,959
Noninstruct Staff Retirees' Benefits & Retirement *	6740		4,346,203				4,346,203
Staff Development	6750		111,604	674,481			786,085
Staff Diversity	6760			31,394			31,394
Logistical Services	6770		4,121,997	2,716,150	3,264		6,841,411
Management Information Systems	6780		7,910,259	3,836,089	940,908		12,687,256
Other General Institutional Support Services	6790		7,095,297	56,515,017	31,093		63,641,407
Total General Institutional Support Services	6700	0	29,325,670	64,780,728	975,265	0	95,081,663
Community Services & Economic Development	6800						
Community Recreation	6810						0
Community Service Classes	6820		20				20
Community Use of Facilities	6830		233,584	1,013			234,597
Economic Development	6840		1,906,794	32,057,295	2,055		33,966,144
Other Community Services & Economic Development	6890		249,107	306,095			555,202
Total Community Services	6800	0	2,389,505	32,364,403	2,055	0	34,755,963

* Noninstructional Staff Retirees' Benefits & Retirement Incentives.

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Ancillary Services	6900						
Bookstore	6910		259,361				259,361
Child Development Centers	6920						0
Farm Operations	6930						0
Food Services	6940						0
Parking	6950		2,137,463	200,323	1,547		2,339,333
Student and Co-Curricular Activities	6960		289,812	37,287			327,099
Student Housing	6970						0
Other Ancillary Services	6990		710,843				710,843
Total Ancillary Services	6900	0	3,397,479	237,610	1,547	0	3,636,636
Auxiliary Operations	7000						
Contract Education	7010		334,834	15,859	2,821		353,514
Other Auxiliary Operations	7090		585,636				585,636
Total Auxiliary Operations	7000	0	920,470	15,859	2,821	0	939,150

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Salaries and Benefits		Operating Expenses (4000 - 5000)	Capital Outlay (6000)	Other Outgo (7000)	Total
		Instructional	Non Instructional				
Physical Property and Related Acquisitions	7100		1,512,608	122,690	1,074,337		2,709,635
Long-Term Debt and Other Financing	7200						
Long_Term Debt	7210						0
Tax revenue Anticipation Notes	7220						0
Other Financing	7290						0
Total Long-Term Debt and Other Financing	7200	0	0	0	0	0	0
Transfers, Student Aid and Other Outgo	7300						
Transfers	7310					7,040,069	7,040,069
Student Aid	7320					927,369	927,369
Other Outgo	7390						0
Total Transfers, Student Aid and Other Outgo	7300	0	0	0	0	7,967,438	7,967,438
Sub-Total Non-Instructional Activities		78,032	113,006,377	106,904,290	3,237,181	7,967,438	231,193,318
Total Expenditures General Fund: activities *		92,492,495	113,461,359	115,161,003	5,542,590	7,967,438	334,624,885

* Total Expenditures for the General Fund: Instructional Activities and Non-Instructional Activities.

Gann Appropriations Limit

GANN Report

DISTRICT NAME: RANCHO SANTIAGO

I.	2020-2021 Appropriations Limit:			
A.	2019-2020 Appropriations Limit:			\$266,450,015
B.	2020-2021 Price Factor:	1.0373		
C.	Population factor:			
	1. 2018-2019 Second Period Actual FTES	27,072.40		
	2. 2019-2020 Second Period Actual FTES	26,311.25		
	3. 2019-2020 Population change factor (C2/C1)	0.9719		
D.	2019-2020 Limit adjusted by inflation and population factors (A * B * C.3)			\$268,622,081
E.	Adjustments to increase limit:			
	1. Transfers in of financial responsibility		\$0	
	2. Temporary voter approved increases		0	
	3. Total adjustments - increase			0
	Sub-Total (D + E.3)			\$268,622,081
F.	Adjustments to decrease limit:			
	1. Transfers out of financial responsibility		\$0	
	2. Lapses of voter approved increases		0	
	3. Total adjustments - decrease			0
G.	2020-2021 Appropriations Limit (D + E.3 - F.3)			\$268,622,081
II.	2020-2021 Appropriations Subject to Limit:			
A.	State Aid (General Apportionment, Apprenticeship Allowance, Basic Skills, and Partnership for Excellence)			78,920,547
B.	State Subventions (Home Owners Property Tax Relief, Timber Yield tax, etc.)			288,123
C.	Local Property taxes			88,584,479
D.	Estimated excess Debt Service taxes			0
E.	Estimated Parcel taxes, Square Foot taxes, etc.			0
F.	Interest on proceeds of taxes			642,086
G.	Local appropriations from taxes for unreimbursed State, court, and federal mandates			942,299
H.	2020-2021 Appropriations Subject to Limit			\$167,492,936

For Actual Year: 2019-2020

Budget Year: 2020-2021

General Fund

Description	Object Code	Fund: 11		Fund: 12		Fund: 10	
		UNRESTRICTED SUBFUND		RESTRICTED SUBFUND		TOTAL	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100	666		9,477,974	11,496,858	9,478,640	11,496,858
State Revenues	8600	95,801,958	93,850,039	123,730,734	154,094,550	219,532,692	247,944,589
Local Revenues	8800	102,259,070	99,970,127	2,361,123	3,550,179	104,620,193	103,520,306
Total Revenues		198,061,694	193,820,166	135,569,831	169,141,587	333,631,525	362,961,753
EXPENDITURES:							
Academic Salaries	1000	74,815,429	76,469,001	9,331,718	9,404,932	84,147,147	85,873,933
Classified Salaries	2000	34,295,780	37,853,671	15,673,098	18,375,885	49,968,878	56,229,556
Employee Benefits	3000	60,945,781	61,770,553	10,892,048	13,652,478	71,837,829	75,423,031
Supplies and Materials	4000	1,396,400	1,875,619	2,467,487	7,351,151	3,863,887	9,226,770
Other Operating Expenses and Services	5000	18,437,112	23,474,259	92,860,004	116,717,104	111,297,116	140,191,363
Capital Outlay	6000	2,281,923	1,058,529	3,260,667	3,210,658	5,542,590	4,269,187
Total Expenditures		192,172,425	202,501,632	134,485,022	168,712,208	326,657,447	371,213,840
Excess /(Deficiency) of Revenues over Expenditures		5,889,269	(8,681,466)	1,084,809	429,379	6,974,078	(8,252,087)
Other Financing Sources	8900	39,189	5,000	26,137		65,326	5,000
Other Outgo	7000	6,643,874	3,725,000	1,323,564	2,789,778	7,967,438	6,514,778
Net Increase/(Decrease) in Fund Balance		(715,416)	(12,401,466)	(212,618)	(2,360,399)	(928,034)	(14,761,865)
BEGINNING FUND BALANCE:							
Net Beginning Balance, July 1	9010	38,759,046	38,043,630	3,581,339	3,368,721	42,340,385	41,412,351
Prior Years Adjustments	9020					0	
Adjusted Beginning Balance	9030	38,759,046		3,581,339		42,340,385	
Ending Fund Balance, June 30		38,043,630	25,642,164	3,368,721	1,008,322	41,412,351	26,650,486

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

870 RANCHO SANTIAGO

For Actual Year: 2019-2020

Budget Year: 2020-2021

DEBT SERVICE FUNDS

Description	Object Code	Fund: 21		Fund: 22		Fund: 29	
		BOND INTEREST AND REDEMPTION FUND		REVENUE BOND INTEREST AND REDEMPTION FUND		OTHER DEBT SERVICE FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600	156,061					
Local Revenues	8800	34,738,662	32,818,659				
Total Revenues		34,894,723	32,818,659	0	0	0	0
Other Financing Sources	8900						
Interfund Transfers In	8981						
Other Incoming Transfers	8983	5,254,620	124,000				
Total Other Financing Sources		5,254,620	124,000	0	0	0	0
Other Outgo	7000						
Debt Retirement (Long Term Debt)	7100						
Debt Reduction	7110	20,072,963	21,292,919				
Debt Interest and Other Service Charges	7120	15,219,786	13,202,774				
Transfers Outgoing	7300 & 7400	144,692	124,000				
Reserve for Contingencies	7900						
Total Other Outgo	7000	35,437,441	34,619,693	0	0	0	0
Net Other Financing Sources / (Other Outgo)	8900 & 7000	(30,182,821)	(34,495,693)	0	0	0	0
Net Increase/Decrease in Fund Balance		4,711,902	(1,677,034)	0	0	0	0
BEGINNING FUND BALANCE:							
Net Beginning Balance, July 1	9010	28,778,212	33,490,114		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	28,778,212			0		0
Ending Fund Balance, June 30		33,490,114	31,813,080	0	0	0	0

For Actual Year: 2019-2020

Budget Year: 2020-2021

Special Revenue Funds

Description	Object	FUND: 31		FUND 32		FUND 33	
	Code	BOOKSTORE FUND		CAFETERIA FUND		CHILD DEVELOPMENT FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100					2,396,903	2,159,172
State Revenues	8600		70,000			5,672,348	5,797,815
Local Revenues	8800	3,998,569	5,162,642			269,172	385,235
Total Income		3,998,569	5,232,642	0	0	8,338,423	8,342,222
Expenditures							
Academic Salaries	1000					2,680,743	2,470,986
Classified Salaries	2000	942,147	975,014			2,219,317	2,289,144
Employee Benefits	3000	449,972	538,425			2,506,302	2,373,270
Supplies and Materials	4000	2,885,955	3,394,809			275,617	975,781
Other Operating Expenses and Services	5000	313,687	142,934			331,805	693,467
Capital Outlay	6000	1,782				245,279	242,892
Total Expenditures		4,593,543	5,051,182	0	0	8,259,063	9,045,540
Excess /(Deficiency) of Revenues over Expenditures		(594,974)	181,460	0	0	79,360	(703,318)
Other Financing Sources	8900	311,763				140,000	
Other Outgo	7000						154,004
Net Increase/(Decrease) in Fund Balance		(283,211)	181,460	0	0	219,360	(857,322)
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	4,094,507	3,811,296		0	890,532	1,109,892
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	4,094,507		0		890,532	
Ending Fund Balance, June 30		3,811,296	3,992,756	0	0	1,109,892	252,570

For Actual Year: 2019-2020

Budget Year: 2020-2021

Special Revenue Funds

Description	Object	FUND: 34		FUND 35		FUND 39	
	Code	FARM OPERATION FUND		REVENUE BOND PROJECT FUND		OTHER SPECIAL REVENUE FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600						
Local Revenues	8800						
Total Income		0	0	0	0	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
Total Expenditures		0	0	0	0	0	0
Excess /(Deficiency) of Revenues over Expenditures		0	0	0	0	0	0
Other Financing Sources	8900						
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		0	0	0	0	0	0
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010		0		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0		0		0	
Ending Fund Balance, June 30		0	0	0	0	0	0

For Actual Year: 2019-2020

Budget Year: 2020-2021

Capital Projects Funds

Description	Object	FUND: 41		FUND 42		FUND 43	
	Code	CAPITAL QUTLAY PROJECTS FUND		REVENUE BOND CONSTRUCTION FUND		GENERAL OBLIGATION BOND FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600	1,080,015	19,466,136				
Local Revenues	8800	6,330,663	4,936,982			994,983	450,000
Total Income		7,410,678	24,403,118	0	0	994,983	450,000
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000	37,495	16,802				30,000
Other Operating Expenses and Services	5000	128,791	474,431			10,189	65,000
Capital Outlay	6000	7,846,068	94,916,311			42,082,051	36,846,527
Total Expenditures		8,012,354	95,407,544	0	0	42,092,240	36,941,527
Excess /(Deficiency) of Revenues over Expenditures		(601,676)	(71,004,426)	0	0	(41,097,257)	(36,491,527)
Other Financing Sources	8900	6,500,000	3,500,000			56,385,421	
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		5,898,324	(67,504,426)	0	0	15,288,164	(36,491,527)
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	87,431,454	93,329,778	0	0	21,203,363	36,491,527
Prior Years Adustments	9020						
Adjusted Beginning Balance	9030	87,431,454		0		21,203,363	
Ending Fund Balance, June 30		93,329,778	25,825,352	0	0	36,491,527	0

REVENUES, EXPENDITURES, AND FUND BALANCE DATA

870 RANCHO SANTIAGO

For Actual Year: 2019-2020

Budget Year: 2020-2021

Enterprise Funds

Description	Object	FUND: 51		FUND 52		FUND 53	
	Code	BOOKSTORE FUND		CAFETERIA FUND		FARM OPERATIONS	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Local Revenues	8800						
Other Financing Sources	8900						
Total Income		0	0	0	0	0	0
Cost of Sales	5890						
Gross Profit or Loss		0	0	0	0	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
Total Expenditures		0	0	0	0	0	0
Net Profit or Loss		0	0	0	0	0	0
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		0	0	0	0	0	0
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010		0		0		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0		0		0	
Ending Fund Balance, June 30		0	0	0	0	0	0

For Actual Year: 2019-2020

Budget Year: 2020-2021

Enterprise Funds

Description	Object	FUND: 59					
	Code	OTHER ENTERPRISE FUND					
		Actual	Budget				
REVENUES:							
Local Revenues	8800						
Other Financing Sources	8900						
Total Income		0	0				
Cost of Sales	5890						
Gross Profit or Loss		0	0				
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000						
Capital Outlay	6000						
Total Expenditures		0	0				
Net Profit or Loss		0	0				
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		0	0				
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010		0				
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	0					
Ending Fund Balance, June 30		0	0				

For Actual Year: 2019-2020

Budget Year: 2020-2021

Internal Service Funds

Description	Object	FUND: 61		FUND 69			
	Code	SELF-INSURANCE FUND		OTHER INTERNAL SERVICES FUND			
		Actual	Budget	Actual	Budget		
REVENUES:							
Local Revenues	8800	4,329,121	5,132,293	12,854,604	13,348,406		
Other Financing Sources	8900						
Total Income		4,329,121	5,132,293	12,854,604	13,348,406		
Expenditures							
Academic Salaries	1000	31,715	32,959				
Classified Salaries	2000	243,854	246,242				
Employee Benefits	3000	137,173	153,731	9,927,050	12,698,406		
Supplies and Materials	4000	3,149	53,889				
Other Operating Expenses and Services	5000	2,546,550	4,916,469	23,539	35,000		
Capital Outlay	6000	1,853	75,950				
Total Expenditures		2,964,294	5,479,240	9,950,589	12,733,406		
Net Profit or Loss		1,364,827	(346,947)	2,904,015	615,000		
Other Outgo	7000				3,990,521		
Net Increase/(Decrease) in Fund Balance		1,364,827	(346,947)	2,904,015	(3,375,521)		
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	7,163,768	8,528,595	(38,605,579)	(35,701,564)		
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	7,163,768		(38,605,579)			
Ending Fund Balance, June 30		8,528,595	8,181,648	(35,701,564)	(39,077,085)		

For Actual Year: 2019-2020

Budget Year: 2020-2021

Fiduciary Funds Group

Description	Object	FUND: 71		FUND 72		FUND 73	
	Code	ASSOCIATED STUDENTS TRUST FUND	REPRESENTATION FEE TRUST FUND	Actual	Budget	Actual	Budget
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100						
State Revenues	8600		1,200				
Local Revenues	8800	586,126	465,108	155,789	118,698		
Total Income		586,126	466,308	155,789	118,698	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000	169,482	191,956				
Employee Benefits	3000	61,845	70,462				
Supplies and Materials	4000	4,171	55,000				
Other Operating Expenses and Services	5000	250,415	322,475	85,655	137,548		
Capital Outlay	6000	9,957	50,000				
Total Expenditures		495,870	689,893	85,655	137,548	0	0
Excess /(Deficiency) of Revenues over Expenditures		90,256	(223,585)	70,134	(18,850)	0	0
Other Financing Sources	8900						
Other Outgo	7000						
Net Increase/(Decrease) in Fund Balance		90,256	(223,585)	70,134	(18,850)	0	0
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	1,226,411	1,316,667	94,508	164,642		0
Prior Years Adjustments	9020						
Adjusted Beginning Balance	9030	1,226,411		94,508		0	
Ending Fund Balance, June 30		1,316,667	1,093,082	164,642	145,792	0	0

For Actual Year: 2019-2020

Budget Year: 2020-2021

Fiduciary Funds Group

Description	Object	FUND: 74		FUND 75		FUND 76	
	Code	FINANCIAL AID TRUST FUND		SCHOLARSHIP & LOAN TRUST FUND		INVESTMENT TRUST FUND	
		Actual	Budget	Actual	Budget	Actual	Budget
REVENUES:							
Federal Revenues	8100	27,641,891	28,992,689				
State Revenues	8600	6,784,234	6,386,253				
Local Revenues	8800	21,736	6,000				
Total Income		34,447,861	35,384,942	0	0	0	0
Expenditures							
Academic Salaries	1000						
Classified Salaries	2000						
Employee Benefits	3000						
Supplies and Materials	4000						
Other Operating Expenses and Services	5000	509	5,632				
Capital Outlay	6000						
Total Expenditures		509	5,632	0	0	0	0
Excess /(Deficiency) of Revenues over Expenditures		34,447,352	35,379,310	0	0	0	0
Other Financing Sources	8900						
Other Outgo	7000	34,556,471	35,397,942				
Net Increase/(Decrease) in Fund Balance		(109,119)	(18,632)	0	0	0	0
Beginning Fund Balance:							
Net Beginning Balance, July 1	9010	1,151,235	1,037,111		0		0
Prior Years Adjustments	9020	(5,005)					
Adjusted Beginning Balance	9030	1,146,230		0		0	
Ending Fund Balance, June 30		1,037,111	1,018,479	0	0	0	0

For Actual Year: 2019-2020

Budget Year: 2020-2021

Fiduciary Funds Group

Description	Object	FUND: 77		FUND 79	
	Code	DEFERRED COMPENSATION TRUST FUND		OTHER TRUST FUNDS	
		Actual	Budget	Actual	Budget
REVENUES:					
Federal Revenues	8100				
State Revenues	8600			1,872	23,700
Local Revenues	8800			3,793,193	4,291,175
Total Income		0	0	3,795,065	4,314,875
Expenditures					
Academic Salaries	1000			15,641	22,423
Classified Salaries	2000			653,101	452,976
Employee Benefits	3000			328,814	242,357
Supplies and Materials	4000			63,195	163,226
Other Operating Expenses and Services	5000			984,074	1,752,127
Capital Outlay	6000			93,174	738,116
Total Expenditures		0	0	2,137,999	3,371,225
Excess /(Deficiency) of Revenues over Expenditures		0	0	1,657,066	943,650
Other Financing Sources	8900			217,806	4,048,301
Other Outgo	7000			129,500	9,500
Net Increase/(Decrease) in Fund Balance		0	0	1,745,372	4,982,451
Beginning Fund Balance:					
Net Beginning Balance, July 1	9010		0	44,075,594	45,805,012
Prior Years Adjustments	9020			(15,954)	
Adjusted Beginning Balance	9030	0		44,059,640	
Ending Fund Balance, June 30		0	0	45,805,012	50,787,463

Annual Financial and Budget Report

SUPPLEMENTAL DATA

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

Fund Number In	Fund Name	Fund Number Out	Fund Name	Amount Transferred
33	CHILD DEVELOPMENT FUND	11	UNRESTRICTED SUBFUND	140,000
41	CAPITAL OUTLAY PROJECTS FUND	11	UNRESTRICTED SUBFUND	6,500,000
31	BOOKSTORE FUND	12	RESTRICTED SUBFUND	311,763
76	INVESTMENT TRUST FUND	12	RESTRICTED SUBFUND	70,371
79	OTHER TRUST FUNDS	12	RESTRICTED SUBFUND	17,935
12	RESTRICTED SUBFUND	74	STUDENT FINANCIAL AID TRUST FUND	26,136

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010					2,073,057	
Adjustments	9020						
Adjusted Beginning Balance	9030		0			2,073,057	
Actual Fiscal Year Data							
State Lottery Proceeds:	8681		3,549,384			1,259,930	
		Instructional & Institutional Unrestricted				Instructional Materials Propostition 20	Total
		Instructional Activities (AC 0100-5900)	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional (AC 0100-4900)	
Expenditures							
Academic Salaries	1000				0		0
Classified Salaries	2000				0		0
Employee Benefits	3000				0		0
Supplies & Materials	4000						
Software	4100				0	5,087	5,087
Books, Magazines, & Periodicals	4200				0	42,912	42,912
Instructional Supplies & Materials	4300				0	1,154,184	1,154,184
Noninstructional Supplies & Mtrls	4400				0		0
Total Supplies and Materials		0	0	0	0	1,202,183	1,202,183
Other Operating Expenses and Services	5000		3,549,384		3,549,384	121,563	3,670,947
Capital Outlay	6000						
Library Books	6300				0	260,013	260,013
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
Total Capital Outlay		0	0	0	0	260,013	260,013
Other Outgo	7000				0		0
Total Expenditures		0	3,549,384	0	3,549,384	1,583,759	5,133,143
Ending Balance					0	1,749,228	1,749,228

Activity Classification	Activity Code	Unrestricted			Restricted Prop 20		
Lottery Adjustments and Proceeds:							
Net Beginning Balance, July 1	9010					1,749,228	
Adjustments	9020						
Adjusted Beginning Balance	9030		0			1,749,228	
Budget Fiscal Year Data							
State Lottery Proceeds:	8681		4,142,482			1,353,211	
		Instructional & Institutional Unrestricted				Instructional Materials Proposition 20	Total
		Instructional Activities (AC 0100-5900)	Support Activities (AC 6000-6700)	Support Activities (AC 6800-7390)	Total Unrestricted	Instructional (AC 0100-4900)	
Expenditures							
Academic Salaries	1000				0		0
Classified Salaries	2000				0		0
Employee Benefits	3000				0		0
Supplies & Materials	4000						
Software	4100				0	5,760	5,760
Books, Magazines, & Periodicals	4200				0	43,005	43,005
Instructional Supplies & Materials	4300				0	2,567,176	2,567,176
Noninstructional Supplies & Mtrls	4400				0		0
Total Supplies and Materials		0	0	0	0	2,615,941	2,615,941
Other Operating Expenses and Services	5000		3,625,685		3,625,685	240,302	3,865,987
Capital Outlay	6000						
Library Books	6300				0	246,196	246,196
Equipment	6400						
Equipment - Additional	6410				0		0
Equipment - Replacement	6420				0		0
Total Capital Outlay		0	0	0	0	246,196	246,196
Other Outgo	7000				0		0
Total Expenditures		0	3,625,685	0	3,625,685	3,102,439	6,728,124
Ending Balance					516,797	0	

Annual Financial and Budget Report

For Actual Year: 2019-2020

District ID: 870

Name: RANCHO SANTIAGO

EPA Revenue	19,755,427
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Activity Classification	Activity Code	Salaries and Benefits	Operating Expenses	Capital Outlay	Total
		(Obj 1000-3000)	(Obj 4000-5000)	(Obj 6000)	
Instructional Activities	0100-5900	19,755,427	0	0	19,755,427
TOTAL		19,755,427	0	0	19,755,427

Annual Financial and Budget Report

For Actual Year: 2019-2020

Budget Year: 2020-2021

District ID: 870

Name: RANCHO SANTIAGO

Fiscal Year	STRS	PERS	Total	Increase	
	Amount	Amount		Amount	Rate
2015-16	11,502,190	4,707,635	16,209,825	N/A	N/A
2016-17	12,632,832	5,868,146	18,500,978	2,291,153	14.13%
2017-18	15,209,680	6,867,803	22,077,483	3,576,505	19.33%
2018-19	22,633,347	11,902,374	34,535,721	12,458,238	56.43%
2019-20	22,759,114	10,128,572	32,887,686	-1,648,035	-4.77%
2020-21	22,820,537	13,006,985	35,827,522	2,939,836	8.94%

Does the district have a plan to fund these expenses through 2020-21?
Yes
Explain Yes or No
The District will need to make budget reductions in excess of any new revenue to pay for these cost increase in each budget year.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Public Hearing for the 2020-2021 Proposed Adopted Budget	
Action:	Request for Approval	

BACKGROUND

The California Code of Regulations, Title 5, Sections 58301 and 58305 require the governing board of each community college district to hold a public hearing and adopt a final budget on or before the fifteenth of September of each year. Due to the pandemic, the State Chancellor extended the deadline this year to October 31, 2020.

ANALYSIS

The adoption of the 2020-2021 Rancho Santiago Community College District budget is scheduled for the October 12, 2020 Board meeting. In accordance with the CCR Title 5, §58301, the governing board of each district shall hold a public hearing on the proposed adopted budget prior to the adoption of the proposed budget. This will provide members of the public with advanced notice of the public hearing at the October 12 Board meeting.

The proposed 2020-2021 Adopted Budget will be available for public display and review October 7 through October 9 at the District Office, 2323 N. Broadway, on the 4th floor reception area between the hours of 8:00 a.m. and 5:00 p.m. The public hearing is scheduled on October 12, 2020 at the regularly scheduled Board of Trustees meeting at 4:30 p.m. via Zoom.

RECOMMENDATION

It is recommended the Board of Trustees hold a public hearing on the 2020-2021 proposed Adopted Budget at the October 12, 2020 Board of Trustees meeting.

Fiscal Impact:	Not Applicable	Board Date: September 29, 2020
Prepared by:	Adam M. O'Connor, Assistant Vice Chancellor, Fiscal Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Marvin Martinez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Amendment to Agreement with SVA Architects, Inc. - Architectural and Engineering Services for Campus Entrance Improvements at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND

This is an amendment to an existing agreement for additional architectural and engineering services for underground utility mapping services. On October 29, 2018, the Board of Trustees approved an agreement with SVA Architects, Inc. for architectural and engineering services for the campus entrance improvements project at Santiago Canyon College. The project is to address the Blaser Settlement issues and address the pick-up/drop-off issues that currently occur causing traffic congestion at the campus entrance as well as unsafe crossing conditions for pedestrians. The scope of the project includes two separate phases of work depending on availability of funding. Phase 1 includes upgrades to a portion of Loop Road and Phase 2 includes upgrades to Strenger Plaza. Phase 2 will not begin until Phase 1 is complete and requires separate agency approvals, bid packages, construction administration phases, and closeout phases. To see original agreement, please [click here](#).

This project is necessary to address Blaser legal settlement deficiency items related to path of travel. In order to correct such, the entire hardscape from the sidewalk at the bus stop along Chapman Avenue’s entrance traveling to the fountain area, through Strenger Plaza, and up to Buildings D, E and the Library are impacted. The amount of architectural and design work required to fix the path of travel slopes is significant and is challenged to the changes in site elevations and grade.

As part of this project, the main campus plaza is impacted as well as the vehicular and pedestrian traffic points of entry at the front entrance adjacent the fountain. All of these components need to be assessed as part of the corrective work associated with this project because of the magnitude of hardscape to be demolished and replaced. These site improvements will benefit all students, visitors, faculty, and staff. The current front drop-off/pick-up area often experiences traffic jams, vehicle stacking, and conflicts between vehicles and pedestrians crossing at the same location. The work associated with this project will create an entirely new front entry for the College that is safer for pedestrians, more efficient for vehicles, and continue to provide a welcoming atmosphere that is enhanced and improved.

The amendment is requested to undertake additional underground utility mapping work to cover areas adjacent the Library, the main quad, and in areas along the main entrance off of Chapman Avenue to further investigate discrepancies with existing plans and documents. This

underground utility survey will assist the civil engineer in the design team to try to alleviate these conflicts and incorporate this information into the design. This information would assist to minimize the impact of unforeseen conditions during the construction phases.

ANALYSIS

The amendment to this agreement increases the contract amount by \$19,800. The total contract amount has increased from \$1,022,750 to \$1,042,550. The District has reviewed the fee and it is reasonable and within industry standards. The contract term for this agreement remains the same from October 30, 2018 through June 30, 2023.

This agreement is funded by State Scheduled Maintenance and Capital Outlay Funds.

RECOMMENDATION

It is recommended the Board of Trustees approve the amendment to agreement with SVA Architects, Inc. - Architectural and Engineering Services for Campus Entrance Improvements at Santiago Canyon College as presented.

Fiscal Impact:	\$19,800	Board Date: September 29, 2020
Prepared by:	Carri M. Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Marvin Martinez, Chancellor	

Board Agreement Summary

Board Date: 9/29/20

Project: Campus Entrance Improvements

Site: **Santiago Canyon College**

Consultants: **SVA Architects, Inc.**

Type of Service: Architectural and Engineering Services

Agreement Summary	Amount	Reimbursables	Start	Duration End
Original Contract Amount	\$264,000.00		10/30/2018	12/31/2021
Amendment #1	\$758,750.00			6/30/2023
Amendment #2	\$19,800.00			6/30/2023
Total Agreement Amount	\$1,042,550.00			

AGREEMENT NO 0309.00/ DESCRIPTION:

Amendment #2 for additional architectural services.

This agreement #0309.00 and any amendments are incorporated herein by reference and are included as part of the agenda.

Total Proposed Amount: **\$19,800.00**

Contract End Date: **6/30/2023**

SECOND AMENDMENT TO ARCHITECTURAL SERVICES AGREEMENT

THIS AMENDMENT to AGREEMENT is made this 30th day of **September** in the year **2020**, between **SVA ARCHITECTS, INC.** hereinafter referred to as “**CONSULTANT**”, and the **RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**, hereinafter referred to as “**DISTRICT**”.

WITNESSETH

The CONSULTANT and DISTRICT do mutually agree as follows:

- A. To amend that certain AGREEMENT No. 0309.00 entered into on October 30, 2018 and amended on December 9, 2019 to provide Architectural services for the Barrier Removal Campus Entrance Improvement Project at Santiago Canyon College. Please amend the AGREEMENT to include the following:
 - 1. By adding additional services per the attached Exhibit A; and
 - 2. By increasing the AGREEMENT amount by NINETEEN THOUSAND EIGHT HUNDRED DOLLARS (\$19,800) from ONE MILLION TWENTY-TWO THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$1,022,750) for a total AGREEMENT amount of ONE MILLION FORTY-TWO THOUSAND FIVE HUNDRED FIFTY DOLLARS (\$1,042,550).
- B. Due to the COVID-19 pandemic, this Amendment may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same amendment and applicable to entirety of said agreement. Any such counterpart containing an electronic, digital or facsimile signature shall be deemed an original. Execution of this amendment, signifies the parties mutual consent to conduct transactions electronically for the remainder of the duration of the agreement terms. Pursuant to the California Uniform Electronic Transactions act (“UETA”) (Cal. Civic Code § 1633.1 et seq.) and California Government Code §16.5, the District reserves the right to conduct business electronically, unless otherwise communicated by the District to stop such electronic transactions, including without limitation to the use of electronic or digital signatures.
- C. Except as amended herein, the terms and conditions of AGREEMENT No. 0309.00, effective October 30, 2018, shall remain in full force and effect.

Signatures on Next Page

Agreement No. 0309.02
Board Approval: September 29, 2020
Purchase Order: 19-P0054613

SVA ARCHITECTS, INC.

**RANCHO SANTIAGO COMMUNITY COLLEGE
DISTRICT OF ORANGE COUNTY**

By _____

By _____

Print Name _____

Peter J. Hardash

Title _____

Vice Chancellor, Business Operations and Fiscal
Services

Date _____

Date _____

COPIES TO:

GENERATING OFFICE
Rancho Santiago Community College District
2323 N. Broadway, Suite 112
Santa Ana, CA 92706
Carri Matsumoto, Assistant Vice Chancellor
Facility Planning, District Construction and Support
Services

PURCHASING DEPARTMENT
Rancho Santiago Community College District
2323 N. Broadway, Suite 109
Santa Ana, CA 92706
Linda Melendez, Director of Purchasing Services

EXHIBIT "A"

A. Scope of Services:

Underground Utility Survey to be completed by existing sub-Consultant.

- Use ground-penetrating radar (GPR) and any sub-surface method within the survey limits as outlined in the attached pages, to locate and identify all sub-surface features, elements, structures, etc. The phrase "surface features and underground utilities" is intended to include, but is not necessarily limited to, all existing above ground and below ground utilities, vaults, underground storage facilities, etc. Pipe size, diameter or invert measurements other than what can be determined through standard locating methods is excluded from this proposal.
- Temporary markings shall be used to mark-out all utilities while conducting the survey.
- Return with survey crew to document the findings and add them to existing CAD files.

B. Deliverable:

Architect to provide one (1) CAD file combining scope of services detailed in this amendment and existing CAD file previously completed by C-Below.

C. Exclusions:

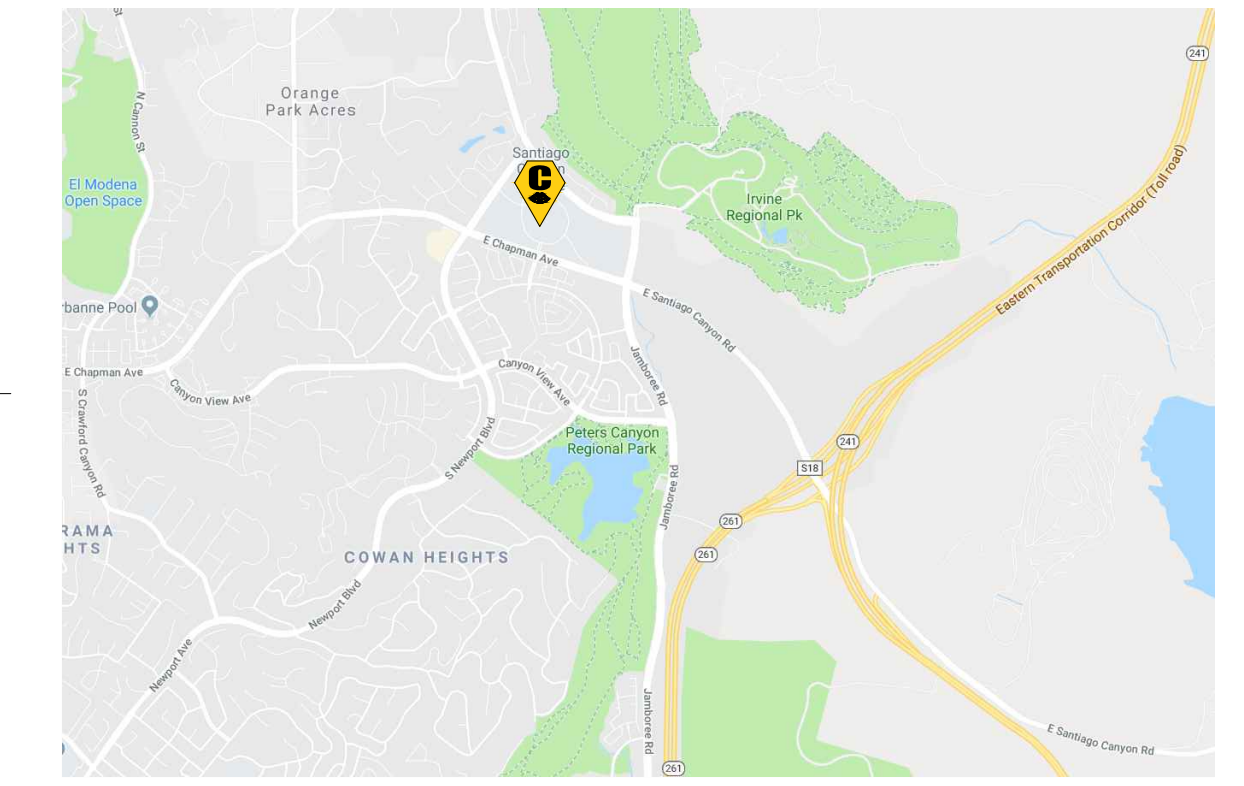
1. Night work, weekend or holiday work (underground utility survey crew)
2. Permits or traffic control (if required)
3. Work in the streets (underground utility survey crew)
4. Work inside of existing buildings
5. Any sewer jetting or CCTV work.
6. Pipe size, diameter or invert measurements other than what can be determined through standard locating methods.
7. Potholing
8. Topographical/ALTA Map preparation

UNDERGROUND UTILITY MAP

WITHIN THE CITY OF ORANGE, COUNTY OF ORANGE, CALIFORNIA

PREPARED FOR:

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT



VICINITY MAP
NOT TO SCALE

UTILITY QUALITY LEVELS NOTES

INFORMATION PROVIDED FROM AMERICAN SOCIETY OF CIVIL ENGINEERS (ASCE) CI/ASCE 38-02 MANUAL.

UTILITY QUALITY LEVEL A

PRECISE HORIZONTAL AND VERTICAL LOCATION OF UTILITIES OBTAINED BY THE ACTUAL EXPOSURE (OR VERIFICATION OF PREVIOUSLY EXPOSED AND SURVEYED UTILITIES) AND SUBSEQUENT MEASUREMENT OF SUBSURFACE UTILITIES, USUALLY AT A SPECIFIC POINT. MINIMALLY INTRUSIVE EXCAVATION EQUIPMENT IS TYPICALLY USED TO MINIMIZE THE POTENTIAL FOR UTILITY DAMAGE. A PRECISE HORIZONTAL AND VERTICAL LOCATION, AS WELL AS OTHER UTILITY ATTRIBUTES, IS SHOWN ON PLAN DOCUMENTS. ACCURACY IS TYPICALLY SET TO 15-MM VERTICAL AND TO APPLICABLE HORIZONTAL SURVEY AND MAPPING ACCURACY AS DEFINED OR EXPECTED BY THE PROJECT OWNER.

UTILITY QUALITY LEVEL B

INFORMATION OBTAINED THROUGH THE APPLICATION OF APPROPRIATE SURFACE GEOPHYSICAL METHODS TO DETERMINE THE EXISTENCE AND APPROXIMATE HORIZONTAL POSITION OF SUBSURFACE UTILITIES. QUALITY LEVEL B DATA SHOULD BE REPRODUCIBLE BY SURFACE GEOPHYSICS AT ANY POINT OF THEIR DEPICTION. THIS INFORMATION IS SURVEYED TO APPLICABLE TOLERANCES DEFINED BY THE PROJECT AND REDUCED ONTO PLAN DOCUMENTS.

UTILITY QUALITY LEVEL C

INFORMATION OBTAINED BY SURVEYING AND PLOTTING VISIBLE ABOVE-GROUND UTILITY FEATURES AND BY USING PROFESSIONAL JUDGMENT IN CORRELATING THIS INFORMATION TO QUALITY LEVEL D INFORMATION.

UTILITY QUALITY LEVEL D

INFORMATION DERIVED FROM EXISTING RECORDS OR ORAL RECOLLECTIONS.

UTILITY NOTES

- FACILITIES (UTILITY LINES) SHALL BE LOCATED AND MARKED PRIOR TO EXCAVATION. CALL (800) 90-BELOW.
- CONTRACTOR SHALL HAND-EXPOSE TO A POINT OF NO CONFLICT 24" ON EITHER SIDE OF THE UNDERGROUND FACILITY, REGARDLESS OF THE ESTIMATED DEPTH.
- DEPTHS SHOWN ARE APPROXIMATE. ESTIMATED DEPTHS ARE FROM THE GROUND SURFACE TO THE CENTER OF THE FACILITY, INVERT OF WASTE LINES, OR TO THE FACILITY TRACER WIRE. DEPTH ESTIMATES SHOULD BE USED WITH CAUTION AND MAY VARY ALONG THE LENGTH OF THE FACILITY.
- UTILITY BRACKETS ARE SHOWN TO DEMONSTRATE MULTIPLE LINES TRAVELING TOGETHER IN EITHER A DUCTBANK OR BUNDLE.
- THE SCOPE OF THIS SURVEY DOES NOT INCLUDE FACILITY SIZE OR NUMBER OF CONDUIT IN MULTIPLE CONDUIT RUNS. IRRIGATION LINES ARE NOT INCLUDED IN THIS SURVEY.
- THE BACKGROUND SITE PLAN USED IN PREPARING THIS MAP WAS PREPARED BY OTHERS AND PROVIDED TO C BELOW BY THE CLIENT. C BELOW MAKES NO REPRESENTATION AS TO THE ACCURACY OF THE PLAN.
- IN THE EVENT THE INFORMATION SHOWN IN THIS PLAN VARIES FROM THE ACTUAL SITE CONDITIONS, C BELOW SHALL BE NOTIFIED WITHIN 24 HOURS AFTER DISCOVERY OF THE CONFLICT.

UNDERGROUND LINE LEGEND

UTILITY QUALITY LEVEL B:

ELECTRICAL	E
GAS	G
COMMUNICATION	C
WATER	W
SANITARY SEWER	SS
STORM DRAIN	SD
POSSIBLE LINE LOCATION, BASED ON GPR DETECTION	U
STREET LIGHT	SL
AIR	AIR
TRAFFIC SIGNAL	TS
FIRE WATER	FW
CHILLED WATER	CHW
DOMESTIC WATER	DW
HOT WATER	HW

UTILITY QUALITY LEVEL C:

ELECTRICAL	E
GAS	G
COMMUNICATION	C
WATER	W
SANITARY SEWER	SS
STORM DRAIN	SD
STREET LIGHT	SL
AIR	AIR
TRAFFIC SIGNAL	TS
FIRE WATER	FW
CHILLED WATER	CHW
DOMESTIC WATER	DW
HOT WATER	HW

UTILITY QUALITY LEVEL D:

ELECTRICAL	E
GAS	G
COMMUNICATION	C
WATER	W
SANITARY SEWER	SS
STORM DRAIN	SD
STREET LIGHT	SL
AIR	AIR
TRAFFIC SIGNAL	TS
FIRE WATER	FW
CHILLED WATER	CHW
DOMESTIC WATER	DW
HOT WATER	HW

KEY NOTES

- NON-CONDUCTIVE, UNABLE TO LOCATE PAST THIS POINT.
- NO ACCESS, UNABLE TO LOCATE PAST THIS POINT.
- CANNOT PUSH FURTHER PAST THIS POINT.
- BLOCKED
- AT BUILDING
- AT DROP
- AT RISER
- CANNOT OPEN, UNABLE TO LOCATE PAST THIS POINT.

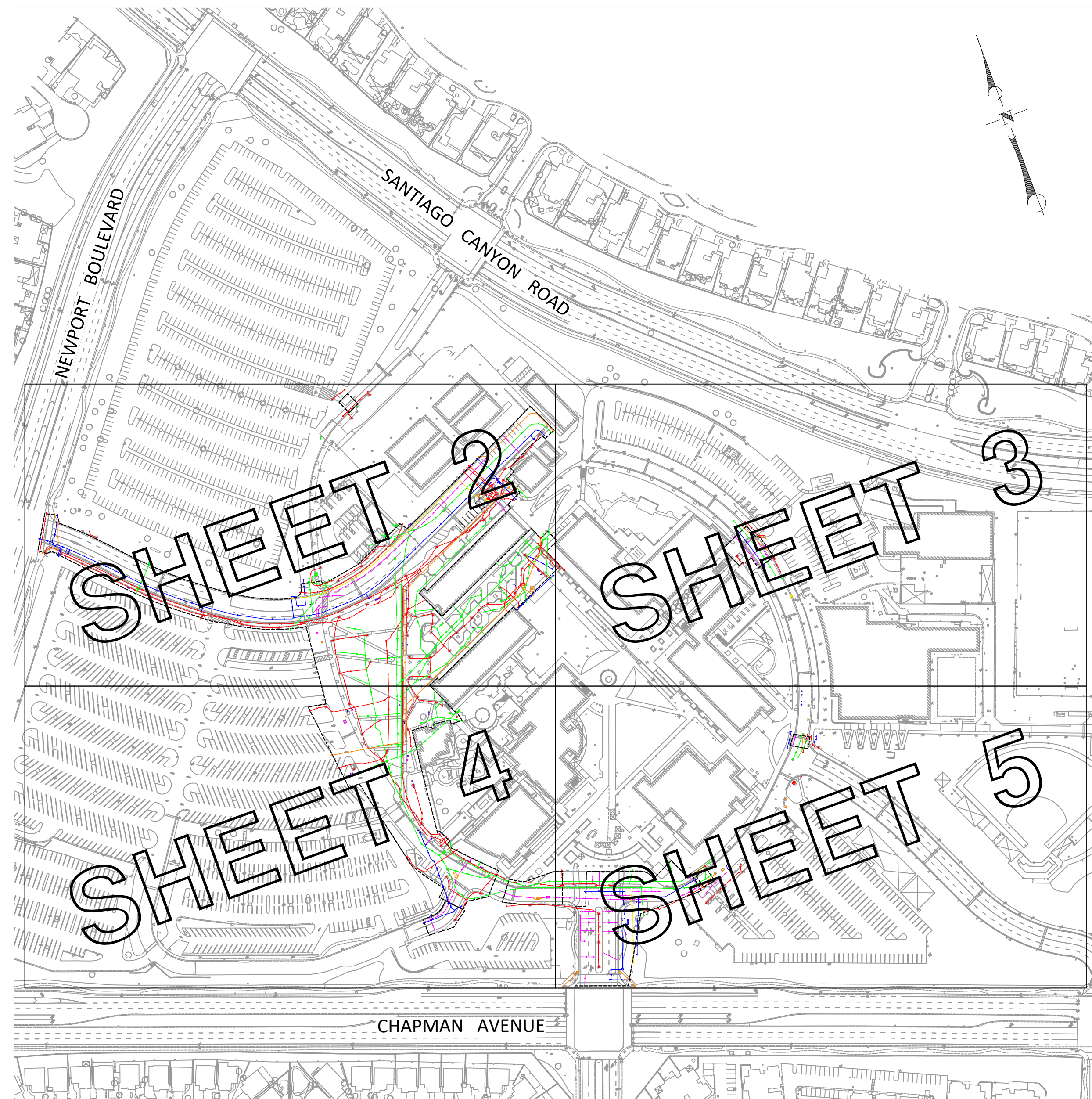
ABBREVIATIONS

ELEC	ELECTRIC
COMM	COMMUNICATION
BFP	BACKFLOW PREVENTER
DI	DRAIN INLET
ECAB	ELECTRIC CABINET
CPB	COMMUNICATION PULL BOX
CO	CLEAN OUT
FDC	FIRE DEPARTMENT CONNECTION
GV	GAS VALVE
ICV	IRRIGATION CONTROL VALVE
MH	MANHOLE
PIV	POST INDICATOR VALVE
SD	STORM DRAIN
SS	SANITARY SEWER
TRN	TRANSFORMER
TS	TRAFFIC SIGNAL
UNK	UNKNOWN
VLT	VAULT
WRIS	WATER RISER
WTR	WATER

LEGEND/SYMBOL

	BACKFLOW PREVENTER
	CLEAN OUT
	DEPTH FROM SURFACE
	FIRE HYDRANT
	LIGHT POLE
	MANHOLE
	METER
	POWER POLE
	PULL BOX
	VALVE
	VAULT

INVERT 0'-0" INVERT DEPTH FROM TOP OF GRATE OR RIM



KEY MAP
NOT TO SCALE

DRAWING SHEETS	
SHEET NO.	SHEET TITLE
1	COVER SHEET
2-5	UTILITY MAP

UTILITY DEPICTION

UNDERGROUND UTILITY DEPICTION SHOWN HEREON IS BASED ON LOCAL CONTROL AND/OR ON THE CALVRS RTK NETWORK, UNLESS STATED OTHERWISE.

C BELOW SUBSURFACE IMAGING
14280 EUCLID AVE
CHINO, CA 91710

GROUND PENETRATING RADAR (GPR)
UTILITY LOCATING
RADIOGRAPHY
POTHOLING
MAPPING

P: 888-902-3569
F: 909-606-6555
www.cbelow.com

NOTES: The services provided by C Below, Inc. do not relieve the Client and/or property owner of the responsibility of having to comply with California Government Code §54216-4216.9. It is expressly understood by the Client and/or owner that CBSI services are not a substitute for compliance with California Code §54216-4216.9.

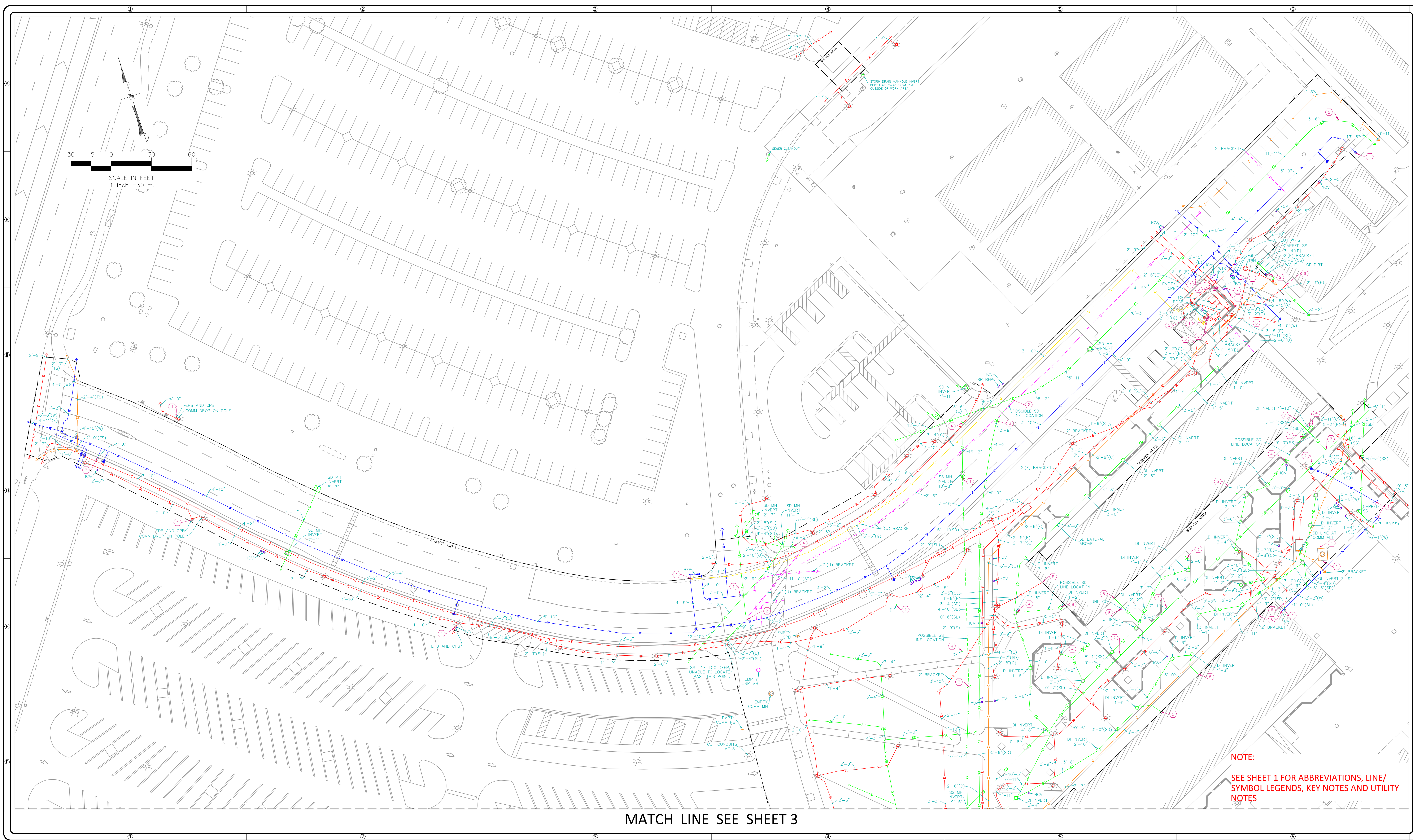
PROJECT:
PARTIAL UNDERGROUND UTILITY MAP FOR:
SANTIAGO CANYON COLLEGE
8045 E. CHAPMAN AVENUE
ORANGE, CA 92869

CLIENT:
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. BROADWAY
SANTA ANA, CA 92706

REVISIONS			
NO	DATE	BY	DESCRIPTION

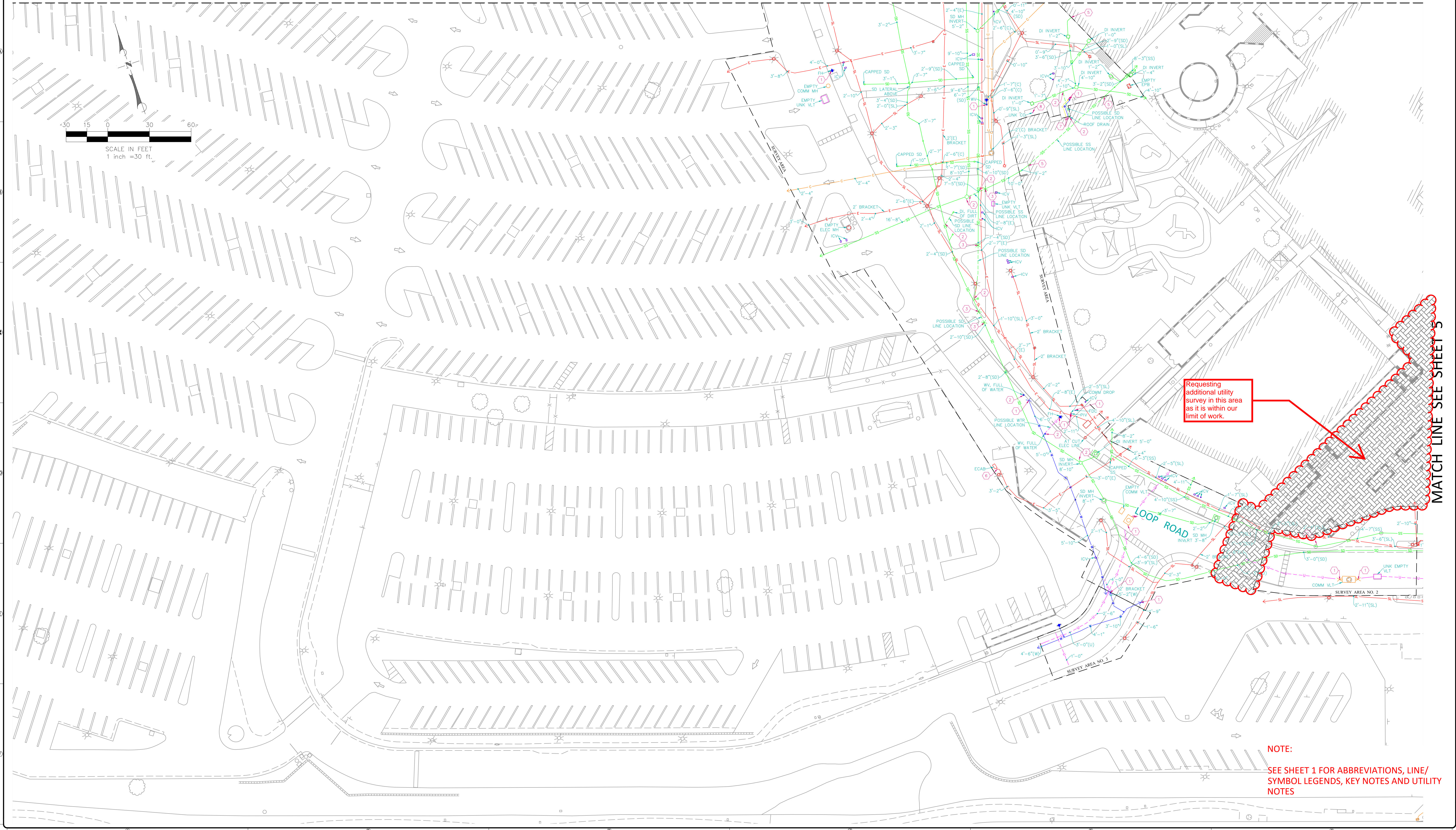
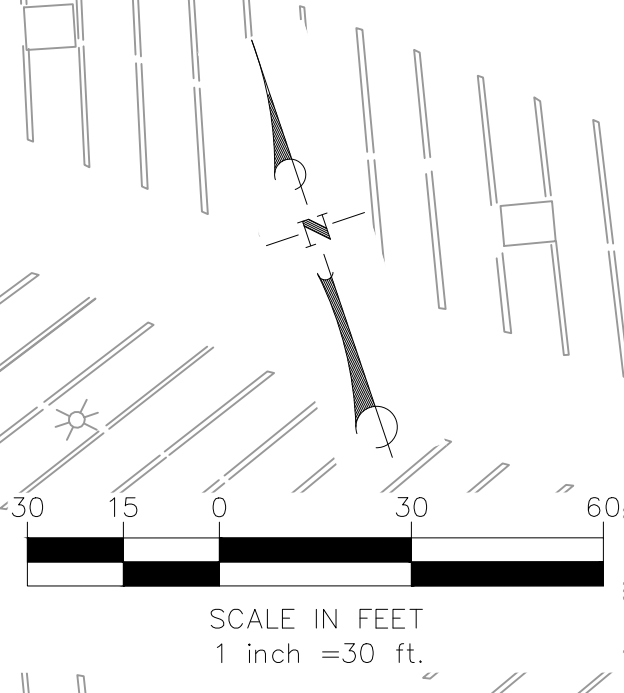
DATE LOCATED: 6/2019
DRAWN BY/DATE: LB 6/27/2019
TECHNICIAN CHECK BY/DATE: D. MONTES
QC CHECKED BY/DATE: OG 6/27/2019
DRAWING NAME: COVER SHEET
PROJECT NO: 19-0393 SCALE: N.T.S.

SHEET 1 OF 5




<p>4.4 (8)</p> <p>C BELOW SUBSURFACE IMAGING</p>	<p>C BELOW SUBSURFACE IMAGING 14280 EUCLID AVE CHINO, CA 91710</p> <p>GROUND PENETRATING RADAR (GPR) UTILITY LOCATING RADIOGRAPHY POTHOLING MAPPING</p> <p>P: 888-902-3569 F: 909-606-6555 www.cbelow.com</p>	<p>NOTES: The services provided by C Below, Inc. do not relieve the Client and/or property owner of the responsibility of having to comply with California Government Code §54216-4216.9. It is expressly understood by the Client and/or owner that CBSI services are not a substitute for compliance with California Code §54216-4216.9.</p>	<p>PROJECT: PARTIAL UNDERGROUND UTILITY MAP FOR: SANTIAGO CANYON COLLEGE 8045 E. CHAPMAN AVENUE ORANGE, CA 92869</p>	<p>CLIENT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT 2323 N. BROADWAY SANTA ANA, CA 92706</p>	<p style="text-align: center;">REVISIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">NO</th> <th style="width: 10%;">DATE</th> <th style="width: 10%;">BY</th> <th style="width: 75%;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO	DATE	BY	DESCRIPTION																	<p>DATE LOCATED: 6/2019</p> <p>DRAWN BY/DATE: LB 6/27/2019</p> <p>TECHNICIAN CHECK BY/DATE: D. MONTES</p> <p>QC CHECKED BY/DATE: OG 6/27/2019</p> <p>DRAWING NAME: UTILITY MAP</p> <p>PROJECT NO: 19-0393</p> <p style="text-align: right;">SHEET 2 OF 5 SCALE: 1" = 30'</p>
NO	DATE	BY	DESCRIPTION																							

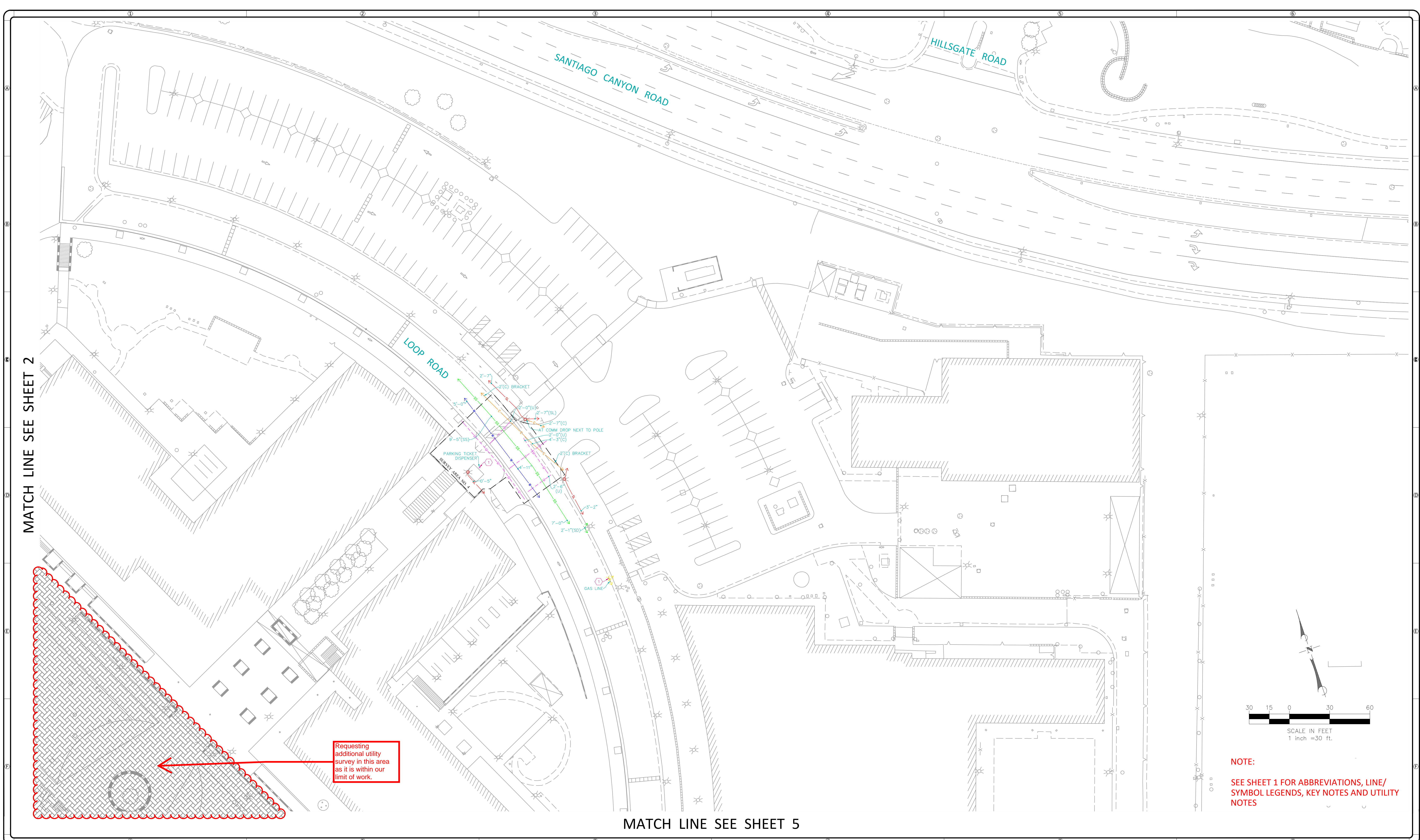
MATCH LINE SEE SHEET 2



Requesting additional utility survey in this area as it is within our limit of work.

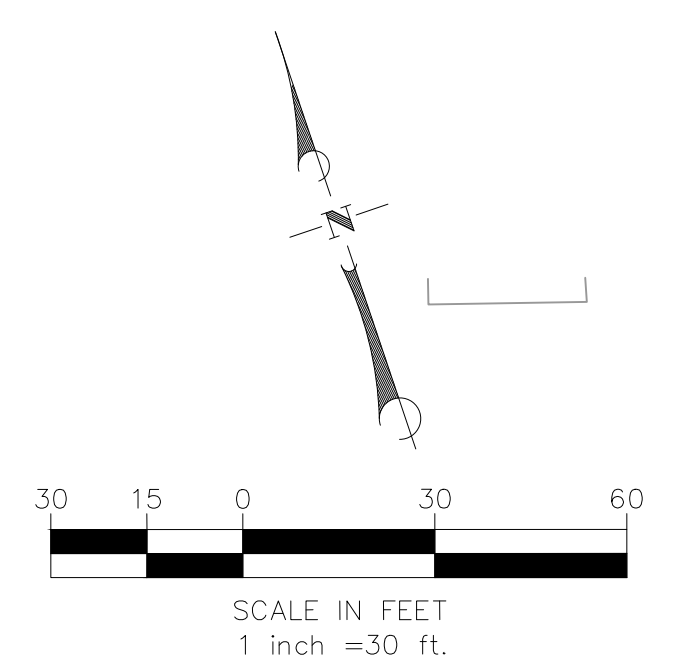
NOTE:
SEE SHEET 1 FOR ABBREVIATIONS, LINE/SYMBOL LEGENDS, KEY NOTES AND UTILITY NOTES

 <p>C BELOW SUBSURFACE IMAGING</p> <p>14280 EUCLID AVE CHINO, CA 91710</p> <p>P: 888-902-3569 F: 909-606-6555 www.cbelow.com</p>	<p>NOTES: The services provided by C Below, Inc. do not relieve the Client and/or property owner of the responsibility of having to comply with California Government Code §54216-4216.9. It is expressly understood by the Client and/or owner that CBSI services are not a substitute for compliance with California Code §54216-4216.9.</p>	<p>PROJECT: PARTIAL UNDERGROUND UTILITY MAP FOR: SANTIAGO CANYON COLLEGE 8045 E. CHAPMAN AVENUE ORANGE, CA 92869</p>	<p>CLIENT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT 2323 N. BROADWAY SANTA ANA, CA 92706</p>	<p style="text-align: center;">REVISIONS</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="width: 5%;">NO</th> <th style="width: 10%;">DATE</th> <th style="width: 10%;">BY</th> <th style="width: 75%;">DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	NO	DATE	BY	DESCRIPTION													<p>DATE LOCATED: 6/2019 DRAWN BY/DATE: LB 6/27/2019 TECHNICIAN CHECK BY/DATE: D. MONTES QC CHECKED BY/DATE: OG 6/27/2019 DRAWING NAME: UTILITY MAP PROJECT NO.: 19-0393</p> <p style="text-align: right;">SHEET 3 OF 5 SCALE: 1" = 30'</p>
NO	DATE	BY	DESCRIPTION																		




MATCH LINE SEE SHEET 2

MATCH LINE SEE SHEET 5



NOTE:
SEE SHEET 1 FOR ABBREVIATIONS, LINE/
SYMBOL LEGENDS, KEY NOTES AND UTILITY
NOTES

 <p>C BELOW SUBSURFACE IMAGING</p>	<p>C BELOW SUBSURFACE IMAGING 14280 EUCLID AVE CHINO, CA 91710</p> <p>P: 888-902-3569 F: 909-606-6555 www.cbelow.com</p>	<p>NOTES: The services provided by C Below, Inc. do not relieve the Client and/or property owner of the responsibility of having to comply with California Government Code §54216-4216.9. It is expressly understood by the Client and/or owner that CBSI services are not a substitute for compliance with California Code §54216-4216.9.</p>	<p>PROJECT: PARTIAL UNDERGROUND UTILITY MAP FOR: SANTIAGO CANYON COLLEGE 8045 E. CHAPMAN AVENUE ORANGE, CA 92869</p>	<p>CLIENT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT 2323 N. BROADWAY SANTA ANA, CA 92706</p>	<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">REVISIONS</th> </tr> <tr> <th>NO</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	REVISIONS				NO	DATE	BY	DESCRIPTION													<p>DATE LOCATED: 6/2019 DRAWN BY/DATE: LB 6/27/2019 TECHNICIAN: D. MONTES CHECK BY/DATE: OG 6/27/2019 DRAWING NAME: UTILITY MAP PROJECT NO: 19-0393</p> <p style="text-align: right;">SHEET 4 OF 5 SCALE: 1" = 30'</p>
REVISIONS																										
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MATCH LINE SEE SHEET 3

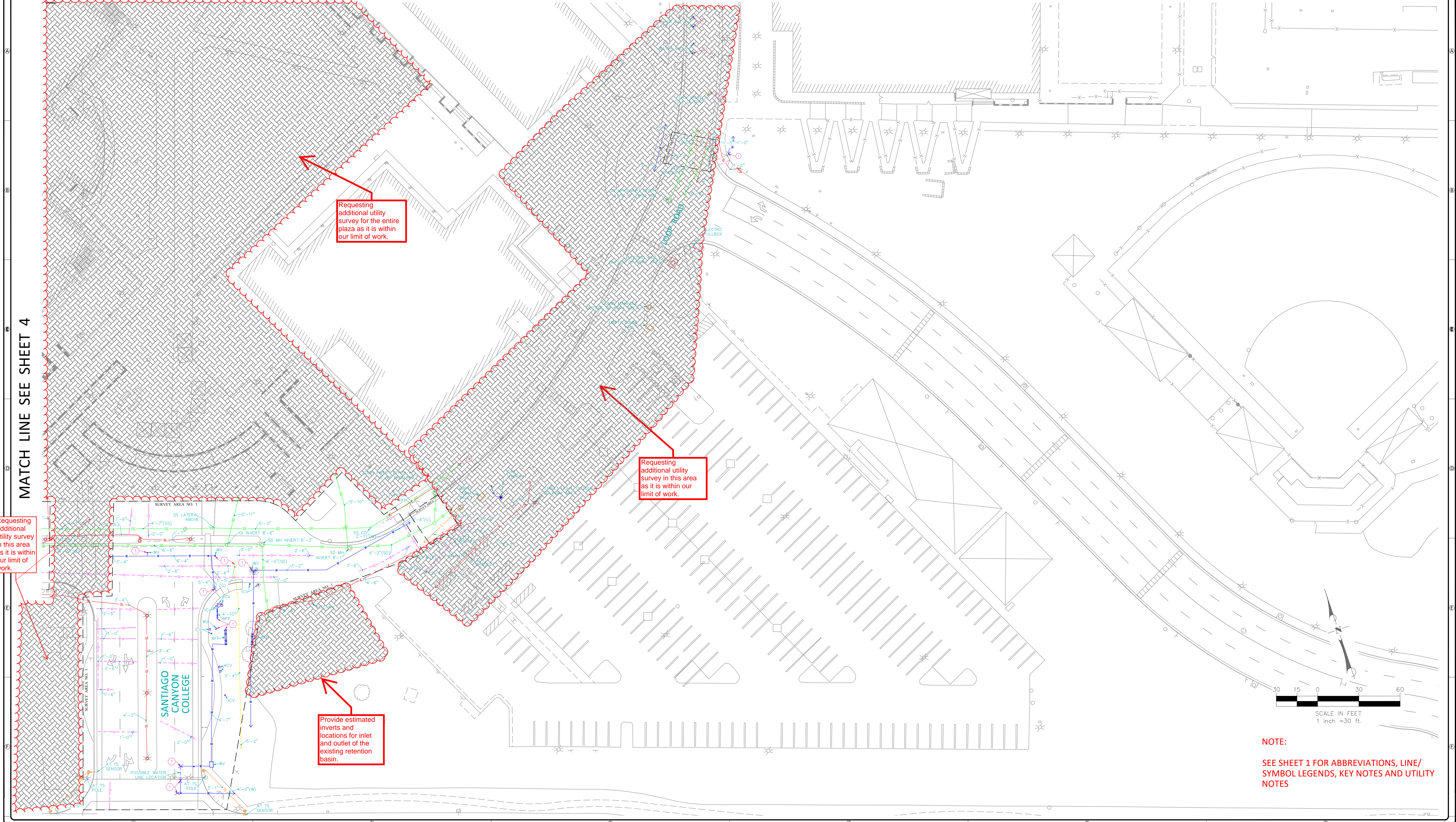
MATCH LINE SEE SHEET 4

Requesting additional utility survey in this area as it is within our limit of work.


Requesting additional utility survey for the entire plaza as it is within our limit of work.

Requesting additional utility survey in this area as it is within our limit of work.

Provide estimated inverts and locations for inlet and outlet of the existing retention basin.



NOTE:
SEE SHEET 1 FOR ABBREVIATIONS, LINE/SYMBOL LEGENDS, KEY NOTES AND UTILITY NOTES

 <p>C BELOW SUBSURFACE IMAGING 14280 EUCLID AVE CHINO, CA 91710 P: 888-902-3569 F: 909-606-6555 www.cbelow.com</p>	<p>NOTES: The services provided by C Below, Inc. do not relieve the Client and/or property owner of the responsibility of having to comply with California Government Code §54216-4216.9. It is expressly understood by the Client and/or owner that CBSI services are not a substitute for compliance with California Code §54216-4216.9.</p>	<p>PROJECT: PARTIAL UNDERGROUND UTILITY MAP FOR: SANTIAGO CANYON COLLEGE 8045 E. CHAPMAN AVENUE ORANGE, CA 92869</p>	<p>CLIENT: RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT 2323 N. BROADWAY SANTA ANA, CA 92706</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th colspan="4">REVISIONS</th> </tr> <tr> <th>NO</th> <th>DATE</th> <th>BY</th> <th>DESCRIPTION</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td><td> </td></tr> </tbody> </table>	REVISIONS				NO	DATE	BY	DESCRIPTION													<p>DATE LOCATED: 6/2019 DRAWN BY/DATE: LB 6/27/2019 TECHNICIAN CHECK BY/DATE: D. MONTES QC CHECKED BY/DATE: OG 6/27/2019 DRAWING NAME: UTILITY MAP PROJECT NO: 19-0393</p> <p style="text-align: right;">SHEET 5 OF 5 SCALE: 1" = 30'</p>
REVISIONS																									
NO	DATE	BY	DESCRIPTION																						

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
DISTRICT OFFICE - BUSINESS OPERATIONS/FISCAL SERVICES

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Agreement with Converse Consultants - Geotechnical and Geohazard Engineering and Consulting Services for the Orange Education Center at Santiago Canyon College	
Action:	Request for Approval	

BACKGROUND

This is a new agreement for geotechnical and geohazard engineering consulting services for the Orange Education Center (OEC) of the Santiago Canyon College located on 1465 North Batavia Street in the City of Orange.

On December 10, 2018, the District approved an agreement with Converse Consultants to provide environmental consulting services to proceed with further steps to remediate the existing environmental conditions on the site and develop a plan to address the subsurface soils and soil vapor conditions. The District would like to retain the same consultant for the underground geohazard and geotechnical investigation to maintain consistency and for the integrity of the proposed environmental remediation design. Converse Consultants is the most knowledgeable about the existing conditions of the property during remediation and the District does not want any conflicts while the geotechnical investigations are undertaken. Additionally, Converse Consultants is a pre-qualified geotechnical consultant on the District's prequalified list.

On March 11, 2019, the Board of Trustees approved the demolition of the existing OEC building in order to facilitate the effective remediation of the property and to consider further design development options at the eastern portion of the site. The District needs further geotechnical investigations of the property to assist in assessing the feasibility of redevelopment on the eastern portion of the site that is currently not impacted with subsurface soil vapor contamination.

As part of the District's design due diligence process, these professional consulting services include the investigation of the site's geohazard, geotechnical and seismic conditions. Converse Consultants will conduct field investigations, drill soil borings, perform soils analysis, and develop geotechnical recommendations for site grading, remedial grading, import soils criteria, foundation preparations, new foundation systems, and coordinate the recommendations with the design team. Upon completion of the initial investigation and recommendations, Converse Consultants will also develop an Engineering of Geology and Seismology Report for review by the Department of Conservation, Office of the California Geological Survey (CGS), in accordance with Title 24, California Code of Regulations, Part 2, CGS Note 48.

Converse Consultants will also perform if needed all required soils/underground testing during the construction phase of the project and the contract will be amended for that phase of construction in the future. The estimated cost for the construction phase scope of work will be

determined at a later date once the scope of any redevelopment or new construction has been defined.

Converse Consultants is highly experienced with working on challenging sites and will undertake the same due diligence necessary as the District's environmental consultant when performing the geotechnical investigations to ensure appropriate regulations are followed.

ANALYSIS

As a prequalified geotechnical consultant and as the existing environmental consultant, in order to maintain consistency of knowledge on the project given the remediation activities that will occur in the future, the District solicited a proposal from Converse Consultants for geotechnical professional services. Converse Consultants thorough understanding of the existing site conditions and risks associated with remediation activities will assist the District during the geotechnical investigation of the property. The District received a proposal and negotiated a fair and reasonable fee for these services.

The geotechnical and geohazard services covered by this agreement shall commence September 30, 2020 and end December 31, 2025. The contract is a fixed fee of \$26,390, including \$1,000 in reimbursable expenses. The District has reviewed the fee and it is reasonable and within industry standards.

This agreement is funded by Capital Outlay Funds.

RECOMMENDATION

It is recommended the Board of Trustees approve the agreement with Converse Consultants - Geotechnical and Geohazard Engineering Consulting Services for the Orange Education Center at Santiago Canyon College as presented.

Fiscal Impact:	\$26,390 (includes reimbursables)	Board Date: September 29, 2020
Prepared by:	Carri M. Matsumoto, Assistant Vice Chancellor, Facility Planning, District Construction and Support Services	
Submitted by:	Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services	
Recommended by:	Marvin Martinez, Chancellor	

Board Agreement Summary

Board Date: 9/29/20

Project: Orange Education Center

Site: **Santiago Canyon College**

Consultants: **Converse Consultants, Inc.**

Type of Service: Geotechnical and Geohazard Engineering Consulting Services

Agreement Summary	Amount	Reimbursables	Start	Duration	
				End	
Original Contract Amount	\$25,390.00	\$1,000.00	9/30/2020		12/31/2025
Total Agreement Amount	\$26,390.00				

AGREEMENT NO: 0382.00/ DESCRIPTION:

This agreement #0382.00 is incorporated herein by reference and included as part of the agenda.

Total Proposed Amount: **\$26,390.00**

Contract End Date: **12/31/2025**

07/19/20 thru 08/15/20

P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-B0001862	07/20/20	79	Admissions & Records	Equip-Tablet/Laptop>\$200<\$1000	CDW GOVERNMENT INC.	3,510.17
21-B0001865	07/29/20	79	Admissions & Records	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
21-B0001866	07/29/20	81	Auxiliary Services Office	Agency Fund Liab Beg Fund Bal	KONICA MINOLTA BUSINESS	460.00
21-B0001867	08/06/20	79	Admissions & Records	Equip-Tablet/Laptop>\$200<\$1000	CDW GOVERNMENT INC.	3,176.37
21-B0001868	08/06/20	79	Admissions & Records	Non-Instructional Supplies	ULINE	299.70
21-B0001869	08/06/20	71	Student Life & Leadership	Other Operating Exp & Services	SPECTRUM GAS PRODUCTS	600.00
21-B0001870	08/06/20	71	Student Life & Leadership	Other Operating Exp & Services	OFFICE DEPOT BUSINESS SVCS	1,000.00
21-P0061832	07/20/20	13	Maintenance	Non-Instructional Supplies	TRANE U.S. INC	886.79
21-P0061833	07/20/20	13	Maintenance	Contracted Services	CLEAN ROOMS WEST, INC	1,820.00
21-P0061834	07/21/20	12	Upward Bound	Fees Paid for Students	RSCCD	1,326.00
21-P0061835	07/21/20	12	Upward Bound	Software License and Fees	HEIBERG CONSULTING INC	1,599.00
21-P0061836	07/21/20	12	Exercise Sci & Athletic Office	Software License and Fees	COMPUTER SPORTS MEDICINE, INC.	1,050.00
21-P0061837	07/21/20	13	Continuing Education Division	Contracted Services	PAUL GALLAGHER	52,500.00
21-P0061838	07/21/20	33	EHS Administration	Non-Instructional Supplies	FARMERS AND MERCHANTS BANK OF LB	2,581.58
21-P0061839	07/21/20	11	Grounds	Maint/Oper Service Agreements	V&E TREE SERVICE INC	58,000.00
21-P0061840	07/21/20	12	Health & Wellness	Non-Instructional Supplies	QUEST DIAGNOSTICS	1,000.00
21-P0061841	07/21/20	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	1,500.00
21-P0061842	07/21/20	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	1,500.00
21-P0061843	07/21/20	12	Health & Wellness	Non-Instructional Supplies	PHARMEDIX	500.00
21-P0061844	07/21/20	12	Health & Wellness	Non-Instructional Supplies	SANOFI PASTEUR	1,500.00
21-P0061845	07/21/20	12	Health & Wellness	Non-Instructional Supplies	PHARMEDIX	3,000.00
21-P0061846	07/21/20	12	Health & Wellness	Non-Instructional Supplies	GU LOGIC INC	600.00
21-P0061847	07/21/20	12	Health & Wellness	Non-Instructional Supplies	MCKESSON GENERAL MEDICAL CORP	2,000.00
21-P0061848	07/21/20	12	Welding	Equip-All Other > \$5,000	MELT TOOLS LLC	14,453.78
21-P0061849	07/22/20	11	Public Affairs/Gov Rel Office	Software License and Fees	HOPKINS DEAN ALAN	336.00
21-P0061850	07/22/20	11	Maintenance & Operations	Contracted Services	ORKIN PEST CONTROL	1,010.88
21-P0061851	07/22/20	11	District Wide Technology	Contracted Services	VPLS SOLUTIONS LLC	80,000.00
21-P0061852	07/22/20	12	DSPS	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
21-P0061853	07/22/20	13	Custodial	Non-Instructional Supplies	NIX SOLUTION	3,000.00
21-P0061854	07/22/20	13	Admin Services Office	Rental - Other (Short-term)	CINTAS CORP	3,000.00
21-P0061855	07/22/20	13	Custodial	Non-Instructional Supplies	GLASBY MAINTENANCE SUPPLY	2,000.00
21-P0061856	07/22/20	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
21-P0061858	07/22/20	13	Grounds	Non-Instructional Supplies	WOODWARDS ACE HARDWARE	250.00
21-P0061859	07/22/20	13	Grounds	Non-Instructional Supplies	SITEONE LANDSCAPE SUPPLY LLC	5,500.00
21-P0061860	07/22/20	13	Grounds	Non-Instructional Supplies	ORANGE COUNTY FARM SUPPLY	1,500.00
21-P0061861	07/22/20	12	Academic Affairs Office	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
21-P0061862	07/22/20	13	Grounds	Non-Instructional Supplies	HORIZON DISTRIBUTORS INC	5,000.00
21-P0061863	07/22/20	13	Grounds	Non-Instructional Supplies	HOME DEPOT	500.00
21-P0061864	07/22/20	13	Grounds	Contracted Repair Services	B & M LAWN & GARDEN CTR	1,000.00
21-P0061865	07/22/20	13	Grounds	Non-Instructional Supplies	BISHOP CO	1,500.00
21-P0061866	07/22/20	13	Maintenance	Non-Instructional Supplies	WOODWARDS ACE HARDWARE	3,000.00
21-P0061867	07/22/20	13	Maintenance	Repair & Replacement Parts	WALTERS WHOLESALE ELECTRIC CO	500.00

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21-P0061868	07/22/20	12	Safety & Parking - DO	Contracted Repair Services	OREMOR OF TUSTIN INC	3,500.00
21-P0061869	07/22/20	12	Safety & Parking - DO	Contracted Repair Services	R AND J SANTIAGO HILLS CAR CARE	3,000.00
21-P0061870	07/22/20	12	Safety & Parking - DO	Contracted Repair Services	PATTERSON TIRE CO	3,000.00
21-P0061871	07/22/20	12	Safety & Parking - DO	Contracted Repair Services	ORANGE CYCLE	1,500.00
21-P0061872	07/22/20	12	Safety & Parking - DO	Contracted Repair Services	JOE MCPHERSON FORD	5,000.00
21-P0061873	07/22/20	11	Human Svcs & Technology Office	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	874.70
21-P0061874	07/22/20	11	Safety & Security Office	Non-Instructional Supplies	HOME DEPOT	1,500.00
21-P0061875	07/22/20	11	Safety & Parking - DO	Ammunition/Firearm Supplies	DOOLEY ENTERPRISES	2,000.00
21-P0061876	07/22/20	12	DSPS Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,500.00
21-P0061877	07/22/20	11	Human Svcs & Technology Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,000.00
21-P0061878	07/22/20	12	Library Services	Library Books	GALE GROUP	1,500.00
21-P0061879	07/22/20	12	Library Services	Library Books	MIDWEST LIBRARY SVC	4,500.00
21-P0061880	07/22/20	12	Library Services	Library Books	AMAZON COM	5,000.00
21-P0061881	07/22/20	11	Safety & Security Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	7,000.00
21-P0061882	07/22/20	11	Human Resources Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,500.00
21-P0061883	07/22/20	11	Safety & Security Office	Non-Instructional Supplies	MICHAEL J MACKENZIE	1,000.00
21-P0061884	07/22/20	11	Safety & Security Office	Non-Instructional Supplies	GALLS QUARTERMASTER LLC	10,000.00
21-P0061885	07/22/20	11	Safety & Security Office	Non-Instructional Supplies	BEEGAS BOYS	3,000.00
21-P0061886	07/22/20	11	Maintenance	Contracted Services	BLACK BIRD FIRE PROTECTION, INC.	8,147.50
21-P0061887	07/22/20	11	Kinesiology - Intercoll Athlet	Transportation - Student	CERTIFIED TRANSPORTATIONS	10,000.00
21-P0061888	07/23/20	11	Accreditation	Other Licenses & Fees	ACCJC ACCREDITING COMMISSION	45,157.00
21-P0061889	07/23/20	13	Maintenance	Contracted Services	AMERICAN CITY PEST CONTROL INC	13,186.00
21-P0061890	07/23/20	12	Public Affairs/Gov Rel Office	Advertising	RJE MOORE INC	950.04
21-P0061891	07/23/20	12	Financial Aid Office	Equip-All Other >\$1,000<\$5,000	GOLDEN STAR TECHNOLOGY, INC.	5,130.46
21-P0061892	07/23/20	12	Distance Education	Contracted Services	JORDISON SHAWN	9,562.00
21-P0061893	07/23/20	13	Continuing Education Division	Advertising	INTERACT COMMUNICATIONS	20,700.00
21-P0061894	07/23/20	41	Facility Planning Office	Site Improv - Contractor Svcs	ASSI SECURITY INC	33,164.68
21-P0061895	07/23/20	13	Continuing Education Division	Advertising	25TH HOUR COMMUNICATIONS	47,500.00
21-P0061896	07/23/20	11	Maintenance	Maint/Oper Service Agreements	CLIMATEC LLC	45,355.00
21-P0061897	07/24/20	13	Continuing Education Division	Advertising	LIBERMAN BROADCASTING INC	11,800.00
21-P0061898	07/24/20	13	Grounds	Non-Instructional Supplies	B & M LAWN & GARDEN CTR	3,700.00
21-P0061899	07/24/20	12	Health & Wellness	Non-Instructional Supplies	SABERS RENA	1,000.00
21-P0061900	07/24/20	12	EOPS	Supplies Paid for Students	OFFICE DEPOT BUSINESS SVCS	3,000.00
21-P0061901	07/24/20	13	Maintenance	Non-Instructional Supplies	WATERLINE TECHNOLOGIES	10,000.00
21-P0061902	07/24/20	33	CDC Centennial Education Ctr	Instructional Supplies	LAKESHORE LEARNING MATERIALS	5,000.00
21-P0061903	07/24/20	13	Maintenance	Gasoline	VOYAGER FLEET SYSTEM INC	300.00
21-P0061904	07/24/20	13	Maintenance	Repair & Replacement Parts	RSD REFRIGERATION SUPPLIES	10,000.00
21-P0061905	07/24/20	13	Maintenance	Repair & Replacement Parts	POWERTRON	8,000.00
21-P0061906	07/24/20	13	Maintenance	Gasoline	SC FUELS	10,000.00
21-P0061907	07/24/20	12	Engineering	Instructional Supplies	FOTRONIC CORP	263.17
21-P0061908	07/24/20	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,809.98
21-P0061909	07/24/20	12	Chemistry	Instructional Supplies	SIGMA ALDRICH INC	549.01

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21-P0061910	07/24/20	11	Safety & Security Office	Non-Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	629.03
21-P0061911	07/24/20	11	CJ/Academies	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,500.00
21-P0061912	07/24/20	13	CJ/Academies	Non-Instructional Supplies	MAINTENANCE SOLUTION INC	2,000.00
21-P0061913	07/24/20	11	Business Operations' Office	Contracted Services	CAMBRIDGE WEST PARTNERSHIP LLC	32,000.00
21-P0061914	07/24/20	13	CJ/Academies	Non-Instructional Supplies	GRAINGER	500.00
21-P0061915	07/24/20	13	CJ/Academies	Non-Instructional Supplies	HAJOCA CORP	5,000.00
21-P0061916	07/24/20	13	Risk Management	Non-Instructional Supplies	CRISP ENTERPRISES, INC.	1,376.55
21-P0061917	07/24/20	11	Safety & Security Office	Non-Instructional Supplies	ORANGE COUNTY AUTO PARTS	500.00
21-P0061918	07/24/20	12	Library Services	Library Books	GREENHAVEN PUBLISHING LLC	1,600.00
21-P0061919	07/24/20	13	Risk Management	Non-Instructional Supplies	AMAZON COM	1,101.12
21-P0061920	07/27/20	11	Public Affairs/Gov Rel Office	Software License and Fees	DEAN A. HOPKINS	3,100.00
21-P0061921	07/27/20	11	Safety & Security Office	Contracted Services	ZAROO EXPRESS SANTA ANA LLC	2,158.92
21-P0061922	07/27/20	12	Orange Educ Ctr-Instruction	Software License and Fees	DATA RECOGNITION CORP	499.50
21-P0061923	07/27/20	12	Counseling	Software License and Fees	VALSOFT CORPORATION	5,450.00
21-P0061924	07/27/20	12	Chemistry	Software License and Fees	BEYOND LABZ LLC	5,000.00
21-P0061925	07/27/20	12	Library Services	Library Books - Databases	OCLC ONLINE COMPUTER LIBRARY	608.04
21-P0061927	07/27/20	12	Resource Development	Inst Dues & Memberships	CALIFORNIA HOTEL & LODGING ASSOC	595.00
21-P0061928	07/28/20	11	Human Resources Office	Telephone & Pager Services	FARMERS AND MERCHANTS BANK OF LONG BEACH	2,000.00
21-P0061929	07/28/20	12	Districtwide	Parking Fees & Bus Passes	CREDENTIALS HOLDINGS LLC	142,547.20
21-P0061930	07/28/20	12	LA/OC Regional Consortia	Contracted Services	LINODE LLC	390.00
21-P0061931	07/28/20	12	Distance Education	Software License and Fees	SPEAKWORKS, INC	4,318.40
21-P0061932	07/28/20	12	Assessment	Software License and Fees	THE MYERS-BRIGGS COMPANY	195.00
21-P0061933	07/28/20	12	Distance Education	Contracted Services	STONE LEEANN	60,000.00
21-P0061934	07/28/20	12	Human Development	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	120.06
21-P0061935	07/28/20	12	Library Services	Library Books - Databases	CCLC COMMUNITY COLLEGE LEAGUE	21,395.00
21-P0061936	07/29/20	12	Physics	Software License and Fees	VERNIER SOFTWARE & TECHNOLOGY LLC	2,622.00
21-P0061937	07/29/20	33	CDC Centennial Education Ctr	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
21-P0061938	07/29/20	33	CDC Santiago Canyon College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	5,000.00
21-P0061939	07/29/20	12	Financial Aid Office	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,500.00
* 21-P0061940	07/29/20	12	Custodial	Equip-Fed Prgm >\$1,000< \$5,000	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	8,729.08
* 21-P0061940	07/29/20	13	Custodial	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	239.80
PO Amt Total for * 21-P0061940:						8,968.88
21-P0061941	07/29/20	33	CDC Santiago Canyon College	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	2,000.00
21-P0061942	07/29/20	12	Custodial	Equip-Fed Prgm >\$1,000< \$5,000	AMERICAN CHEMICAL & SANITARY	8,737.82
21-P0061943	07/29/20	12	Financial Aid Office	Food and Food Service Supplies	STATER BROS	250.00
21-P0061944	07/29/20	33	CDC Santiago Canyon College	Instructional Supplies	HOME DEPOT	1,200.00
21-P0061945	07/29/20	13	Continuing Education Division	Packaging/Mail Prep/Processing	ADVANCED WEB OFFSET INC	20,927.09
21-P0061946	07/29/20	12	Health & Wellness	Books, Mags & Subscrip-Non-Lib	COLLEGE HEALTH SERVICES LLC	4,765.00
21-P0061947	07/29/20	13	Accreditation	Other Licenses & Fees	ACCJC ACCREDITING COMMISSION	34,622.00
21-P0061948	07/29/20	12	Upward Bound	Instructional Supplies	SMART & FINAL	1,000.00
21-P0061949	07/29/20	13	Risk Management	Non-Instructional Supplies	ECOLAB EQUIPMENT CARE	1,898.02
21-P0061950	07/29/20	13	Risk Management	Non-Instructional Supplies	ECOLAB EQUIPMENT CARE	901.34

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0061951	07/29/20	13	Risk Management	Non-Instructional Supplies	ECOLAB EQUIPMENT CARE	291.34
21-P0061952	07/29/20	33	CDC Santa Ana College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	900.00
21-P0061953	07/29/20	33	CDC Santa Ana College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	10,000.00
21-P0061954	07/29/20	33	CDC Santa Ana College - East	Instructional Supplies	LAKESHORE LEARNING MATERIALS	4,000.00
21-P0061955	07/29/20	33	CDC Santa Ana College - East	Instructional Supplies	HOME DEPOT	1,200.00
21-P0061956	07/29/20	33	CDC Santa Ana College	Instructional Supplies	HOME DEPOT	5,000.00
21-P0061957	07/29/20	13	Chancellor's Office	Non-Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	508.01
21-P0061958	07/29/20	11	Fine & Performing Arts Office	Contracted Repair Services	GROSPE JOEL	3,780.00
21-P0061959	07/29/20	12	Sci, Math, Health Sci Office	Instructional Supplies	MORRIS AND LEE INC	13,367.28
21-P0061960	07/30/20	11	Maintenance & Operations	Contracted Repair Services	HANNEMAN TIM	362.64
21-P0061961	07/30/20	11	Safety & Security Office	Maint/Oper Service Agreements	PYRO-COMM SYSTEMS, INC.	7,653.50
21-P0061962	07/30/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	2,082.67
21-P0061963	07/30/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	1,568.83
21-P0061964	07/30/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	541.15
21-P0061965	07/30/20	13	Risk Management	Non-Instructional Supplies	FARMERS AND MERCHANTS BANK OF LB	216.53
21-P0061966	07/30/20	13	Risk Management	Non-Instructional Supplies	FARMERS AND MERCHANTS BANK OF LB	3,822.66
21-P0061967	07/30/20	12	High Tech Center DSPTS	Software License and Fees	KURZWEIL INTELLITOOLS INC	9,000.00
21-P0061968	07/30/20	33	CDC Administration	Inst Dues & Memberships	EVERYCHILD CALIFORNIA	1,800.00
21-P0061969	07/31/20	41	Facility Planning Office	Site Imp-Modular, Lease Purch	MCGRATH RENT CORP	3,516.00
21-P0061970	07/31/20	12	Safety & Parking - DO	Contracted Repair Services	JUNIORS GOLF CARTS INC	3,500.00
21-P0061971	07/31/20	33	CDC Santa Ana College - East	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	600.00
21-P0061972	07/31/20	33	CDC Santa Ana College	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	1,800.00
21-P0061973	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	VARSITY BRANDS HOLDING CO INC	5,000.00
21-P0061974	07/31/20	11	Safety & Security Office	Contracted Services	BOSS INDUSTRIES INC	993.94
21-P0061975	07/31/20	13	Maintenance	Contracted Repair Services	COSCO FIRE PROTECTION INC	735.00
21-P0061976	07/31/20	12	Orange Educ Ctr-Instruction	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	5,000.00
21-P0061977	07/31/20	13	Continuing Education Division	Non-Instructional Supplies	IDEAL LIGHTING SUPPLY INC	1,000.00
21-P0061978	07/31/20	12	Student Development	Non-Instructional Supplies	AMAZON COM	235.34
21-P0061979	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	2,743.10
21-P0061980	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	6,851.64
21-P0061981	07/31/20	13	Continuing Education Division	Non-Instructional Supplies	ADVANTAGE WEST INVESTMENT ENTERPRISES INC	7,500.00
21-P0061982	07/31/20	13	Continuing Education Division	Non-Instructional Supplies	HOME DEPOT	1,500.00
21-P0061983	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	2,743.10
21-P0061984	07/31/20	12	Safety & Parking - DO	Contracted Repair Services	ORANGE COUNTY MONSTER CARTS INC	61.18
21-P0061985	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	269.72
21-P0061986	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	974.57
21-P0061987	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	5,564.89
21-P0061988	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	2,793.47
21-P0061989	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	257.15
21-P0061990	07/31/20	12	Kinesiology - Intercoll Athlet	Instructional Supplies	SPORTS PAGE SOCCER WAREHOUSE	1,848.00
21-P0061991	07/31/20	12	Career Ed & Work Dev Office	Contracted Services	CALIFORNIA COUNCIL ON ECONOMIC EDUCATION	3,500.00
21-P0061992	07/31/20	11	Kinesiology - Intercoll Athlet	Software License and Fees	AGILE SPORTS TECHNOLOGIES	2,259.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0061993	08/03/20	12	Automotive Technology/Engine	Equip-All Other > \$5,000	KLEIN EDUCATIONAL SYSTEM LLC	80,303.48
21-P0061994	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	6,612.15
21-P0061995	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	CALIFORNIA ULTIMATE DESIGNS	2,748.26
21-P0061996	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	EASTBAYFOOTLOCKER.COM	3,967.13
21-P0061997	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	NATL SPORTS APPAREL LLC	2,448.42
21-P0061998	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	HOME DEPOT	2,500.00
21-P0061999	08/03/20	12	Student Development	Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	3,194.74
21-P0062000	08/03/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	LAURIE ROEBUCK	429.60
21-P0062001	08/03/20	11	Maintenance & Operations	Non-Instructional Supplies	DUNN EDWARDS CORP	1,000.00
21-P0062002	08/03/20	12	Manufacturing Technology	Instructional Supplies	AMAZON COM	577.93
21-P0062003	08/03/20	11	Maintenance & Operations	Contracted Repair Services	QUEZADA PRO LANDSCAPE INC	1,350.00
21-P0062004	08/03/20	13	Risk Management	Non-Instructional Supplies	OFFICE SOLUTIONS	25,599.47
21-P0062005	08/04/20	11	District Wide Technology	Contracted Services	INFO-TECH RESEARCH GROUP INC.	3,900.00
21-P0062006	08/04/20	11	District Wide Technology	Contracted Services	ZUGZWANG TECHNOLOGIES, LLC	8,000.00
21-P0062007	08/04/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	663.75
21-P0062008	08/04/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	980.80
21-P0062009	08/04/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	1,088.22
21-P0062010	08/04/20	12	Health & Wellness	Food and Food Service Supplies	RALPHS GROCERY CO	300.00
21-P0062011	08/04/20	12	Library Services	Library Books	AMAZON COM	4,500.00
21-P0062012	08/04/20	12	Career Ed & Work Dev Office	District Business/Sponsorships	CAL STATE FULLERTON PHILANTHROPIC FOUNDATION	2,500.00
21-P0062013	08/04/20	12	EOPS	Food and Food Service Supplies	SVM LP	12,526.00
21-P0062014	08/04/20	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	2,000.00
21-P0062015	08/04/20	13	Risk Management	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	592.05
21-P0062016	08/04/20	33	CDC Centennial Education Ctr	Non-Instructional Supplies	HOME DEPOT	1,200.00
21-P0062017	08/04/20	12	Orange Educ Ctr-Instruction	Instructional Supplies	BLICK ART MATERIALS	351.89
21-P0062018	08/04/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	393.48
21-P0062019	08/04/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	372.95
21-P0062020	08/04/20	12	Orange Educ Ctr-Instruction	Other Exp Paid for Students	ELEVATED AUTISM SERVICES TEAM LLC	3,125.00
21-P0062021	08/04/20	12	EOPS	Other Exp Paid for Students	SVM LP	12,526.00
21-P0062022	08/04/20	12	Student Development	Instructional Supplies	GOV CONNECTION	979.64
21-P0062023	08/04/20	12	Continuing Education Division	Software License and Fees	CREDLY INC	14,000.00
21-P0062024	08/04/20	12	EOPS	Supplies Paid for Students	DON BOOKSTORE	250,000.00
21-P0062025	08/04/20	12	Career Ed & Work Dev Office	Contracted Services	EXPREP, LLC	14,000.00
21-P0062026	08/05/20	13	Continuing Education Division	Non-Instructional Supplies	AAMES LOCK & SAFE CO	200.00
21-P0062027	08/05/20	12	Continuing Education Division	Contracted Services	SOCAL SHRED LLC	900.00
21-P0062028	08/05/20	11	Publications	Non-Instructional Supplies	VERITIV OPERATING COMPANY	15,000.00
21-P0062029	08/05/20	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	DENNIS JAMES CLEEK	4,200.00
21-P0062030	08/05/20	12	Continuing Education Division	Rental - Other (Short-term)	PAPER DEPOT DOCUMENT	330.00
21-P0062031	08/05/20	11	Publications	Non-Instructional Supplies	KELLY PAPER	5,000.00
21-P0062032	08/05/20	12	Kinesiology - Intercol Athlet	Software License and Fees	COMPUTER SPORTS MEDICINE, INC.	500.00
21-P0062033	08/05/20	11	Kinesiology - Physical Educ	Contracted Services	DONALD W BERNAL	1,500.00
21-P0062034	08/05/20	12	MESA	Books Paid for Students	DON BOOKSTORE	10,000.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0062035	08/05/20	12	Biology	Non-Instructional Supplies	C.C. IMEX	1,736.90
21-P0062036	08/06/20	12	Academic Affairs Office	Equip-Fed Prgm >\$1,000< \$5,000	GOLDEN STAR TECHNOLOGY, INC.	142,771.25
21-P0062037	08/06/20	11	Fire Academy	Instructional Agrmt - Salary	DOWNEY FIRE DEPT	15,519.75
21-P0062038	08/06/20	12	Orange Educ Ctr-Instruction	Instructional Supplies	AMAZON COM	91.01
21-P0062039	08/06/20	33	CDC Santa Ana College - East	Instructional Supplies	LAKESHORE LEARNING MATERIALS	1,000.00
21-P0062040	08/06/20	33	CDC Santa Ana College	Instructional Supplies	LAKESHORE LEARNING MATERIALS	10,000.00
21-P0062041	08/06/20	12	Upward Bound	Food and Food Service Supplies	85C BAKERY CAFE	300.00
21-P0062042	08/07/20	11	Mailroom	Contracted Repair Services	SOUTHWEST TOYOTA LIFT	1,133.92
21-P0062043	08/07/20	12	Kinesiology - Intercol Athlet	Instructional Supplies	WAXIE SANITARY SUPPLY	2,500.00
21-P0062044	08/07/20	11	Kinesiology - Physical Educ	Contracted Services	LD LOWER HOLDINGS INC	1,010.00
21-P0062045	08/07/20	12	Chemistry	Instructional Supplies	FISHER SCIENTIFIC	1,692.94
21-P0062046	08/07/20	12	SAC Continuing Ed-Instruction	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	4,000.00
21-P0062047	08/07/20	11	Continuing Education Division	Class Schedules/Printing	ADVANCED WEB OFFSET INC	11,296.00
21-P0062048	08/07/20	12	Short-Term Vocational	Instructional Supplies	CN SCHOOL AND OFFICE SOLUTIONS INC	2,638.81
21-P0062049	08/07/20	12	Student Equity	Non-Instructional Supplies	OFFICE DEPOT BUSINESS SVCS	500.00
21-P0062050	08/07/20	43	Facility Planning Office	Equip-All Other >\$200 < \$1,000	OFFICE FURNITURE GROUP, LLC	4,586.98
21-P0062051	08/07/20	12	Continuing Education Division	Software License and Fees	VALSOFT CORPORATION	4,200.00
21-P0062052	08/07/20	12	Short-Term Vocational	Instructional Supplies	ULINE	1,082.12
21-P0062054	08/10/20	11	Risk Management	Other Licenses & Fees	DEPT OF TOXIC SUBSTANCES &	575.00
21-P0062055	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF COSTA MESA	8,664.00
21-P0062056	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF FOUNTAIN VALLEY	8,410.00
21-P0062057	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF FULLERTON	7,718.75
21-P0062058	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF HUNTINGTON BEACH	39,337.25
21-P0062059	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF LAGUNA BEACH	10,973.25
21-P0062060	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF NEWPORT BEACH FIRE AND MARINE DEPT	73,773.00
21-P0062061	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF ORANGE	24,950.00
21-P0062062	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	ORANGE COUNTY FIRE AUTHORITY	226,257.50
21-P0062063	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CHINO VALLEY INDEPENDENT	13,155.25
21-P0062064	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF LA VERNE	11,109.75
21-P0062065	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF MONTEBELLO	8,974.25
21-P0062066	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RANCHO CUCAMONGA	16,794.00
21-P0062067	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF RIALTO	18,015.50
21-P0062068	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	SAN BERNARDINO COUNTY	30,768.25
21-P0062069	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF WEST COVINA	19,786.50
21-P0062070	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF ANAHEIM	13,987.25
21-P0062071	08/10/20	11	Fire Academy	Instructional Agrmt - Salary	CITY OF BREA	13,569.00
21-P0062072	08/10/20	12	Sci, Math, Health Sci Office	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	57,037.73
21-P0062073	08/10/20	11	Sci, Math, Health Sci Office	Software License and Fees	BEYOND LABZ LLC	2,050.00
21-P0062074	08/07/20	11	Facility Planning Office	Public Agencies' Assess & Fees	COUNTY OF ORANGE	423.02
21-P0062075	08/11/20	11	Safety & Security Office	Maint/Oper Service Agreements	PYRO-COMM SYSTEMS, INC.	135.00
21-P0062076	08/11/20	12	Resource Development	Contracted Services	SMALL WORLD SOCIAL MEDIA, LLC	3,000.00
21-P0062077	08/11/20	11	Maintenance & Operations	Contracted Repair Services	PROFESSIONAL PLUMBING &	2,350.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0062078	08/11/20	43	Facility Planning Office	Equip-Mod Furn > \$5,000	OFFICE FURNITURE GROUP, LLC	287,546.85
21-P0062079	08/11/20	12	Orange Educ Ctr-Instruction	Software License and Fees	HEC SOFTWARE, INC.	12,017.50
21-P0062080	08/11/20	12	Manufacturing Technology	Instructional Supplies	AMAZON COM	129.01
21-P0062081	08/11/20	12	Academic Affairs Office	Instructional Supplies	KELLY PAPER	2,496.65
21-P0062082	08/11/20	12	Short-Term Vocational	Instructional Supplies	GOLDEN STAR TECHNOLOGY, INC.	1,131.68
21-P0062083	08/11/20	12	Orange Educ Ctr-Instruction	Instructional Supplies	BLICK ART MATERIALS	222.65
21-P0062084	08/11/20	12	Biology	Instructional Supplies	FISHER SCIENTIFIC	3,000.00
21-P0062085	08/11/20	12	Biology	Instructional Supplies	CAROLINA BIOLOGICAL SUPPLY CO	2,000.00
21-P0062086	08/11/20	12	Biology	Instructional Supplies	VWR FUNDING INC	3,000.00
21-P0062087	08/12/20	11	District Wide Technology	Software License and Fees	TECH SMITH CORP	42.25
21-P0062088	08/12/20	11	District Wide Technology	Contracted Services	DYNTEK SERVICES, INC	14,400.00
* 21-P0062089	08/12/20	11	District Wide Technology	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	1,113.00
* 21-P0062089	08/12/20	12	Information Tech Svcs Office	Software Support Service-Fixed	COMPUTERLAND OF SILICON VALLEY	1,075.00
PO Amt Total for * 21-P0062089:						2,188.00
21-P0062090	08/12/20	11	District Wide Technology	Contracted Services	D4 SOLUTIONS INC.	652.35
21-P0062091	08/12/20	11	District Wide Technology	Contracted Services	GO TO TECHNOLOGIES, INC.	19,200.00
21-P0062092	08/12/20	11	District Wide Technology	Contracted Services	DAVID FUHRMANN	24,000.00
21-P0062093	08/12/20	13	Risk Management	Non-Instructional Supplies	FARMERS AND MERCHANTS BANK OF LB	7,646.41
21-P0062094	08/12/20	12	Library Services	Library Books - Periodicals	CENGAGE LEARNING/ EDUC. TO GO	1,200.00
21-P0062095	08/12/20	33	EHS Administration	Non-Instructional Supplies	AKERS THOMAS	2,611.08
21-P0062096	08/12/20	13	SAC Research	Software License and Fees	SURVEY MONKEY INC	1,649.09
21-P0062097	08/12/20	11	Maintenance & Operations	Contracted Services	HANNEMAN TIM	2,695.34
21-P0062098	08/12/20	13	Risk Management	Non-Instructional Supplies	AMAZON COM	78.63
21-P0062099	08/12/20	11	Chancellor's Office	Inst Dues & Memberships	ACADEMIC SENATE FOR	10,223.43
21-P0062100	08/13/20	33	EHS Administration	Non-Instructional Supplies	ECOLAB EQUIPMENT CARE	436.83
21-P0062101	08/13/20	11	District Wide Technology	Software License and Fees	FOUNDATION FOR CALIFORNIA COMMUNITY COLLEGES	21,994.50
21-P0062102	08/13/20	11	District Wide Technology	Contracted Services	AI-MEDIA, INC.	12,474.00
21-P0062103	08/13/20	41	Facility Planning Office	Bldgs - Blueprint/Reprod/Adver	CALIFORNIA NEWSPAPERS PARTNERSHIP	10,902.00
21-P0062104	08/13/20	41	Facility Planning Office	Bldg Impr-Blueprint/Reprod/Adv	CALIFORNIA NEWSPAPERS PARTNERSHIP	696.08
21-P0062105	08/13/20	41	Facility Planning Office	Equip-w/Contr Svc > \$5,000	GOLDEN STAR TECHNOLOGY, INC.	14,243.33
21-P0062106	08/13/20	41	Facility Planning Office	Equip-w/Contr Svc > \$5,000	GOLDEN STAR TECHNOLOGY, INC.	12,025.03
21-P0062107	08/13/20	11	District Wide Technology	Equip-All Other > \$5,000	TRANSOURCE SERVICE CORP	96,056.68
21-P0062108	08/13/20	12	Academic Affairs Office	Non-Instructional Supplies	FISHER SCIENTIFIC	2,149.39
21-P0062109	08/13/20	11	Maintenance & Operations	Non-Instructional Supplies	IMMEL DESIGN INC	154.29
21-P0062110	08/13/20	11	Central Plant	Contracted Services	ACCO ENGINEERED SYSTEMS INC	24,413.00
* 21-P0062111	08/13/20	11	Safety & Security Office	Maint/Oper Service Agreements	KEY CONTROL HOLDING	1,865.82
* 21-P0062111	08/13/20	12	Safety & Parking - DO	Software License and Fees	KEY CONTROL HOLDING	1,841.10
PO Amt Total for * 21-P0062111:						3,706.92
21-P0062112	08/13/20	11	Safety & Parking - DO	Inst Dues & Memberships	NATIONAL BEHAVIOR INTERVENTION TEAM ASSOC	1,099.00
21-P0062113	08/13/20	11	Digital Media Center	Non-Instructional Supplies	HOME DEPOT	2,000.00
21-P0062114	08/13/20	11	Central Plant	Contracted Services	AQUA CLEAR WATER TREATMENT	24,950.00
21-P0062115	08/14/20	33	CDC Santa Ana College	Food and Food Service Supplies	B & D DISTRIBUTING INC	14,000.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0062116	08/14/20	11	CJ/Academies	Contracted Repair Services	AMERICAN ALARM SYSTEMS, INC	285.00
21-P0062117	08/14/20	12	Biology	Instructional Supplies	ALBERTSONS/SAFEWAY	500.00
21-P0062118	08/14/20	12	Student Development	Software License and Fees	HEIBERG CONSULTING INC	1,599.00
21-P0062119	08/14/20	12	Upward Bound	Inst Dues & Memberships	WESTOP	720.00
21-P0062120	08/14/20	12	Career Education Office	Inst Dues & Memberships	ROTARY CLUB OF ORANGE INC	135.00
21-P0219199	07/20/20	11	Fiscal Services Office	Contracted Services	BANKMOBILE TECHNOLOGIES INC	16,854.00
21-P0219200	07/20/20	13	Admin Services Office	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	3,119.00
21-P0219201	07/20/20	13	Admin Services Office	Excess/Copies Usage	KONICA MINOLTA BUSINESS	900.00
21-P0219202	07/20/20	11	Academic Affairs Office-VP	Excess/Copies Usage	XEROX CORP	4,070.52
21-P0219203	07/20/20	11	Fire Academy	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	2,547.48
21-P0219204	07/20/20	11	Fire Academy	Excess/Copies Usage	KONICA MINOLTA BUSINESS	2,025.00
21-P0219205	07/20/20	12	Health & Wellness Center	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	2,108.88
21-P0219206	07/20/20	12	Health & Wellness Center	Excess/Copies Usage	KONICA MINOLTA BUSINESS	276.00
21-P0219207	07/20/20	12	Small Business Dev Ctr Office	Excess/Copies Usage	XEROX CORP	2,437.08
21-P0219208	07/21/20	11	American Sign Language	Contracted Services	GLOBAL WORKS INC	50,000.00
21-P0219209	07/21/20	11	Digital Media Center	Security Systems & Services	BOYD & ASSOCIATES	300.00
21-P0219210	07/21/20	11	Digital Media Center	Maint/Oper Service Agreements	TAB ANSWER NETWORK	524.20
21-P0219211	07/22/20	12	Resource Development	Contracted Services	TAFT UNION HIGH SCHOOL DISTRICT	125,000.00
21-P0219212	07/22/20	12	Resource Development	Contracted Services	PLACER UNION HIGH SCHOOL DISTRICT	125,000.00
21-P0219213	07/22/20	12	Resource Development	Contracted Services	RIVERSIDE COMMUNITY COLLEGE DISTRICT	180,000.00
21-P0219214	07/22/20	12	Resource Development	Contracted Services	MARIN COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219215	07/22/20	12	Resource Development	Contracted Services	CENTINELA VALLEY UNION HIGH SCHOOL DISTRICT	125,000.00
21-P0219216	07/22/20	12	Resource Development	Contracted Services	FRESNO COUNTY SUPERINTENDENT OF SCHOOLS	250,000.00
21-P0219217	07/22/20	12	Resource Development	Contracted Services	SONOMA COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219218	07/22/20	12	Resource Development	Contracted Services	COUNTY SCHOOLS SERVICE FUND	125,000.00
21-P0219219	07/22/20	61	Risk Management	Hazardous Materials Removal	ROSEMET ENVIRONMENTAL SVCS	18,000.00
21-P0219220	07/22/20	12	Resource Development	Contracted Services	LOS RIOS COMMUNITY COLLEGE DISTRICT	7,400.00
21-P0219221	07/22/20	11	Business Operations' Office	Legal Expenses	PUBLIC AGENCY LAW GROUP	60,000.00
21-P0219222	07/22/20	11	Business Operations' Office	Legal Expenses	ORBACH HUFF SUAREZ	60,000.00
21-P0219223	07/22/20	11	Business Operations' Office	Legal Expenses	ATKINSON ANDELSON LOYA RUDD ROMO	60,000.00
21-P0219224	07/22/20	11	Business Operations' Office	Legal Expenses	BERGMAN DACEY GOLDSMITH	20,000.00
21-P0219225	07/23/20	11	Sci, Math, Health Sci Office	Maint Contract - Other Equip	STERIS CORP	4,500.00
21-P0219226	07/23/20	11	Counseling	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	2,086.46
21-P0219227	07/23/20	11	Counseling	Excess/Copies Usage	KONICA MINOLTA BUSINESS	197.00
21-P0219228	07/23/20	11	Maintenance	Maint/Oper Service Agreements	CHEROKEE CHEMICAL CO INC	6,960.00
21-P0219229	07/27/20	11	District Wide Technology	Contracted Services	ELLUCIAN COMPANY L.P.	169,466.00
21-P0219230	07/27/20	12	Resource Development	Contracted Services	SOUTH PASADENA UNIFIED SCHOOL DISTRICT	390,119.00
21-P0219231	07/27/20	12	Resource Development	Contracted Services	ALAMEDA COUNTY OFFICE OF EDUCATION	100,000.00
21-P0219232	07/27/20	12	Resource Development	Contracted Services	STANISLAUS COUNTY OFFICE OF EDUCATION	100,000.00
21-P0219233	07/27/20	12	Resource Development	Contracted Services	COLLEGE AND CAREER ADVANTAGE	100,000.00
21-P0219234	07/29/20	12	Resource Development	Contracted Services	MENDOCINO COUNTY OF SUPERINTENDENT OF SCHOC	100,000.00
21-P0219235	07/27/20	12	Resource Development	Contracted Services	CARLSBAD UNIFIED SCHOOL DISTRICT	100,000.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0219236	07/27/20	12	Resource Development	Contracted Services	PLACER UNION HIGH SCHOOL DISTRICT	100,000.00
21-P0219237	07/27/20	11	CJ/Academies	Instructional Agrmt - Salary	ADLERHORST INTL LLC	55,000.00
21-P0219238	07/27/20	12	Resource Development	Contracted Services	BURBANK UNIFIED SCHOOL DISTRICT	417,724.00
21-P0219239	07/27/20	12	Resource Development	Contracted Services	EAST SAN GABRIEL VALLEY ROP/TC	3,599,992.00
21-P0219240	07/27/20	12	Resource Development	Contracted Services	PASADENA UNIFIED SCHOOL DISTRICT	897,336.00
21-P0219241	07/27/20	12	Resource Development	Contracted Services	ABC UNIFIED SCHOOL DISTRICT	1,783,511.00
21-P0219242	07/27/20	12	Resource Development	Contracted Services	ORANGE COUNTY SUPERINTENDENT OF SCHOOLS	3,732,092.00
21-P0219243	07/27/20	12	Resource Development	Contracted Services	ORANGE COUNTY SUPERINTENDENT OF SCH	1,362,519.00
21-P0219244	07/27/20	12	Safety & Parking - DO	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	1,976.20
21-P0219245	07/27/20	12	Safety & Parking - DO	Excess/Copies Usage	KONICA MINOLTA BUSINESS	500.00
* 21-P0219246	07/28/20	11	Publications	Software Support Service	CANON FINANCIAL SERVICES, INC	57,009.59
* 21-P0219246	07/28/20	13	Publications	Maint Contract - Other Equip	CANON FINANCIAL SERVICES, INC	63,215.63
PO Amt Total for * 21-P0219246:						120,225.22
* 21-P0219247	07/28/20	11	Publications	Excess/Copies Usage	CANON SOLUTIONS AMERICA, INC	62,444.97
* 21-P0219247	07/28/20	13	Publications	Maint Contract - Other Equip	CANON SOLUTIONS AMERICA, INC	11,271.21
PO Amt Total for * 21-P0219247:						73,716.18
21-P0219248	07/27/20	12	Student Support Services	Excess/Copies Usage	XEROX CORP	945.62
21-P0219249	07/28/20	11	District Wide Technology	Software Support Service-Fixed	CCLC COMMUNITY COLLEGE LEAGUE	83,160.80
21-P0219250	07/28/20	11	Phillips Hall	Rental - Facility (Short-term)	MANZANITA SELF STORAGE LLC	16,272.00
21-P0219251	07/29/20	12	Resource Development	Contracted Services	ORANGE COUNTY SUPERINTENDENT OF SCHOOLS	125,000.00
21-P0219252	07/29/20	12	Resource Development	Contracted Services	IMPERIAL COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219253	07/29/20	12	Resource Development	Contracted Services	FOUNDATION FOR GROSSMONT & CUYAMACA COLLEGE	180,000.00
21-P0219254	07/29/20	12	Resource Development	Contracted Services	COLLEGE AND CAREER ADVANTAGE	125,000.00
21-P0219255	07/29/20	12	Resource Development	Contracted Services	MERCED UNION HIGH SCHOOL DISTRICT	125,000.00
21-P0219256	07/29/20	12	Resource Development	Contracted Services	SUPERINTENDENT OF SCHOOLS NAPA	125,000.00
21-P0219257	07/29/20	12	Resource Development	Contracted Services	LONG BEACH UNIFIED SCHOOL DISTRICT	3,490,030.00
21-P0219258	07/29/20	12	DSPS	Excess/Copies Usage	XEROX CORP	350.00
21-P0219259	07/29/20	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	4,029.30
21-P0219260	07/29/20	13	Admin Services Office	Drinking Water Service	NESTLE WATERS NORTH AMERICA	6,145.94
21-P0219261	07/29/20	12	Resource Development	Contracted Services	SANTA CLARA COUNTY OFFICE	375,000.00
21-P0219262	07/29/20	12	Resource Development	Contracted Services	GLENDALE UNIFIED SCHOOL DISTRICT	900,000.00
21-P0219263	07/29/20	12	Resource Development	Contracted Services	RIVERSIDE COUNTY OFFICE OF EDUCATION	250,000.00
21-P0219264	07/29/20	12	Resource Development	Contracted Services	GARDEN GROVE UNIFIED SCHOOL DIST	1,397,374.00
21-P0219265	07/29/20	12	Resource Development	Contracted Services	LYNWOOD UNIFIED SCHOOL DISTRICT	1,768,950.00
21-P0219266	07/29/20	12	Resource Development	Contracted Services	TRI-VALLEY REGIONAL OCCUPATIONAL PROGRAM	100,000.00
21-P0219267	07/29/20	12	Resource Development	Contracted Services	COLLEGE AND CAREER ADVANTAGE	487,374.00
21-P0219268	07/30/20	11	CJ/Academies	Instructional Agrmt - Salary	CALIF NARCOTIC OFFICERS ASSOC	60,000.00
21-P0219269	07/30/20	12	Deaf & Hard of Hearing	Contracted Services	GLOBAL WORKS INC	17,000.00
21-P0219270	07/30/20	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	3,823.95
21-P0219271	07/30/20	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	XEROX CORP	5,274.95
21-P0219272	07/30/20	11	SAC Continuing Ed-Instruction	Lease Agreement - Equipment	CANON FINANCIAL SERVICES, INC	11,851.84
21-P0219273	07/30/20	11	SAC Continuing Ed-Instruction	Excess/Copies Usage	CANON SOLUTIONS AMERICA, INC	6,500.00

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P.O. #	Date	Fund	Department	Description	Vendor Name	PO Amount
21-P0219274	07/30/20	11	SAC Continuing Ed-Instruction	Excess/Copies Useage	XEROX CORP	817.87
21-P0219275	07/30/20	12	Continuing Education Division	Excess/Copies Useage	XEROX CORP	3,086.03
21-P0219276	07/31/20	12	Safety & Parking - DO	Excess/Copies Useage	XEROX CORP	2,112.54
21-P0219277	08/03/20	12	Continuing Education Division	Telecommunication Circuits	WILSHIRE CONNECTION LLC	25,800.00
21-P0219278	08/03/20	11	District Wide Technology	Contracted Services	TYLER TECHNOLOGIES INC.	47,880.00
21-P0219279	08/04/20	12	Resource Development	Contracted Services	SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT	100,000.00
21-P0219280	08/04/20	12	Resource Development	Contracted Services	LA ACADEMY OF ARTS AND ENTERPRISE	243,000.00
21-P0219281	08/04/20	12	Resource Development	Contracted Services	NORTH OC REGIONAL OCCUPATIONAL PROGRAM	1,628,379.00
21-P0219282	08/04/20	13	Chemistry	Maint Contract - Other Equip	PERKIN ELMER	7,032.00
21-P0219283	08/04/20	11	Digital Media Center	Excess/Copies Useage	XEROX CORP	414.61
21-P0219284	08/05/20	11	Continuing Education Division	Security Systems & Services	BOYD & ASSOCIATES	384.00
21-P0219285	08/06/20	11	Operations	Trash Disposal	WARE DISPOSAL CO INC	41,345.36
21-P0219286	08/06/20	12	Administrative Services Office	Maint/Oper Service Agreements	VIEJO SWEEPING SERVICES	21,600.00
21-P0219287	08/10/20	12	Administrative Services Office	Maint/Oper Service Agreements	VIEJO SWEEPING SERVICES	3,900.00
21-P0219288	08/11/20	12	Continuing Education Division	Excess/Copies Useage	KONICA MINOLTA BUSINESS	457.72
21-P0219289	08/12/20	12	Resource Development	Contracted Services	SANTA MONICA-MALIBU UNIFIED SCHOOL DISTRICT	125,000.00
21-P0219290	08/12/20	12	Resource Development	Contracted Services	SANTA BARBARA COUNTY EDUCATION OFFICE	250,000.00
21-P0219291	08/12/20	12	Resource Development	Contracted Services	YOLO COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219292	08/12/20	12	Resource Development	Contracted Services	MENDOCINO COUNTY SUPERINTENDENT OF SCHOOLS	125,000.00
21-P0219293	08/12/20	12	Resource Development	Contracted Services	TRI-CITIES REGIONAL OCCUPATIONAL PROGRAM	125,000.00
21-P0219294	08/12/20	12	Resource Development	Contracted Services	CULVER CITY UNIFIED SCHOOL DISTRICT	125,000.00
21-P0219295	08/12/20	12	Resource Development	Contracted Services	SAN MATEO COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219296	08/12/20	12	Resource Development	Contracted Services	STANISLAUS COUNTY OFFICE OF EDUCATION	125,000.00
21-P0219297	08/12/20	12	Resource Development	Contracted Services	LONG BEACH UNIFIED SCHOOL DISTRICT	125,000.00
21-P0219298	08/12/20	12	Resource Development	Contracted Services	ANTELOPE VALLEY UNION HSD	125,000.00
21-P0219299	08/12/20	12	Resource Development	Contracted Services	LONG BEACH UNIFIED SCHOOL DISTRICT	100,000.00
21-P0219300	08/13/20	11	Educational Services Office	Lease Agreement - Equipment	KONICA MINOLTA BUSINESS	2,342.40
21-P0219301	08/13/20	11	Educational Services Office	Excess/Copies Useage	KONICA MINOLTA BUSINESS	1,490.00
21-P0219302	08/14/20	12	Resource Development	Contracted Services	LOS ANGELES COMMUNITY COLLEGE DISTRICT	620,278.00
21-P0219303	08/14/20	12	Resource Development	Contracted Services	COMPTON COMMUNITY COLLEGE DISTRICT	389,200.00
21-P0219304	08/14/20	12	Resource Development	Contracted Services	SO ORANGE COUNTY COMMUNITY COLLEGE DIST	2,266,772.00
21-P0219305	08/14/20	12	Resource Development	Contracted Services	NORTH ORANGE COUNTY CCD	76,000.00
Grand Total:						\$34,568,688.50

4.6 (10)

Legend: * = Multiple Funds for this P.O.

Printed: 9/8/2020 8:12:43AM

Environment: Production

LoginID: DR21189

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-CEC000629	8/5/2020	31	CEC BOOKSTORE	Textbook	PEARSON EDUCATION	\$599.80
TX-CEC000631	8/7/2020	31	CEC BOOKSTORE	Textbook	CENGAGE LEARNING	\$1,755.00
TX-DON006401	7/31/2020	31	SAC BOOKSTORE	Textbook	MCGRAW-HILL PUBLISHING CO	\$65,265.00
TX-DON006402	7/31/2020	31	SAC BOOKSTORE	Textbook	PEARSON EDUCATION	\$2,559.68
TX-DON006405	8/3/2020	31	SAC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$19,554.81
TX-DON006406	8/5/2020	31	SAC BOOKSTORE	Textbook	MBS TEXTBOOK EXCHANGE	\$12,975.35
TX-DON006407	8/5/2020	31	SAC BOOKSTORE	Textbook	SEE HAL LEONARD	\$43.88
TX-DON006408	8/5/2020	31	SAC BOOKSTORE	Textbook	INGRAM PUBLISHING SERVICES	\$6,390.92
TX-DON006409	8/5/2020	31	SAC BOOKSTORE	Textbook	PEARSON EDUCATION	\$57,474.20
TX-DON006410	8/5/2020	31	SAC BOOKSTORE	Textbook	CENGAGE LEARNING	\$28,812.99
TX-DON006412	8/5/2020	31	SAC BOOKSTORE	Textbook	ACS DIVCHED EXAM INST.	\$110.00
TX-DON006413	8/5/2020	31	SAC BOOKSTORE	Textbook	INDICO FORMERLY NACSCORP	\$997.28
TX-DON006414	8/5/2020	31	SAC BOOKSTORE	Textbook	HAYDEN-MCNEIL	\$756.20
TX-DON006415	8/5/2020	31	SAC BOOKSTORE	Textbook	ARTE PUBLICATIONS	\$76.48
TX-DON006416	8/5/2020	31	SAC BOOKSTORE	Textbook	XANEDU	\$4,329.94
TX-DON006417	8/5/2020	31	SAC BOOKSTORE	Textbook	HACKETT PUBLISHING CO., I	\$407.60
TX-DON006418	8/5/2020	31	SAC BOOKSTORE	Textbook	TEACHERS COLLEGE PRESS	\$187.80
TX-DON006419	8/5/2020	31	SAC BOOKSTORE	Textbook	JOHN WILEY & SONS, INC	\$16,978.50
TX-DON006420	8/5/2020	31	SAC BOOKSTORE	Textbook	OXFORD UNIVERSITY PRESS	\$2,651.46
TX-DON006421	8/5/2020	31	SAC BOOKSTORE	Textbook	AMAZON	\$4,153.10
TX-DON006422	8/5/2020	31	SAC BOOKSTORE	Textbook	CALIF. DEPT OF EDUCATION	\$52.65
TX-DON006423	8/5/2020	31	SAC BOOKSTORE	Textbook	MCGRAW-HILL PUBLISHING CO	\$37,812.96
TX-DON006424	8/5/2020	31	SAC BOOKSTORE	Textbook	MPS FORMERLY VHPS	\$9,898.11
TX-DON006425	8/5/2020	31	SAC BOOKSTORE	Textbook	FLAT WORLD KNOWLEDGE	\$270.00
TX-DON006426	8/5/2020	31	SAC BOOKSTORE	Textbook	JONES & BARTLETT LEARNING	\$3,442.50
TX-DON006427	8/5/2020	31	SAC BOOKSTORE	Textbook	INDUSTRIAL PRESS	\$200.00
TX-DON006428	8/5/2020	31	SAC BOOKSTORE	Textbook	CALIF. PRINCETON FULFILLM	\$129.76
TX-DON006429	8/5/2020	31	SAC BOOKSTORE	Textbook	NORTON, INC.	\$20,813.95
TX-DON006430	8/5/2020	31	SAC BOOKSTORE	Textbook	PENQUIN RANDOM HOUSE, INC.	\$281.70
TX-DON006431	8/5/2020	31	SAC BOOKSTORE	Textbook	DAWN SIGN PRESS	\$1,605.69
TX-DON006432	8/5/2020	31	SAC BOOKSTORE	Textbook	book	\$493.20
TX-DON006433	8/5/2020	31	SAC BOOKSTORE	Textbook	BAKER & TAYLOR	\$14.50
TX-DON006434	8/5/2020	31	SAC BOOKSTORE	Textbook	PLURAL PUBLISHING	\$297.44
TX-DON006435	8/5/2020	31	SAC BOOKSTORE	Textbook	PARADIGM PUBLISHING CO.	\$2,237.50
TX-DON006436	8/5/2020	31	SAC BOOKSTORE	Textbook	MBS TEXTBOOK EXCHANGE	\$440.00
TX-DON006437	8/5/2020	31	SAC BOOKSTORE	Textbook	IFSTA	\$3,488.80
TX-DON006438	8/5/2020	31	SAC BOOKSTORE	Textbook	INDICO	\$307.82
TX-DON006439	8/5/2020	31	SAC BOOKSTORE	Textbook	ELSEVIER HEALTH SCIENCE	\$297.44

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-DON006440	8/5/2020	31	SAC BOOKSTORE	Textbook	POLICE FIRE PUBLISHING	\$1,749.93
TX-DON006441	8/5/2020	31	SAC BOOKSTORE	Textbook	CADCIM TECHNOLOGIES	\$706.00
TX-DON006442	8/5/2020	31	SAC BOOKSTORE	Textbook	CERTIPORT SALES	\$8,725.15
TX-DON006443	8/5/2020	31	SAC BOOKSTORE	Textbook	BROADVIEW PRESS	\$449.04
TX-DON006444	8/5/2020	31	SAC BOOKSTORE	Textbook	VISTA HIGHER LEARNING	\$18,305.00
TX-DON006446	8/5/2020	31	SAC BOOKSTORE	Textbook	GOODHEART-WILLCOX CO.,INC	\$10,392.00
TX-DON006448	8/5/2020	31	SAC BOOKSTORE	Textbook	KENDALL PUBLISHING	\$1,702.20
TX-DON006450	8/10/2020	31	SAC BOOKSTORE	Textbook	MBS TEXTBOOK EXCHANGE	\$3,184.55
TX-DON006451	8/11/2020	31	SAC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$2,701.08
TX-DON006452	8/11/2020	31	SAC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$15,036.96
TX-DON006453	8/14/2020	31	SAC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$2,151.94
TX-HAWK004698	7/21/2020	31	SCC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$15,088.88
TX-HAWK004699	7/22/2020	31	SCC BOOKSTORE	Textbook	MBS TEXTBOOK EXCHANGE	\$23,835.96
TX-HAWK004700	7/22/2020	31	SCC BOOKSTORE	Textbook	TEXAS BOOK COMPANY	\$1,841.28
TX-HAWK004701	7/22/2020	31	SCC BOOKSTORE	Textbook	VISTA HIGHER LEARNING	\$1,500.00
TX-HAWK004702	7/22/2020	31	SCC BOOKSTORE	Textbook	ROCKWELL PUBLISHING	\$977.59
TX-HAWK004703	7/22/2020	31	SCC BOOKSTORE	Textbook	MCGRAW-HILL CREATE (PRIMIS)	\$6,571.30
TX-HAWK004704	7/22/2020	31	SCC BOOKSTORE	Textbook	PEARSON EDUCATION	\$90,019.69
TX-HAWK004705	7/22/2020	31	SCC BOOKSTORE	Textbook	MORTON	\$2,553.39
TX-HAWK004706	7/22/2020	31	SCC BOOKSTORE	Textbook	JOHN WILEY & SONS, INC	\$20,680.00
TX-HAWK004707	7/22/2020	31	SCC BOOKSTORE	Textbook	MCGRAW-HILL PUBLISHING CO	\$3,240.00
TX-HAWK004708	7/22/2020	31	SCC BOOKSTORE	Textbook	DAWN SIGN PRESS	\$3,118.08
TX-HAWK004709	7/22/2020	31	SCC BOOKSTORE	Textbook	UNIVERSITY ENTERPRISES	\$3,510.00
TX-HAWK004710	7/22/2020	31	SCC BOOKSTORE	Textbook	BVT PUBLISHING	\$1,719.68
TX-HAWK004711	7/22/2020	31	SCC BOOKSTORE	Textbook	AMERICAN PSYCHOLOGICAL AS	\$1,487.50
TX-HAWK004712	7/22/2020	31	SCC BOOKSTORE	Textbook	ARCHIMEDES PUBLISHING	\$816.00
TX-HAWK004713	7/22/2020	31	SCC BOOKSTORE	Textbook	BNI	\$719.52
TX-HAWK004714	7/22/2020	31	SCC BOOKSTORE	Textbook	BLUEDOOR	\$16,779.00
TX-HAWK004715	7/22/2020	31	SCC BOOKSTORE	Textbook	ACS DIVCHED EXAM INST.	\$384.00
TX-HAWK004716	7/23/2020	31	SCC BOOKSTORE	Textbook	ACR PUBLICATIONS	\$544.00
TX-HAWK004717	7/23/2020	31	SCC BOOKSTORE	Textbook	XANEDU	\$1,619.09
TX-HAWK004719	7/29/2020	31	SCC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$1,609.82
TX-HAWK004720	8/3/2020	31	SCC BOOKSTORE	Textbook	TEXAS BOOK COMPANY	\$1,613.72
TX-HAWK004721	8/3/2020	31	SCC BOOKSTORE	Textbook	NEBRASKA BOOK COMPANY	\$1,372.97
TX-HAWK004722	8/3/2020	31	SCC BOOKSTORE	Textbook	AGAINST THE CLOCK	\$1,007.82
TX-HAWK004723	8/3/2020	31	SCC BOOKSTORE	Textbook	CENGAGE LEARNING	\$27,239.95
TX-HAWK004724	8/3/2020	31	SCC BOOKSTORE	Textbook	MPS FORMERLY VHPS	\$9,500.07
TX-HAWK004725	8/3/2020	31	SCC BOOKSTORE	Textbook	NORTON, INC.	\$11,165.01

P.O. #	Date	Fund	Department	Description	Vendor Name	Amount
TX-HAWK004726	8/3/2020	31	SCC BOOKSTORE	Textbook	DEAF LIFE PRESS/HPO BOOK	\$1,764.00
TX-HAWK004727	8/3/2020	31	SCC BOOKSTORE	Textbook	INGRAM PUBLISHING SERVICES	\$1,967.62
TX-HAWK004728	8/4/2020	31	SCC BOOKSTORE	Textbook	MCGRAW-HILL PUBLISHING CO	\$9,850.00
TX-HAWK004729	8/4/2020	31	SCC BOOKSTORE	Textbook	UNIV. SOUTHERN CALIFORNIA	\$540.00
TX-HAWK004730	8/4/2020	31	SCC BOOKSTORE	Textbook	TAYLOR & FRANCIS	\$3,977.56
TX-HAWK004731	8/4/2020	31	SCC BOOKSTORE	Textbook	PEARSON EDUCATION	\$954.86
TX-HAWK004732	8/4/2020	31	SCC BOOKSTORE	Textbook	OXFORD UNIVERSITY PRESS	\$2,453.68
TX-HAWK004733	8/4/2020	31	SCC BOOKSTORE	Textbook	SAGE PUBLICATIONS, INC.	\$2,128.00
TX-HAWK004734	8/4/2020	31	SCC BOOKSTORE	Textbook	WAVELAND PRESS, INC.	\$396.48
						<u>\$647,814.38</u>

Legend for All Funds at RSCCD	
Fund	Description
11	General Fund Unrestricted
12	General Fund Restricted
13	GF Unrestricted One-Time Funds
21	Bond Int & Red Fund, Series A
22	Bond Int & Red Fund, Series B
23	Bond Int & Red Fund, Series C
24	Bond Interest & Redemp Fund
31	Bookstore Fund
33	Child Development Fund
41	Capital Outlay Projects Fund
42	Bond Fund, Measure E
43	Bond Fund, Measure Q
51	Fixed Assets
52	Cash Flow Fund
61	Property and Liability Fund
62	Workers' Compensation Fund
63	Retiree Benefits Fund
71	Associated Students Fund
72	Representation Fee Trust Fund
74	Student Financial Aid Fund
76	Community Education Fund
78	Retiree Benefits - Irrevocable
79	Diversified Trust Fund
81	Diversified Agency Fund
91	Foundation Gen Op Fund Uninvst
92	Foundation Gen Op Fund Invest
93	Foundation Trust Fund Uninvest
94	Foundation Trust Fund Invested
95	Foundation Scholar Fund Uninvst
96	Foundation Scholar Fund Invest
97	Foundation Rest Rev Fund Uninv
98	Foundation Rest Rev Fund Invst
99	Foundation Endowment Fund

P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
18-P0047944	07/19/20*	11	GOLDEN STAR TECHNOLOGY, INC.	4,856.75		MN85265
18-P0047944	07/28/20	11	GOLDEN STAR TECHNOLOGY, INC.	2,072.82		MN85265
18-P0047944 Changed in: PO Amount						
20-P0061447	07/19/20*	11	OFFICE DEPOT BUSINESS SVCS	592.05		JM13964
20-P0061447	08/04/20	11	OFFICE DEPOT BUSINESS SVCS	0.00	CHANGE ORDER NO.:1, DATE 08/04/2020, TO CANCEL THIS ORDER. REPLACED BY PO NO.: 21-P0062015 PER DEPARTMENT REQUEST.	EE88439
20-P0061447 Changed in: PO Amount, Printed Coments						
21-P0061775	07/19/20*	11	METROPRO TOWING INC	500.00		JM13964
21-P0061775	07/31/20	11	METROPRO TOWING INC	500.00	CHANGE ORDER NO.:1, DATE 07/31/2020 TO UPDATE THE VENDOR ID NUMBER.	EE88439
21-P0061775	07/31/20	11	METROPRO ROAD SERVICES, INC.	500.00	CHANGE ORDER NO.:1, DATE 07/31/2020 TO UPDATE THE VENDOR ID NUMBER.	EE88439
21-P0061775 Changed in: Vendor, Printed Coments						
21-P0061812	07/20/20	12	SMART & FINAL	700.00		JM13964
21-P0061812	07/21/20	12	SMART & FINAL	700.00	change order #1. date 7/21/20. add missing reference account number to line #1 description.	JM13964
21-P0061812 Changed in: Printed Coments						
21-P0061832	07/20/20	13	TRANE U.S. INC	886.79		FC78314
21-P0061832	07/30/20	13	TRANE U.S. INC	886.79	Change Order #1 7/30/20 Amend ship to information from direct delivery to Pick-Up.	FC78314
21-P0061832 Changed in: Printed Coments						
21-P0061859	07/23/20	13	SITEONE LANDSCAPE SUPPLY LLC	7,500.00		DR21189
21-P0061859	07/23/20	13	SITEONE LANDSCAPE SUPPLY LLC	5,500.00		FC78314
21-P0061859 Changed in: PO Amount						
21-P0061894	07/23/20	41	ASSI SECURITY INC	33,164.68	ASSI SECURITY, INC., 1370 REYNOLDS AVE, SUITE 201, IRVINE, CA 92614	JM13964
21-P0061894	07/23/20	41	ASSI SECURITY INC	33,164.68		JM13964
21-P0061894 Changed in: Printed Coments						
21-P0061906	07/24/20	13	SC FUELS	15,000.00		FC78314
21-P0061906	07/24/20	13	SC FUELS	10,000.00		FC78314
21-P0061906 Changed in: PO Amount						
21-P0061978	07/31/20	12	AMAZON COM	229.35		FC78314

* This entry shows the PO on the given date, not that it changed on this date.

P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0061978	07/31/20	12	AMAZON COM	235.34		FC78314
21-P0061978 Changed in: PO Amount						
21-P0061986	08/03/20	12	NATL SPORTS APPAREL LLC	2,600.22		JM13964
21-P0061986	08/06/20	12	NATL SPORTS APPAREL LLC	974.57		JM13964
21-P0061986 Changed in: PO Amount						
21-P0061993	08/03/20	12	KLEIN EDUCATIONAL SYSTEM LLC	80,303.48	Vendor to furnish the following in accordance with Quote Ref #R051220-2 and per Board approval date 6/15/20, Docket item #4.3 BOT approved this purchase on 06-15-2020 for Santa Ana Colleges Auto Department. Docket item 4.3. Please deliver to Santa Ana College, J-103. Attn: David Roper. Administrator: Larisa Sergeyeva. Based on quote# R051220-2.	JM13964
21-P0061993	08/03/20	12	KLEIN EDUCATIONAL SYSTEM LLC	80,303.48	Vendor to furnish the following in accordance with Quote Ref #R051220-2 and per Board approval date 6/15/20, Docket item #4.3	JM13964
21-P0061993 Changed in: Printed Coments						
21-P0062020	08/04/20	12	ELEVATED AUTISM SERVICES TEA	3,414.06		FC78314
21-P0062020	08/06/20	12	ELEVATED AUTISM SERVICES TEA	3,125.00	Change Order #1 8/6/20 Amend item #1 removal of tax amount.	FC78314
21-P0062020 Changed in: PO Amount, Printed Coments						
21-P0062045	08/10/20	12	FISHER SCIENTIFIC	846.47	VENDOR TO PROVIDE THE FOLLOWING SCIENCE EQUIPMENT AND SUPPLIES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF NASPO VALUE POINT MASTER AGREEMENT #MA16000234-1 AND DGS MASTER AGREEMENT #7-16-99-26-02; BOARD APPROVED: 4/24/17.	JM13964
21-P0062045	08/10/20	12	FISHER SCIENTIFIC	1,692.94	VENDOR TO PROVIDE THE FOLLOWING SCIENCE EQUIPMENT AND SUPPLIES IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF NASPO VALUE POINT MASTER AGREEMENT #MA16000234-1 AND DGS MASTER AGREEMENT #7-16-99-26-02; BOARD APPROVED: 4/24/17.	JM13964
21-P0062045 Changed in: PO Amount						
21-P0062051	08/07/20	12	VALSOFT CORPORATION	4,200.00	Requestor: James Kennedy - GEC INV-000664-SAR 7/01/2020	FC78314
21-P0062051	08/10/20	12	VALSOFT CORPORATION	4,200.00		FC78314
21-P0062051 Changed in: Printed Coments						
18-P0189043	07/19/20*	11	FREEDOM TELECOMMUNICATIONS L	186,000.00	FIFTH YEAR OF A FIVE-YEAR CONTRACT FOR MONTHLY SERVICE FEE FOR THE FOLLOWING LINKS, PER TERMS AND CONDITIONS OF RFP #1200-METROPOLITAN FIBER WIDE AREA NETWORK. BOARD APPROVED: 11/13/12; RESOLUTION #13-18 FOR OC326-OEC TO DOC (ITEM #5), BOARD APPROVED: 4/15/13	FC78314

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* This entry shows the PO on the given date, not that it changed on this date.

P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
18-P0189043	07/28/20	11	FREEDOM TELECOMMUNICATIONS L	155,000.00	FIFTH YEAR OF A FIVE-YEAR CONTRACT FOR MONTHLY SERVICE FEE FOR THE FOLLOWING LINKS, PER TERMS AND CONDITIONS OF RFP #1200-METROPOLITAN FIBER WIDE AREA NETWORK. BOARD APPROVED: 11/13/12; RESOLUTION #13-18 FOR OC326-OEC TO DOC (ITEM #5), BOARD APPROVED: 4/15/13	MN85265
18-P0189043 Changed in: PO Amount						
19-P0199448	07/19/20*	12	RIO HONDO COMMUNITY COLLEGE	2,312,884.00	CHANGE ORDER NO.: 1, DATE: 03/24/2020, TO DECREASE PO BY \$66,540 FOR A TOTAL AGREEMENT AMOUNT OF \$2,312,884 PER AMENDED PARTICIPATION AGREEMENT DATED 03/06/2020.	EE88439
19-P0199448	08/10/20	12	RIO HONDO COMMUNITY COLLEGE	2,200,884.00	CHANGE ORDER NO.: 2, DATE: 08/10/2020, TO DECREASE PO BY \$112,000 FOR A TOTAL AGREEMENT AMOUNT OF \$2,200,884 PER AMENDED PARTICIPATION AGREEMENT DATED 08/06/2020.	EE88439
19-P0199448 Changed in: PO Amount, Printed Coments						
20-P0209267	07/19/20*	12	LOS RIOS COMM COLLEGE DIST	300,000.00		DE68698
20-P0209267	07/27/20	12	LOS RIOS COMM COLLEGE DIST	300,000.00	CHANGE ORDER #1, 7/27/20; EXTEND THE AGREEMENT PERIOD TO BE THROUGH 9/30/20 PER THE FIRST AMENDEMENT TO THE AGREEMENT DATED 5/11/20. BOARD APPROVED: 5/11/20	DR21189
20-P0209267 Changed in: Printed Coments						
20-P0209510	07/19/20*	12	SANTA MONICA COMMUNITY COLLE	4,980,712.00		DR21189
20-P0209510	08/11/20	12	SANTA MONICA COMMUNITY COLLE	4,880,712.00	CHANGE ORDER NO.:1; DATE: 08/11/2020; TO DECREASE PO BY \$100,000 FOR A TOTAL AGREEMENT AMOUNT OF \$4,880,712 PER AMENDED PARTICIPATION AGREEMENT DATED: 08/10/2020	EE88439
20-P0209510 Changed in: PO Amount, Printed Coments						
20-P0209517	07/19/20*	12	PALO ALTO UNIFIED SCHOOL DIS	125,000.00		CE28973
20-P0209517	08/07/20	12	PALO ALTO UNIFIED SCHOOL DIS	100,000.00	CHANGE ORDER NO.:1, DATE: 08/07/2020, TO DECREASE PO BY \$25,000 FOR A TOTAL AGREEMENT AMOUNT OF \$100,000 PER FIRST AMENDMENT DATED 05/11/2020; BOARD APPROVED: 05/11/2020	EE88439
20-P0209517 Changed in: PO Amount, Printed Coments						
20-P0209519	07/19/20*	12	SOLANO COUNTY OFFICE OF EDUC	125,000.00		DE68698
20-P0209519	08/14/20	12	SOLANO COUNTY OFFICE OF EDUC	100,000.00	CHANGE ORDER NO.:1, DATE: 08/14/2020; TO DECREASE PO BY \$25,000 FOR A TOTAL AGREEMENT AMOUNT OF \$100,000 PER FIRST AMENDMENT DATED 05/11/2020; BOARD APPROVED: 05/11/2020	EE88439
20-P0209519 Changed in: PO Amount, Printed Coments						
20-P0209520	07/19/20*	12	YOLO COUNTY OFFICE OF EDUCAT	125,000.00		DE68698

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* This entry shows the PO on the given date, not that it changed on this date.

P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
20-P0209520	08/07/20	12	YOLO COUNTY OFFICE OF EDUCAT	100,000.00	CHANGE ORDER NO.:1, DATE: 08/07/2020, TO DECREASE PO BY \$25,000 FOR A TOTAL AGREEMENT AMOUNT OF \$100,000 PER FIRST AMENDMENT DATED: 05/11/2020; BOARD APPROVED: 05/11/2020	EE88439
20-P0209520 Changed in: PO Amount, Printed Coments						
20-P0209527	07/19/20*	12	LAKE TAHOE UNIFIED SCHOOL DI	125,000.00		DE68698
20-P0209527	07/27/20	12	LAKE TAHOE UNIFIED SCHOOL DI	100,000.00	CHANGE ORDER #1, 7/27/20; REDUCE PO BY \$25,000 PER THE FIRST AMENDMENT TO THE AGREEMENT DATED 5/11/20. BOARD APPROVED: 5/11/20	DR21189
20-P0209527 Changed in: PO Amount, Printed Coments						
20-P0209528	07/19/20*	12	IMPERIAL COUNTY OFFICE OF ED	125,000.00		DP29747
20-P0209528	07/27/20	12	IMPERIAL COUNTY OFFICE OF ED	100,000.00	CHANGE ORDER NO.:1, DATE: 07/27/2020; TO DECREASE PO BY \$25,000 FOR A TOTAL PO AMOUNT OF \$100,000 PER FIRST AMENDMENT DATED 05/11/2020.	EE88439
20-P0209528	07/27/20	12	IMPERIAL COUNTY OFFICE OF ED	100,000.00	CHANGE ORDER NO.:1, DATE: 07/27/2020; TO DECREASE PO BY \$25,000 FOR A TOTAL PO AMOUNT OF \$100,000 PER FIRST AMENDMENT DATED 05/11/2020; BOARD APPROVED: 05/11/2020	EE88439
20-P0209528 Changed in: PO Amount, Printed Coments						
20-P0209535	07/19/20*	12	COAST COMMUNITY	248,000.00		DR21189
20-P0209535	07/30/20	12	COAST COMMUNITY	298,000.00	CHANGE ORDER #1, 7/30/20; INCREASE PO BY \$50,000 PER THE MODIFIED PARTICIPATION AGREEMENT, EXECUTED ON 7/28/20	DR21189
20-P0209535 Changed in: PO Amount, Printed Coments						
21-P0219040	07/19/20*	11	XEROX CORP	1,822.24	CONTINUATION OF 60-MONTH LEASE FOR THE FOLLOWING XEROX COPIER WITH A \$1.00 BUYOUT OPTION IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014	JM13964
21-P0219040	07/20/20	11	XEROX CORP	1,953.80	CHANGE ORDER #1, 7/20/20; ADDITION OF SALES TAX TO THE LEASE AMOUNT. CONTINUATION OF 60-MONTH LEASE FOR THE FOLLOWING XEROX COPIER WITH A \$1.00 BUYOUT OPTION IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014	DR21189
21-P0219040 Changed in: PO Amount, Printed Coments						
21-P0219043	07/19/20*	11	KONICA MINOLTA BUSINESS	2,521.32	VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	DP29747
21-P0219043	07/20/20	11	KONICA MINOLTA BUSINESS	2,735.11	CHANGE ORDER #1, 7/20/20; ADDITION OF SALES TAX. VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	DR21189

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P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0219043 Changed in: PO Amount, Printed Coments						
21-P0219070	07/20/20	11	KONICA MINOLTA BUSINESS	2,576.64	VENDOR TO PROVIDE 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219070	07/20/20	11	KONICA MINOLTA BUSINESS	3,070.89	CHANGE ORDER #1, 7/20/20; ADDITION OF ADDITIONAL MONTH OF LEASE, SALES TAX AND REFERENCE TO SERIAL NUMBER. VENDOR TO PROVIDE 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219070 Changed in: PO Amount, Printed Coments						
21-P0219071	07/20/20	11	KONICA MINOLTA BUSINESS	480.00	VENDOR TO PROVIDE 60-MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219071	07/20/20	11	KONICA MINOLTA BUSINESS	480.00	CHANGE ORDER #1, 7/20/20; ADDITION OF REFERENCE TO SERIAL NUMBER. VENDOR TO PROVIDE 60-MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219071 Changed in: Printed Coments						
21-P0219072	07/19/20*	11	KONICA MINOLTA BUSINESS	1,995.84	VENDOR TO PROVIDE 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF THE LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED; 10/14/2019	JM13964
21-P0219072	07/20/20	11	KONICA MINOLTA BUSINESS	2,180.46	CHANGE ORDER #1, 7/20/20; ADDITION OF SALES TAX AND REFERENCE TO SERIAL NUMBER. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF THE LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED; 10/14/2019	DR21189
21-P0219072 Changed in: PO Amount, Printed Coments						
21-P0219073	07/19/20*	11	KONICA MINOLTA BUSINESS	700.00	VENDOR TO PROVIDE 60-MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED; 10/14/2019	JM13964
21-P0219073	07/20/20	11	KONICA MINOLTA BUSINESS	700.00	CHANGE ORDER #1, 7/20/20; ADDITION OF REFERENCE TO SERIAL NUMBER AND CORRECTION TO FORMATTING FOR COPY USAGE. CONTINUATION OF 60-MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED; 10/14/2019	DR21189
21-P0219073 Changed in: Printed Coments						

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P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0219076	07/20/20	11	XEROX CORP	1,904.00	MONTH TO MONTH CONTINUATION OF THE FOLLOWING (60) MONTH FMV TERM LEASE FOR XEROX EQUIPMENT IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT #3-01-36-0030A BOARD APPROVED: JULY 31, 2006.	DR21189
21-P0219076	07/20/20	11	XEROX CORP	2,043.86	CHANGE ORDER #1, 7/20/20; ADDITION OF SALES TAX TO LEASE AMOUNT. MONTH TO MONTH AND FORMATTING CORRECTION TO COPY USAGE LINE. CONTINUATION OF THE FOLLOWING (60) MONTH FMV TERM LEASE FOR XEROX EQUIPMENT IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT #3-01-36-0030A BOARD APPROVED: JULY 31, 2006.	DR21189
21-P0219076 Changed in: PO Amount, Printed Coments						
21-P0219113	07/19/20*	11	KONICA MINOLTA BUSINESS	2,928.12	VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	JM13964
21-P0219113	07/20/20	11	KONICA MINOLTA BUSINESS	2,928.12	CHANGE ORDER #1, 7/20/20; CORRECTION TO MONTHLY LEASE AMOUNT. VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	DR21189
21-P0219113 Changed in: Printed Coments						
21-P0219119	07/22/20	13	KONICA MINOLTA BUSINESS	22,739.94	CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	DP29747
21-P0219119	07/30/20	13	KONICA MINOLTA BUSINESS	23,441.33	CHANGE ORDER #1 7/30/20 AMEND ITEM #3 LEASE COPIER EQUIPMENT TO BIZHUB 308e. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	FC78314
21-P0219119	08/03/20	13	KONICA MINOLTA BUSINESS	23,441.72	CHANGE ORDER #1 7/30/20 AMEND ITEM #3 LEASE COPIER EQUIPMENT TO BIZHUB 308e. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	FC78314
21-P0219119	08/03/20	13	KONICA MINOLTA BUSINESS	23,441.72	CHANGE ORDER #2 8/3/20 AMEND ITEM #3 LEASE COPIER EQUIPMENT TO BIZHUB 308e UNIT PRICE TO \$108.27. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	FC78314
21-P0219119 Changed in: PO Amount, Printed Coments						
21-P0219120	07/19/20*	13	KONICA MINOLTA BUSINESS	6,118.92	CHANGE ORDER #1 7/14/20 AMEND ITEMS 1-11 QUANTITY AND UNITS TO 1 LOT. CONTINUATION OF 60 MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	FC78314

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P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0219120	07/30/20	13	KONICA MINOLTA BUSINESS	6,166.92	CHANGE ORDER #2 7/30/20 INCREASE ITEM #3 COPIER 308e MAINTENANCE PLAN UNIT PRICE BY \$48.00. CONTINUATION OF 60 MONTH COPIER MAINTENANCE PLAN IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF CMAS CONTRACT: 3-16-36-0052B, BOARD APPROVED 10/14/2019	FC78314
21-P0219120 Changed in: PO Amount, Printed Coments						
21-P0219122	07/20/20	11	XEROX CORP	2,363.92	CONTINUATION OF 60-MONTH LEASE FOR XEROX COPIER WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014	DR21189
21-P0219122	07/20/20	11	XEROX CORP	2,545.58	CHANGE ORDER #1, 7/20/20; ADDITION OF SALES TAX TO LEASE AMOUNT AND CORRECTION TO SERIAL NUMBER. CONTINUATION OF 60-MONTH LEASE FOR XEROX COPIER WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014	DR21189
21-P0219122 Changed in: PO Amount, Printed Coments						
21-P0219154	07/19/20*	12	XEROX EDUCATION SERVICES, IN	2,002.36	VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-012; BOARD APPROVED: 9.8.14.	JM13964
21-P0219154	07/20/20	12	XEROX CORP	2,002.36	CHANGE ORDER #1, 7/20/20; UPDATE VENDOR ID TO THE CORRECT VENDOR AND CORRECT MONTHLY LEASE AMOUNT. VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-012; BOARD APPROVED: 9.8.14.	DR21189
21-P0219154 Changed in: Vendor, Printed Coments						
21-P0219162	07/20/20	11	KONICA MINOLTA BUSINESS	3,070.89	VENDOR TO PROVIDE 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219162	07/20/20	11	KONICA MINOLTA BUSINESS	3,070.89	CHANGE ORDER #1, 7/20/20; ADDITION OF REFERENCE TO SERIAL NUMBER. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219162 Changed in: Printed Coments						
21-P0219163	07/20/20	11	KONICA MINOLTA BUSINESS	3,000.00	VENDOR TO PROVIDE 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189

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P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0219163	07/20/20	11	KONICA MINOLTA BUSINESS	3,000.00	CHANGE ORDER #1, 7/20/20; ADDITION OF REFERENCE TO SERIAL NUMBER. CONTINUATION OF 60-MONTH COPIER LEASE WITH A \$1.00 PURCHASE OPTION AT THE END OF LEASE IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE CMAS AGREEMENT #3-16-36-0052B; BOARD APPROVED: 10/14/19	DR21189
21-P0219163 Changed in: Printed Coments						
21-P0219183	07/19/20*	11	CANON BUSINESS SOLUTIONS	6,500.00	VENDOR TO FURNISH THE FOLLOWING COMPONENTS IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE NASPO VALUEPOINT MASTER PRICE AGREEMENT #3091, CA PARTICIPATING ADDENDUM #7-15-70-23, BOARD APPROVED: 12/4/17.	JM13964
21-P0219183	08/13/20	11	CANON BUSINESS SOLUTIONS	6,500.00	CHANGE ORDER #1, 8/13/20; ADDITION OF REFERENCE TO MACHINE SERIAL NUMBERS. VENDOR TO FURNISH THE FOLLOWING COMPONENTS IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE NASPO VALUEPOINT MASTER PRICE AGREEMENT #3091, CA PARTICIPATING ADDENDUM #7-15-70-23, BOARD APPROVED: 12/4/17.	DR21189
21-P0219183 Changed in: Printed Coments						
21-P0219188	07/20/20	12	KONICA MINOLTA BUSINESS	2,379.07	VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	DR21189
21-P0219188	07/30/20	12	KONICA MINOLTA BUSINESS	2,379.07	CHANGE ORDER #1, DATED 7/30/20. CHANGE APPLIED TO CORRECT LEASE CONTRACT TERM END DATE TO 10/31/19 VENDOR TO FURNISH THE FOLLOWING EQUIPMENT, SERVICES AND SUPPLIES IN ACCORDANCE WITH THE TERMS & CONDITIONS OF FCCC ADMINISTRATIVE SERVICES AGREEMENT CB 13-011; BOARD APPROVED: 2.22.16.	JM13964
21-P0219188 Changed in: Printed Coments						
21-P0219190	07/20/20	11	XEROX CORP	2,608.61	CONTINUATION OF EXISTING 60-MONTH LEASE WITH A \$1.00 BUYOUT OPTION ON XEROX COPIER IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014SAC Transfer Center	DR21189
21-P0219190	07/20/20	11	XEROX CORP	2,608.61	CHANGE ORDER #1, 7/20/20; CORRECTION TO MONTHLY LEASE AMOUNT. CONTINUATION OF EXISTING 60-MONTH LEASE WITH A \$1.00 BUYOUT OPTION ON XEROX COPIER IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF THE FCCC ADMINISTRATIVE SERVICES AGREEMENT #CB 13-012 RELATED TO RFP #13-001; BOARD APPROVED: SEPT. 8, 2014SAC Transfer Center	DR21189
21-P0219190 Changed in: Printed Coments						
21-P0219191	07/20/20	12	XEROX CORP	2,821.01	MONTH-TO-MONTH LEASE OF XEROX EQUIPMENT IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF WSCA, MSA #1715 AND CALIFORNIA PARTICIPATING ADDENDUM MPA #7-09-36-06. BOARD APPROVED: JUNE 21, 2010	DR21189
21-P0219191	07/23/20	12	XEROX CORP	2,751.63	MONTH-TO-MONTH LEASE OF XEROX EQUIPMENT IN ACCORDANCE WITH THE TERMS AND CONDITIONS OF WSCA, MSA #1715 AND CALIFORNIA PARTICIPATING ADDENDUM MPA #7-09-36-06. BOARD APPROVED: JUNE 21, 2010	DR21189

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P.O. #	Chg Dt	Fund	Vendor Name	PO Amount	Printed Comments	Chg By
21-P0219191 Changed in: PO Amount						
21-P0219210	07/31/20	11	TAB ANSWER NETWORK	524.20		DE68698
21-P0219210	08/11/20	11	TAB ANSWER NETWORK	524.20	Change order #1. dated 8/11/20. Change account object code from 5631 to 5640 as per department request.	JM13964
21-P0219210 Changed in: Printed Coments						
21-P0219268	07/30/20	11	CALIF NARCOTIC OFFICERS ASSO	337,500.00		JM13964
21-P0219268	08/11/20	11	CALIF NARCOTIC OFFICERS ASSO	60,000.00	Change order #1, dated 8/11/20. Reduced original amount of \$337,500 to \$60,000 per department request.	JM13964
21-P0219268 Changed in: PO Amount, Printed Coments						

4.6 (23)

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 19, 2020 THROUGH AUGUST 15, 2020
BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0061837	\$52,500.00	Professional services to facilitate critical updates for the Fall 2020 registration process and development of reports and applications for Santa Ana College School of Continuing Education	SAC -Continuing Education	Board Approved: July 13, 2020
21-P0061839	\$58,000.00	Tree trimming services at Santa Ana College	SAC -Grounds	Received Quotations: *1. V&E Tree Service Inc. *Successful Bidder
21-P0061851	\$80,000.00	Professional services to fine tune and upgrade system databases, improve network security and availability, optimize system resource utilization.	DO -ITS	Board Approved: July 13, 2020
21-P0061888	\$45,157.00	Annual organizational membership dues to the ACCJC Accrediting Commission for Santa Ana College	SAC -Academic Affairs	
21-P0061893	\$20,700.00	Professional services to provide media buying and tracking to advertise online courses at Santa Ana College	SAC -Continuing Education	Board Approved: July 13, 2020
21-P0061894	\$33,164.68	Installation of Wide-Area-Emergency Broadcast System retro-kits to existing Blue Phones at Santa Ana College	DO -Facility Planning	Received Quotations: *1. ASSI Security Inc. *Successful Bidder

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 19, 2020 THROUGH AUGUST 15, 2020
BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0061895	\$47,500.00	Professional services to provide Fall 2020 campaign in support of the Santa Ana College School of Continuing Education social media and advertising campaign to increase enrollment	SAC -Continuing Education	Board Approved: July 13, 2020
21-P0061896	\$45,355.00	Annual service plan to support the Energy Management and Controls System	SAC -Maintenance	Received Quotations: *1. Climatec 2. Enviser *Successful Bidder
21-P0061913	\$32,000.00	Professional services to assist in the development of a multi-college district internal revenue allocation model in relation to the Student-Centered Funding Formula	DO -Business Operations	Board Approved: July 13, 2020
21-P0061929	\$142,547.20	Reimbursement to Credentials Solutions for direct refunds to the majority of students for Spring 2020 parking permits	Districtwide	Board Approved: August 10, 2020
21-P0061933	\$60,000.00	Instructional designer services to work with faculty to develop model courses for departmental use to assist with Online Distance Education growth	Distance Education	Board Approved: June 15, 2020
21-P0061935	\$21,395.00	Subscription fees for library resources	SAC -Library Services	

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
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BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0061945	\$20,927.09	Printing of Fall 2020 class schedules for Continuing Education-CEC	SAC -Continuing Education	Received Quotations: *1. Advanced Web Offset Inc. 2. Trend Offset Printing *Successful Bidder
21-P0061947	\$34,622.00	Annual organizational membership dues to the ACCJC Accrediting Commission for Santiago Canyon College	SCC -President's Office	
21-P0061993	\$80,303.48	Hybrid engine, battery, and electronic control unit demonstrator trainer units	SAC -Automotive Technology	Board Approved: June 15, 2020
21-P0062004	\$25,599.47	Disinfectant wiping system-wiping bucket starter kit, dry wiper refills, and disinfectant for District wide distribution to prevent the spread of COVID-19	DO Risk Management	Board Approved: September 14, 2020
21-P0062024	\$250,000.00	Fall 2020 book and supply vouchers for EOPS students at Santa Ana College	SAC -EOPS	
21-P0062028	\$15,000.00	Paper supplies for Publications	DO -Publications	Bid #1368 Board Approved: June 17, 2019
21-P0062036	\$142,771.25	Laptop computers and warranties for student use in support of temporary remote instruction	SCC -Academic Affairs	Purchased from the Western State Contracting Alliance (WSCA) Master Price Agreement #MNVP-133 Board Approved: November 9, 2015

**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 19, 2020 THROUGH AUGUST 15, 2020
BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0062037	\$15,519.75	Instructional training for Firefighters - City of Downey	SAC -Fire Academy	Board Approved: June 11, 2018
21-P0062058	\$39,337.25	Instructional training for Firefighters - City of Huntington Beach	SAC -Fire Academy	Board Approved: June 25, 2018
21-P0062060	\$73,773.00	Instructional training for Firefighters - City of Newport Beach Fire and Marine Department	SAC -Fire Academy	Board Approved: June 25, 2018
21-P0062061	\$24,950.00	Instructional training for Firefighters - City of Orange	SAC -Fire Academy	Board Approved: June 25, 2018
21-P0062062	\$226,257.50	Instructional training for Firefighters - Orange County Fire Authority	SAC -Fire Academy	Board Approved: February 26, 2018
21-P0062066	\$16,794.00	Instructional training for Firefighters - City of Rancho Cucamonga	SAC -Fire Academy	Board Approved: September 10, 2018
21-P0062067	\$18,015.50	Instructional training for Firefighters - City of Rialto	SAC -Fire Academy	Board Approved: September 14, 2015
21-P0062068	\$30,768.25	Instructional training for Firefighters - San Bernardino County	SAC -Fire Academy	Board Approved: September 10, 2018
21-P0062069	\$19,786.50	Instructional training for Firefighters - City of West Covina	SAC -Fire Academy	Board Approved: February 26, 2018

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 19, 2020 THROUGH AUGUST 15, 2020
BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0062072	\$57,037.73	Lab chemicals needed for student use during temporary remote instruction	SAC -Chemistry	Board Approved: September 14, 2020
21-P0062078	\$287,546.85	Panels and electrical work for the new Johnson Student Center at Santa Ana College	DO -Facility Planning	Purchased from the Foundation for California Community Colleges (FCCC) Teknion Contract #CB-225-18 Board Approved: July 15, 2019
21-P0062091	\$19,200.00	Professional services to identify a new IT service management and project management solution	DO -ITS	Board Approved: August 10, 2020
21-P0062092	\$24,000.00	Professional services to provide ongoing advising related to cloud migration, cloud architecture, design and strategy	DO -ITS	Board Approved: August 10, 2020
21-P0062101	\$21,994.50	Adobe Creative Cloud licenses for RSCCD students for 6 months, in support of temporary remote instruction	DO -ITS	Board Approved: September 14, 2020
21-P0062107	\$96,056.68	Hardware, support and maintenance for storage expansion project to support required long term backup	DO -ITS	Purchased from the Naspo Valuepoint Master Price Agreement #MNVNC-130 Board Approved: May 15, 2017
21-P0062110	\$24,413.00	Inspections and routine maintenance of the chiller system at the Central Plant at Santa Ana College	SAC -Central Plant	Received Quotations: *1. ACCO Engineered Systems *Successful Bidder

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**PURCHASE ORDERS SUPPLEMENT
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JULY 19, 2020 THROUGH AUGUST 15, 2020
BOARD MEETING OF SEPTEMBER 29, 2020**

P.O. #	Amount	Description	Department	Comment
21-P0062114	\$24,950.00	Water quality management services for the Central Plant at Santa Ana College	SAC -Central Plant	Received Quotations: *1. Aqua Clear Water Treatment *Successful Bidder
21-P0219199	\$16,854.00	Bankmobile subscription fee for refunds	DO- Fiscal Services	Board Approved: July 13, 2020
21-P0219208	\$50,000.00	Sign Language interpreting services for faculty at Santa Ana College	SAC - Humanities and Social Sciences	Board Approved: June 25, 2018
21-P0219211	\$125,000.00	Sub-agreement with Taft Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the West Kern CCD in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219212	\$125,000.00	Sub-agreement with Placer Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Sierra Joint CCD in the North/Far North region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219213	\$180,000.00	Sub-agreement with Riverside CCD on behalf of Inland Empire/Desert Regional Consortium to host the K14 Technical Assistance Provider for the Inland Empire/Desert region	DO -Resource Development	Board Approved: May 11, 2020

**PURCHASE ORDERS SUPPLEMENT
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P.O. #	Amount	Description	Department	Comment
21-P0219214	\$125,000.00	Sub-agreement with Marin County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Marin CCD in the Bay Area region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219215	\$125,000.00	Sub-agreement with Centinela Valley Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the El Camino CCD in the Los Angeles County region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219216	\$250,000.00	Sub-agreement with Fresno County Superintendent of Schools to host the Strong Workforce Program K12 Pathway Coordinatos serving the State Center and West Hills CCDs in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219217	\$125,000.00	Sub-agreement with Sonoma County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Sonoma County CCD in the Bay Area region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219218	\$125,000.00	Sub-agreement with Kern County Superintendent of Schools to host the Strong Workforce Program K12 Pathway Coordinator serving the Kern CCD in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: May 11, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219219	\$18,000.00	Hazardous waste removal services	DO -Risk Management	Board Approved: June 18, 2019
21-P0219221	\$60,000.00	General legal services with Public Agency Law Group	DO -Business Operations and Fiscal Services	Board Approved: June 15, 2020
21-P0219222	\$60,000.00	General legal services with Orbach Huff Suarez & Henderson	DO -Business Operations and Fiscal Services	Board Approved: June 15, 2020
21-P0219223	\$60,000.00	General legal services with Atkinson Andelson Loya Rudd Romo	DO -Business Operations and Fiscal Services	Board Approved: June 15, 2020
21-P0219224	\$20,000.00	General legal services with Bergman Dacey Goldsmith	DO -Business Operations and Fiscal Services	Board Approved: June 15, 2020
21-P0219229	\$169,466.00	Professional services to assist in improving system stability and performance in the Ellucian cloud environment	DO -ITS	Board Approved: July 13, 2020
21-P0219230	\$390,119.00	Sub-agreement with South Pasadena Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219231	\$100,000.00	Sub-agreement with Alameda County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Ohlone CCD in the Bay Area region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219232	\$100,000.00	Sub-agreement with Stanislaus County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Yosemite CCD in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219233	\$100,000.00	Sub-agreement with College and Career Advantage Regional Occupational Program to host the Strong Workforce Program K12 Pathway Coordinator serving the South Orange CCD in the Orange County region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219234	\$100,000.00	Sub-agreement with Mendocino County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Mendocino-Lake Community College District in the North/Far North Region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219235	\$100,000.00	Sub-agreement with Carlsbad Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the MiraCosta CCD in the San Diego/Imperial region	DO -Resource Development	Board Approved: March 23, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219236	\$100,000.00	Sub-agreement with Placer Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Sierra Joint CCD in the North/Far North region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219237	\$55,000.00	Instructional agreement for law enforcement related training classes	SAC -CJ/Academies	Board Approved: September 11, 2018
21-P0219238	\$417,724.00	Sub-agreement with Burbank Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219239	\$3,599,992.00	Sub-agreement with East San Gabriel Valley Regional Occupational Program and Technical Center to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219240	\$897,336.00	Sub-agreement with Pasadena Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219241	\$1,783,511.00	Sub-agreement with ABC Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219242	\$3,732,092.00	Sub-agreement with Orange County Department of Education to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219243	\$1,362,519.00	Sub-agreement with Central Orange County CTE Partnership to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to CC pathway improvement projects that connect with in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219246	\$120,225.22	Lease fees for the Publications production equipment	DO -Publications	Board Approved: December 4, 2017
21-P0219247	\$73,716.18	Base charges and excess copy usage for the Publications production equipment	DO -Publications	Board Approved: December 4, 2017

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P.O. #	Amount	Description	Department	Comment
21-P0219249	\$83,160.80	Annual renewal of Turnitin subscription	DO -ITS	Board Approved: June 15, 2020
21-P0219250	\$16,272.00	Storage space rental for the Fine and Performing Arts Department at Santa Ana College	SAC -Fine and Performing Arts	Annual renewal
21-P0219251	\$125,000.00	Sub-agreement with Orange County Department of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Rancho Santiago CCD in the Orange County Region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219252	\$125,000.00	Sub-agreement with Imerpial County office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Imperial Valley CCD in the San Diego/Imperial Region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219253	\$180,000.00	Sub-agreement with Foundation for Grossmont and Cuyamaca Colleges to host the K14 Technical Assistance Provider for the San Diego/Imperial Region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219254	\$125,000.00	Sub-agreement with College and Career Advantage Regional Occupational Program to host the Strong Workforce Program K12 Pathway Coordinator serving the South Orange CCD in the Orange County region	DO -Resource Development	Board Approved: March 23, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219255	\$125,000.00	Sub-agreement with Merced Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Merced CCD in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219256	\$125,000.00	Sub-agreement with Napa County Superintendent of Schools to host the Strong Workforce Program K12 Pathway Coordinator serving the Napa Valley CCD in the Bay Area region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219257	\$3,490,030.00	Sub-agreement with Long Beach Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219261	\$375,000.00	Sub-agreement with Santa Clara County Office of Education to host the Strong Workforce Program K12 Pathway Coordinators serving the Gavilan Joint, San Jose-Evergreen and West Valley-Mission CCDs in the Bay Area region	DO -Resource Development	Board Approved: May 11, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219262	\$900,000.00	Sub-agreement with Glendale Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219263	\$250,000.00	Sub-agreement with Riverside County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Mt. San Jacinto and Palo Verde CCDs in the Inland Empire Dessert Region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219264	\$1,397,374.00	Sub-agreement with Garden Grove Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219265	\$1,768,950.00	Sub-agreement with Lynwood Unified School District to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219266	\$100,000.00	Sub-agreement with Tri-Valley Regional Occupational Program to host the Strong Workforce Program K12 Pathway Coordinator serving the Chabot-Las Positas CCD in the Bay Area region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219267	\$487,374.00	Sub-agreement with College to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219268	\$60,000.00	Instructional agreement for law enforcement narcotics related training classes	SAC -CJ/Academies	Board Approved: September 19, 2019
21-P0219269	\$17,000.00	Sign Language interpreting services for students at Santa Ana College	SAC -Deaf & Hard of Hearing	Board Approved: June 25, 2018
21-P0219277	\$25,800.00	Dark fiber connectivity service fee for the Remington site	SAC -Continuing Education Division	Received Quotes: *1. Wilcon 2. Zayo Group *Successful Bidder
21-P0219278	\$47,880.00	Data and enterprise system protection	DO- ITS	Board Approved: March 12, 2018

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P.O. #	Amount	Description	Department	Comment
21-P0219279	\$100,000.00	Sub-agreement with Santa Monica-Malibu Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Santa Monica CCD in the Los Angeles County region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219280	\$243,000.00	Sub-agreement with Los Angeles Academy of Arts and Enterprise Charter to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219281	\$1,628,379.00	Sub-agreement with North Orange County Regional Occupational Program to create, support and/or expand high-quality career technical education programs at the K12 level and K-12 to community college pathway improvement projects that connect to in-demand, high-wage occupations in the region	DO -Resource Development	Board Approved: April 27, 2020
21-P0219285	\$41,345.36	Integrated waste management services at Santa Ana College	SAC -Operations	Bid #1347 Board Approved: November 26, 2018
21-P0219286	\$21,600.00	Parking lot sweeping services for Santa Ana College	SAC -Administrative Services	Bid #1346 Board Approved: December 10, 2018

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P.O. #	Amount	Description	Department	Comment
21-P0219289	\$125,000.00	Sub-agreement with Santa Monica-Malibu Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Santa Monica CCD in the Los Angeles County region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219290	\$250,000.00	Sub-agreement with Santa Barbara County Education Office to host the Strong Workforce Program K12 Pathway Coordinators serving the Allan Hancock Joint and Santa Barbara CCDs in the South Central Coast region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219291	\$125,000.00	Sub-agreement with Yolo County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Yuba CCD in the North/Far North region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219292	\$125,000.00	Sub-agreement with Mendocino County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Mendocino-Lake Community College District in the North/Far North Region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219293	\$125,000.00	Sub-agreement with Tri-Cities Regional Occupational Program to host the Strong Workforce Program K12 Pathway Coordinator serving the Rio Hondo CCD in the Los Angeles County region	DO -Resource Development	Board Approved: May 11, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219294	\$125,000.00	Sub-agreement with Culver City Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Los Angeles CCD in the Los Angeles County region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219295	\$125,000.00	Sub-agreement with San Mateo County Office of Education/San Mateo County Superintendent of Schools to host the Strong Workforce Program K12 Pathway Coordinator serving the San Mateo CCD in the Bay Area region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219296	\$125,000.00	Sub-agreement with Stanislaus County Office of Education to host the Strong Workforce Program K12 Pathway Coordinator serving the Yosemite CCD in the Central Valley/Mother Lode region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219297	\$125,000.00	Sub-agreement with Long Beach Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Long Beach CCD in the Los Angeles County region	DO -Resource Development	Board Approved: May 11, 2020
21-P0219298	\$125,000.00	Sub-agreement with Antelope Valley Union High School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Antelope Valley CCD in the South Central Coast region	DO -Resource Development	Board Approved: May 11, 2020

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P.O. #	Amount	Description	Department	Comment
21-P0219299	\$100,000.00	Sub-agreement with Long Beach Unified School District to host the Strong Workforce Program K12 Pathway Coordinator serving the Long Beach CCD in the Los Angeles County region	DO -Resource Development	Board Approved: March 23, 2020
21-P0219302	\$620,278.00	Sub-agreement with Los Angeles CCD on behalf of West Los Angeles College to implement FY19/20 of the Strong Workforce Program Regional Apportionment	DO -Resource Development	Board Approved: February 27, 2017
21-P0219303	\$389,200.00	Sub-agreement with Compton CCD on behalf of Compton College to implement FY19/20 of the Strong Workforce Program Regional Apportionment	DO -Resource Development	Board Approved: February 27, 2017
21-P0219304	\$2,266,772.00	Sub-agreement with South Orange County CCD on behalf of Saddleback College to implement FY19/20 of the Strong Workforce Program Regional Apportionment	DO -Resource Development	Board Approved: February 27, 2017
21-P0219305	\$76,000.00	Sub-agreement with North Orange County CCD on behalf of NOCCCD Continuing Education to implement FY19/20 of the Strong Workforce Program Regional Apportionment	DO -Resource Development	Board Approved: February 27, 2017

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P.O. #	Amount	Description	Department	Comment
TX-DON006401	\$65,265.00	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from MCGRAW-HILL PUBLISHING CO Auxiliary Services Director Review Jennie Adams 7/31/2020
TX-DON006405	\$19,554.81	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from NEBRASKA BOOK COMPANY Auxiliary Services Director Review Jennie Adams 8/3/2020
TX-DON006409	\$57,474.20	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from PEARSON EDUCATION Auxiliary Services Director Review Jennie Adams 8/5/2020
TX-DON006410	\$28,812.99	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from CENGAGE LEARNING Auxiliary Services Director Review Jennie Adams 8/5/2020
TX-DON006419	\$16,978.50	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from JOHN WILEY & SONS, INC Auxiliary Services Director Review Jennie Adams 8/5/2020
TX-DON006423	\$37,812.96	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from MCGRAW-HILL PUBLISHING CO Auxiliary Services Director Review Jennie Adams 8/5/2020
TX-DON006429	\$20,813.95	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from NORTON, INC. Auxiliary Services Director Review Jennie Adams 8/5/2020
TX-DON006444	\$18,305.00	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from VISTA HIGHER LEARNING Auxiliary Services Director Review Jennie Adams 8/5/2020

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P.O. #	Amount	Description	Department	Comment
TX-DON006452	\$15,036.96	Textbooks purchased for resale	SAC BOOKSTORE	Purchased from NEBRASKA BOOK COMPANY Auxiliary Services Director Review Jennie Adams 7/21/2020
TX-HAWK004698	\$15,088.88	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from NEBRASKA BOOK COMPANY Bookstore Manager Review Bill Jeffrey 8/11/2021
TX-HAWK004699	\$23,835.96	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from MBS TEXTBOOK EXCHANGE Bookstore Manager Review Bill Jeffrey 7/22/2020
TX-HAWK004704	\$90,019.69	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from PEARSON EDUCATION Bookstore Manager Review Bill Jeffrey 7/22/2020
TX-HAWK004706	\$20,680.00	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from JOHN WILEY & SONS, INC Bookstore Manager Review Bill Jeffrey 7/22/2020
TX-HAWK004714	\$16,779.00	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from BLUEDOOR Bookstore Manager Review Bill Jeffrey 7/22/2020
TX-HAWK004723	\$27,239.95	Textbooks purchased for resale	SCC BOOKSTORE	Purchased from CENGAGE LEARNING Bookstore Manager Review Bill Jeffrey 8/3/2020

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorically funded programs were developed. To access these items, please [click here](#).

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. California Education Learning Lab Grant (SAC) Grant sub-award from the University of California, Irvine to serve as a partner in the Governor’s Office of Planning and Research (OPR) California Education Learning Lab with a focus on increasing learning outcomes and closing equity and achievement gaps across California’s public higher education segments. Through an online synchronous faculty development program, research will be shared by partners on improving student engagement and sense of belonging in introductory STEM courses, especially among underrepresented and disadvantaged students. (20/21). <i>No match required.</i>	06/01/2020	\$36,180
2. California Work Opportunity and Responsibility to Kids (CalWORKs)/Work Study/Temporary Assistance for Needy Families (TANF) (SCC) Annual allocations from the California Community Colleges Chancellor’s Office to provide direct support services for welfare students who are enrolled in educational programs as they prepare to transition out of the welfare setting and into gainful employment. (20/21).	08/18/2020	\$167,560

<u>CalWORKs</u>	<u>Work Study</u>	<u>TANF (Federal)</u>	<u>Total</u>
\$132,973	\$5,309	\$29,278	\$167,560

The match required is 1-to-1 of CalWORKs Program and Work Study funds. SCC’s match is \$132,973 that consists of \$6,219 district-funded staff costs and \$126,754 need-based financial aid (Pell grants, SEOG, BOG fee waiver, and Cal grants).

3. Cooperative Agencies Resources for Education (CARE) (SCC) Annual apportionment from the California Community Colleges Chancellor’s Office, Educational Services and Support Division to assist EOPS students, who are welfare-dependent single parents, with additional support services so students can transition out of welfare dependency by securing the education, training, and marketable skills needed for self-sufficiency and upward social mobility. (20/21). <i>No match required.</i>	08/17/2020	\$46,765
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<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
<p>4. Extended Opportunity Programs & Services (EOPS) (SCC) Annual apportionment from the California Community Colleges Chancellor's Office, Educational Services and Support Division to support disadvantaged students obtain the needed resources to enroll and succeed at the colleges by offering comprehensive academic and support counseling, financial aid and other services aimed at student persistence and academic achievement. (20/21). <i>The match required is \$274,924 that consist of EOPS staff salaries and benefits.</i></p>	08/17/2020	\$608,137
<p>5. Governor's Office of Business & Economic Development (GOBiz) Small Business Technical Assistance Expansion Program (TAEP) Grant (DO) – <i>Revision</i> Revision to grant sub-award awarded to RSCCD's Orange County Small Business Development Center (SBDC) from the Orange County/Inland Empire SBDC Lead Center, hosted by California State University, Fullerton, the primary grantee of the Governor's Office of Business and Economic Development (GO-Biz) Small Business Technical Assistance Expansion Grant. The purpose of the grant is to assist small businesses and entrepreneurs obtain access to capital and to provide funding for one-on-one business consulting services. (20/21). <i>The match required is 1:1 at \$160,884 that consists of SBDC's SBA/CSUF federally funded project staff at \$122,890 and other program costs at \$37,994. Revising budget.</i></p>	09/14/2020	-\$139,116
<p>6. Statewide Director – Information Communications Technology (ICT)/Digital Media (DO) Grant award from the California Community Colleges Chancellor's Office to develop ICT/Digital Media programs throughout the state by providing up-to-date information on industry trends and workforce needs, as well as providing in-region investments for professional development and faculty lead projects to develop CTE programs in these fields. (20/21). <i>The match required is \$300,000 that will be met entirely by third party in-kind contributions.</i></p>	07/01/2020	\$300,000
<p>7. Statewide Director – Retail/Hospitality/Tourism (DO) Grant award from the California Community Colleges Chancellor's Office to develop Retail/Hospitality/Tourism programs throughout the state by providing up-to-date information on industry trends and workforce needs, coordinating alignment of industry sector work by the regional directors, as well as providing colleges with successful models and best practices. (20/21). <i>The match required is \$300,000 that will be met entirely by third party in-kind contributions.</i></p>	07/01/2020	\$300,000
<p>8. Upward Bound – Math & Science Program – Year 4 (SCC) Fourth year of a five-year federal grant award from the U.S. Department of Education to increase the number of low-income and potentially first-generation college students that enroll in and complete college Science, Technology, Engineering, and Math (STEM) degree programs, by providing comprehensive educational and support services for disadvantaged high schools students from two target high schools in the Orange Unified School District. The Upward Bound Math Science Program would serve as a critical bridge to four-year degree programs and careers for disadvantaged students who aspire to STEM professions. (20/21). <i>No match required.</i></p>	10/01/2020	\$297,601

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
9. Upward Bound – Veterans Program – Year 4 (SAC) Fourth year of a five-year federal grant award from the U.S. Department of Education to identify veterans who have not yet enrolled in college, and recruit them to participate in a college preparation program featuring comprehensive assessment, targeted academic skill development, career exploration and preparation, tutoring, referrals to veterans assistance services, and college and financial aid advisement and application completion assistance, in order to increase the number of veterans who enroll in college and complete a certificate or degree and successfully enter employment. Participants in the Veterans Upward Bound Program will receive continued support after completion to facilitate their transition to post-secondary enrollment and to connect them with support services at the colleges/universities where they enroll, to ensure their persistence in and completion of college degree programs. (20/21). <i>No match required.</i>	10/01/2020	\$297,601
10. U.S. Small Business Administration – Orange County Small Business Development Center (OCSBDC) Coronavirus Aid, Relief, and Economic Security (CARES) Act Grant (DO) Grant sub-award awarded to RSCCD’s Orange County Small Business Development Center (SBDC) from the Orange County/Inland Empire SBDC Lead Center, hosted by California State University, Fullerton, the primary grantee of the U.S. Small Business Administration - CARES Act Grant. The purpose of the grant is to assist small businesses and entrepreneurs obtain access to capital and to provide funding for one-on-one business consulting services. (20/21). <i>No match required.</i>	09/07/2020	\$100,000

RECOMMENDATION

It is recommended that the Board approve these items and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to enter into related contractual agreements on behalf of the district.

Fiscal Impact:	\$2,114,728	Board Date: September 29, 2020
Prepared by:	Maria N. Gil, Senior Resource Development Coordinator	
Submitted by:	Enrique Perez, J.D., Vice Chancellor, Educational Services	
Recommended by:	Marvin Martinez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: September 29, 2020
Re: Approval of Sub-Agreement between RSCCD and Integrative Impact LLC for the Statewide Director Information Communications Technology (ICT)/Digital Media Grant	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District received a renewal grant for the fiscal year 2020/21 Statewide Director – Information Communications Technology/Digital Media, Grant #20-158-001, by the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division. The grant requires RSCCD to implement a statewide project that will strengthen and develop the California Community Colleges’ information communications technology and digital media programs. This project will provide up-to-date and expert information on industry trends and workforce needs, serving to improve the connections between employers and colleges, and provide professional development and faculty lead projects to increase program capacity and alignment with industry workforce needs.

ANALYSIS

For the Statewide Director project, Integrative Impact LLC will attend team meetings and take and distribute minutes/meeting notes; Support Employer Engagement activities including registration and marketing of webinars, produce communications as needed; sector communications support to include newsletters and social media posts; perform website administrative functions and updates; maintain email lists/database; produce sector collateral as appropriate, including LMI pieces; create reports and perform event planning/management tasks as necessary. The performance period of the service contract is July 1, 2020 – June 30, 2021. The total cost will not exceed \$45,000.

The Project Administrator is Enrique Perez.

RECOMMENDATION

It is recommended that the Board approve the sub-agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: \$45,000 (grant-funded)	Board Date: September 29, 2020
Prepared by: Sarah Santoyo, Assistant Vice Chancellor of Educational Services	
Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Recommended by: Marvin Martinez, Chancellor	5.2 (1)

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
INTEGRATIVE IMPACT LLC**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 29th day of September, 2020, between Rancho Santiago Community College District (hereinafter “RSCCD”) and Integrative Impact LLC (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was awarded a “Statewide Director – Information Communications Technology/Digital Media Sector” Grant #20-158-001, (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division, to improve the alignment of community college programs with employers and industry workforce needs in the sector; and

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, SUBCONTRACTOR has agreed to participate in the purpose of the Grant according to the terms and conditions hereinafter set forth;

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. Statement of Work

SUBCONTRACTOR agrees to perform the work as described in the Scope of Work (*Exhibit A*), which by reference is incorporated into this Agreement. SUBCONTRACTOR agrees to comply with all provisions, to perform all work as set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner.

2. Period of Performance

The period of performance for this Agreement shall be from July 1, 2020 through June 30, 2021.

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$45,000 USD.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Budget presented in the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by RSCCD, which by reference is incorporated into this

Agreement. Modifications to the budget are allowed without prior approval, as long as the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

SUBCONTRACTOR will submit quarterly invoices, beginning in September 2020. RSCCD shall make reimbursement payments as long as the total payments under this Agreement do not exceed the amount listed above under Article I.3. "Total Costs".

6. Invoices

SUBCONTRACTOR will submit invoices to receive payment for work performed for this Agreement. Invoices should include the Agreement number (refer to footer) and be submitted no more frequently than monthly, and, preferably, at least on a quarterly basis. Invoices should be submitted to the following address:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Assistant Vice Chancellor, Educational Services
2323 North Broadway, Suite 201
Santa Ana, CA 92706

7. Expenditure of Grant Funds

SUBCONTRACTOR agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant funds received and for any misappropriation or dis-allowment of Grant funds.

8. Time Extensions

RSCCD will not be requesting a time extension for program activities from the PRIME SPONSOR. As a result, SUBCONTRACTOR will not be granted an extension. Therefore, SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement. Under this Agreement, SUBCONTRACTOR will only be reimbursed for expenses that are incurred on or prior to **June 30, 2021**.

9. Independent Contractor

SUBCONTRACTOR agrees that the services provided hereunder are rendered in its capacity as an independent contractor and that it is not in any way an agent of RSCCD, nor shall its employees be entitled to any personnel benefits of RSCCD whatsoever.

10. Subcontract Assignment

Unless specifically noted in the Scope of Work (*Exhibit A*), none of the duties of, or work to be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written approval by RSCCD. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement.

SUBCONTRACTOR shall insure that all subcontracts for services and contracted staff are

procured in a manner consistent with state SUBCONTRACTOR guidelines. SUBCONTRACTOR shall itemize all sub-contractor and contracted staff costs in the budget so it is clear how the funds will be allocated and spent by SUBCONTRACTOR. By entering into this Agreement SUBCONTRACTOR agrees that it is the direct provider of intended services. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all sub-contracts for services and contracted staff, and other agreements, as well as documentation indicating the approving authority's approval, that relate to this Agreement.

11. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

12. Audit

SUBCONTRACTOR agrees that RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR 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, SUBCONTRACTOR agrees to include a similar right of RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to the performance of this Agreement.

13. Mutual Indemnification

Both Parties to this Agreement shall agree to defend, indemnify, and hold harmless the other Party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying Party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence of the non-indemnifying Party or any of its agents or employees.

14. Termination

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of SUBCONTRACTOR expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by the RSCCD Board of Trustees each fiscal year this Agreement remains in effect. In the event that such funding is terminated or reduced, RSCCD shall provide SUBCONTRACTOR with written notification of such determination.

15. Disputes

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by RSCCD and/or the PRIME SPONSOR. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to SUBCONTRACTOR. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, RSCCD receives from SUBCONTRACTOR a written request to appeal said decision. Pending final decision of the appeal, SUBCONTRACTOR shall act in accordance with the written decision of RSCCD or the PRIME SPONSOR, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the PRIME SPONSOR, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

16. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

RSCCD: Rancho Santiago Community College District
Enrique Perez, Program Administrator ICT Statewide Director
2323 N. Broadway, Suite 350
Santa Ana, CA 92706
(714) 480-7460; Perez_Enrique@rsccd.edu
(805) 231-8444; Steve@wrightca.com

SUBCONTRACTOR: Integrative Impact LLC
Nicole Sherman
8941 Atlanta Avenue, Suite 421
Huntington Beach, CA 92646
Phone: (714) 334-0042
Email: Sherman.nicole@hotmail.com

17. Total Agreement

This Agreement, together with the attachments hereto, expresses the total understanding of both Parties. There are no oral understandings of the Parties or terms and conditions other than as are stated herein. SUBCONTRACTOR acknowledges that it has read and agrees to all terms and conditions included in this Agreement.

18. Amendments

This Agreement may be modified or revised at any time by the Parties as long as the amendment is made in writing and signed by an authorized official of both Parties.

ARTICLE II

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/2018 and Article II, Rev. 05/2014), as set forth and incorporated into this Agreement by reference. As the Grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

[NOTE: Articles I and II (Exhibit C) serve as a reference for the general Grant terms and conditions. The payment and reporting terms in the Articles pertain only to RSCCD. The payment terms and reporting requirements for the SUBCONTRACTOR are in this Agreement under Articles I.5. "Payment" and I.7. "Reporting".]

2. Assurances

By signing this Agreement, the Parties certify that they comply with the Legal Terms and Conditions as described in Article II (Rev. 05/2014) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Non-discrimination Clause, Accessibility for Person with Disabilities and Drug-Free Workplace Certification.

This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and signed by duly authorized representatives of the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Agreement to be executed as of the day that both Parties have signed the Agreement.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: Integrative Impact
LLC

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: Nicole Sherman

Title: Business Operations/Fiscal Services

Title: Manager

Date: _____

Date: _____

81-1279311

Employer/Taxpayer Identification Number (EIN)

Board Approval Date: September 29, 2020



September 10, 2020

Steve Wright, Statewide Director, ICT-DM
 Rancho Santiago Community College District
 2323 N. Broadway
 Santa Ana, CA 92706-1640

Dear Steve,

Per our discussion about your needs for the upcoming fiscal year, I have included a proposal for my services as an independent contractor for 2020-2021 as follows:

Length of Contract:	July 1, 2020 – June 30, 2021
Services to be Performed:	<ul style="list-style-type: none"> • Attend team meetings and take & distribute minutes/meeting notes • Support Employer Engagement activities including registration and marketing of webinars, produce communications as needed • Sector communications support to include newsletters and social media posts • Website hosting, maintenance and updates <ul style="list-style-type: none"> ○ www.ictdmsector.org ○ www.cccnetlabsug.org ○ www.ent-edge.org • Maintain email lists/database • Produce sector collateral as appropriate, including LMI pieces
Compensation:	\$45,000 to be billed in quarterly installments, beginning in September 2020.

I look forward to working with you this coming year.

Sincerely,

Nicole Sherman
 Owner, Integrative Impact LLC

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: September 29, 2020
Re: Approval of Sub-Agreement between RSCCD and Stephen A. Wright, LLC for the Statewide Director Information Communications Technology (ICT)/Digital Media Grant	
Action: Request for Approval	

BACKGROUND

Rancho Santiago Community College District received a renewal grant for the 2020/21 Statewide Director – Information Communications Technology/Digital Media, Grant #20-158-001, from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division. RSCCD will support implementation of this statewide project to strengthen and develop the California Community Colleges’ information communications technology and digital media programs. This project will provide up-to-date and expert information on industry trends and workforce needs, serving to improve the connections between employers and colleges, and provide professional development and faculty lead projects to increase program capacity and alignment with industry workforce needs.

ANALYSIS

Stephen A. Wright, LLC, will continue to serve as the Statewide Director to implement the ICT/Digital Media Statewide Director project under the terms and conditions of sub-agreement # DO-20-2537-02 for this renewal grant-funded term. The enclosed sub-agreement outlines the terms and conditions as the Statewide Director to implement the project in accordance with the Budget presented in the Scope of Work (*Exhibit A*). The performance period of the sub-agreement is July 1, 2020 through June 30, 2021, and the sub-award amount of \$171,710.

The Project Administrator is Enrique Perez.

RECOMMENDATION

It is recommended that the Board approve the sub-agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into a related contractual agreement on behalf of the district.

Fiscal Impact: \$171,710 (grant-funded)	Board Date: September 29, 2020
Prepared by: Sarah Santoyo, Assistant Vice Chancellor of Educational Services	
Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Recommended by: Marvin Martinez, Chancellor	

**GRANT SUB-AGREEMENT BETWEEN
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
AND
*Stephen A Wright, LLC***

This grant sub-agreement (hereinafter “Agreement”) is entered into this 29th day of September 2020, between Rancho Santiago Community College District (hereinafter “RSCCD”) and the Stephen A. Wright, LLC (hereinafter “SUBCONTRACTOR”). RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was awarded the “Statewide Director – Information Communications Technology/Digital Media” Grant # 20-158-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office, Economic and Workforce Development Division, to implement a statewide project to develop California community colleges’ information communications technology and digital media programs to improve alignment with employers and industry and ensure students’ preparation for careers and continued study in these fields.

WHEREAS, RSCCD has the right to enter into agreements with outside entities for various services with the approval of the Board of Trustees; and

WHEREAS, SUBCONTRACTOR has agreed to participate in the purpose of the Grant according to the terms and conditions hereinafter set forth;

NOW, THEREFORE, the Parties hereby agree as follows:

ARTICLE I

1. Statement of Work

SUBCONTRACTOR will implement the Grant as described in the attached Statement of Work, Exhibit A – Fiscal Year 2020/21 Information Communications Technology/Digital Media Statewide Director Workplan. SUBCONTRACTOR agrees to comply with all provisions, to perform all work, and to provide all services set forth in this Agreement and the aforementioned Statement of Work in a professional, timely and diligent manner.

2. Period of Performance

The period of performance for this Agreement shall be from July 1, 2020, through June 30, 2021.

3. Total Cost

The total cost to RSCCD for performance of this Agreement shall not exceed \$171,710 USD.

4. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Budget presented in the Scope of Work (*Exhibit A*) submitted by the

SUBCONTRACTOR and approved by RSCCD, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

5. Payment

SUBCONTRACTOR will submit twelve (12) monthly invoices to receive payment for work performed. RSCCD shall make reimbursement payments as long as the total payments under this Agreement do not exceed the amount listed above under Article I.3. "Total Costs".

6. Invoices

SUBCONTRACTOR will submit invoices to receive payment for work performed for this Agreement. Invoices should include the Agreement number (refer to footer) and be submitted no more frequently than monthly, and, preferably, at least on a quarterly basis. Invoices should be submitted to the following address:

Rancho Santiago Community College District
ATTN: Sarah Santoyo, Assistant Vice Chancellor, Educational Services
2323 North Broadway, Suite 201
Santa Ana, CA 92706

7. Reporting

SUBCONTRACTOR will be responsible for completion and submission of project reports as required by the Grant Legal Terms and Conditions, and summarized below:

Quarterly Reports are due: 1st Quarter – October 25th; 2nd Quarter – January 25th; 3rd Quarter – April 25th; and 4th Quarter – July 25th.

Final Report is due August 31, 2021.

8. Expenditure of Grant Funds

SUBCONTRACTOR agrees to comply with all Grant requirements and that it is solely responsible for the appropriate expenditure of all Grant funds received and for any misappropriation or dis-allowment of Grant funds.

9. Time Extensions

RSCCD will not be requesting a time extension for program activities from the PRIME SPONSOR. As a result, SUBCONTRACTOR will not be granted an extension. Therefore, SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement. Under this Agreement, SUBCONTRACTOR will only be reimbursed for expenses that are incurred on or prior to **June 30, 2021**.

10. Independent Contractor

SUBCONTRACTOR agrees that the service provided hereunder are rendered in its capacity as an independent contractor and that it is not in any way an agent of RSCCD, nor shall its employees be entitled to any personnel benefits of RSCCD whatsoever.

11. Subcontract Assignment

Unless specifically noted in the Scope of Work (*Exhibit A*), none of the duties of, or work to be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written approval by RSCCD. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement.

SUBCONTRACTOR shall insure that all subcontracts for services and contracted staff are procured in a manner consistent with state SUBCONTRACTOR guidelines. SUBCONTRACTOR shall itemize all sub-contractor and contracted staff costs in the budget so it is clear how the funds will be allocated and spent by SUBCONTRACTOR. By entering into this Agreement SUBCONTRACTOR agrees that it is the direct provider of intended services. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all sub-contracts for services and contracted staff, and other agreements, as well as documentation indicating the approving authority's approval, that relate to this Agreement.

12. Record Keeping

SUBCONTRACTOR agrees to maintain project records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated.

13. Audit

SUBCONTRACTOR agrees that RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR 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, SUBCONTRACTOR agrees to include a similar right of RSCCD, the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to performance of this agreement.

14. Mutual Indemnification

Both parties to this Agreement shall agree to defend, indemnify, and hold harmless the other party, its officers, agents, employees, and volunteers, from and against all loss, cost, and expense arising out of any liability or claim of liability, sustained or claimed to have been sustained, arising out of activities, or the performance or nonperformance of obligations under this Agreement, of the indemnifying party, or those of any of its officers, agents, employees, or volunteers. The provisions of this Article do not apply to any damage or losses caused solely by the negligence of the non-indemnifying party or any of its agents or employees.

15. Termination

Either party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other party. Notice shall be deemed served on the date of mailing. Upon termination, or notice thereof, the parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

The obligations of RSCCD under this Agreement are contingent upon the availability of State funds, as applicable, for the reimbursement of SUBCONTRACTOR expenditures, and inclusion of sufficient funds for the services hereunder in the budget approved by the RSCCD Board of Trustees each fiscal year this Agreement remains in effect. In the event that such funding is terminated or reduced, RSCCD shall provide SUBCONTRACTOR with written notification of such determination.

16. Disputes

In the event of a dispute between the Parties, the aggrieved Party shall notify the other Party and provide a detailed description of the alleged problem. The Parties agree to use reasonable efforts to resolve such dispute by good faith negotiations and mutual agreement. In the event such informal resolution is not successful within a reasonable period of time, the Parties hereby agree that such dispute will be resolved in the manner specified below.

Except as otherwise provided in this Agreement, any dispute concerning any question arising under this Agreement shall be decided by RSCCD and/or the PRIME SPONSOR. In such a case, the decision shall be reduced to writing and a copy thereof shall be mailed or otherwise furnished to SUBCONTRACTOR. The decision shall be final and conclusive unless within thirty (30) calendar days from the mailing or delivery of such copy, RSCCD receives from SUBCONTRACTOR a written request to appeal said decision. Pending final decision of the appeal, SUBCONTRACTOR shall act in accordance with the written decision of RSCCD or the PRIME SPONSOR, whichever is the final arbiter of the dispute. The handling of non-criminal complaints, including discrimination complaints, and complaints and reports of criminal fraud, waste and abuse shall be as prescribed by the State of California, and/or the PRIME SPONSOR, whichever is applicable, in accordance with applicable provisions of the Code of Federal Regulations.

17. Notices

All notices, reports and correspondence between the Parties hereto respecting this Agreement shall be in writing and deposited in the United States Mail, postage prepaid, addressed as follows:

RSCCD: Enrique Perez, J.D., Project Administrator
Rancho Santiago Community College District
2323 North Broadway, Ste. 350
Santa Ana, CA 92706-1640
perez_enrique@rsccd.edu
(714) 480-7460

SUBCONTRACTOR: Stephen A Wright, LLC
Attn: Stephen A. Wright
1696 La Jolla Drive
Thousand Oaks, CA 91362
Steve@wrightca.com
(805) 231-8444

18. Amendments

This Agreement may be modified or revised at any time by the Parties as long as the amendment is made in writing and signed by an authorized official of both Parties.

ARTICLE II

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/2018 and Article II, Rev. 05/2014), as set forth and incorporated into this Agreement by reference. As the Grant is contingent upon the availability of funds, and is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

[NOTE: Articles I and II (Exhibit C) serve as a reference for the general Grant terms and conditions. The payment and reporting terms in the Articles pertain only to RSCCD. The payment terms and reporting requirements for the SUBCONTRACTOR are in this Agreement under Articles I.5. "Payment" and I.7. "Reporting".]

2. Assurances

By signing this Agreement, the Parties certify that they comply with the Legal Terms and Conditions as described in Article II (Rev. 5/2014) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Non-discrimination Clause, Accessibility for Person with Disabilities and Drug-Free Workplace Certification.

This Agreement represents the entire understanding between RSCCD and SUBCONTRACTOR with respect to the Grant. No change, modification, extension, termination or waiver of this Agreement, or any of the provisions herein contained, shall be valid unless made in writing and

signed by duly authorized representatives of the Parties hereto.

IN WITNESS WHEREOF, the Parties hereto certify that they have read and understand all the terms and conditions contained herein and have caused this Agreement to be executed as of the day that both Parties have signed the Agreement.

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

SUBCONTRACTOR: Stephen A Wright,
LLC

By: _____

By: _____

Name: Peter J. Hardash
Vice Chancellor

Name: Steven A. Wright

Title: Business Operations/Fiscal Services

Title: Manager

Date: _____

Date: _____

Board Approval Date: September 29, 2020

EIN/TIN: 81-2592903

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Budget Detail and Payment Provisions

Exhibit C: General Terms and Conditions

To access a copy of the exhibits, please [click here](#).

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: September 29, 2020
Re: Approval of Utilization of Food Vendors to Provide Meals to the Child Development Centers	
Action: Request for Approval	

BACKGROUND

RSCCD operates seven Child Development Centers (CDC) throughout the District. A requirement of the services provided to the children who range in age from six months to five years old, is to provide a healthy nutritionally compliant breakfast, lunch and snacks as determined by the grant guidelines of the California State Preschool Program (CSPP), Early Head Start (EHS), General Child Care (CCTR) and California Adult and Child Food Program (CACFP). In order to provide the required meals, multiple vendors must be utilized to meet compliance per the grants specifications.

ANALYSIS

The District has utilized several vendors, over the years, to provide the CDCs with the required meals. As the District prepares to open its CDCs for in-person care and education, it is time to initiate the procurement process for meals. After extensive research including California Multiple Award Schedules (CMAS), Foundation for California Community Colleges (FCCC), NASPO ValuePoint, and direct contact with K-12 districts and other community college districts, RSCCD was unable to locate cooperative contracts or piggybackable bids for use by the District's CDC for meals. The District has determined that the following companies meet the needs and requirements as outlined in the grants. As utilization of the vendors listed below may or may not exceed bid limit, the Purchasing Services department will go out to bid for food services for the CDCs in early 2021. The Board of Trustees is asked to approve the use of the following vendors for the period of September 15, 2020 through June 30, 2021. Once a bid has been awarded, the District will transition to bid pricing.

<u>Vendor</u>	<u>Type of Food</u>
Sysco	Canned food and perishables (fruits, vegetables, and proteins)
Clearbrook Dairy	Dairy and eggs

The services provided will be funded by the Fund 33- Child Development Services categorical budget.

RECOMMENDATION

It is recommended that the Board of Trustees approve the utilization of the above vendors to provide meals to the Child Development Centers, district-wide as presented.

Fiscal Impact:	Based on utilization	Board Date: September 29, 2020
Prepared by:	Janneth Linnell, Executive Director of Child Development Services and Linda Melendez, Director, Purchasing Services	
Submitted by:	Enrique Perez, J.D., Vice Chancellor, Educational Services	
Recommended by:	Marvin Martinez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: September 29, 2020
Re: Approval of Professional Services Agreement with Jennifer Walsvick	
Action: Request for Approval	

BACKGROUND

Best practices in the field of early childhood care and education call for programs to address the whole child, which includes the social emotional and mental health of the child and family. Subsequently, the Early Head Start program and the California State Preschool program include related compliance mandates within the grants' funding terms and conditions.

ANALYSIS

This professional services agreement will allow Jennifer Walsvick to provide supervision and coordination of field instruction to Master of Social Work Student Interns from local universities assigned to the child development centers/lab schools. Additionally, Ms. Walsvick will manage mental health services, mental health consultations, record keeping and documentation to ensure compliance with grants in the Child Development Services department. The period of performance is September 30, 2020 to June 30, 2021. The cost shall not exceed \$24,000.

RECOMMENDATION

It is recommended that the Board approve the professional services agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into related agreement on behalf of the district.

Fiscal Impact: \$24,000 (grant funded)	Board Date: September 29, 2020
Prepared by: Janneth Linnell, Executive Director of Child Development Services	
Submitted by: Enrique Perez, J.D., Vice Chancellor of Educational Services	
Recommended by: Marvin Martinez, Chancellor	



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is between Rancho Santiago Community College District (“District”), a California community college district and political subdivision of the State of California, with its principle place of business located at 2323 N. Broadway, Santa Ana, Ca 92706, on behalf of (Child Development Services and Jennifer Walsvick, LCSW, having its principal business address located at 12811 Dunas Road, Santa Ana, CA 92705 hereinafter called ("Contractor").

Contractor certifies that Contractor is a (check applicable):

Sole Proprietor Corporation Limited Liability Company Partnership Nonprofit Corporation

District and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

WHEREAS, District is authorized to contract with persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, administrative, or other related matters; and

WHEREAS, District is in need of such special services and advice; and

WHEREAS, Contractor represents that it is specially trained, experienced, properly certified/licensed and competent to perform the services required by the District, and such services are needed on a limited basis;

NOW, THEREFORE, in consideration of the Recitals and mutual covenants provided in this Contract, District and Contractor agree as follows:

Terms and Conditions

1. Contractor Scope of Work. Contractor agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by reference (collectively “Services”). Services authorized by District are limited to those specific services identified in **Exhibit A**, and Contractor agrees to undertake no other services for District under the auspices of this Contract, whether directly or indirectly, without the prior written consent of District. No changes to **Exhibit A** are authorized without the express written consent of District by an executed written addendum to this Contract signed by the Parties.

2. Term. The term of this Agreement shall commence upon the execution of this agreement by both parties or on September 30, 2020, whichever is later, and shall continue in full force and effect thereafter until and including June 30, 2021 (“Term”), unless this Agreement is terminated during the Term pursuant to this Agreement.

3. Early Termination. This Contract may be terminated as follows unless otherwise specified herein:
 - A. The District may, at any time, terminate this Agreement with or without cause by providing at least thirty (30) days written notice to Contractor prior to the requested termination date
 - B. District and Contractor may terminate this Contract at any time by their mutual written agreement.
 - C. Either party may terminate this Contract in the event of a material breach by the other party. To be effective, the party seeking termination must give to the other party written notice of the breach and its intent to terminate. If the breaching party does not entirely cure the breach within 15 days of the

date of the notice, then the non-breaching party may terminate this Contract at any time thereafter by giving a written notice of termination.

- D. Contractor Licensing, etc.: Notwithstanding any other provision herein, District may terminate this Contract immediately by written notice to Contractor upon denial, suspension, revocation, or non-renewal of any license, permit, certification, insurance, or certificate that Contractor must hold to provide services under this Contract or in the event of filing for bankruptcyTermination.
- E. In the event of early termination, District shall compensate Contractor only for work satisfactorily rendered to the date of termination. District shall not be liable for any direct, indirect, or consequential damages
- F. All finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the District and shall be promptly delivered to the District.
- G. If District terminates for cause, it shall be entitled to compensation from Contractor for all costs associated with addressing and rectifying Contractor’s noncompliance with this Agreement. Written notice by District shall be sufficient to stop further performance of Work by Contractor.

4. Payment.

- A. Amount of Compensation. District agrees to pay Contractor, as full consideration and compensation for Contractor’s performance of the Work under this Agreement, a total amount not to exceed Twenty-four thousand Dollars (\$24,000) (“Contract Amount”). Additional details are specified in **Exhibit A**.
- B. Expenses. Contractor shall furnish at its own expense all necessary overhead, administrative and support services, equipment, clerical personnel, facilities, communications and related facilities and personnel necessary to perform the Services. All fees and expenses for services of Contractor under this Contract, and District’s obligations to compensate Contractor for services, shall solely be governed by **Exhibit A**. Should Contractor incur additional or unanticipated expenses, District shall not be obligated to pay for, or reimburse, said expenses to the extent not included within the compensation specifications set forth in **Exhibit A**. District shall be entitled, at its sole and unrestricted discretion, to refuse to amend this Contract or to otherwise voluntarily pay such additional and unanticipated expenses
- C. Invoicing and Method of Payment. Unless otherwise specified in **Exhibit A**, Contractor shall submit to District detailed billing information regarding the Work provided for the billing period, not more than once per month, and, if applicable, District-authorized Expenses incurred during the billing period. All District-authorized Expenses shall be documented with original receipts and shall be pre-approved in writing by District, unless such expenses are specifically authorized by this Agreement. Invoices shall include the invoice date, date(s) of service(s), District’s Purchase Order number, and Contractor’s Taxpayer Identification Number. Invoices shall be paid on a “net 30-day basis” for Work satisfactorily rendered (as determined by the District) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by District.
- D. W-9: Contractor acknowledges and agrees that it must submit a completed “Request for Taxpayer Identification Number and Certification” (Form W-9) with this signed Contract and that the District will report payment information to the Internal Revenue Service under the name and TIN or SSN, whichever is applicable, provided by Contractor
- E. California State Tax Withholding for Nonresidents of California. It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the District is obligated to abide by California Franchise Tax Board (FTB) withholding requirements. The District is required to withhold from all payments or distributions of

California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the District receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). District will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor's California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall defend, indemnify and hold harmless the District against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help District comply with all tax requirements related to California nonresidents.

5. Independent Contractor. By its signature on this Contract, Contractor acknowledges and agrees that the Services to be performed under this Contract are those of an independent contractor, and that Contractor is solely responsible for the Services and any other work performed as a result of this Contract. Contractor represents and warrants that Contractor, its subcontractors, and their employees, and agents are not officers, agents, or employees of District. Contractor acknowledges and agrees any personnel performing the Services under this Contract shall at all times be under Contractor's exclusive direction and control, and that Contractor is solely responsible for payment of all compensation, wages, salaries, benefits, and other amounts due to such personnel. Contractor further acknowledges and agrees that Contractor shall be solely responsible for all federal, state, and local taxes and any and all fees applicable to any Services performed under this Contract, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

6. Use of Subcontractors. Contractor shall not delegate, by contract, agreement or otherwise, any services or tasks required under this Contract to any other person or entity without the express written permission of District by executed addendum. Consent to any subcontract may be withheld by District at its sole and unrestricted discretion. District shall not be obligated to pay for any services or work performed by an unauthorized person or entity. Contractor shall at all times during the term of this agreement remain fully and independently responsible and liable to District for the full and complete performance of the terms and conditions of this Contract. Contractor shall be responsible for ensuring that all subcontractors independently satisfy all of the requirements of Contractor under this Contract, including but not limited to the insurance and indemnification provisions of this Contract, unless otherwise agreed in writing by the District. Prior to performance of Services by any subcontractor, the subcontractor shall provide District with evidence of all insurance, certificates, forms, and licenses required by this Contract.

7. Trademark/Logo Use. Contractor must obtain written approval from the District to use the District's name and/or logos in any advertisements, promotions, press releases or other media. In the event such permission is extended, the District will furnish Contractor with camera-ready artwork for such use. District, at its sole discretion, may limit or otherwise place conditions on Contractor's use of District's name, and/or logos in which case such limitations shall be incorporated into this Agreement. Contractor shall not revise, change, or otherwise alter any material related to District's name and/or logo without written consent from District.

8. Ownership of Property. Contractor agrees that all work products created or developed for District by Contractor pursuant to this Contract are intended as "works made for hire" and shall be the exclusive property of the District. If any such work products contain Contractor's intellectual property that is or could be protected by federal copyright, patent, or trademark laws, Contractor hereby grants District a perpetual, royalty-free, fully-paid, non-exclusive, and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, and

use or re-use, in whole or in part, and to authorize others to do so, all such work products. District claims no right to any pre-existing work product of Contractor provided to District by Contractor in the performance of this Contract, except to copy, use, or re-use any such work product for District use only.

9. Indemnification/Hold Harmless.

- a. To the fullest extent allowed by law, Contractor shall defend, indemnify and hold District, its officials, trustees, officers, agents, employees, volunteers, and representatives (“Indemnitees”) free and harmless from any and all claims, demands, negligence (including the active or passive negligence of Indemnitees as allowed by law), causes of action, costs, expenses, liabilities, losses, damages or injuries, fines, penalties in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death, (collectively “Loss”) to the extent arising out of or incident to: 1) Contractor or any subcontractor’s failure to fully comply with or breach of any of the terms and conditions of this Contract, or 2) any acts, omissions, negligence or willful misconduct of Contractor, any subcontractor, and their officials, officers, employees, and agents arising out of or in connection with the performance of Services or otherwise arising from this Contract (“Indemnification”).
- b. Contractor’s Indemnification includes, but is not limited to, the payment of all damages and attorney’s fees, fines, penalties and other related costs and expenses. The only limitations on this provision shall be those imposed by Civil Code § 2782, as may be applicable, or other applicable provisions of law.
- c. Contractor’s defense obligations (with counsel approved by District), shall arise immediately upon tender of any of the Indemnitees, and the defense shall be paid at Contractor’s own cost, expense and risk, for any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against any of the Indemnitees, notwithstanding whether liability is, can be or has yet been established.

10. Insurance Requirements. Contractor (and all subcontractors) agrees to maintain, in full force and effect, at Contractor's expense, the following insurance coverage from an admitted carrier in the State of California with an AM Best Rating of A-VII or higher:

- a. Commercial General Liability insurance, with limits of not less than One Million Dollars (\$1,000,000) per occurrence / Two Million Dollars (\$2,000,000) aggregate and must include coverage for property damage, bodily injury, personal & advertising injury, products and completed operations, liability assumed under an insured Contract (including tort of another assumed in a business contract), and independent contractor’s liability, written on an "occurrence" form;
- b. Business Automobile Liability covering all owned, non-owned and hired vehicles with combined single limit for bodily injury and/or property damage of not less than One Million Dollars (\$1,000,000). (Business Auto Liability is required when a vendor is operating a vehicle on District premises for other than commute purposes or the vehicle is an integral part of their services).
- c. Workers' Compensation insurance. This coverage is required unless Contractor provides written verification it has no employees. Coverage must be at least as broad as that which is required by the State of California, with Statutory Limits. Contractor must also maintain Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. as required by statutory insurance requirement of the State of California;

Other Insurance Requirements

- Contractor agrees to name District, District's Board of Trustees, its officers, agents, and employees as Additional Insured under its policy (ies).
- The Certificate(s) of Insurance shall provide thirty (30) days prior written notice of cancellation.
- Contractor's Insurance to be Primary. Any insurance or self-insurance maintained by the District, its board of trustees, officials, employees, volunteers, and agents shall be excess of the Contractor's insurance and shall not contribute with it.
- Contractor shall deliver Certificate(s) of Insurance and Additional Insured Endorsement(s) evidencing the required coverages to the District, which shall be subject to the District's approval for adequacy of protection. All certificates must be delivered before Work is to commence. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them.
- Waiver of Subrogation. Contractor hereby grants to District, its board of trustees, employees, volunteers, and agents a waiver of any right to subrogation which any insurer of said Contractor may acquire against the District, its board of trustees, officials, employees, volunteers, and agents by virtue of the payment of any loss under such insurance. Contractor shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District, its board of trustees, officials, employees, volunteers, and agents have received a waiver of subrogation endorsement from the insurer.
- An Umbrella Liability policy (or Excess Liability) may be used to provide additional Commercial General Liability, Automobile Liability, and Employers' Liability limits to meet District's minimum coverage requirements provided all requirements set forth herein are fully satisfied with respect to such policy.
- If Contractor maintains broader coverage and/or higher limits than the minimums required herein, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor.

11. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the District.

12. Compliance with Applicable Laws. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, equipment and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

13. Permits/Licenses. Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of Work pursuant to this Agreement.

14. Professional Practices. All Work provided pursuant to this Agreement shall be provide in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professionals in similar fields and circumstances in accordance with sound professional practices.

15. Confidentiality. Under the terms of this Contract, Contractor may receive or obtain access to student data, pupil records, or other information that is privileged, confidential, not publically available, which is covered by federal or state privacy laws, rules, and regulations, or which is otherwise considered confidential and protected from disclosure by the policies and procedures of District ("Confidential Information"). Contractor understands and agrees that all Confidential Information shall be preserved and protected as privileged or confidential, that

Confidential Information shall be held strictly in accordance with the District's policies and procedures, that Confidential Information shall be preserved and held in compliance with all applicable state or federal laws, rules, or regulations, and that Confidential Information shall not be shared with any third party without the expressed written authorization of District. If Contractor is a provider of digital education services (i.e. an operator of an internet web site, online service, online application, or mobile application, a provider of digital education software, etc.), at any time upon the request of District, Contractor shall enter into a separate California Student Data Privacy Agreement with District. Once signed by both parties. If executed the California Student Data Privacy Agreement shall become incorporated herein. IF CONTRACTOR BECOMES AWARE OF A POSSIBLE UNAUTHORIZED RELEASE OR DISCLOSURE OF CONFIDENTIAL INFORMATION, CONTRACTOR SHALL IMMEDIATELY NOTIFY DISTRICT.

16. Entire Agreement/Amendment. When signed by both Parties, this Contract (and any attached exhibits) is their final and entire agreement. As their final and entire expression, this Contract supersedes all prior and contemporaneous oral or written communications between the Parties, their agents, and representatives. There are no representations, promises, terms, conditions, or obligations other than those contained herein.

17. Non-Discrimination. Contractor represents that it is an equal opportunity employer and acknowledges that it shall not subject any person to unlawful discrimination based on race, color, gender, age, religion, national origin, U.S. military veteran status, marital status, sexual orientation, disability, or political affiliation in programs, activities, services, benefits, or employment in connection with this Contract. Contractor agrees not to discriminate on any of these bases in its employment or personnel policies, including but not limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

18. Non-Waiver. The failure of District or Contractor to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that Party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

19. Notice. All notices or demands to be given under this Agreement by either Party to the other Party shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by certified or registered mail, return receipt requested, with postage prepaid. Service shall be considered given when received, if personally served, or, if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either Party may be changed by written notice given in accordance with the notice provisions of this Section. At the date of this Agreement:

District: Rancho Santiago Community College District
Attn: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services
2323 N. Broadway
Santa Ana, Ca 92706

With a copy to: (District Department Responsible for Contract)
Janneth Linnell, Executive Director, Child Development Svc
Professional Services Agreement (CSPP)
2323 N Broadway, Suite 245
Santa Ana, CA 92706

Contractor: Jennifer Walsvick
12811 Dunas Road
Santa Ana, CA 92705

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

20. Severability. If any term, condition or 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, and shall not be affected, impaired or invalidated in any way.

21. Exhibits. All exhibits referenced herein and attached hereto shall be deemed incorporated into and made a part of this Agreement by each reference as though fully set forth in each instance in the text hereof.

22. Interpretation. In interpreting this Agreement, it shall be deemed to have been prepared by the Parties jointly, and no ambiguity shall be resolved against District on the premise that it or its attorneys were responsible for drafting this Agreement or any provision hereof. The captions or heading set forth in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any Sections or other provisions of this Agreement. Any reference in this Agreement to a Section, unless specified otherwise, shall be a reference to a Section of this Agreement.

23. Conflict of Interest. Contractor hereby represents, warrants and covenants that (i) at the time of execution of this Agreement, Contractor has no interest and shall not acquire any interest in the future, whether direct or indirect, which would conflict in any manner or degree with the performance of Work under this Agreement; (ii) Contractor has no business or financial interests which are in conflict with Contractor's obligations to District under this Agreement; and (iii) Contractor shall not employ in the performance of Work under this Agreement any person or entity having any such interests.

24. Governing Law. The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Orange County, California.

25. Time is of the Essence. Time is of the essence and Contractor shall perform the services required by this Agreement in an expeditious and timely manner so as not to unreasonably delay the purpose of this Agreement.

26. Accessibility of Information Technology. Contractor hereby warrants that the Work to be provided under this Agreement complies with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C §794d), and its implementing regulations set forth at Title 36, Code of Federal Regulations, Part 1194. Contractor agrees to promptly respond to and resolve any complaint regarding accessibility of its products brought to its attention. Contractor further agrees to indemnify and hold harmless District from any claim arising out of its failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a breach and be grounds for termination of this Agreement.

27. Force Majeure. Neither party shall be responsible for delays or failure in performance resulting from acts beyond the control of such parties. Such acts shall include, but not be limited to, Acts of God, labor disputes, civil disruptions, acts of war, epidemics, fire, electrical power outages, earthquakes or other natural disasters.

28. Failure to Perform. As used in this Contract, "failure to perform" means failure, for whatever reason, to deliver goods and/or perform work as specified and scheduled in this Contract. If Contractor fails to perform under this Contract, then District, after giving seven days' written notice and opportunity to cure to Contractor, has the right to complete the work itself, to obtain the contracted goods and/or services from other contractors, or a combination thereof, as necessary to complete the work. Both Parties agree that Contractor shall bear any reasonable cost difference, as measured against any unpaid balance due Contractor,

for these substitute goods or services.

29. Dispute Resolution.

Negotiation. Any dispute that Contractor may have regarding the performance of this Contract, including, but not limited to, claims for additional compensation, shall be submitted to District within 30 days of its occurrence. District and Contractor shall attempt to negotiate a resolution of such dispute and process an amendment to this Contract to implement the terms of such resolution.

Mediation. If a dispute arises out of or relates to this Contract, or the breach thereof, and if said dispute cannot be resolved through direct discussions, the Parties agree to first endeavor to resolve the dispute in an amicable manner by non-binding mediation under the applicable rules of the Judicial Arbitration and Mediation Service (JAMS), or other similar organization mutually selected by the Parties. If any unresolved controversy or claim arising out of or relating to this Contract, or breach thereof, remains after mediation, the matter shall be determined in a court of law of proper jurisdiction in the District's place of venue.

If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of the mediated settlement. Each party agrees to bear an equal quota of the expenses of the mediator.

A party that refuses to participate in mediation or refuses to participate in the selection of a mediator cannot file a legal action. The non-refusing party shall be permitted to file a legal action immediately upon the other party's refusal to participate in mediation or the selection of a mediator.

30. Amendments. This Agreement may be amended only by written instrument signed by both District and Contractor which writing shall state expressly that it is intended by the parties to amend the terms and conditions of this Agreement.

31. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original but all of which together shall constitute one and the same agreement. Any such counterpart containing an electronic, digital or facsimile signature shall be deemed an original. Execution of this agreement, signifies the parties' mutual consent to conduct transactions electronically. Pursuant to the California Uniform Electronic Transactions Act ("UETA") (Cal. Civ. Code § 1633.1 et seq.) and California Government Code 16.5, the District reserves the right to conduct business electronically, unless otherwise communicated by the District to stop such electronic transactions, including without limitation to the use of electronic or digital signatures.

32. Certification Regarding Debarment, Suspension or Other Ineligibility. (Applicable to all agreements funded in part or whole with federal funds).

1. By executing this contractual instrument, Contractor certifies to the best of its knowledge and belief that it and its principals:
 - 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - 2) Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: (a) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) or private transaction or contract; (b) Violation of Federal or State antitrust statutes; (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction

of justice; or (d) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects Contractor's present responsibility

- 33. Gift Ban Policy. The District has a Gift Ban Policy ([BP 3821](#)) that states that no person who is doing business with or soliciting business from the District shall make any gift to any designated employee who, by virtue of his District employment, could make a governmental decision, participate in making a governmental decision, or use his or her official position to influence a governmental decision regarding the pending business of the donor, or who has done any of the above during the twelve (12) months preceding the donation. It is Contractor's responsibility to be aware of this policy and to comply with this policy. The complete policy can be found on the District's [website](#).
- 34. Authority to Execute. The individual executing this Agreement on behalf of the Contractor is duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of this Agreement

IN WITNESS WHEREOF, Parties hereby agree.

Rancho Santiago Community College District

BY: _____
Signature of Authorized Person

Print Name: Peter J. Hardash

Print Title: Vice Chancellor, Business Operations/Fiscal Services

Date: _____

CONTRACTOR

BY: _____
Signature of Authorized Person

Print Name: __

Print Title: __

Date: _____

Exhibit A

Scope of Work and Detailed Schedule of Payment.

The Work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof.

To provide supervision and field instruction to Master of Social Work Students Interns assigned to RSCCD Child Development Services. Additionally, provide mental health consulting services, coordination, record keeping and documentation to ensure compliance with grants in the Child Development Services department.

The work will include but not be limited to:

- *Providing weekly meetings with the student interns

- *Providing supervised support and guidance on the child development site regarding child/family referrals and services

- *Ensuring that communication with Professors are handled in a timely and efficient manner and reports/evaluations are completed for student interns

- *Ensuring that the provision of quality Family Services are maintained through intern training, evaluation, and guidance in conjunction with the CDS Executive Director

- *Providing supervised support and guidance on the administration and monitoring of the ASQ assessment tool to all families. Also, will create and maintain a referral process for any additional services as needed based on the outcomes of the ASQ assessment tool.

This work will begin on September 30, 2020 and continue through June 30, 2021 at the rate of \$50 an hour.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To: Board of Trustees	Date: September, 29, 2020
Re: Approval of Professional Services Agreement with 25 th Hour Communications, Inc. for Public Relations and Marketing Support Services	
Action: Request for Approval	

BACKGROUND

25th Hour Communications, Inc. is a comprehensive marketing and communications agency with expertise in higher education and, in particular, in California community colleges. The Board of Trustees approved an agreement with 25th Hour Communications, Inc. at the May 11, 2020 meeting to assist the Rancho Santiago Community College District with summer and fall digital advertising campaigns ([link](#)).

The attached agreement is for services that include but not limited to:

1. Public Relations and Marketing Support Services
2. Graphic Design Services
3. Digital Media Buying, Placement, & Tracking.

ANALYSIS

This agreement supports continued public relations, marketing with on-call digital advertising services as needed for the fall 2020 semester, intersession, spring and summer of 2021 from October 1, 2020 through June 30, 2021. The agreement shall not exceed \$58,500.

This agreement is funded by the Educational Services Division through earned indirect funds.

RECOMMENDATION

It is recommended that the Board approve this professional services agreement and that the Vice Chancellor, Business Operations/Fiscal Services or his designee be authorized to sign and enter into related agreement on behalf of the district.

Fiscal Impact:	\$58,500.00	Board Date:	September 29, 2020
Prepared by:	Ruth Cossio-Muniz, Executive Director, DMC/Director, OC SBDC		
Submitted by:	Enrique Perez, J.D., Vice Chancellor, Educational Services		
Recommended by:	Marvin Martinez, Chancellor		



RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
PROFESSIONAL SERVICES AGREEMENT

This Professional Services Agreement (“Agreement”) is between Rancho Santiago Community College District (“District”), a California community college district and political subdivision of the State of California, with its principle place of business located at 2323 N. Broadway, Santa Ana, Ca 92706, on behalf of the Educational Services Division and 25th Hour Communications, Inc., having its principal business address located at 4756 Mallard Ct., Paso Robles, CA 93446 hereinafter called ("Contractor").

Contractor certifies that Contractor is a (check applicable):

Sole Proprietor Corporation Limited Liability Company Partnership Nonprofit Corporation

District and Contractor are also referred to collectively as the “Parties” and individually as “Party.”

WHEREAS, District is authorized to contract with persons for the furnishing of special services and advice in financial, economic, accounting, engineering, legal, administrative, or other related matters; and

WHEREAS, District is in need of such special services and advice; and

WHEREAS, Contractor represents that it is specially trained, experienced, properly certified/licensed and competent to perform the services required by the District, and such services are needed on a limited basis;

NOW, THEREFORE, in consideration of the Recitals and mutual covenants provided in this Contract, District and Contractor agree as follows:

Terms and Conditions

1. Contractor Scope of Work. Contractor agrees to furnish all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply professional services, as more particularly described in **Exhibit A**, attached hereto and incorporated herein by reference (collectively “Services”). Services authorized by District are limited to those specific services identified in **Exhibit A**, and Contractor agrees to undertake no other services for District under the auspices of this Contract, whether directly or indirectly, without the prior written consent of District. No changes to **Exhibit A** are authorized without the express written consent of District by an executed written addendum to this Contract signed by the Parties.
2. Term. The term of this Agreement shall commence upon the execution of this agreement by both parties or on October 1, 2020, whichever is later, and shall continue in full force and effect thereafter until and including June 30, 2021 (“Term”), unless this Agreement is terminated during the Term pursuant to this Agreement.
3. Early Termination. This Contract may be terminated as follows unless otherwise specified herein:
 - A. The District may, at any time, terminate this Agreement with or without cause by providing at least thirty (30) days written notice to Contractor prior to the requested termination date
 - B. District and Contractor may terminate this Contract at any time by their mutual written agreement.
 - C. Either party may terminate this Contract in the event of a material breach by the other party. To be effective, the party seeking termination must give to the other party written notice of the breach and its intent to terminate. If the breaching party does not entirely cure the breach within 15 days of the

date of the notice, then the non-breaching party may terminate this Contract at any time thereafter by giving a written notice of termination.

- D. Contractor Licensing, etc.: Notwithstanding any other provision herein, District may terminate this Contract immediately by written notice to Contractor upon denial, suspension, revocation, or non-renewal of any license, permit, certification, insurance, or certificate that Contractor must hold to provide services under this Contract or in the event of filing for bankruptcyTermination.
- E. In the event of early termination, District shall compensate Contractor only for work satisfactorily rendered to the date of termination. District shall not be liable for any direct, indirect, or consequential damages
- F. All finished or unfinished documents, data, studies, maps, photographs, reports, and materials (hereafter referred to as materials) prepared by Contractor under this Agreement shall become the property of the District and shall be promptly delivered to the District.
- G. If District terminates for cause, it shall be entitled to compensation from Contractor for all costs associated with addressing and rectifying Contractor's noncompliance with this Agreement. Written notice by District shall be sufficient to stop further performance of Work by Contractor.

4. Payment.

- A. Amount of Compensation. District agrees to pay Contractor, as full consideration and compensation for Contractor's performance of the Work under this Agreement, a total amount not to exceed fifty-eight thousand, five hundred Dollars (\$58,500.00) ("Contract Amount"). Additional details are specified in **Exhibit A**.
- B. Expenses. Contractor shall furnish at its own expense all necessary overhead, administrative and support services, equipment, clerical personnel, facilities, communications and related facilities and personnel necessary to perform the Services. All fees and expenses for services of Contractor under this Contract, and District's obligations to compensate Contractor for services, shall solely be governed by **Exhibit A**. Should Contractor incur additional or unanticipated expenses, District shall not be obligated to pay for, or reimburse, said expenses to the extent not included within the compensation specifications set forth in **Exhibit A**. District shall be entitled, at its sole and unrestricted discretion, to refuse to amend this Contract or to otherwise voluntarily pay such additional and unanticipated expenses
- C. Invoicing and Method of Payment. Unless otherwise specified in **Exhibit A**, Contractor shall submit to District detailed billing information regarding the Work provided for the billing period, not more than once per month, and, if applicable, District-authorized Expenses incurred during the billing period. All District-authorized Expenses shall be documented with original receipts and shall be pre-approved in writing by District, unless such expenses are specifically authorized by this Agreement. Invoices shall include the invoice date, date(s) of service(s), District's Purchase Order number, and Contractor's Taxpayer Identification Number. Invoices shall be paid on a "net 30-day basis" for Work satisfactorily rendered (as determined by the District) pursuant to this Agreement. An invoice cannot be paid unless this Agreement has been signed by Contractor and has been properly executed by District.
- D. W-9: Contractor acknowledges and agrees that it must submit a completed "Request for Taxpayer Identification Number and Certification" (Form W-9) with this signed Contract and that the District will report payment information to the Internal Revenue Service under the name and TIN or SSN, whichever is applicable, provided by Contractor
- E. California State Tax Withholding for Nonresidents of California. It is mutually understood that if Contractor is a Nonresident of California, which may include California Nonresidents, corporations, limited liability companies, non-profits, and partnerships that do not have a permanent place of business in the State of California, the District is obligated to abide by California Franchise Tax Board (FTB)

withholding requirements. The District is required to withhold from all payments or distributions of California source income made to a Nonresident when payments or distributions are greater than One Thousand Five Hundred Dollars (\$1,500) for the calendar year unless the District receives authorization for a waiver or a reduced withholding rate from the Franchise Tax Board. As of January 1, 2008, the standard withholding amount for all payments to Nonresident California Contractors is Seven Percent (7%). District will deduct the amount ordered by the State of California from the payment hereunder and will pay such amount directly to the Contractor's California State Income Tax Account, settlement of which must be made by Contractor directly with the State of California through Withholding Coordinator, Franchise Tax Board, PO Box 651, Sacramento, California, 95812-0651; telephone (916) 845-6262. Completion and submission of the appropriate form shall be the obligation of the Nonresident Contractor and Contractor shall defend, indemnify and hold harmless the District against any loss, expense, or liability arising out of Contractor's acts or omissions with respect to this nonresident requirement. Contractor shall provide all necessary documentation and information to help District comply with all tax requirements related to California nonresidents.

5. Independent Contractor. By its signature on this Contract, Contractor acknowledges and agrees that the Services to be performed under this Contract are those of an independent contractor, and that Contractor is solely responsible for the Services and any other work performed as a result of this Contract. Contractor represents and warrants that Contractor, its subcontractors, and their employees, and agents are not officers, agents, or employees of District. Contractor acknowledges and agrees any personnel performing the Services under this Contract shall at all times be under Contractor's exclusive direction and control, and that Contractor is solely responsible for payment of all compensation, wages, salaries, benefits, and other amounts due to such personnel. Contractor further acknowledges and agrees that Contractor shall be solely responsible for all federal, state, and local taxes and any and all fees applicable to any Services performed under this Contract, including, but not limited to, social security taxes, income tax withholding, unemployment insurance, and workers' compensation insurance.

6. Use of Subcontractors. Contractor shall not delegate, by contract, agreement or otherwise, any services or tasks required under this Contract to any other person or entity without the express written permission of District by executed addendum. Consent to any subcontract may be withheld by District at its sole and unrestricted discretion. District shall not be obligated to pay for any services or work performed by an unauthorized person or entity. Contractor shall at all times during the term of this agreement remain fully and independently responsible and liable to District for the full and complete performance of the terms and conditions of this Contract. Contractor shall be responsible for ensuring that all subcontractors independently satisfy all of the requirements of Contractor under this Contract, including but not limited to the insurance and indemnification provisions of this Contract, unless otherwise agreed in writing by the District. Prior to performance of Services by any subcontractor, the subcontractor shall provide District with evidence of all insurance, certificates, forms, and licenses required by this Contract.

7. Trademark/Logo Use. Contractor must obtain written approval from the District to use the District's name and/or logos in any advertisements, promotions, press releases or other media. In the event such permission is extended, the District will furnish Contractor with camera-ready artwork for such use. District, at its sole discretion, may limit or otherwise place conditions on Contractor's use of District's name, and/or logos in which case such limitations shall be incorporated into this Agreement. Contractor shall not revise, change, or otherwise alter any material related to District's name and/or logo without written consent from District.

8. Ownership of Property. Contractor agrees that all work products created or developed for District by Contractor pursuant to this Contract are intended as "works made for hire" and shall be the exclusive property of the District. If any such work products contain Contractor's intellectual property that is or could be protected by federal copyright, patent, or trademark laws, Contractor hereby grants District a perpetual, royalty-free,

fully-paid, non-exclusive, and irrevocable license to copy, reproduce, deliver, publish, perform, dispose of, and use or re-use, in whole or in part, and to authorize others to do so, all such work products. District claims no right to any pre-existing work product of Contractor provided to District by Contractor in the performance of this Contract, except to copy, use, or re-use any such work product for District use only.

9. Indemnification/Hold Harmless.

- a. To the fullest extent allowed by law, Contractor shall defend, indemnify and hold District, its officials, trustees, officers, agents, employees, volunteers, and representatives (“Indemnitees”) free and harmless from any and all claims, demands, negligence (including the active or passive negligence of Indemnitees as allowed by law), causes of action, costs, expenses, liabilities, losses, damages or injuries, fines, penalties in law or equity, regardless of whether the allegations are false, fraudulent, or groundless, to property or persons, including wrongful death, (collectively “Loss”) to the extent arising out of or incident to: 1) Contractor or any subcontractor’s failure to fully comply with or breach of any of the terms and conditions of this Contract, or 2) any acts, omissions, negligence or willful misconduct of Contractor, any subcontractor, and their officials, officers, employees, and agents arising out of or in connection with the performance of Services or otherwise arising from this Contract (“Indemnification”).
- b. Contractor’s Indemnification includes, but is not limited to, the payment of all damages and attorney’s fees, fines, penalties and other related costs and expenses. The only limitations on this provision shall be those imposed by Civil Code § 2782, as may be applicable, or other applicable provisions of law.
- c. Contractor’s defense obligations (with counsel approved by District), shall arise immediately upon tender of any of the Indemnitees, and the defense shall be paid at Contractor’s own cost, expense and risk, for any and all such aforesaid suits, actions or other legal proceedings of every kind that may be brought or instituted against any of the Indemnitees, notwithstanding whether liability is, can be or has yet been established.

10. Insurance Requirements. Contractor (and all subcontractors) agrees to maintain, in full force and effect, at Contractor's expense, the following insurance coverage from an admitted carrier in the State of California with an AM Best Rating of A-VII or higher:

- a. Commercial General Liability insurance, with limits of not less than One Million Dollars (\$1,000,000) per occurrence / Two Million Dollars (\$2,000,000) aggregate and must include coverage for property damage, bodily injury, personal & advertising injury, products and completed operations, liability assumed under an insured Contract (including tort of another assumed in a business contract), and independent contractor’s liability, written on an "occurrence" form;
- b. Business Automobile Liability covering all owned, non-owned and hired vehicles with combined single limit for bodily injury and/or property damage of not less than One Million Dollars (\$1,000,000). (Business Auto Liability is required when a vendor is operating a vehicle on District premises for other than commute purposes or the vehicle is an integral part of their services).
- c. Workers' Compensation insurance. This coverage is required unless Contractor provides written verification it has no employees. Coverage must be at least as broad as that which is required by the State of California, with Statutory Limits. Contractor must also maintain Employer’s Liability Insurance with limit of no less than \$1,000,000 per accident for bodily injury or disease. as required by statutory insurance requirement of the State of California;

Other Insurance Requirements

- Contractor agrees to name District, District's Board of Trustees, its officers, agents, and employees as Additional Insured under its policy (ies).
- The Certificate(s) of Insurance shall provide thirty (30) days prior written notice of cancellation.
- Contractor's Insurance to be Primary. Any insurance or self-insurance maintained by the District, its board of trustees, officials, employees, volunteers, and agents shall be excess of the Contractor's insurance and shall not contribute with it.
- Contractor shall deliver Certificate(s) of Insurance and Additional Insured Endorsement(s) evidencing the required coverages to the District, which shall be subject to the District's approval for adequacy of protection. All certificates must be delivered before Work is to commence. However, failure to obtain the required documents prior to the work beginning shall not waive the Contractor's obligation to provide them.
- Waiver of Subrogation. Contractor hereby grants to District, its board of trustees, employees, volunteers, and agents a waiver of any right to subrogation which any insurer of said Contractor may acquire against the District, its board of trustees, officials, employees, volunteers, and agents by virtue of the payment of any loss under such insurance. Contractor shall obtain any endorsement that may be necessary to affect this waiver of subrogation, but this provision applies regardless of whether or not the District, its board of trustees, officials, employees, volunteers, and agents have received a waiver of subrogation endorsement from the insurer.
- An Umbrella Liability policy (or Excess Liability) may be used to provide additional Commercial General Liability, Automobile Liability, and Employers' Liability limits to meet District's minimum coverage requirements provided all requirements set forth herein are fully satisfied with respect to such policy.
- If Contractor maintains broader coverage and/or higher limits than the minimums required herein, the District requires and shall be entitled to the broader coverage and/or higher limits maintained by the Contractor.

11. Assignment. The obligations of the Contractor pursuant to this Agreement shall not be assigned by the Contractor without the express, written approval of the District.

12. Compliance with Applicable Laws. Contractor agrees to comply with all federal, state and local laws, rules, regulations and ordinances that are now or may in the future become applicable to Contractor, Contractor's business, equipment and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

13. Permits/Licenses. Contractor and all Contractor's employees or agents shall secure and maintain in force such permits and licenses as are required by law in connection with the furnishing of Work pursuant to this Agreement.

14. Professional Practices. All Work provided pursuant to this Agreement shall be provide in a manner consistent with the standards of care, diligence and skill ordinarily exercised by professionals in similar fields and circumstances in accordance with sound professional practices.

15. Confidentiality. Under the terms of this Contract, Contractor may receive or obtain access to student data, pupil records, or other information that is privileged, confidential, not publically available, which is covered by federal or state privacy laws, rules, and regulations, or which is otherwise considered confidential and protected from disclosure by the policies and procedures of District ("Confidential Information"). Contractor understands

and agrees that all Confidential Information shall be preserved and protected as privileged or confidential, that Confidential Information shall be held strictly in accordance with the District's policies and procedures, that Confidential Information shall be preserved and held in compliance with all applicable state or federal laws, rules, or regulations, and that Confidential Information shall not be shared with any third party without the expressed written authorization of District. If Contractor is a provider of digital education services (i.e. an operator of an internet web site, online service, online application, or mobile application, a provider of digital education software, etc.), at any time upon the request of District, Contractor shall enter into a separate California Student Data Privacy Agreement with District. Once signed by both parties. If executed the California Student Data Privacy Agreement shall become incorporated herein. IF CONTRACTOR BECOMES AWARE OF A POSSIBLE UNAUTHORIZED RELEASE OR DISCLOSURE OF CONFIDENTIAL INFORMATION, CONTRACTOR SHALL IMMEDIATELY NOTIFY DISTRICT.

16. Entire Agreement/Amendment. When signed by both Parties, this Contract (and any attached exhibits) is their final and entire agreement. As their final and entire expression, this Contract supersedes all prior and contemporaneous oral or written communications between the Parties, their agents, and representatives. There are no representations, promises, terms, conditions, or obligations other than those contained herein.

17. Non-Discrimination. Contractor represents that it is an equal opportunity employer and acknowledges that it shall not subject any person to unlawful discrimination based on race, color, gender, age, religion, national origin, U.S. military veteran status, marital status, sexual orientation, disability, or political affiliation in programs, activities, services, benefits, or employment in connection with this Contract. Contractor agrees not to discriminate on any of these bases in its employment or personnel policies, including but not limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination.

18. Non-Waiver. The failure of District or Contractor to seek redress for violation of, or to insist upon, the strict performance of any term or condition of this Agreement, shall not be deemed a waiver by that Party of such term or condition, or prevent a subsequent similar act from again constituting a violation of such term or condition.

19. Notice. All notices or demands to be given under this Agreement by either Party to the other Party shall be in writing and given either by: (a) personal service or (b) by U.S. Mail, mailed either by certified or registered mail, return receipt requested, with postage prepaid. Service shall be considered given when received, if personally served, or, if mailed, on the third day after deposit in any U.S. Post Office. The address to which notices or demands may be given by either Party may be changed by written notice given in accordance with the notice provisions of this Section. At the date of this Agreement:

District: Rancho Santiago Community College District
Attn: Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services
2323 N. Broadway
Santa Ana, Ca 92706

With a copy to: (District Department Responsible for Contract)
Enrique Perez, J.D.
Vice Chancellor, Educational Services
2323 N. Broadway, Ste. 302
Santa Ana, CA 92706

Contractor: Trish Lamantia
4756 Mallard Ct.
Paso Robles, CA 93446

A Party may change its/his/her designated representative and/or address for the purpose of receiving notices and communications under this Agreement by notifying the other Party of the change in writing and in the manner described in this Section.

20. Severability. If any term, condition or 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, and shall not be affected, impaired or invalidated in any way.

21. Exhibits. All exhibits referenced herein and attached hereto shall be deemed incorporated into and made a part of this Agreement by each reference as though fully set forth in each instance in the text hereof.

22. Interpretation. In interpreting this Agreement, it shall be deemed to have been prepared by the Parties jointly, and no ambiguity shall be resolved against District on the premise that it or its attorneys were responsible for drafting this Agreement or any provision hereof. The captions or heading set forth in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any Sections or other provisions of this Agreement. Any reference in this Agreement to a Section, unless specified otherwise, shall be a reference to a Section of this Agreement.

23. Conflict of Interest. Contractor hereby represents, warrants and covenants that (i) at the time of execution of this Agreement, Contractor has no interest and shall not acquire any interest in the future, whether direct or indirect, which would conflict in any manner or degree with the performance of Work under this Agreement; (ii) Contractor has no business or financial interests which are in conflict with Contractor's obligations to District under this Agreement; and (iii) Contractor shall not employ in the performance of Work under this Agreement any person or entity having any such interests.

24. Governing Law. The terms and conditions of this Agreement shall be governed by the laws of the State of California with venue in Orange County, California.

25. Time is of the Essence. Time is of the essence and Contractor shall perform the services required by this Agreement in an expeditious and timely manner so as not to unreasonably delay the purpose of this Agreement.

26. Accessibility of Information Technology. Contractor hereby warrants that the Work to be provided under this Agreement complies with the accessibility requirements of Section 508 of the Rehabilitation Act of 1973, as amended (29 U.S.C §794d), and its implementing regulations set forth at Title 36, Code of Federal Regulations, Part 1194. Contractor agrees to promptly respond to and resolve any complaint regarding accessibility of its products brought to its attention. Contractor further agrees to indemnify and hold harmless District from any claim arising out of its failure to comply with the aforesaid requirements. Failure to comply with these requirements shall constitute a breach and be grounds for termination of this Agreement.

27. Force Majeure. Neither party shall be responsible for delays or failure in performance resulting from acts beyond the control of such parties. Such acts shall include, but not be limited to, Acts of God, labor disputes, civil disruptions, acts of war, epidemics, fire, electrical power outages, earthquakes or other natural disasters.

28. Failure to Perform. As used in this Contract, "failure to perform" means failure, for whatever reason, to deliver goods and/or perform work as specified and scheduled in this Contract. If Contractor fails to perform under this Contract, then District, after giving seven days' written notice and opportunity to cure to Contractor, has the right to complete the work itself, to obtain the contracted goods and/or services from other contractors, or a combination thereof, as necessary to complete the work. Both Parties agree that

Contractor shall bear any reasonable cost difference, as measured against any unpaid balance due Contractor, for these substitute goods or services.

29. Dispute Resolution.

Negotiation. Any dispute that Contractor may have regarding the performance of this Contract, including, but not limited to, claims for additional compensation, shall be submitted to District within 30 days of its occurrence. District and Contractor shall attempt to negotiate a resolution of such dispute and process an amendment to this Contract to implement the terms of such resolution.

Mediation. If a dispute arises out of or relates to this Contract, or the breach thereof, and if said dispute cannot be resolved through direct discussions, the Parties agree to first endeavor to resolve the dispute in an amicable manner by non-binding mediation under the applicable rules of the Judicial Arbitration and Mediation Service (JAMS), or other similar organization mutually selected by the Parties. If any unresolved controversy or claim arising out of or relating to this Contract, or breach thereof, remains after mediation, the matter shall be determined in a court of law of proper jurisdiction in the District's place of venue.

If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of the mediated settlement. Each party agrees to bear an equal quota of the expenses of the mediator.

A party that refuses to participate in mediation or refuses to participate in the selection of a mediator cannot file a legal action. The non-refusing party shall be permitted to file a legal action immediately upon the other party's refusal to participate in mediation or the selection of a mediator.

30. Amendments. This Agreement may be amended only by written instrument signed by both District and Contractor which writing shall state expressly that it is intended by the parties to amend the terms and conditions of this Agreement.

31. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all such counterparts together shall constitute one and the same instrument.

32. Certification Regarding Debarment, Suspension or Other Ineligibility. (Applicable to all agreements funded in part or whole with federal funds).

1. By executing this contractual instrument, Contractor certifies to the best of its knowledge and belief that it and its principals:
 - 1) Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any federal department or agency;
 - 2) Have not, within a three-year period preceding the execution of this contractual instrument, been convicted of, or had a civil judgment rendered against them, for: (a) Commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State or Local) or private transaction or contract; (b) Violation of Federal or State antitrust statutes; (c) Commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, tax evasion, receiving stolen property, making false claims, or obstruction of justice; or (d) Commission of any other offense indicating a lack of business integrity or business honesty that seriously and directly affects Contractor's present responsibility

33. Gift Ban Policy. The District has a Gift Ban Policy ([BP 3821](#)) that states that no person who is doing business with or soliciting business from the District shall make any gift to any designated employee who, by virtue of his District employment, could make a governmental decision, participate in making a

governmental decision, or use his or her official position to influence a governmental decision regarding the pending business of the donor, or who has done any of the above during the twelve (12) months preceding the donation. It is Contractor's responsibility to be aware of this policy and to comply with this policy. The complete policy can be found on the District's [website](#).

- 34. Authority to Execute. The individual executing this Agreement on behalf of the Contractor is duly and fully authorized to execute this Agreement on behalf of Contractor and to bind the Contractor to each and every term, condition and covenant of this Agreement

IN WITNESS WHEREOF, Parties hereby agree.

Rancho Santiago Community College District

BY: _____
Signature of Authorized Person

Print Name: Peter J. Hardash

Print Title: Vice Chancellor, Business Operations/Fiscal Services

Date: _____

CONTRACTOR

BY: _____
Signature of Authorized Person

Print Name: __ Trish Lamantia _____

Print Title: __ Chief Executive Officer _____

Date: _____

Exhibit A

Scope of Work and Detailed Schedule of Payment.

The Work completed herein must meet the approval of the District and shall be subject to the District's general right of inspection to secure the satisfactory completion thereof.

1) Public Relations and Marketing Support Services

Write and distribute press releases, write copy for collateral, websites and video scripts, and create and implement marketing and communication plans, including drafting speeches and scripts for RSCCD executive leadership: Chancellor, Vice Chancellors, College Presidents, Trustees. Upon completion of each press release, the contractor will submit it for review and approval. Upon approval, press releases will be distributed and tracked through the contractor's in-house media tracking system. In addition, contractor will distribute the releases to RSCCD's social media and web team.

2) Graphic Design Services

Provide supplemental design services, as needed, to provide the flexibility and support RSCCD needs.

3) Digital Media Buying, Placement, & Tracking

Contractor will continue to offer digital media buying, implementation, tracking and reporting services for the RSCCD 13% media buy and placement management fee for the district and both colleges. This service locks in the rate through the end of the current fiscal year.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Office of the Chancellor

To:	Board of Trustees	Date: September 29, 2020
Re:	Adoption of Board Policies	
Action:	Request for Approval	

BACKGROUND

The Board Policy Committee met on September 2, 2020 and reviewed revised policies. These policies were presented to the Board for a First Reading on September 14, 2020 and are now presented for adoption.

ANALYSIS

The District subscribes to the Policy and Procedure Service of the Community College League of California (CCLC). This service provides the district with model board policies that comply with state law, Title 5 regulations and address the relevant accreditation standards. CCLC provides the District with semi-annual updates to these policies, which reflect recent changes in law, state regulations and accreditation standards. District Administration also recommends revisions to existing policies and adoption of new policies as required. The Board Policy Committee is recommending the attached policies be updated and revised to conform to the CCLC recommendations and/or adopted as recommended by District Administration.

RECOMMENDATION

It is recommended that the Board adopt the revised policies.

Fiscal Impact:	None	Board Date: September 29, 2020
Prepared by:	Debra Gerard, Executive Assistant to the Chancellor	
Submitted by:	Debra Gerard, Executive Assistant to the Chancellor	
Recommended by:	Marvin Martinez, Chancellor	

Rancho Santiago Community College District
BOARD POLICY
Chapter 2
Board of Trustees

BP 2355 Decorum

Reference:

Education Code Section 72121.5
Government Code Section 54954.3 (b)

The following will be ruled out of order by the presiding officer:

- Disrupting, disturbing or otherwise impeding the orderly conduct of the meeting.
- Physical violence or threats of physical violence directed toward any person or property.

In the event that any meeting is willfully interrupted by the actions of one or more persons so as to render the orderly conduct of the meeting unfeasible, the person may be removed from the meeting room.

Signs, placards or other items that create noise or cause an obstruction of view that constitutes or would constitute a persistent disruption of the proceedings will not be permitted.

Speakers who engage in such conduct may be removed from the podium and denied the opportunity to speak to the Board for the duration of the meeting.

Before removal, a warning and a request that the person(s) curtail the disruptive activity will be made by the President of the Board. If the behavior continues, the person(s) may be removed by a vote of the Board, based on a finding that the person is violating this policy, and that such activity is intentional and has substantially impaired the conduct of the meeting.

If order cannot be restored by the removal in accordance with these rules of individuals who are willfully interrupting the meeting, the Board may order the meeting room cleared and may continue in session. The Board shall only consider matters appearing on the agenda. Representatives of the press or other news media, except those participating in the disturbance, shall be allowed to attend any session held pursuant to this rule.

Revised: October 8, 2012 (Previously BP9014.2)
Revised: September 29, 2020

Rancho Santiago Community College District
BOARD POLICY
Chapter 5
Student Services

BP 5500 Standards of Student Conduct (INTERIM)

References:

Education Codes 66300 and 66301;
ACCJC Accreditation Standards I.C.8 and 10 (formerly II.A.7.b)

Guidelines for Student Conduct are set forth in the California Education Code; California Administrative Code, Title 5; policies of the Board of Trustees (including BP/AR 3430, Prohibition of Harassment, and AR 3425 Title IX (9) Sexual Harassment); and all civil and criminal codes. Students enrolling in district educational programs assume an obligation to obey state law and district rules and regulations governing the conduct of students.

Students who enroll in those instructional programs in which the college has affiliations with various outside associations must comply with the college's policies and procedures and also with the outside associations' policies and procedures. This includes but is not limited to students enrolled in the programs of Cosmetology, Fire Academies, Criminal Justice Academies and Nursing.

I. GUIDELINES FOR STUDENT CONDUCT

The following represent violations for disciplinary action, up to but not limited to expulsion, that may be taken:

- A. Dishonesty, cheating, plagiarism, lying, or knowingly furnishing false information to the district or a college official performing their duties.
- B. Forgery, alteration, or misuse of district documents, records, or identification.
- C. Willful misconduct that results in damage to any real or personal property owned by the district or district employees (damage includes, but not limited to vandalism, such as cutting, defacing, breaking, etc.).
- D. Obstruction or disruption of pedestrian or vehicular traffic or of teaching, research, administration, or of other district activities on or off District premises. This includes obstruction or disruption of administration, disciplinary procedures or authorized college activities.
- E. Assault, battery, or any threat of force or violence upon a student, college personnel, or campus visitor; willful misconduct which results in injury or death to a student, college personnel, or campus visitor. This includes fighting on district property or at a district sponsored event, on or off district premises.

F. Detention of any person on district-owned or controlled property or at district-sponsored or supervised functions or other conduct which threatens or endangers the health or safety of another.

G. Theft of any property of the district which includes property of a member of the district community or a campus visitor.

H. Unauthorized entry into or unauthorized use of district property, supplies, equipment, and/or facilities.

I. Misrepresentation of oneself or of an organization to be an agent of the district.

J. Sexual assault or physical abuse, including rape, forced sodomy, forced oral copulation, rape by a foreign object, sexual battery, sexual coercion, or threat or assault, or any conduct that threatens the health and safety of the alleged victim, which includes students, college personnel, or campus visitors.

K. Dating violence, defined as violence committed, on the basis of sex, by a person who is or has been in a social relationship of a romantic or intimate nature with the Complainant. The existence of such a relationship shall be determined based on a consideration of the following factors: the length of the relationship, the type of relationship and the frequency of interaction between the persons involved in the relationship. For the purposes of this definition, dating violence includes, but is not limited to, sexual or physical abuse or the threat of such abuse. Dating violence does not include acts covered under the definition of domestic violence.

L. Domestic Violence, defined as conduct, on the basis of sex, that includes the requisite components of felony or misdemeanor crimes of violence committed by (a) a current or former spouse or intimate partner of the victim; (b) a person with whom the victim shares a child in common; (c) a person who is cohabitating with or has cohabitated with the victim as a spouse; (d) a person similarly situated to a spouse of the victim under California law; or (e) any other person against an adult or youth victim who is protected from that person's acts under California law.

M. Stalking, defined as a course of conduct directed at a specific person on the basis of sex that would cause a reasonable person to fear for the person's safety or the safety of others, or to suffer substantial emotional distress. For the purposes of this definition: (a) A course of conduct is two or more acts, including, but not limited to, acts in which the Respondent directly, indirectly, or through third parties, by any action, method, device, or means, follows, monitors, observes, surveils, threatens, or communicates to or about a person, or interferes with a person's property; (b) Reasonable person means a reasonable person under similar circumstances and with similar identities to the Complainant; and (c) Substantial emotional distress means significant mental suffering or anguish that may but does not necessarily require medical or other professional treatment or counseling.

N. Sexual Exploitation, defines as an act or acts committed through non-consensual abuse or exploitation of another person's sexuality for the purpose of sexual gratification, financial gain, personal benefit or advantage, or any other non-legitimate purpose. Some example are prostituting another person; recording images; viewing or distributing images of an individual's sexual activity, body parts, or nakedness; and inducing incapacitation for the purpose of making

another person vulnerable to non-consensual sexual activity

O. Use, possession, distribution, or being under the influence of alcoholic beverage on district property or at any district sponsored event.

P. Use, possession, distribution, or being under the influence of narcotics, other hallucinogenic drugs or substances, or any poison classified as such by Schedule "D" in Section 4160 of the Business and Professions Code on District property or at any District-sponsored event except as expressly permitted by law.

Q. Engaging in expression which is libelous, slanderous, obscene (according to current legal standards) or which incites students so as to create a clear and present danger of commission of unlawful acts on district premises, or violation of district regulations, or the substantial disruption of the orderly operation of the college.

R. Possession or use while on the district premises, or a district-sponsored function, of any firearm, knife, explosive, or other dangerous object, including but not limited to any facsimile firearm, knife or explosive. Exceptions include those participating in a criminal justice educational program who are authorized such possession or those who are enrolled in a course which authorizes such possession.

S. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any district policy or administrative regulation.

T. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race, or ethnicity, religion, age, sexual orientation or any other status protected by law. Harassment does not include conduct protected by the First Amendment.

U. Continuous disruptive behavior or willful disobedience, harassment, stalking, habitual profanity or vulgarity, open and persistent abuse of college personnel, or open and persistent defiance of the authority of college personnel.

V. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the Board of Trustees;

W. Violation of the Computer Usage Policy is applicable to students using computer classrooms, computer labs, the wireless network or other locations on and off district property. A violation is considered any of the following:

(1) Accessing with or without permission, or causing to be accessed without authorization, altering, damaging, deleting, hacking, destroying, or otherwise using any data, computer, computer system, computer software and programs, or computer network belonging to or used by the college or any member of the District.

(2) Accessing with or without permission, taking, copying, or making use of any data from a computer, computer system, or computer network, or taking or copying any supporting

documentation, whether existing or residing internal or external to a computer, computer system, or computer network belonging to or used by the college or District.

(3) Using or causing to be used, computer services without permission.

(4) Disrupting or causing the disruption of computer services or denying or causing the denial of computer services to an authorized user of a computer, computer system, or computer network belonging to or used by the college or District.

(5) Introducing any computer contaminant or virus into any computer, computer system, or computer network belonging to the college or District.

(6) Sending any message using any computer system or network without authorization or sending any message in the name of another person or entity.

(7) Using any account or password without authorization.

(8) Allowing or causing an account number or password to be used by any other person without authorization.

(9) Accessing or causing to be accessed, downloading or causing to be downloaded, pornographic or obscene materials except when accessing such material which is part of the instructional process or assignment for a class in which the student is currently enrolled.

(10) Use of systems or networks for personal commercial purposes.

(11) "Cyberstalking", which is to be understood as any use of the college or district computer system, computer network, or computer programs to stalk another person via excessive messages or inquiries, inappropriate or threatening messages, racially motivated communications, photos or other means of communication.

X. Any act constituting good cause for suspension or expulsion, or violation of district policies or campus regulations, including the AR 3425 Title IX (9) Sexual Harassment.

II. DISCIPLINARY ACTIONS FOR STUDENTS

Student conduct must conform to the standards established by the Board of Trustees. Violations are subject to the following types of disciplinary actions. (These disciplinary actions are listed in degree of severity, but not necessarily in sequential order. Disciplinary actions may be imposed singly or in combination.)

A. **WARNING** - Verbal notice to the student that continuation or repetition of specific conduct may be cause for other disciplinary action.

B. **REPRIMAND** - Written reprimand for violation of district rules, with copy to the student and to the student disciplinary file. A reprimand admonishes the offender to avoid any future infractions of district rules.

C. **PROBATION** - Probation is a disciplinary action which allows the offender to return to the

district with the understanding of expected appropriate future behavior. Probation may include exclusion of the individual(s) from extra-curricular district activities that would be set forth in the written notice of probation. The probation would be for a specified period of time and appropriate notice will be sent to any advisor(s) of student organizations(s) involved. Any further violations of the Standards of Student Conduct during this probationary period will result in further, more serious disciplinary action against the offender.

D. RESTITUTION - Reimbursement by the offender(s) for damage(s) or for the misappropriation of district property may take the form of appropriate community service to repair or otherwise compensate for damage(s) or loss(es).

E. REMOVAL - An instructor or department administrator may remove a student from his or her class or departmental service for up to two days, and shall report all such action to the academic dean of the appropriate division and to the administrative designee responsible for student discipline.

The administrative designee responsible for student discipline may suspend privileges from that class, campus service, office, department, or the entire campus based upon the violation, for up to ten days.

During the period of the removal, the student shall not be returned to a class from which he or she was removed without the concurrence of the instructor and administrative designee responsible for student discipline; nor shall the student be returned to the service, department, office from which they were removed, or the campus, without concurrence of appropriate administrator.

If the student is a minor, the college president, or designee shall ask the parent or guardian to attend a conference regarding the removal as soon as possible, and if the parent so requests, the Dean of Student Affairs or designee at Santa Ana College or the Vice President of Student Services or designee at Santiago Canyon College shall attend (depending on the college).

F. WITHHOLDING DIPLOMA – The District may withhold a student’s diploma for a specified period of time and/or deny a student participation in commencement activities if the student has an allegation pending under AR 3425 Title IX (9) Sexual Harassment or as a sanction if the student is found responsible for an alleged violation.

G. REVOCAION OF DEGREE – The District reserves the right to revoke a degree previously awarded from the District for serious violations committed by a student prior to graduation.

H. SUSPENSION - The Board of Trustees, the chancellor or the chancellor's designee may suspend a student for good cause, as defined in Section I, A-V herein, for any of the following periods:

- (a) From one or more classes for less than the remainder of the school term.
- (b) From one or more classes for the remainder of the school term.
- (c) From all classes and activities of the college for up to two (2) academic years.

During the period of the suspension, the student is prohibited from being enrolled in or physically present on any campus of the district for the period of the suspension. The chancellor or designee may impose a lesser disciplinary sanction than suspension, including, but not limited to warning, reprimand, probation, restitution or ineligibility to participate in co-curricular activities or any combination of the listed options.

I. EXPULSION - Expulsion may be for good cause (refer to Section I, A-V), when other means of correction fail to bring about proper conduct, or when the presence of the student causes a continuing danger to the physical safety of the student or others.

III. DUE PROCESS

No student shall be suspended for more than ten days or expelled unless the conduct for which the student is being disciplined is related to college activity or attendance, and the student is afforded the right of due process.

The chancellor or designee shall, prior to the suspension or expulsion of any student, notify the appropriate law enforcement authorities of the county or city in which the college is situated of any acts of the student which may be in violation of Section 245 of the Penal Code. Violations of any law, ordinance, regulation, or rule regulating, or pertaining to, the parking of vehicles shall not be cause for suspension or expulsion. However, repeatedly ignoring or consistent violations of parking rules, regulations, laws or ordinances may result in vehicles being towed or loss of parking privileges.

During the due process investigation period and hearing, the designated investigating administrator may allow, disallow and/or select individuals who will be included in the process. For actions regarding minor students, parental notification and/or involvement is required.

A. Suspension

Any suspension of more than ten days must be accompanied by a due process hearing as outlined in Section IV of this policy.

Whenever a minor student is suspended from a college of the District, the parent or guardian shall be notified in writing by the chancellor, or a designee.

B. Expulsion

Only the Board of Trustees may expel a student. Expulsion shall be accompanied by a due process hearing as outlined in Section IV of this policy.

IV. DUE PROCESS HEARING

This section applies to due process hearings on conduct violations that are not addressed by the hearing process provided in AR 3425 Title IX (9) Sexual Harassment.

1. A student who is being considered for suspension or expulsion shall be afforded a due process hearing before a Disciplinary Hearing Board designated by the chancellor or the chancellor's designee. The chancellor or designee shall provide that a reasonable opportunity for a hearing is afforded the student within ten days.

2. The Disciplinary Hearing Board shall be composed of the following individuals appointed by the chancellor or designee:

- 1 RSCCD Student
- 1 Administrator
- 1 Faculty Member
- 1 Classified Staff

3. The student shall be notified in writing at least two school days before the hearing of the following:

- (a) The time, date, and place set for the hearing;
- (b) The charges to be brought;
- (c) Documentary evidence that will be introduced at the hearing;
- (d) The right of the student to appear in person and present his or her position;
- (e) The right to cross-examine the district's witnesses if the witness(es) elect(s) to be present;
- (f) The right to present evidence or witness(es) on own behalf.
- (g) In cases of alleged sexual assault, technical rules of evidence shall not apply; no past sexual history may be introduced as part of the testimony, except that the past sexual history of the alleged victim shall be permitted if offered as evidence of the character or trait of character of the victim for the purposes described in California Evidence Code 1103.

4. The hearing board shall hear evidence and witnesses presented by the district and by the student. In the event the student for whom the hearing is held, or other key parties, is not present at the hearing, the Hearing Board will proceed without the individual(s). The Hearing Board shall render its recommendation to the College President on the evidence presented within two school days of the close of the hearing. The College President will review the recommendation within three days and render a decision to the Vice President of Student Services. The Vice President of Student Services or their designee will notify the student by certified mail of the outcome. If the recommendation is for suspension or expulsion, the student will be notified in writing of their right to appeal the decision to the Board of Trustees.

Any request by the student to appeal the decision to the Board of Trustees must be made within forty-eight hours of receipt of the letter sent by the aforementioned administrator outlining the hearing board's decision. If the decision supports a recommendation for expulsion, the suspension will continue until the Board of Trustees can hear the appeal.

If the recommendation opposes suspension or expulsion, the recommendation shall be final, and, the chancellor or designee shall reinstate the student immediately to their status prior to the hearings.

The Board shall, unless a request has been made by the student for an open session, hold closed sessions under the following conditions:

- (a) If the Board is considering the suspension or expulsion of the student.
- (b) If a public hearing upon such question would lead to the giving of information concerning the student which would be in violation of Section 76243 of the Education Code.

5. Before calling such closed session, the chancellor or designee shall, in writing, by registered or certified mail, if the student is a minor notify the parent or guardian, or the student, if the student is an adult, of the intent of the Board to call and hold such closed session. Unless the student, or the student's parents (if the student is a minor) within forty-eight hours after receipt of such written notice, request in writing that the hearing be held in open session, the appeal shall be conducted in closed session. If such written request is served upon the clerk or secretary of the Board, the meeting shall be public except that any discussion at such meeting that might be in conflict with the right to privacy of any other student shall be in closed session. Whether the matter is considered at a closed session or open meeting, final action of the Board shall be taken at a public meeting and the result of such action shall be a public record of the district.

6. The appeal before the Board of Trustees shall be a review of the evidence presented to the Hearing Board, and an opportunity for both sides to present oral argument. No new evidence or witnesses will be heard unless the Board of Trustees so requests.

7. The decision of the Board of Trustees shall be final. Students expelled or suspended for more than one academic year from attendance at colleges or programs of the district shall be entitled to make an annual appeal to the Board of Trustees of the expulsion or suspension by written request directed to the Secretary of the Board that the matter be placed on the agenda of the Board of Trustees. Such appeals shall be conducted as provided in this policy.

Additional copies of the following Rancho Santiago Community College District student policies are available in the RSCCD catalog and the offices of Student Services at both Santa Ana College and Santiago Canyon College:

- Student Code of Conduct
- Sexual Harassment Policy/Complaint Procedures
- Academic Honesty Policy
- Grievance Procedures for Students

Revised: July 21, 2014 (Previously BP5201)
Revised: November 18, 2019
Revised: September 29, 2020

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC**

September 29, 2020

MANAGEMENT

Interim Assignment

O'Connor, Adam M.
Interim Vice Chancellor
Business Operations & Fiscal Services
District

Effective: October 1, 2020 – June 30, 2021
Salary Placement: VC-4 \$219,725.651/Year

Almaraz, Erika
Fiscal Services Manager
Business Operations & Fiscal Services
District

Effective: October 1, 2020 – June 30, 2021
Salary Placement: E-6 + 5% \$149,498.58/Year
Reason: Additional Duties

Nguyen, Thao
Budget, Forecasting & Analysis Manager
Business Operations & Fiscal Services
District

Effective: October 1, 2020 – June 30, 2021
Salary Placement: G-6 + 5% \$130,793.04/Year
Reason: Additional Duties

Change of Position Title

De La Rosa, Jennifer M.
From: Associate Dean, Student Development
To: Associate Dean, Student Development &
Deputy Title IX Coordinator
Santa Ana College

Effective: September 30, 2020

Jordan, Loretta M.
From: Associate Dean, Student Development
To: Associate Dean, Student Development &
Deputy Title IX Coordinator
Santiago Canyon College

Effective: September 30, 2020

Ratification of Resignation/Retirement

Babeshoff, Ruth M.
Dean
Counseling & Student Support Services
Santiago Canyon College

Effective: September 30, 2020
Reason: Retirement

MANAGEMENT (CONT'D)

Ratification of Resignation/Retirement (cont'd)

William, Jeffery
Bookstore Manager
Bookstore
Santiago Canyon College

Effective: September 30, 2020
Reason: Retirement

FACULTY

Adjusting Summer Stipend

Freese, Amy
Reading
Arts, Humanities & Social Sciences Division
Santiago Canyon College

Effective: August 7, 2020
From: \$900.00
To: \$300.00
Reason: Program Facilitation
(Project #1649)

Leave of Absence

Castellanos, Mary
Counselor
Counseling Division
Santa Ana College

Effective: August 24, 2020 – December 12, 2020
Reason: Partial Banked Leave Withdrawal – 3 LHE

Dantes, Soky M.
Instructor, High School Subjects
Continuing Education Division (CEC)
Santa Ana College

Effective: November 1 – December 22, 2020
Reason: Maternity Leave

Rescinding Banking Leave of Absence

Rocke, Brandon
Associate Professor, English
Humanities & Social Sciences Division
Santa Ana College

Effective: August 17 – December 14, 2020
Rescinding Banked Leave: Withdraw 1.5 LHE

Ratification of Resignation/Retirement

Armbruster, Lynda
Professor, Marketing
Business & Career Education Division
Santiago Canyon College

Effective: December 31, 2020 (Last Day)
Reason: Retirement

FACULTY (CONT'D)

Ratification of Resignation/Retirement (cont'd)

Castellanos, Mary Professor/Counselor Counseling Division Santa Ana College	Effective: December 31, 2020 (Last Day) Reason: Retirement
Deaver, Douglas Professor, Philosophy Arts, Humanities & Social Sciences Division Santiago Canyon College	Effective: December 20, 2020 Reason: Retirement
Garnett, Susan Associate Professor/Coordinator, English as a Second Language Continuing Education/CEC Santa Ana College	Effective: December 25, 2020 Reason: Retirement
Hester, James Professor, Computer Science Business Division Santa Ana College	Effective: December 31, 2020 Reason: Retirement
Higgins, Mark Professor, English Humanities & Social Sciences Division Santa Ana College	Effective: December 31, 2020 Reason: Retirement
McLean, Stephen Associate Professor, Water Utility Science Business & Career Education Division Santiago Canyon College	Effective: December 30, 2020 Reason: Retirement
Myers, Stewart Professor, Computer Science Business & Career Education Division Santiago Canyon College	Effective: December 15, 2020 Reason: Retirement
Paunovic, Mila Professor, Nursing Science, Math & Health Sciences Division Santa Ana College	Effective: December 31, 2020 Reason: Retirement

FACULTY (CONT'D)

Ratification of Resignation/Retirement

Schroeder, Brian
Professor, Nursing
Science, Math & Health Sciences Division
Santa Ana College

Effective: December 13, 2020
Reason: Retirement

Shaffer, Catherine
Professor/Counselor/Coordinator
MESA Transfer Program
Counseling Division
Santa Ana College

Effective: December 31, 2020
Reason: Retirement

Vargas, Martha
Professor/Counselor/Coordinator
University Transfer Center
Counseling Division
Santa Ana College

Effective: December 31, 2020
Reason: Retirement

Veyna, Angelina
Professor, History
Humanities & Social Sciences Division
Santa Ana College

Effective: December 25, 2020
Reason: Retirement

Wann, Teresa
Professor/Coordinator
Physical Fitness/Wellness
Fire Technology Department
Human Services & Technology Division
Santa Ana College

Effective: December 31, 2020
Reason: Retirement

Wirtz, Laura
Professor/Learning Disabilities Specialist
Disables Students Programs & Services
Student Support Services Division
Santiago Canyon College

Effective: December 31, 2020
Reason: Retirement

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

**HUMAN RESOURCES DOCKET
CLASSIFIED
SEPTEMBER 29, 2020**

CLASSIFIEDProfessional Growth Increments

Ayers, Alicia Sr. Account Clerk/ Continuing Ed./ OEC	Effective: October 1, 2020 Grade 10, Step 6 + 6PG (3000) \$65,825.48
Chau, Huy Application Specialist III/ ITS	Effective: October 1, 2020 Grade 19, Step 6 + 5%L + 3PG (1500) \$113,794.03
Herrera, Venedicto Applications Specialist III/ ITS	Effective: October 1, 2020 Grade 19, Step 5 + 1PG (500) \$98,514.85
Kang, Charles Bookstore Buyer/ Bookstore/ SCC	Effective: October 1, 2020 Grade 10, Step 3 + 5PG (2500) \$56,794.73

Out of Class Assignment

Gonzalez, Araceli Instructional Assistant/ Continuing Ed./ CEC	Effective: 09/04/20 – 01/29/21 Grade 5, Step 6 + 2.5%L + 2.5%Bil + 3PG (1500) \$55,554.79
Torres, Esmeralda Sr. Account Clerk/ Fiscal Services/ District	Effective: 09/21/20 – 06/30/21 Grade 10, Step 3 \$54,294.73

Change in Position/Location

Perez, Celia Sr. Account Clerk From: Fiscal Services To: Criminal Justice Academy	Effective: 09/21/20 – 06/30/21 (Temporary Assignment) Grade 10, Step 6 \$62,825.48
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Leave of Absence

Hamman, Jessica Administrative Secretary/ Scholarship/ SAC	Effective: 08/29/20 – 09/18/20 Reason: FMLA/Parental Leave
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Leave of Absence cont'd

Jaimes, Erica Senior Clerk/ Student Services/SCC	Effective: 09/17/20 – 12/09/20 Reason: FMLA/Parental Leave
Martinez, Loretta Sr. Clerk Dispatcher/ District Safety/ District	Effective: 08/27/20 – 09/08/20 Reason: EPSL
Nguyen, Nikki Sr. Accountant/ Fiscal Services/ District	Effective: 09/14/20 – 10/30/20 Reason: FMLA/Parental Leave- Intermittent

Ratification of Resignation/Retirement

Albuja, Susana Admissions & Records Spec. II/ Continuing Ed./ CEC	Effective: September 30, 2020 Reason: Retirement
Arredondo, Abel Student Program Spec./ Student Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Austin, Dolores Administrative Secretary/ Continuing Ed./ CEC	Effective: September 30, 2020 Reason: Retirement
Banh, Tai Financial Aid Analyst/ Financial Aid/ SAC	Effective: September 30, 2020 Reason: Retirement
Buck, Theresa Library Tech. II/ Institutional Effectiveness, Assessment, Library & Learning Support Services/ SCC	Effective: September 30, 2020 Reason: Retirement
Cain, Beatrice Admissions/Records Tech. Spec./ Admissions/ SAC	Effective: September 30, 2020 Reason: Retirement
Carpenter, Patricia Administrative Secretary/ Ed. Services/ District	Effective: September 30, 2020 Reason: Retirement
Castrejon Miranda, Orlando Custodian/ Admin. Services/ SAC	Effective: September 30, 2020 Reason: Retirement

Ratification of Resignation/Retirement cont'd

Chavez, Graciela Custodian/Continuing Ed./ OEC	Effective: September 30, 2020 Reason: Retirement
Contreras Bright, Dora Career Guidance Coord./ Counseling/ SCC	Effective: September 30, 2020 Reason: Retirement
Contreras, Evangelina Instructional Ctr. Tech./ Counseling/ SAC	Effective: September 30, 2020 Reason: Retirement
Dhaliwal, Kamaljeet Admissions & Records Spec. II/ Admissions/ SAC	Effective: September 30, 2020 Reason: Retirement
Dinh, Anh Applications Spec. III/ ITS	Effective: September 30, 2020 Reason: Retirement
Eustaquio, Carmelita International Student Prog. Spec./ Enrollment/ SAC	Effective: September 30, 2020 Reason: Retirement
Florentino, Rigoberto Sr. Custodian Utility Worker/ Admin. Services/ SCC	Effective: September 30, 2020 Reason: Retirement
Fuentes, Guadalupe Instructional Ctr. Tech./ Counseling/ SAC	Effective: September 30, 2020 Reason: Retirement
Garcia, Alejandra CDC Cook-Nutrition Spec./ Child Dev. Services/ District	Effective: September 30, 2020 Reason: Retirement
Garibay, Maria Administrative Secretary/ Student Development/ SAC	Effective: September 30, 2020 Reason: Retirement
Garza, Arturo Admissions & Records Spec. I/ Admissions/ SAC	Effective: September 30, 2020 Reason: Retirement
Gordon, Sylvia Admissions & Records Spec. I/ Admissions/ SAC	Effective: September 30, 2020 Reason: Retirement

Ratification of Resignation/Retirement cont'd

Goss, Gloria Administrative Secretary/ Continuing Ed./ OEC	Effective: September 30, 2020 Reason: Retirement
Gouldsmith, Kenneth Sr. District Safety Officer/ District	Effective: September 30, 2020 Reason: Retirement
Grijalva, Teresa Administrative Secretary/ Science & Math/ SAC	Effective: September 30, 2020 Reason: Retirement
Harrizon, Rosa Student Services Spec./ Student Affairs/ SAC	Effective: September 30, 2020 Reason: Retirement
Hernandez, Pablo Custodian/ Admin. Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Jimenez, Connie Lead Publications Assistant/ Human Services & Tech./ SAC	Effective: September 30, 2020 Reason: Retirement
Kvenbo, Vivian Administrative Clerk/ Academic Affairs/ SAC	Effective: September 30, 2020 Reason: Retirement
Lohman, Suzanne Student Services Coord./ Counseling/ SAC	Effective: September 30, 2020 Reason: Retirement
Martinez, Philip District Safety Officer/ District	Effective: September 30, 2020 Reason: Retirement
Medina, Alfonso Custodian/ Admin. Services/ SCC	Effective: September 30, 2020 Reason: Retirement
Menn, Robert Science Lab Coord./ Science & Math/ SAC	Effective: September 30, 2020 Reason: Retirement
Mueller, Gary Network Spec III/ ITS	Effective: September 30, 2020 Reason: Retirement

Ratification of Resignation/Retirement cont'd

Padilla, Beatrice Auxiliary Services Spec./ Continuing Ed./ CEC	Effective: September 30, 2020 Reason: Retirement
Pech, Manuel Custodian/ Admin. Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Peeken, Julie Instructional Coord.-Analyst/ Academic Affairs/ SCC	Effective: September 30, 2020 Reason: Retirement
Quimzon, John Administrative Clerk/ Continuing Ed./ CEC	Effective: September 30, 2020 Reason: Retirement
Sanchez, Raymonde Lead Publications Assistant/ Admin. Services/ SCC	Effective: September 30, 2020 Reason: Retirement
Sanchez, Salvador Sr. Custodian Utility Worker/ Admin. Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Sapak Winder, Linda "Gayle" Executive Secretary/ Student Services/ SCC	Effective: September 30, 2020 Reason: Retirement
Scott, Karen Executive Secretary/ Student Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Simons, Randall Technical Spec. III/ ITS	Effective: September 30, 2020 Reason: Retirement
Styffe, David Desktop Publishing Tech./ Publications/ District	Effective: September 30, 2020 Reason: Retirement
Taylor, Maria Facilities Coord./ Admin. Services/ SAC	Effective: September 30, 2020 Reason: Retirement
Thomas, Elizabeth Financial Aid Analyst/ Financial Aid/ SCC	Effective: September 30, 2020 Reason: Retirement

Ratification of Resignation/Retirement cont'd

Tjiptahadi, Rudy
Research Analyst/ Institutional
Effectiveness, Assessment, Library &
Learning Support Services/ SCC

Effective: September 30, 2020
Reason: Retirement

Tse, En The
Auxiliary Services Spec./ Continuing Ed./
OEC

Effective: September 30, 2020
Reason: Retirement

Vasquez, Cynthia
Administrative Clerk/ Human Services &
Tech./ SAC

Effective: September 30, 2020
Reason: Retirement

Vaught, Melody
Executive Secretary/ Academic Affairs/
SCC

Effective: September 30, 2020
Reason: Retirement

Villasenor, Francisco
Resource Dev. Coord./ Ed. Services/
District

Effective: September 30, 2020
Reason: Retirement

Wickman, Annette
Applications Spec. III/ ITS

Effective: September 30, 2020
Reason: Retirement

CLASSIFIED HOURLY

Out of Class Assignment

Cintron, Veronica
Sr. Account Clerk/ Continuing Ed./ CEC

Effective: 09/14/20 – 10/16/20
19 Hours/Week 12 Months/Year
Grade 10, Step A + 2.5%Bil \$24.16/Hour

Ratification of Resignation/Retirement

Taylor, Katherine
Admissions & Records Spec. I/ SAC

Effective: October 2, 2020
Reason: Retirement

TEMPORARY ASSIGNMENT

Short Term Assignment

Cortez, Cristina
Student Services Spec./ Enrollment/ SCC

Effective: 10/05/20 – 06/30/21
Grade 10 \$23.57/Hour

Short Term Assignment cont'd

Guesman, Amelia Business Services Coord./ Chancellor's Office	Effective: 09/30/20 – 06/30/21 Grade 13 \$27.27/Hour
Jung, Erica Instructional Assistant/ Student Services/ SCC	Effective: 09/30/20 – 06/30/21 Grade 5 \$19.31/Hour
Ung, Andrea Instructional Assistant/ Student Services/ SAC	Effective: 10/05/20 – 06/30/21 Grade 5 \$19.31/Hour

Additional Hours for Ongoing Assignment

Calzada, Juan Instructional Assistant/ Student Services/ SAC	Effective: 08/31/20 – 12/12/20 Not to exceed 19 consecutive working days in any given period.
Cintron, Veronica Sr. Account Clerk/ Continuing Ed./ CEC	Effective: 08/26/20 – 09/30/20 Not to exceed 19 consecutive working days in any given period.
Gandarilla, Aurea Career Tech./ Counseling/ SAC	Effective: 08/31/20 – 06/30/21 Not to exceed 19 consecutive working days in any given period.
Gilbert, Jessica Administrative Clerk/ Institutional Effectiveness, Library/ SCC	Effective: 09/21/20 – 12/11/20 Not to exceed 19 consecutive working days in any given period.
Leung, Sharon Admissions & Records Spec. I/ Continuing Ed. /CEC	Effective: 08/17/20- 06/30/21 Not to exceed 19 consecutive working days in any given period.
Lu, Leslie Admissions Assistant/ Continuing Ed./ CEC	Effective: 08/17/20 – 06/30/21 Not to exceed 19 consecutive working days in any given period.
Meade, Paul Gardener Utility Worker/ Admin. Services/ SCC	Effective: 07/01/20 – 8/31/20 Not to exceed 19 consecutive working days in any given period.

Additional Hours for Ongoing Assignment cont'd

Pineda, Catherine Career Tech./ Enrollment/ SCC	Effective: 08/24/20 – 06/30/21 Not to exceed 19 consecutive working days in any given period.
Price, Jeanora Career Tech./ Enrollment/ SCC	Effective: 08/24/20 – 06/30/21 Not to exceed 19 consecutive working days in any given period.
Rosen, Caralou Career Tech./ Enrollment/ SCC	Effective: 08/24/20 – 06/30/21 Not to exceed 19 consecutive working days in any given period.
Velazquez, Kimberly Counseling Assistant/ Counseling/ SAC	Effective: 07/01/20 – 07/02/20 Not to exceed 19 consecutive working days in any given period.

MISCELLANEOUS POSITIONS

Daif-Mackary, Mona Health Educator/ Health Center/ SAC	Effective: 08/31/20 – 06/04/21
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**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST**

Blanco-Hernandez, Ines	Effective: 07/01/20-06/30/21
Castillo, Angel D.	Effective: 09/08/20-06/30/21
Cisneros, Gloria L.	Effective: 09/08/20-06/30/21
Constantino Rodriguez, Maria L.	Effective: 08/17/20-06/30/21
De la O, Mercedes A.	Effective: 09/18/20-06/30/21
Flores, Bryan D.	Effective: 09/03/20-06/30/21
Gatica, Selina	Effective: 09/16/20-06/30/21
Gomez, Nathalia E.	Effective: 09/08/20-06/30/21
Guerrero, Natalie	Effective: 09/02/20-06/30/21
Gutierrez, Griselda	Effective: 09/18/20-06/30/21
Hernandez Montero, Lorena J.	Effective: 09/18/20-06/30/21
Hoang, Khanh Nam	Effective: 08/31/20-06/30/21
Huerta, Sheccid Z.	Effective: 09/08/20-06/30/21
Huynh, Van T.	Effective: 08/31/20-06/30/21
Le, Yen Han	Effective: 09/02/20-06/30/21
Leon Hernandez, Claudia	Effective: 09/18/20-06/30/21
Miranda, Andrea S.	Effective: 08/31/20-06/30/21
Munoz, Johana	Effective: 09/17/20-06/30/21
Noguera, Beatriz A.	Effective: 09/18/20-06/30/21
Ochoa, Carmen L.	Effective: 09/18/20-06/30/21
Orellana Orellana, Maria M.	Effective: 09/18/20-06/30/21

**SANTA ANA COLLEGE
STUDENT ASSISTANT LIST cont'd**

Ortiz, Sofia T.	Effective:	08/31/20-06/30/21
Ponce, Alejandra Y.	Effective:	07/01/20-06/30/21
Ramirez Rosas, Micaela Virginia	Effective:	09/18/20-06/30/21
Resendiz Rodriguez, Juana	Effective:	09/18/20-06/30/21
Rivera, Dory E.	Effective:	07/01/20-06/30/21
Ruiz, Jasmin I.	Effective:	09/03/20-06/30/21
Segura, Denise C.	Effective:	08/31/20-06/30/21
Silva, Erika	Effective:	09/18/20-06/30/21
Ta, Tuong V.	Effective:	09/08/20-06/30/21
Torres Montero, Ares J.	Effective:	08/31/20-06/30/21
Tran, Thi Kim Quyen	Effective:	09/14/20-06/30/21
VU, Michelle	Effective:	07/01/20-06/30/21

**SANTIAGO CANYON COLLEGE
STUDENT ASSISTANT NEW HIRE LIST**

Acevedo Sanchez, Aquetzali	Effective:	08/24/2020 – 06/30/2021
Bedou, Manon	Effective:	08/27/2020 – 06/30/2021
Cummings, Michael	Effective:	09/11/2020 – 06/30/2021
Flores, Giovanni	Effective:	08/17/2020 – 06/30/2021
Ghudasara, Dhyey	Effective:	08/17/2020 – 06/30/2021
Gilmore, James	Effective:	08/27/2020 – 06/30/2021
Johnson, Kaitlind	Effective:	08/17/2020 – 06/30/2021
Kuwahara, Connor	Effective:	08/27/2020 – 06/30/2021
Larios-Bautista, Jajaira	Effective:	08/28/2020 – 06/30/2021
Mayfield, Justin	Effective:	08/27/2020 – 06/30/2021
Miranda, Kimberly	Effective:	08/27/2020 – 06/30/2021
Mohan, Nila	Effective:	08/17/2020 – 06/30/2021
Neller, Melanie	Effective:	08/17/2020 – 06/30/2021
Prado, Jonathan	Effective:	08/17/2020 – 06/30/2021
Randazzo, Cecilia	Effective:	09/16/2020 – 06/30/2021
Salazar, Stephanie (Ysaias)	Effective:	08/27/2020 – 06/30/2021
Segovia, Emma	Effective:	08/17/2020 – 06/30/2021
Sharifian Attar, Fahimeh	Effective:	08/27/2020 – 06/30/2021
Shi, Lena	Effective:	08/17/2020 – 06/30/2021
Shim, Allysa	Effective:	08/17/2020 – 06/30/2021
Vole, Brandon	Effective:	08/17/2020 – 06/30/2021
Vu, Jeniece	Effective:	08/17/2020 – 06/30/2021
Yi, Nathan	Effective:	08/17/2020 – 06/30/2021
Zambrano, Alex	Effective:	08/17/2020 – 06/30/2021
Ziti, Lisa	Effective:	08/17/2020 – 06/30/2021

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources

To:	Board of Trustees	Date: September 29,
Re:	Rejection of Claim	File #2007324
Action:	Request for Authorization	

The district's claims administrator recommends that the Board of Trustees authorize the Chancellor, or designee, to reject claim #2007324.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Human Resources

To:	Board of Trustees	Date: September 29, 2020
Re:	Approval of Fringe Benefit Providers for Calendar Year 2021	
Action:	Request for Authorization	

BACKGROUND

In June of this year, the district hired Kennan and Associates as our benefits broker and one of the first tasks they were assigned was to go out to market with our Health benefits. They received numerous quotes both from insurance pools and direct with carriers and they presented their findings and recommendations to the Joint Benefits Committee (JBC). After thorough discussions of all the options offered, the JBC committee is presenting its recommendations for our various benefit providers for 2021.

ANALYSIS

Recommended benefit providers for 2021:

Coverage

Health Care

PPO Dental

HMO Dental

Vision

Life Insurance

Recommendation

Continue with the ASCIP medical plans (Anthem Blue Cross HMO/PPO and Kaiser), but move the retirees who have Medicare A and B to a Companion Care Plan

Move existing coverage to the CICCIS Delta Dental Plan

Continue with the ASCIP DeltaCare Plan

Move existing coverage to the CICCIS VSP Plan

Move existing coverage to the Hartford

Voluntary Plan Providers

Cancer, Accident Insurance and Disability Insurance

Continue with AFLAC

Cancer, Accident Insurance and Disability Insurance

Continue with American Fidelity

Section 125 Plan Administrator
Auto/Home/Pet insurance

Continue with American Fidelity

Continue with MetLife

Legal Plan

Continue with Hyatt Legal

Veterinary discount plan

Continue with United Pet Care

Employee Assistance Program

Continue with Health Advocate

RECOMMENDATION

It is recommended that the Board of Trustees approve the insurance programs recommended by the Joint Benefits Committee and to authorize the Chancellor, or his designee, to enter into the appropriate agreements with the above companies for January 1, 2021 – December 31, 2021.

Fiscal Impact: Overall savings of Approximately \$576,000 Board Date: September 29, 2020
Prepared by: Don Maus, Director, Workplace Safety and Risk Management
Submitted by: Tracie Green, Vice Chancellor, Human Resources
Recommended by: Marvin Martinez, Chancellor

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BOARD OF TRUSTEES**

Adoption of Resolution Authorizing Payment to Trustee Absent from Board Meetings

Resolution No. 20-18

Whereas, California Education Code Section 72024(5d) 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 find that at the time of the meeting he or she is 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 14, 2020, the Board of Trustees of the Rancho Santiago Community College District held a regular board meeting; and

Whereas, Trustee Lawrence “Larry” R. Labrado was not present at the board meeting;
and

Whereas, the board has determined that Trustee Labrado’s absence was due to illness;

NOW, THEREFORE, BE IT RESOLVED that Trustee Labrado shall be paid at the regular rate of compensation for the board meeting on September 14, 2020.

Dated this 29^h day of September 2020.

Ayes:
Noes:
Absent:
Abstain:

Marvin Martinez
Secretary to the Board of Trustees