

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

Board of Trustees (Regular meeting)

Monday, April 13, 2020

2323 North Broadway, #107

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 April 13, 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@rscgd.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@rscgd.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 APRIL 13, 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@rscgd.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 APRIL 13, 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 March 23, 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.

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

3.0 INSTRUCTION

*3.1 Approval of Standard Inter-Agency Instructional Services Agreement Renewal with Serrato & Associates, Inc. Action

The administration recommends approval of the standard inter-agency instructional services agreement renewal with Serrato & Associates, Inc. located in Chino Hills, California, as presented.

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

- *3.2 Approval of First Amendment to Professional Services Agreement between Bricks 4 Kidz and Rancho Santiago Community College District on behalf of Santa Ana College (SAC) and Santiago Canyon College (SCC) Community Services Programs Action
The administration recommends approval of the first amendment to the professional services agreement between Bricks 4 Kidz and RSCCD on behalf of SAC and SCC Community Services programs, as presented.
- *3.3 Approval of Amendment made as of 4-14-2020 to Career Services Central® Agreement between College Central Network, Inc. and Rancho Santiago Community College District on behalf of Santa Ana College Action
The administration recommends approval of the amendment made as of 4-14-2020 to Career Services Central® agreement between College Central Network, Inc. and RSCCD on behalf of SAC.
- *3.4 Ratification of Marketing Contract Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19) Action
The administration recommends ratification of the marketing contract with Interact Communications approved by the chancellor per Resolution No. 20-03.
- *3.5 Approval of Proposed Revisions for 2019-2020 Santa Ana College Catalog Addendum Action
The administration recommends approval of the proposed revisions for the 2019–2020 SAC catalog addendum.
- *3.6 Approval of Proposed Revisions for 2019-2020 Santiago Canyon College Addendum and/or 2020–2021 College Catalog Action
The administration recommends approval of the proposed revisions for the 2019-2020 SCC addendum and/or 2020-2021 college catalog as presented.
- *3.7 Approval of Santa Ana College Community Services Program for Summer 2020 Action
The administration recommends approval of the SAC Community Services program for Summer 2020 as presented.
- *3.8 Approval of Santiago Canyon College Community Services Program for Summer 2020 Action
The administration recommends approval of the Community Services program for Summer 2020 as presented.

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

- *3.9 Approval of Professional Service Agreement between Movies by Kids-OC., LLC and RSCCD on behalf of Santiago Canyon College Community Services Program Action
The administration recommends approval of the professional service agreement between Movies by Kids-OC., LLC and RSCCD on behalf of SCC Community Services program 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 Budget Increases/Decreases and Budget Transfers Action
The administration recommends approval of budget increases, decreases and transfers from March 11, 2020, to March 31, 2020.
- *4.3 Approval of Purchase Orders Approved by Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19) Action
The administration recommends approval of the purchase orders approved by the chancellor per Resolution No. 20-03.
- *4.4 Acceptance of Completion of Bid #1380 for Barrier Removal East Chapman Entry Repairs at Santiago Canyon College and Approval of Recording a Notice of Completion Action
The administration recommends acceptance of the project as complete and approval of filing a Notice of Completion with the County as presented.
- *4.5 Approval of Disposal of Surplus Vehicles Action
The administration recommends approval of disposing of the surplus vehicle, declaring the Mobile Technology Education Center as surplus property, and utilizing Ken Porter Auctions to conduct an auction as presented.

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:
- Strong Workforce Program – Local Share (SAC & SCC) \$ 767,033
 - Strong Workforce Program - Regional Share (District) \$ 4,899,800

5.2 Board of Trustees Cast Ballot for California Community College Action Trustees (CCCT) Board of Directors Election – 2020 Action

It is recommended that the board cast their ballot for the CCCT Board of Directors election for 2020.

5.3 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

2. 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

3. Appeal of Student Expulsion (pursuant to Education Code 76030)
Student #2206184

RECONVENE

Issues discussed in Closed Session (Board Clerk)

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@rsccd.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 APRIL 13, 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@rsccd.edu or leave a message at 714-480-7452, on the Friday prior to the meeting so appropriate accommodations may be made.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel Action

- Approval of Appointments/Temporary Full-time to Tenure Track
- Ratification of Resignations/Retirements
- Approval of Beyond Contract/Overload Stipends
- Approval of Leaves of Absence
- Rescission of Parental Leaves of Absence
- Approval of Adjusted Effective Dates for Leave of Absence
- Approval of Part-time Hourly New Hires/Rehires
- Approval of Non-paid Instructors of Record

6.2 Classified Personnel Action

- Approval of Out of Class Assignments
- Approval of Return to Regular Assignments
- Approval of Leaves of Absence
- Ratification of Resignations/Retirements
- Approval of Short Term Assignments
- Approval of Additional Hours for Ongoing Assignments
- Approval of Substitute Assignments
- Approval of Miscellaneous Positions

6.3 Public Disclosure of Collective Bargaining Agreement between Rancho Santiago Community College District and Child Development Center, CSEA Chapter 888 Action

It is recommended that the board approve the collective bargaining agreement between RSCCD and CSEA Chapter 888 for the period of July 1, 2019, through June 30, 2020.

7.0 ADJOURNMENT - The next regular meeting of the Board of Trustees will be held on April 27, 2020.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (RSCCD)

2323 North Broadway, #107

Santa Ana, CA 92706

Board of Trustees

(Regular meeting)

Monday, March 23, 2020

MINUTES

1.0 PROCEDURAL MATTERS

1.1 Call to Order

The Zoom meeting was called to order at 4:34 p.m. by Ms. Claudia Alvarez via video/teleconference. Other members present were Ms. Arianna Barrios, Mr. John Hanna, Mr. Zeke Hernandez, Mr. Larry Labrado, Ms. Nelida Mendoza, Mr. Phillip Yarbrough, and Mr. Theodore Moreno via video/teleconference (Zoom) pursuant to Governor Newsom's Executive Order N-29-20.

Administrators present during the regular meeting via video/teleconference (Zoom) were Ms. Tracie Green, Mr. Peter Hardash, Dr. John Hernandez, Dr. Linda Rose, Mr. Marvin Martinez, and Mr. Enrique Perez. 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. Theodore Moreno, Student Trustee, Rancho Santiago Community College District.

1.3 Approval of Additions or Corrections to Agenda

It was moved by Mr. Yarbrough and seconded by Mr. Moreno to approve a revised page for the first page of the agenda (to include Zoom meeting number) and removal of Item 4.11 (Legal Services Agreement with Tao Rossini). The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno's advisory vote was aye.

1.4 Public Comment

Public comments were submitted prior to the meeting to Ms. Lucarelli by Mr. Ernesto Garza and Mr. Sean Small. Since Mr. Garza and Mr. Small participated via Zoom in the meeting, Ms. Alvarez asked them to read their public comments.

Mr. Garza spoke regarding the concerns of COVID-19 virus and support of the California community college students.

In addition, Mr. Garza spoke regarding Item 5.5 (Resolution Number 20-03 – Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)).

1.4 Public Comment (cont.)

Mr. Small spoke regarding California School Employees Association (CSEA), Chapter 579 working with the district to provide stability for RSCCD students, the community, and CSEA members during these unprecedented times.

1.5 Approval of Minutes

It was moved by Mr. Moreno and seconded by Mr. Yarbrough to approve the minutes of the regular meeting held March 9, 2020. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

1.6 Approval of Consent Calendar

It was moved by Mr. Labrado and seconded by Ms. Mendoza to approve the recommended action on the following items (as indicated by an asterisk on the agenda) on the Consent Calendar. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was aye.

3.1 Approval of Contract #MA-026-20011095 for Deferred Entry of Judgment Program Services between the County of Orange for Office of District Attorney and Rancho Santiago Community College District dba Santa Ana College (SAC)

The board approved the contract for Deferred Entry of Judgment Program Services between County of Orange for the Office of the District Attorney and RSCCD dba SAC as presented.

3.2 Approval of Amendment Number Nine to Contract MA-060-11010909 between County of Orange and Rancho Santiago Community College District

The board approved Amendment Number Nine to Contract MA-060-11010909 between the County of Orange and RSCCD as presented.

3.3 Approval of Amendment Number Four to Contract MA-060-13010027 between County of Orange and Rancho Santiago Community College District

The board approved Amendment Number Four to Contract MA-060-13010027 between the County of Orange and RSCCD as presented.

3.4 Approval of Amendment Number Fourteen to Contract Z1000000068 between County of Orange and Rancho Santiago Community College District

The board approved Amendment Number Fourteen to Contract Z1000000068 between the County of Orange and RSCCD as presented.

1.6 Approval of Consent Calendar (cont.)

3.5 Approval of Service Bureau Agreement between Global Financial Aid Services, Inc. and Rancho Santiago Community College District

The board approved the service bureau agreement between Global Financial Aid Services, Inc. and RSCCD as presented.

4.1 Approval of Payment of Bills

The board approved recommends payment of bills as submitted.

4.2 Approval of Budget Increases/Decreases and Budget Transfers

The board approved budget increases, decreases and transfers from February 26, 2020, to March 10, 2020.

4.3 Approval of 2020-2021 Tentative Budget Assumptions

The board approved the 2020-2021 Tentative Budget Assumptions as presented.

4.4 Approval of Change Order #1 for R2Build dba R2B Engineering for Bid #1364 for Safety and Security Department Portable Offices at Santiago Canyon College (SCC)

The board approved change order #1 for R2Build dba R2B Engineering for Bid #1364 for Safety and Security Department portable offices at SCC as presented.

4.5 Acceptance of Completion of Bid #1364 for Safety and Security Department Portable Offices at Santiago Canyon College and Approval of Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.6 Approval of Change Order #1 for R Dependable Const, Inc. for Bid #1369 for Barrier Removal Paper Towel Dispenser Replacement at Santiago Canyon College

The board approved Change Order #1 for R Dependable Const, Inc. for Bid #1369 for Barrier Removal Paper Towel Dispenser Replacement at SCC as presented.

4.7 Acceptance of Completion of Bid #1369 for Barrier Removal Paper Towel Dispenser Replacement at Santiago Canyon College and Approval of Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.8 Approval of Change Order #1 for AMPCO Contracting, Inc for Bid #1375 for Orange Education Center (OEC) Demolition at 1465 North Batavia Street, Orange, California 92867

The board approved change order #1 for AMPCO Contracting, Inc. for Bid #1375 OEC demolition at 1465 North Batavia Street, Orange, California 92867 as presented.

1.6 Approval of Consent Calendar (cont.)

4.9 Acceptance of Completion of Bid #1375 for Orange Education Center Demolition at 1465 North Batavia Street, Orange, California 92867 and Approval of Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.10 Acceptance of Completion of Bid #1378 for Access Control System Pilot at District Operations Center and Approval of Recording a Notice of Completion

The board accepted the project as complete and approved filing a Notice of Completion with the County as presented.

4.12 Approval of Agreement with SVA Architects, Inc. for Architectural and Engineering Services for Heating, Ventilation and Air Conditioning (HVAC) Equipment Replacement for Information Technology Services Data Center at District Operations Center

The board approved the agreement with SVA Architects, Inc. for architectural and engineering services for HVAC equipment replacement for the Information Technology Services Data Center at the District Operations Center as presented.

4.13 Approval of Agreement with P2S, Inc. for Fire Alarm and Fire Life Safety Specialist Consultant Services

The board approved the agreement with P2S, Inc. for fire alarm and fire life safety specialist consultant services as presented.

4.14 Approval of Second Amendment to Agreement with Go To Technologies, Inc. for Information Technology (IT) Management and Transition Consulting Services

The board approved the second amendment to the agreement with Go To Technologies, Inc. for IT management and transition consulting services as presented.

4.15 Approval of Purchase Orders

The board approved the purchase order listing for the period January 12, 2020, through February 15, 2020.

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:

- K12 Strong Workforce Program Pathway Improvement \$36,532,553.00 Funds (District Office)

1.6 Approval of Consent Calendar (cont.)

5.2 Approval of Sub-Agreement between RSCCD and Los Rios Community College District for Statewide Director for Retail/Hospitality/Tourism Grant
The board approved the sub-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.

5.3 Approval of Sub-Agreements between RSCCD and Local Educational Agencies in Bay Area, Central Valley/Mother Lode, Inland Empire Desert, Los Angeles County, North/Far North, Orange County, San Diego/Imperial and South Central Coast Regions Selected to Host Strong Workforce Program K12 Pathway Coordinators
The board approved 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 Second Amendment to Sub-Agreement between RSCCD and California Workforce Association for California Apprenticeship Initiative Grant
The board approved the second amendment to the sub-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.

2.0 INFORMATIONAL ITEMS AND ORAL REPORTS

2.1 Report from the Chancellor

Mr. Marvin Martinez, Chancellor, provided a report to the board, which included an update on the Novel Coronavirus (COVID-19).

2.2 Reports from College Presidents

The following college representatives provided reports to the board:

Dr. John Hernandez, President, Santiago Canyon College
Dr. Linda Rose, President, Santa Ana 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.

2.3 Report from Student Trustee

Mr. Moreno 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. Mariano Cuellar, Student President, Santa Ana College
Mr. Jio Gallardy, Student President, Santiago Canyon College

2.5 Report from Classified Representative

Ms. Sheryl Martin, Executive Secretary, Orange Education Center, provided a report on behalf of the classified staff.

2.6 Reports from Academic Senate Presidents

The following academic senate representatives provided reports to the board:

Mr. Michael De Carbo, Academic Senate President, Santiago Canyon College
Mr. Roy Shahbazian, Academic Senate President, Santa Ana College

2.7 Reports from Board Committee Chairpersons and Representatives of the Board

Ms. Alvarez provided a report on the March 13, 2020, Board Executive Committee meeting.

Although the March 16, 2020, Board Facilities Committee meeting did not meet the requirements for a quorum, Mr. Hanna provided a report on the committee meeting.

On behalf of Ms. Mendoza, Mr. Martinez provided a report on the March 12, 2020, Orange County Community Colleges Legislative Task Force meeting.

2.8 RSCCD Governance Presentation on the Brown Act

Mr. Raul F. Salinas provided a governance presentation on the Brown Act. Board members received clarification on data related to the presentation from Mr. Salinas.

3.0 INSTRUCTION

All items were approved as part of Item 1.6 (Consent Calendar).

4.0 BUSINESS OPERATIONS/FISCAL SERVICES

Items 4.1, 4.2, 4.3, 4.4, 4.5, 4.6, 4.7, 4.8, 4.9, 4.10, 4.12, 4.13, 4.14, and 4.15 were approved as part of Item 1.6 (Consent Calendar).

4.11 Approval of Legal Services Agreement with Tao Rossini, A Professional Corporation

This item was removed from the agenda during Item 1.3 (Additions or Corrections to the Agenda.)

5.0 **GENERAL**

Items 5.1 through 5.4 were approved as part of Item 1.6 (Consent Calendar).

5.5 Adoption of Resolution Number 20-03 – Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)

It was moved by Mr. Hernandez and seconded by Ms. Barrios to adopt Resolution Number 20-03 – Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19) as presented. Discussion ensued. A substitute motion was moved by Ms. Alvarez and seconded by Mr. Hanna to include the following language (bold and italics) in the resolution:

(3) Authorizes the Chancellor and/or his designee from the date of this Resolution to take any and all actions necessary to ensure the continuation of public education, and the health and safety of the students and staff at all District sites, in accordance with local, state and federal law, ***provided that any expenditure over One Million Dollars (\$1,000,000.00) will require approval of the executive committee and any expenditure over Five Million Dollars (\$5,000,000.00) will require board approval.*** Additionally, any actions taken shall be agendaized for ratification by the Board at the next regularly scheduled Board Meeting.

The substitute motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. Student Trustee Moreno’s advisory vote was nay.

5.6 Board Member Comments

Board members expressed their appreciation to the chancellor and staff for reacting so quickly to the extreme circumstances presented by the Coronavirus in ensuring the safety and health of RSCCD students, faculty and staff.

Mr. Moreno encouraged the colleges to advertise their classes in online apps since so many potential students are in quarantine. Mr. Hanna indicated that he had asked staff to use this time to advertise and review programs that have been discontinued in inmate education. Mr. Hernandez encouraged the colleges to develop a strategy plan to increase student enrollment.

Referring to an email from the Association of Community College Trustees, Mr. Hernandez asked that legislative support be sought for securing federal stimulus support for community colleges during this pandemic.

5.6 Board Member Comments (cont.)

Ms. Barrios indicated that the amendment made to Resolution No. 20-03 did not reflect a mistrust, but an oversight on behalf of the board during emergencies.

RECESS TO CLOSED SESSION

The board convened into closed session at 8:59 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
 - f. Educational Administrator Appointments
 - (1) Director
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

Anthony Rabiola v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2019-01115249-CU-OE-CJC

Joseph Robert Pineo v. Rancho Santiago Community College District, Orange County Superior Court Case No. 30-2019-01092834-CU-PO-CJC

Alliance of Schools for Cooperative Insurance Programs (ASCIP) vs. Sandra Elizabeth Castro Palma Claim #1805554

3. Conference with Legal Counsel: Anticipated/Potential Litigation (pursuant to Government Code Section 54956.9[b]-[c]) (2 cases)
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. Public Employee Discipline/Dismissal/Release (pursuant to Government Code Section 54957[b][1])

Mr. Moreno left the meeting at this time.

RECONVENE

The board reconvened at 10:18 p.m.

Public Comment

There were no public comments.

Closed Session Report

Mr. Yarbrough reported during closed session the board discussed public employment, existing litigation, anticipated/potential litigation, labor negotiations, and public employee discipline/dismissal/release; and the board took action on an employee complaint with an administrative remedy and approved the settlement agreement with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. The board also took action to approve a Memorandum of Understanding regarding COVID-19 with FARSCCD; CSEA, Chapter 579; and CEFA with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough. In addition, the board took action to release from employment a graphic designer at Santa Ana College with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hanna, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

Due to technical difficulties, Mr. Hanna did not rejoin the public meeting.

6.0 HUMAN RESOURCES

6.1 Management/Academic Personnel

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the following action on the management/academic personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve Employment Agreements
- Approve Appointments
- Ratify Resignations/Retirements
- Approve Final Salary Placements for Temporary Faculty Member
- Approve 2019/2020 Contract Extension Days
- Approve Leaves of Absence
- Approve Adjusted Dates for Leave of Absence
- Approve Beyond Contract/Overload Stipends
- 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 Mr. Yarbrough and seconded by Ms. Mendoza to approve the following action on the classified personnel docket. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

- Approve New Appointments
- Approve Out of Class Assignments
- Approve Professional Growth Increments
- Approve Return to Regular Assignments
- Approve Leaves of Absence
- Ratify Resignations/Retirements
- Approve Short Term Assignments
- Approve Changes in Temporary Assignment
- Approve Additional Hours for Ongoing Assignment
- Approve Substitute Assignments
- Approve Miscellaneous Positions
- Approve Instructional Associates/Associate Assistants
- Approve Volunteers
- Approve Student Assistant Lists

6.3 Approval of 2020-2021 Non-Credit Instructional Calendar

It was moved by Mr. Yarbrough and seconded by Ms. Mendoza to approve the 2020-2021 Non-Credit Instructional Calendar as presented. The motion carried with the following vote: Aye – Ms. Alvarez, Ms. Barrios, Mr. Hernandez, Mr. Labrado, Ms. Mendoza, and Mr. Yarbrough.

7.0 ADJOURNMENT

The next regular meeting of the Board of Trustees will be held on April 13, 2020.

There being no further business, Ms. Alvarez declared the meeting adjourned at 10:19 p.m.

Respectfully submitted,

Marvin Martinez, Chancellor

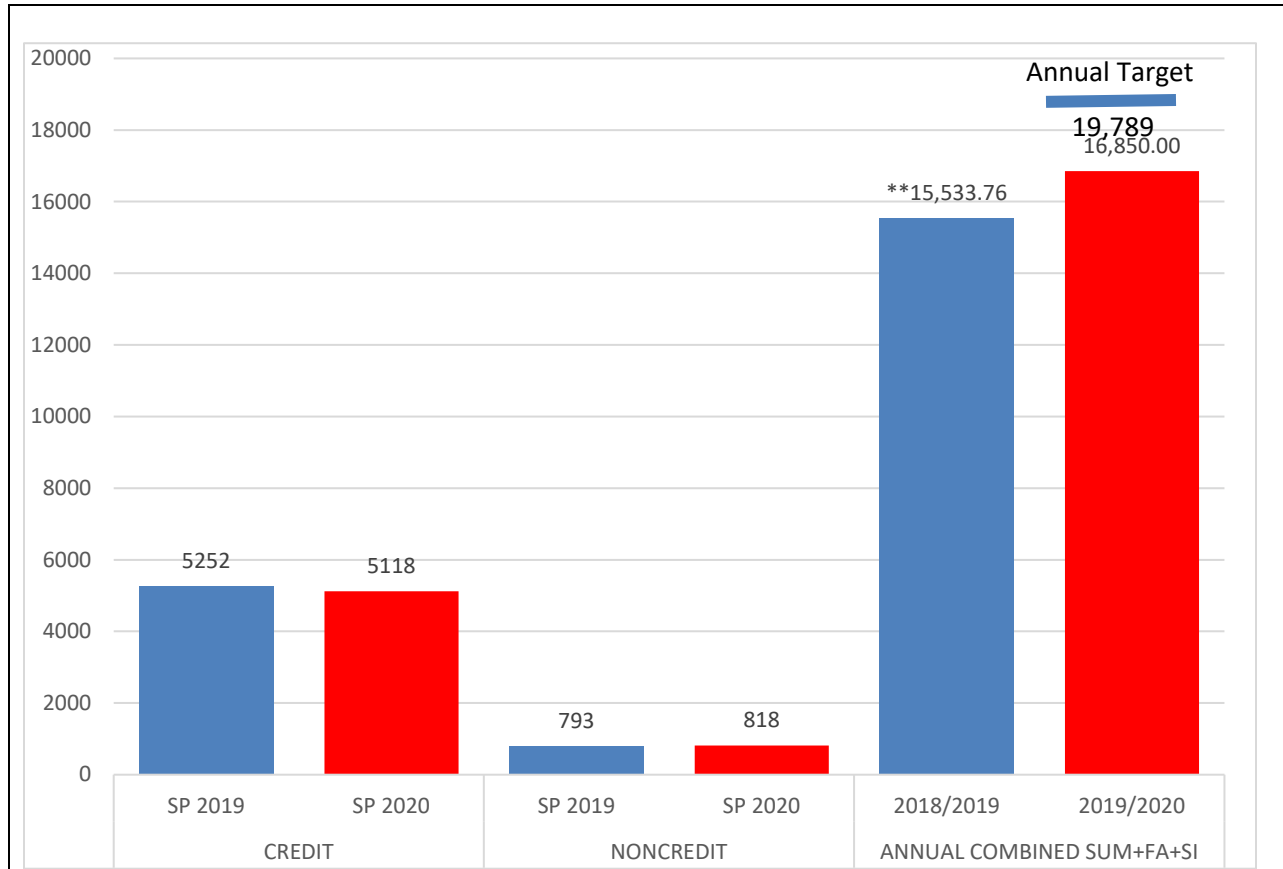
Approved: _____
Clerk of the Board

Minutes approved: April 13, 2020



SAC 2019/2020 Spring Enrollment Report

*Date: 3/19/20



FTES Target

Terms	2019/2020	DIFF	PCT
Credit SP Target	6598.00		
Credit SP Projection	6598.00	0.00	0%
Noncredit SP Target***	2111.00		
Noncredit SP Projection	2111.00	0.00	0%
Annual Target	19789.00		
Annual Projection	19671.00	-118.00	-1%

NOTES:

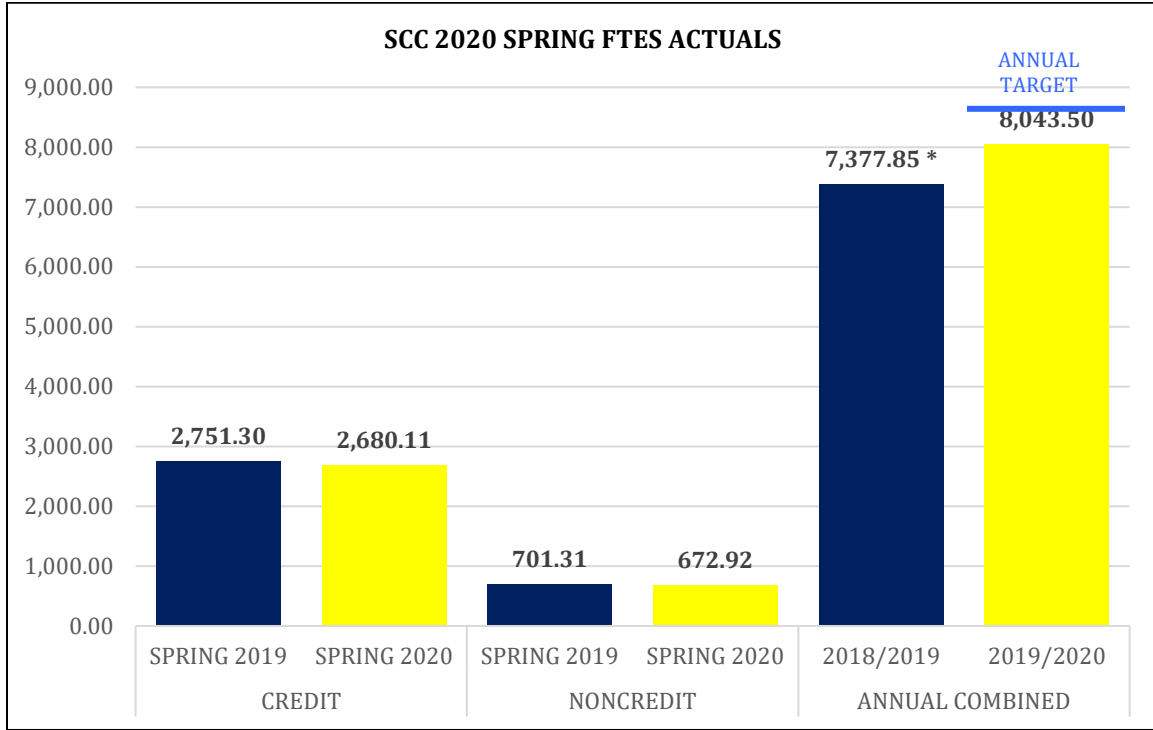
* This report represents a "moment in time" comparison between like terms.

** Accounts for summer shift of 942.34 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

*** Spring Target includes all FTES earned by June 30, 2020.



SCC 2019/2020 ENROLLMENT REPORT
3/19/2020



FTES TARGETS

TERMS	2019/2020	DIFF	PCT
Credit Spring Target	2766		
Credit Spring Projection	2766	0	0.0%
NonCredit Spring Target	1155		
NonCredit Spring Projection	** 1005	-150.00	-13.0%
Annual Target	8389		
Annual Projection	8289	-150.00	-1.8%

NOTES:

*Accounts for summer shift of 450.66 FTES shifted from 2018/19 to 2017/18 which decreased summer 2018 FTES as well as the 2018/2019 Annual Combined Total.

**Based on a return of face-to-face classes on April 27th.

SOURCE:

Executive Dashboard Report

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Human Services and Technology Division**

To: Board of Trustees	Date: April 13, 2020
Re: Approval of Standard Inter-Agency Instructional Services Agreement Renewal with Serrato & Associates, Inc.	
Action: Request for Approval	

BACKGROUND

Presently, the Criminal Justice Academies has an instructional services agreement with Serrato & Associates, Inc. to support regional training courses for peace officers. This standard inter-agency instructional services agreement renewal with Serrato & Associates, Inc. (“Agreement Renewal”) identifies the services and responsibilities of the Rancho Santiago Community College District and Serrato & Associates, Inc., including supervision and control of instruction, open enrollment requirements, courses of instruction, instructor qualifications, and instructor services agreements. This agreement renewal governs 45,000 instructional hours for the fiscal year.

ANALYSIS

This agreement renewal shall remain in effect for five (5) years or until terminated by either party and carries a cost to the district not to exceed one hundred thirty-five thousand dollars (\$135,000) per fiscal year.

RECOMMENDATION

It is recommended that the Board of Trustees approve this standard inter-agency instructional services agreement renewal with Serrato & Associates, Inc., located in Chino Hills, California, as presented.

Fiscal Impact:	\$135,000/Fiscal Year	Board Date: April 13, 2020
Prepared by:	Jeffrey N. Lamb, Ph.D., Vice President, Academic Affairs Larisa Sergeyeva, Ed.D., Dean, Human Service & Technology	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Marvin Martinez, Chancellor, RSCCD	

STANDARD INTER-AGENCY INSTRUCTIONAL SERVICES AGREEMENT

THIS AGREEMENT is entered into by and between the Rancho Santiago Community College District with its principle place of business located at 2323 North Broadway, Santa Ana, California 92706 (District) on behalf of the Santa Ana College Criminal Justice Academies and Serrato & Associates, Inc. (Agency) with its principle place of business located at 14071 Peyton Drive, Unit #999 Chino Hills, California 91709.

RECITALS

WHEREAS, under Government Code Section 53060 and Education Code Section 78021, the Rancho Santiago Community College District desires to contract with Agency as an independent contractor to the District; and

WHEREAS, Agency has the personnel, expertise and equipment to provide the special services required herein, and

WHEREAS, the public's interest, convenience and general welfare will be served by this contract;

NOW THEREFORE, in consideration of the following covenants, conditions and agreements, the parties hereto agree as follows:

- 1) TERM AND TERMINATION. This agreement shall be binding and deemed effective on the date which this Agreement first becomes fully executed by both Parties hereto and shall remain in effect for five (5) years unless sooner terminated by either party in accordance with this section.
 - a) Either party may terminate this Agreement without cause by giving thirty (30) days prior written notice to the other party of its intention to terminate. In the event a rotation is in progress, any written notice to terminate with or without cause shall become effective at the expiration of the rotation.
 - b) In the event of a material breach of this Agreement, the aggrieved party may terminate this Agreement by giving thirty (30) days' prior written notice of termination to the breaching party. If the breach is not cured, the Agreement shall terminate at the end of the thirty day period.
 - c) Notwithstanding the foregoing, in the event the Program is discontinued by College during its Term, this Agreement shall immediately terminate without further action by the parties hereto.
- 2) AGENCY'S RESPONSIBILITIES:
 - a) Services. Agency is authorized to teach the following courses:
 - CJA 007A/B- Gangs, Cults, and Hate Crimes
 - CJA 009C- Narcotics Related Instruction

- CJA 034A- Advanced Officer Training (AOT)
 - CJA 034E- Continued Professional Training for Peace Officers
 - Other related courses approved by the Associate Dean, Criminal Justice Academies and specific to Criminal Justice and all other approved Criminal Justice related courses offered at Santa Ana College.
- b) Instructor Qualifications: All student contact hours submitted by the Agency to the District shall have been taught under the line of sight supervision of instructors who meet the District's minimum or equivalent qualifications for hiring as part-time Criminal Justice Instructors. This expertise is furnished at the expense of the Agency. The services include the use of their specialized equipment, facilities, all handouts, and instructors with specific expertise.
- c) Enrollment of Students: The District will supply current student enrollment forms to the Agency who will return properly completed enrollment forms to the District prior to beginning instruction.
- d) Student Attendance Records. Agency will maintain records of student attendance and achievement. Records will be open for review at all times by officials of the District and submitted on a schedule developed by the District.
- e) Applicable Law. Agency 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 Agency, Agency's business, equipment, and personnel engaged in operations covered by this agreement or occurring out of the performance of such operations.

3) DISTRICT'S RESPONSIBILITIES

- a) Educational Program. The educational program provided under this agreement is the sole responsibility of the District. When a course is offered for credit, participants in the course will earn academic credit in accordance with District policy regarding eligibility, attendance, course work, examinations, and related policies and procedures. Accordingly, District retains responsibility for the Program and/or courses offered pursuant to this Agreement.
- b) Supervise and Control Instruction. The instruction claimed for apportionment under this contract shall be under the immediate supervision and control of a District employee (Title 5, Section 58058) who has met the minimum qualifications for instruction in a vocational subject in a California community college.
- c) Instructor Who Is Not a District Employee - District's Responsibilities. Where Agency's instructor is not a paid employee of the District, the District shall have a written agreement with each such instructor who is conducting instruction for which Full time Equivalency Students (FTES) are reported. The agreement shall state that the District has the primary right to control and direct the instructional activities of Agency's instructor.

- d) Qualifications of Instructors. District shall list the minimum qualifications for instructors teaching these courses. Such qualifications shall be consistent with requirements specified by the District.
- e) District's Control of and Direction for Instructors. District shall provide instructors with an orientation, instructors manual, course outlines, curriculum materials, testing and grading procedures, and any of the other necessary materials and services that it would provide to its hourly instructors on campus.
- f) Courses of Instruction. It is the District's responsibility to ensure that the course outline of records are approved by the District's curriculum committee pursuant to Title 5 course standards, and that the courses have been approved by the District's board of trustees.
- g) Different Section of Courses. District shall have procedures to ensure that faculty teaching different sections of the same course teach in a manner consistent with the approved outline of record for that course. Such procedures apply to the faculty and courses that are the subject of this contract, and the students shall be held to a comparable level of rigor.
- h) Enrollment. District will advise Agency of the enrollment period, student enrollment fees, the number of class hours sufficient to meet the stated performance objectives, policy regarding the supervision and evaluation of students, and the procedure applicable to the withdrawal of students prior to completion of a course or program.
- i) Approval of Degree and Certificate Programs. District is responsible to ensure that degree and certificate programs have been approved by the State Chancellor's Office and courses that make up the programs must be part of the approved programs, or District must have received delegate authority to separately approve those courses locally.
- j) Classes Held Outside of District. If the classes are to be located outside the boundaries of the District, the District must comply with the requirements of title 5, Sections 55230-55232, concerning approval by adjoining high school or community college districts and use of non-District facilities.
- k) Funding Source. District shall certify that it does not receive full compensation for the direct education costs of the course from any public or private agency, individual, or group.
- l) Certification. District is responsible for obtaining certification verifying that the instruction activity to be conducted will not be fully funded by other sources. (Title 5, Section 58051.5)

4) FEES

- a) Agency Fee and Expenses. The fee to be paid by District for the services and materials to be supplied hereunder is: Three dollars (\$3.00) per student contact hour, not to exceed 45,000 student contract hours or one-hundred thirty-five thousand

dollars (\$135,000) per fiscal year. Annual limits shall not be exceeded without the expressed written permission from either the Dean of Human Services & Technology Division or by the Associate Dean, Criminal Justice Academies.

- i) Invoices. The Agency shall invoice the District at the conclusion of each course, supplying mutually acceptable documentation of student contact hours for each course.
- ii) Tuition. It is mutually agreed that Agency can choose to deduct tuition fees from the total dollar amount per student contact hour paid to Agency by District.

5) TERMS AND CONDITIONS

- a) Facilities. Agency and District agree that the course shall be held at facilities that are clearly identified as being open to the general public. (Title 5, Section 58051.5)
- b) Open Enrollment. District and Agency agree that enrollment in the course must be open to any person who has been admitted to the college and has met any applicable prerequisites. (Title 5, Sections 51006 and 59106) The District's policy on open enrollment is published in the college catalogue and schedule of classes (Title 5, Section 51006), along with a description of the course and information about whether the course is offered for credit and is transferable. (Title 5, Section 55005)
- c) Support Services for Students. Both Agency and District shall ensure that ancillary and support services are provided for the students (e.g. Counseling and Guidance, and Placement Assistance).
- d) Indemnification. The District shall defend, indemnify and hold Agency 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 the District, its officers, agents, employees, Students, or District Instructors (if applicable).

Agency shall defend, indemnify and hold the District 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 Agency, its officers, agents, or employees.

- e) 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 or facsimile signature shall be deemed an original.
- f) Independent Contractors. It is understood that this is an Agreement by and between independent contractors and is not intended to, and shall not be construed to, create

the relationship of agent, servant, employee, partnership, joint venture of association, or any other relationship whatsoever other than that of independent contractor. Except as District may specify in writing.

- g) Assignment. This Agreement shall not be assigned by Agency either in whole or in part. Any such purported assignment voids this Agreement.
- h) 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.
- i) Notices. All notices required or permitted under this Agreement shall be in writing and shall be deemed delivered when delivered in person or deposited in the United States mail, postage prepaid, addressed as follows:

If to District:

Rancho Santiago Community College District
ATTN: Vice Chancellor, Business Operations/Fiscal Services
2323 North Broadway
Santa Ana, California 92706

If submitting an invoice, insert: "Attn: Accounts Payable"

If to Agency;

Serrato & Associates, Inc.
Attn: Rick Serrato
14071 Peyton Drive, Unit #999
Chino Hills, California 91709

- j) Time Is of the Essence. Time is of the essence for each of the provisions of this Agreement, and all the provisions of this Agreement, shall extend to and be binding upon the heirs, executors, administrators, successors, and assigns of the respective parties hereto.
- k) Modifications. No modifications or variations of the terms of this Agreement shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreements not incorporated herein shall be binding on any of the parties hereto.
- l) Insurance. Each Party to this Agreement shall insure or self-insure its activities in connection with this Agreement and obtain, keep in force and maintain during the term hereof insurance or self-insurance insuring against the peril of bodily injury, personal injury, property damage and including a contractual liability endorsement with a limit of liability at least one million dollars (\$1,000,000) per occurrence and two million dollars (\$2,000,000) in the aggregate; California Workers' Compensation Insurance on their employees performing any services under this Agreement; and, such other insurance in such amounts which from time to time may be reasonably required by the mutual consent of the parties against other insurable risks relating to

performance. Certificates of insurance, or other satisfactory documentation, evidencing that the insurance coverage specified herein is in full force and effect throughout the term of this Agreement may be requested by either party.

- m) Equal Employment Opportunity Clause. The parties to this contract agree to promote equal employment opportunities through its policies and regulations. This means that both parties will not discriminate, nor tolerate discrimination, against any applicant or employee because of race, color, religion, gender, sexual orientations, national origin, age, disabled, or veteran status. Additionally, the parties will provide an environment that is free from sexual harassment, as well as harassment and intimidation on account of an individual's race, color, religion, gender, sexual orientation, national origin, age, disability, or veteran status.
- n) Severability. Should any part of this Agreement be declared through a final decision by a court or tribunal of competent jurisdiction to be unconstitutional, invalid, or beyond the authority of either party to enter into or to carry out, such decision shall not affect the validity of the remainder of this Agreement, which shall continue in full force and effect, provided that the remainder of this Agreement, absent the unexercised portion, can be interpreted reasonably to give effect to the intentions of the parties.

Execution. By their signatures below, each of the following represents that they have authority to execute this Agreement and to bind the party on whose behalf their execution is made.

AGENCY

RANCHO SANTIAGO COMMUNITY
COLLEGE DISTRICT

By: _____

By: _____

Name: _____

Name: Peter J. Hardash

Title: _____

Title: Vice Chancellor
Business Operations/Fiscal Services

Date: _____

Date: _____

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

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of First Amendment to Professional Services Agreement between Bricks 4 Kidz and Rancho Santiago Community College District on behalf of Santa Ana College and Santiago Canyon College Community Services Programs	
Action:	Request For Approval	

BACKGROUND

The Santa Ana College and Santiago Canyon College Community Services Programs offer courses that are not for credit and designed for a specific audience or particular need. These courses are shorter in duration and do not require lengthy preparation or rigorous testing. From creative arts and financial management to computer software and travel tours, these classes are available to the community for a fee. The flexibility of this program allows additions and replacement of classes that have the most cost-effective impact on the program and the community. At the June 17, 2019 meeting, the Board of Trustees approved a professional services agreement with Bricks 4 Kidz, who has the expertise and curriculum to provide youth related educational programming.

ANALYSIS

This First Amendment to Professional Services Agreement between Bricks 4 Kidz and Rancho Santiago Community College District on behalf of Santa Ana College and Santiago Canyon College Community Services Programs (“First Amendment”) allows Santa Ana College and Santiago Canyon College Community Services Programs the ability to partner with Bricks 4 Kidz to offer video game design classes to children. The term of this First Amendment will be effective from the day of execution through June 30, 2024. This First Amendment also raises the maximum rate of pay to Bricks 4 Kidz to up to \$194 per student to allow for the additional cost of providing video game design classes.

RECOMMENDATION

It is recommended that the Board of Trustees approve the First Amendment to Professional Services Agreement between Bricks 4 Kidz and Rancho Santiago Community College District on behalf of Santa Ana College and Santiago Canyon College Community Services Programs, as presented.

Fiscal Impact:	Not to Exceed \$15,000 (estimated net income after expenses)	Board Date: April 13, 2020
Prepared by:	James Kennedy, Ed.D, Vice President, Santa Ana College School of Continuing Education Jose Vargas, Vice President, Santiago Canyon College School of Continuing Education Lithia Williams, Community Services Program Coordinator II	
Submitted by:	Linda D. Rose, Ed.D, President, Santa Ana College John C. Hernandez, Ph.D., President, Santiago Canyon College	
Recommended by:	Marvin Martinez, Chancellor, RSCCD	

**First Amendment to Professional Services Agreement between
Bricks 4 Kidz and Rancho Santiago Community College District
On behalf of Santa Ana College and Santiago Canyon College Community Services Programs**

This First Amendment to Professional Services Agreement between Bricks 4 Kidz and Rancho Santiago Community College District on behalf of Santa Ana College and Santiago Canyon College Community Services Programs ("First Amendment") is dated effective on the 14th day of April, 2020 or the date when fully executed by both parties and is entered into by and 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 and Bricks 4 Kidz, a Corporation, having its principal business address located at 424 S. Cooks Corner, Anaheim Hills, CA 92808 (hereinafter called "Contractor").

District and Contractor entered into a certain Agreement dated effective June 18, 2019 (the "Agreement").

District and Contractor now desire to amend the terms of the Agreement as more particularly set forth below:

1. Exhibit A – Scope of Work and Detailed Schedule of Payment, attached to the Agreement is hereby amended and restated in its entirety and shall hereafter be and read as provided in Exhibit B – First Amendment Scope of Work and Detailed Schedule of Payment, attached to this First Amendment and incorporated for all purposes.
2. Except as provided in this First Amendment, all terms used in this First Amendment that are not otherwise defined shall have the respective meanings ascribed to such terms in the Agreement.
3. This First Amendment embodies the entire agreement between District and Contractor with respect to the amending of the Agreement. In the event of any conflict or inconsistency between the provisions of the Agreement and this First Amendment, the provisions of this First Amendment shall control and govern.
4. Except as specifically modified and amended herein, all of the terms, provisions, requirements and specifications contained in the Agreement remain in full force and effect. Except as otherwise expressly provided herein, the parties do not intend to, and the execution of this First Amendment shall not, in any manner impair the Agreement, the purpose of this First Amendment being simply to amend and ratify the Agreement, as hereby amended and ratified, and to confirm and carry forward the Agreement, as hereby amended, in full force and effect.

IN WITNESS WHEREOF, District and Contractor have executed and delivered this First Amendment effective as of the Effective Date.

IN WITNESS WHEREOF, Parties hereby agree.

CONTRACTOR

Rancho Santiago Community College District

BY: _____
Signature of Authorized Person

BY: _____
Signature

Print Name: _____

Print Name: Peter J. Hardash

Print Title: _____

Title: Vice Chancellor, Business Operations/Fiscal Services

Date: _____

Date: _____

Exhibit B
First Amendment 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.

COURSE DESCRIPTION:

Toshiko Vu with Bricks 4 Kidz will schedule instructors, expert in their field, to teach courses to children, ages 5 -12 in Lego Design, Engineering, Motorized, Remote Control, Mine Crafting, and Video Game Design.

The Contractor agrees to provide services at the times, dates and locations as specified in the Presenter Schedule.

Pay Rate: As of July 1st, 2020, the Contactor pay will increase up to \$194.00 per student depending on class type and student enrollment, upon completion of each course for which this agreement is executed. (Note: Additional services that are subject to fees, i.e. special flyers, direct mailing, postage, administering of tests, etc., deducted when appropriate.) The District will issue the Contractor an Internal Revenue Service Form 1099 for all monies paid over \$600 to them from the District. The Contractor is responsible for their own taxes.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santa Ana College - Counseling Division

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Amendment made as of 04/14/2020 to Career Services Central® Agreement between College Central Network, Inc. and Rancho Santiago Community College District on behalf of Santa Ana College	
Action:	Request for Approval	

BACKGROUND

For the past four years, the Santa Ana College ("SAC") Career Center (formerly the Career Development/Career Technical Education/Student Success Center) has been utilizing Career Services Central ASP – (hosted on College Central Network's ("CCN") servers) to post employment/internship opportunities and provide on-line career resources for SAC students.

Career Services Central ASP - CCN provides cutting-edge software, hardware, virtual training, and customer service for this system. Santa Ana College is extremely pleased with the service, and is requesting a contract be approved for the period from April 1, 2020 – March 31, 2023, for the cost of \$1,575 annually for a 3-year period, for a total cost of \$4,725.

ANALYSIS

Career Services Central - CCN is a national company that serves 50+ colleges in California, including Santiago Canyon College, which has provided very positive feedback about this service. Career Services Central ASP – CCN provides vital technology to connect SAC students to local employers with on-line employment services and career resources.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Amendment made as of 04/14/2020 to Career Services Central® Agreement between College Central Network, Inc. and Rancho Santiago Community College District on behalf of Santa Ana College , as presented.

Fiscal Impact:	\$4,725	Board Date: April 13, 2020
Prepared by:	Vaniethia Hubbard, Ed.D., Vice President, Student Services Maria Dela Cruz, Ph.D., Dean, Counseling	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Marvin Martinez, Chancellor, RSCCD	

**AMENDMENT MADE AS OF 04/14/2020 TO CAREER SERVICES CENTRAL®
 AGREEMENT BETWEEN COLLEGE CENTRAL NETWORK, INC. AND
 Rancho Santiago Community College District on behalf of Santa Ana College**

WHEREAS, COLLEGE CENTRAL NETWORK, INC. ("CCN" or "Vendor") and Rancho Santiago Community College District on behalf of Santa Ana College

("School") have previously entered into the Career Services Central Application Service Provider (ASP) Agreement dated 02/14/2017, signed 05/03/2017 by CCN and 03/29/2017 by the School as previously supplemented to provide certain Additional Included Services and/or Modules (which Agreement, as so previously supplemented, is referred to as the "Original Agreement"). The Original Agreement was effective from 04/01/2017 through 03/31/2020.

WHEREAS, CCN and the School agree to the following amending changes to Section 3(i) only of the original Agreement:

1. The term of the Original Agreement is hereby extended for another two (2) years, i.e., from 04/14/2020 to 04/13/2022 (the "Extended Term").
2. The following price changes to Section 3 of the Original Agreement are agreed to:

"In consideration for its right to use the CAREER SERVICES CENTRAL ASP features currently provided to the School, the School shall pay CCN:

- Year 1: The sum of One thousand, six hundred, thirty-five and 58/100 dollars (\$1,635.58) no later than 04/14/2020 for the period beginning on 04/14/2020 and ending on 04/13/2021 ; and
- Year 2: The sum of One thousand, five hundred, seventy-five and 00/100 dollars (\$1,575.00) no later than 04/14/2021 for the period beginning on 04/14/2021 and ending on 04/13/2022 ."

Schedule A below is the current Schedule of the Additional Included Services and Modules to be provided by CCN throughout the Extended Term. If applicable, any change in the School's contact for notice purposes is set out on Schedule B below.

Except only as specifically provided above, all other provisions of the Agreement, including without limitation the automatic renewal provisions contained in Section 3(ii), remain unchanged and in full force and effect.

This supplementary Amendment may be signed in identical counterparts, each of which shall be deemed to be an original, and both of which, when taken together, shall constitute one and the same document.

Signatures made and transmitted by electronic means (e.g. by facsimile transmission or in pdf scanned format) shall be deemed original and effective signatures.

IN WITNESS WHEREOF, the parties have executed this Amendment, by their respective duly authorized representative, which shall become effective only when signed by both parties.

AGREED TO AND ACCEPTED BY:

COLLEGE CENTRAL NETWORK, INC.

SCHOOL:

Rancho Santiago Community College District on behalf of Santa Ana College

By: _____
 Print name: _____
 Title: _____
 Date: _____

By: _____
 Print name: Peter J. Hardash
 Title: Vice Chancellor, Business Operations/Fiscal Services
 Date: _____

SCHEDULE A – Current Schedule of Additional Included Services and Modules

- Multi-Campus Notes Manager Module Mentoring Network Module On-Campus Recruiting Module
 Community Residents Access Secure Internship Access Secure Co-op Access

SCHEDULE B – Change of Notice Contact

If applicable, the updated notice contact for the School listed in Section 16 of the Original Agreement is changed to:

Name: _____ Title: _____
 School name: _____
 Address: _____
 City: _____ State: _____ Zip + 4: _____
 Phone/Ext: _____ email: _____

or to such other address for the delivery of notices as shall hereafter have been provided in accordance with such notice provision of Section 16.

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
(Santa Ana College – School of Continuing Education)

To:	Board of Trustees	Date: April 13, 2020
Re:	Ratification of Santa Ana College Marketing Contract Approved by the Chancellor per Resolution No. 20-03 Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)	
Action:	Request for Ratification	

BACKGROUND

The Santa Ana College School of Continuing Education (“SAC-SCE”) has transitioned its ESL program to Temporary Remote Instruction because of the COVID 19 Crisis. In order to assist individuals who could benefit from ESL instruction who are at home due to the stay at home restrictions, SAC-SCE is initiating a six (6) week pilot ESL instructional program starting on April 20, 2020. The program is being marketed as sac.edu/go.

ANALYSIS

In order for the program to be successful a marketing program is being put together to support sac.edu/go, which includes social media and radio. This program marketing supports the social media advertising campaign. Chancellor Martinez signed the Santa Ana College ESL Course Marketing with Interact Communications on Thursday, April 2, 2020 under the Rancho Santiago Community College District Board Emergency Declaration Resolution 20-03

RECOMMENDATION

It is recommended that the Board of Trustees ratify the Santa Ana College marketing contract with Interact Communications approved by the chancellor per Resolution No. 20-03.

Fiscal Impact: \$25,000	Board Date: April 13, 2020
Prepared by: James Kennedy Ed.D, Vice President Santa Ana College, School of Continuing Education	
Submitted by: Linda D. Rose, Ed.D, President, Santa Ana College	
Recommended by: Marvin Martinez, Chancellor, RSCCD	

interact

SANTA ANA COLLEGE

ESL Course Marketing

Prepared by
Kristel Keys Running, Director of Communications

4/21/2020

March 27, 2020

Interact Communications
550 Seagaze Dr. #9
Oceanside, CA 92054

Dear Ms. Wall,

Interact Communications, Inc., a full-service marketing and communications company, is pleased to submit this proposal to Santa Ana College to support your ESL course marketing efforts.

Interact Communications has served community and technical colleges since 1996. We have developed and implemented marketing plans and brands for colleges nationwide and have extensive experience in the California market. We are currently the Agency of Record for the Inland Empire/Desert Regional Consortium Strong Workforce Program, Orange County Strong Workforce Program, and North Orange County Community College District CTE branding campaign. As such, we are intimately familiar with the Strong Workforce Initiative, Doing What Matters Initiative, and both local and statewide marketing and branding programs.

As a communications company, we bring:

- 62 combined years in two-year college marketing and recruiting
- 48 years in research and strategic planning
- 33 years in media and message design for educational markets
- 33 years in communications campaign planning and implementation
- 25 years in educational research
- 30 years in image management and media / public relations

We appreciate your consideration of this proposal and look forward to the opportunity to work with Santa Ana College in an expanded capacity.

Regards,



Cheryl Broom, M.A.
President, Interact Communications
550 Seagaze Drive, #L-118
Oceanside, CA 92054
M: (760) 698-3194
Cheryl.broom@interactcom.com
www.interactcom.com

Scope of Work

Campaign Collateral Development

Interact Communications will develop, write and design collateral for a digital campaign to promote the free 6-week online ESL course enrollment for Santa Ana College for April 2020. Digital advertisements will be translated into Spanish, Vietnamese and Chinese (digital ads only) and include the Santa Ana College logo.

Interact will create a new digital ad set and two (2) :15 OTT videos for use in the campaign. The ads will be adapted for standard digital sizes and for social media (Facebook, Instagram, and Snapchat).

This portion of the agreement shall not exceed \$11,000. Digital ads are designed and resized for social media and digital display.

Media Buying and Tracking

To promote the free 6-week ESL courses offered online at Santa Ana College, Interact Communication recommends the following digital marketing tactics.

Social Media: We use innovative techniques that will keep SAC's messaging in the public eye by advertising on social media platforms, including **Facebook, Instagram, and Snapchat** targeting Spanish, Vietnamese, and Chinese speaking student prospects in your service area.

Custom Display – OTT: SAC's will have its own unique OTT campaign, including keyword retargeting and website remarketing.

YouTube Campaign: We deliver micro-targeted video ad campaigns to segmented audiences. A YouTube campaign is particularly cost-effective and can be targeted by online behavior, browsing history and demographics.

Suggested ESL Campaign flight – April 12 – April 25, 2020

Santa Ana College Media Budget Plan Apr 12-25 2020		
Digital	APRIL	Totals
YouTube	\$ 3,000.00	\$ 3,000.00
Facebook / Instagram	\$ 2,500.00	\$ 2,500.00
Snapchat	\$ 3,000.00	\$ 3,000.00
Custom Display - (OTT+Keyword Retargeting+Remarketing)	\$ 3,673.00	\$ 3,673.00
Current Totals	\$ 12,173.00	\$ 12,173.00

Fee Summary

Digital Marketing Services	Unit Price	Total Cost
Campaign Collateral Development		\$11,000
Digital Media Buy		\$12,173.92
Media Placement Fee (15%)		\$1,826.08
Total		\$25,000

Signature

Payment terms for collateral development are 50% upon contract signing and 50% upon project completion. Payment terms for the media buy are 100% upon contract signing. Media buys are prepaid and payment is due for first month's service even if collateral isn't submitted.

Any other services that Santa Ana College requires outside of the stated parameters of this contract will be furnished at our best client pricing. Any changes to the contract will be noted and will require signed authorization in the form of a change order.

This agreement contains the entire agreement and understanding between the parties with respect to the subject matter herein.

Agreed to on behalf of:

Santa Ana College

Marvin Martinez, Chancellor

Name/Title

[Signature]

Signature

4/2/2020

Date

Agreed to on behalf of:

Cheryl Broom

Cheryl Broom, President

Cheryl Broom

March 27, 2020

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**SANTA ANA COLLEGE – ACADEMIC AFFAIRS**

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Proposed Revisions for the 2019 – 2020 Santa Ana College Catalog Addendum	
Action:	Request for Approval	

BACKGROUND

The attached memo is the annual summary of actions taken by the Santa Ana College Curriculum and Instruction Council during 2020. It includes new courses, program revisions, and other curricula changes that are reflected in the catalog.

ANALYSIS

The catalog is the ongoing legal representation of course/program offerings and annual academic policies at Santa Ana College. Changes are recommended to the Board of Trustees by the Curriculum and Instruction Council that has faculty representation from each academic division as well as administrative representation.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed revisions for the 2019 – 2020 Santa Ana College Catalog Addendum.

Fiscal Impact:	None	Board Date: April 13, 2020
Prepared by:	Jeffrey N. Lamb, Ph.D., Vice President, Academic Affairs Brian Sos, Ph.D., Chair of the Curriculum and Instruction Council	
Submitted by:	Linda D. Rose, Ed.D., President, Santa Ana College	
Recommended by:	Marvin Martinez, Chancellor, RSCCD	



CURRICULUM AND INSTRUCTION COUNCIL

DATE: April 13, 2020

TO: Linda D. Rose, Ed.D., President of Santa Ana College

FROM: Jeffrey N. Lamb, Ph.D., Vice President, Academic Affairs
Brian Sos, Ph.D., Chair of the Curriculum and Instruction Council

RE: **PROPOSED REVISIONS FOR THE 2019-2020 CATALOG ADDENDUM**

The following changes to the 2019-2020 college catalog addendum are proposed by the Curriculum and Instruction Council (CIC) of Santa Ana College. All changes to academic policies, courses, and programs are reviewed and approved by departmental curriculum committees before action is taken by the CIC.

Santa Ana College's CIC is chaired by Dr. Brian Sos, designee of the Academic Senate President. Membership also includes the Vice President of Academic Affairs, 15 faculty representatives (including the Chair of the Committee), an Articulation Officer, an Academic Dean, two Curriculum Specialists and a student representative.

The changes initiated at Santa Ana College for the 2019-2020 catalog addendum are:

REVISED PROGRAMS, DEGREES AND CERTIFICATES (See Attachment #1)

One (1) program, degree and certificate was revised because of changes in required or restricted elective courses, advisory committee recommendations, changes in requirements for four year schools, and recommendations from state agencies.

NEW COURSES: (See Attachment #2)

Three (3) new courses were approved due to new and/or expanded programs or major changes in the discipline.

REVISED PROGRAMS, DEGREES AND CERTIFICATES

Credit

Associate of Arts in Elementary Education (Pre-Professional)

Non-Credit

None

NEW COURSES

Credit

Criminal Justice Academies 034E, Continued Professional Training for Peace Officers
Criminal Justice Academies 038C, Firearms-Sighting Systems
Criminal Justice Academies 038D, Weapon Mounted Light Transition Course

Non-Credit

None

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
Santiago Canyon College – Academic Affairs

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Proposed Revisions for the 2019 - 2020 Santiago Canyon College Addendum and/or 2020 – 2021 College Catalog	
Action:	Request for Approval	

BACKGROUND

The attached memo is a summary of actions taken by the Santiago Canyon College Curriculum and Instruction Council during 2019. It includes new courses, course revisions, course deletions, and other curricula changes that will be reflected in the 2019 - 2020 Santiago Canyon College Addendum and/or 2020 – 2021 College Catalog.

ANALYSIS

The catalog is the ongoing legal representation of course/program offerings and annual academic policies at Santiago Canyon College. Changes are recommended to the Board of Trustees by the Curriculum and Instruction Council that has faculty representation from each academic division as well as administrative representation.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed revisions for the 2019 - 2020 Santiago Canyon College Addendum and/or 2020 – 2021 College Catalog as presented.

Fiscal Impact:	None	Board Date: April 13, 2020
Prepared by:	Marilyn Flores, Ph.D., Vice President, Academic Affairs Darlene Diaz, Chair of the Curriculum and Instruction Council	
Submitted by:	John Hernandez, Ph.D., President	
Recommended by:	Marvin Martinez, Chancellor	



CURRICULUM AND INSTRUCTION COUNCIL

DATE: March 16, 2020

TO: John Hernandez, Ph.D., President of Santiago Canyon College

FROM: Darlene Diaz, Chair of the Curriculum and Instruction Council
Marilyn Flores, Ph.D., Vice President, Academic Affairs

RE: **PROPOSED REVISIONS FOR THE 2019-2020 CATALOG ADDENDUM AND/OR 2020-2021 SANTIAGO CANYON COLLEGE CATALOG**

The following changes to the 2019-2020 Santiago Canyon College Addendum and/or 2020-2021 College Catalog are proposed by the Curriculum and Instruction Council (CIC) of Santiago Canyon College. All changes to academic policies, courses, and programs are reviewed and approved by departmental curriculum committees before action is taken by the CIC.

Santiago Canyon College's CIC is chaired by Darlene Diaz, Designee of the Academic Senate President. Membership also includes the Vice President of Academic Affairs, 17 faculty representatives (including the Chair of the Committee), an Articulation Officer, a Curriculum Specialist, and a student representative.

The changes initiated at Santiago Canyon College for the 2019-2020 Santiago Canyon College Addendum and/or 2020-2021 College Catalog are:

GENERAL EDUCATION REQUIREMENTS FOR THE ASSOCIATE DEGREE (Plan A)

No changes

GENERAL EDUCATION REQUIREMENTS FOR THE CALIFORNIA STATE UNIVERSITY (Plan B)

No changes

INTERSEGMENTAL GENERAL EDUCATION TRANSFER CURRICULUM (Plan C)

No changes

NEW PROGRAMS, DEGREES, AND CERTIFICATES

(See Attachment #1)

Two (2) new program control numbers will be requested from the California Community colleges Chancellor's Office for the upcoming academic year in accordance with California Code of Regulations §55130.

REVISED PROGRAMS, DEGREES, AND CERTIFICATES

No programs were revised.

DEACTIVATED PROGRAMS, DEGREES, AND CERTIFICATES

No programs were deactivated.

NEW COURSES

(See Attachment #2)

One (1) new course was approved due to new and/or expanded programs or major changes in the discipline.

REVISED COURSES

(See Attachment #3)

Seven (7) course revisions were approved which reflected changes in title, units, hours, or content because of changes in requirements for four-year schools and recommendations from advisory committees or state agencies.

HONORS COURSES

(See Attachment #4)

One (1) honor course revision was approved which reflected changes in title, units, hours, or content because of changes in requirements for four year schools and recommendations from advisory committees or state agencies.

DEACTIVATED COURSES

(See Attachment #5)

Three (3) courses were deactivated and one (1) course was removed from educational plans.

DISTANCE EDUCATION OFFERINGS

(See Attachment #6)

Seven (7) courses were separately reviewed and approved in accordance with California Code of Regulations §55206. These courses were designed with portions of the instruction, which the instructor and student are separated by distance and interact through the assistance of communication technology in lieu of face-to-face interaction.

STAND ALONE

No courses were proposed for Stand Alone status.

CC: Michael DeCarbo, Academic Senate President, Santiago Canyon College
Marilyn Flores, Vice-President of Academic Affairs, Santiago Canyon College
Darlene Diaz, Chair of the Curriculum and Instruction Council, Santiago Canyon College
Syed Rizvi, Vice-President of Student Services, Santiago Canyon College
Jose Vargas, Vice-President of Continuing Education, Orange Education Center
Elizabeth Arteaga, Dean of Business and Career Education, Santiago Canyon College
Ruth Babeshoff, Dean of Counseling and Student Support Services, Santiago Canyon College
Aaron Voelcker, Dean of Institutional Effectiveness, Library & Learning Support, Santiago Canyon College
David Vakil, Dean of Arts, Humanities and Social Sciences, Santiago Canyon College
Martin Stringer, Dean of Mathematics and Sciences and Athletics Director, Santiago Canyon College
Linda Rose, President of Santa Ana College
Jeffrey Lamb, Vice-President of Academic Affairs, Santa Ana College
Monica Zarske, Academic Senate President, Santa Ana College
Brian Sos, Chair of the Curriculum and Instruction Council, Santa Ana College

NEW PROGRAMS, DEGREES, AND CERTIFICATES

Credit

Public Administration, Associate of Science
Public Administration, Certificate of Achievement

Noncredit

None

NEW COURSES

Credit

Counseling 198, Philosophy of Helping

Noncredit

None

REVISED COURSES

Credit

Anthropology 100, Introduction to Cultural Anthropology
Psychology 170, Multicultural Psychology
Psychology 220, Introduction to Research Methods in Psychology
Psychology 250, Introduction to Abnormal Psychology
Spanish 101A, Elementary Spanish IA
Spanish 101B, Elementary Spanish IB
Spanish 102, Elementary Spanish II

Noncredit

None

HONORS COURSES

Credit

Anthropology 100H, Honors Introduction to Cultural Anthropology

Noncredit

None

DEACTIVATED COURSES

Credit

English N59, Fundamentals of Reasoning and Writing
English 061, Introduction to Composition
Mathematics 290L, Linear Algebra Math Lab

Noncredit

None

DISTANCE EDUCATION OFFERINGS

Credit

Anthropology 100, Introduction to Cultural Anthropology
Psychology 170, Multicultural Psychology
Psychology 220, Introduction to Research Methods in Psychology
Psychology 250, Introduction to Abnormal Psychology
Spanish 101A, Elementary Spanish IA
Spanish 101B, Elementary Spanish IB
Spanish 102, Elementary Spanish II

Noncredit

None

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santa Ana College – Community Services Program**

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Santa Ana College Community Services Program for Summer 2020	
Action:	Request For Approval	

BACKGROUND

The Santa Ana College Community Services Program offers classes that are of special interest or designed for a specific audience or need. They are noncredit, usually shorter in duration than credit classes and do not require lengthy preparation or rigorous testing. From creative arts and financial management to computer software and travel tours, these courses are offered to the public for a fee. The nature of the program determines which classes to add or replace to best meet the needs of the community.

ANALYSIS

The Santa Ana College Community Services Program for Summer 2020 schedule supports the mission of Santa Ana College as a partner that inspires, transforms and empowers a diverse community of learners. Adults and children in the Santa Ana College service area will have access to 170 academic and professional development courses, personal enrichment and recreational activities. This summer, the College for Kids Program will feature nearly 50 academic and recreational activities. This comprehensive fee-based menu provides educational opportunities for students to discover, prepare, develop and pursue lifelong learning.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Santa Ana College Community Services Program for Summer 2020, as presented.

Fiscal Impact:	\$35,000 (estimated net income after expenses)	Board Date: April 13, 2020
Prepared by:	James Kennedy, Ed.D, Vice President, Santa Ana College School of Continuing Education Lithia Williams, Community Services Program Coordinator II	
Submitted by:	Linda D. Rose, Ed.D, President, Santa Ana College	
Recommended by:	Marvin Martinez, Chancellor, RSCCD	

SANTA ANA COLLEGE COMMUNITY SERVICES PROGRAM FOR SUMMER 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Active Adult			
Elder Care-Gov't Grants & Subsidies	Carl Leiter	\$25	60/40
Tai Chi	Celia Rubacalva	\$79	60/40
Intro to Chess	Stephen Kouri	\$120	60/40
One Stroke Painting	Carmen MacDonald	\$60	60/40
Beginning Pickleball	Diana Abruscato	\$79	60/40
Animal Care			
Basic Dog Manners	Dog Services	\$88	50/50
Dog Obedience	Dog Services Unlimited	\$98	50/50
Arts & Crafts			
Candlemaking	Quayum Abdul	\$35	60/40
Soapmaking	Quayum Abdul	\$35	60/40
Bath Products	Quayum Abdul	\$35	60/40
Beads, Crystal & Semi Precious Stones	Brigitte Burns	\$29	60/40
Wire Wrapping	Brigitte Burns	\$29	60/40
Creative Cards	Brigitte Burns	\$29	60/40
Summer Floral Design	Mina Asadirad	\$70	60/40
Intro to Macramé	Beth Davidson	\$30	70/30
Mosaic Tiling for Beginners	Beth Davidson	\$30	70/30
Metal Stamping	Beth Davidson	\$30	70/30
Paint & Mingle	Lorna Manapat	\$89	60/40
Face Painting	Carmen MacDonald	\$75	60/40
String Art	Beth Davidson	\$25	70/30
Around the Home & Garden			
Electronic Repair	Phil Famolaro	\$125	60/40
Succulent Containers	Anne Huber	\$35	70/30
Miniature Gardens	Anne Huber	\$30	70/30
Terrarium Workshop	Anne Huber	\$30	70/30
Itty Bitty Container Gardening	Anne Huber	\$30	70/30
Windchimes	Beth Davidson	\$35	70/30
Suncatcher Workshop	Beth Davidson	\$30	70/30
Dreamcatcher Workshop	Beth Davidson	\$35	70/30
Himmeli Workshop	Anne Huber	\$30	70/30
Eliminate Clutter	Nancy Miller	\$35	60/40
Furniture Upholstery	Paul Dominguez	\$89	60/40
Mixed Media Wall Hanging	Beth Davidson	\$30	70/30
Automotive			
BAR Update	James Rudd	\$295	60/40
CCDET Smoke Opacity	James Rudd	\$175	60/40
DEAM Certification	James Rudd	\$175	60/40
Electrical I & II	James Rudd	\$200	60/40
EPA Certification	James Rudd	\$215	60/40
Auto Wholesale Business	Ronald Williams	\$89	60/40
HVAC I & II	James Rudd	\$200	60/40
Transit Vehicle Safety	James Rudd	\$100	60/40
Auto Upholstery	Paciano Dominguez	\$125	60/40
Business & Careers			
Become A Notary Public	Notary Public Seminars, Inc.	\$95	60/40
Renewing Notaries	Notary Public Seminars, Inc	\$49	60/40
Loan Signing	Notary Public Seminars, Inc.	\$95	60/40
Architectural Drafting/Blueprint Reading	Phil Famolaro	\$125	60/40

SANTA ANA COLLEGE COMMUNITY SERVICES PROGRAM FOR SUMMER 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
How to Sell on eBay	Francis Greenspan	\$69	60/40
Voice Overs-Now is Your Time!	Wendy Shapero	\$29	60/40
Sexual Harassment Workshop	Scott Myers	\$65	60/40
Home Based Business	Nancy Miller	\$35	60/40
Getting Published	Michael Rounds	\$35	60/40
Podcasting	Michael Rounds	\$35	60/40
Make-Up 101	Michelle Jackson	\$65	60/40
Phlebotomy Technician	AUMT Institute	\$2000	30/70
Airbnb Tax Perspective	Dean Ferraro	\$69	60/40
Public Speaking	Donna Valenti	\$69	60/40
Contractor License	Phil Famolaro	\$125	60/40
Makeup Artistry	Carmen MacDonald	\$125	60/40
Become A Floral Designer	Mina Asadirad	\$70	50/50
College For Kids			
Dragonfly Summer Camp	Beth Davidson	\$125	70/30
Mosaics for Kids	Beth Davidson	\$50	70/30
Jewelry Making	Beth Davidson	\$50	70/30
Kid's Fairy Garden	Beth Davidson	\$25	70/30
You-tube Bootcamp for Kids	Rosemary Solis	\$135	\$30/hr.
Early Reader	Phyllis Neal	\$89	\$35/hr
Reading Development & Comprehension	Phyllis Neal	\$89	\$35/hr
Writing Workshops for Kids	Phyllis Neal	\$89	\$35/hr.
Basic Math	Tim Hester	\$89	\$35/hr
Study Skills & Test Taking	Tremonisha Putros	\$59	\$35/hr
Writing Academy	Stephen Kouri	\$92	60/40
English Composition	Phyllis Neal	\$59	\$30/hr
Seriously Awesome Sitters	Workshops on Wellness	\$39	60/40
Cooking Around the World	Angela Barber	\$79	\$35/hr
SAT Prep	Tremosiha Putros & Trizzie Huynh	\$125	\$35/hr
Teen Make-Up & Skin Care	Michelle Jackson	\$59	60/40
Baseball Camp	Tom Nilles	\$125	60/40
Crazy Chemworks	Mad Science	\$135	60/40
Advanced Robotics	Mad Science	\$135	60/40
NASA Jr. Astronauts	Mad Science	\$135	60/40
Science in Motion	Mad Science	\$135	60/40
Engineers w/LEGO	Bricks4Kidz	\$135	60/40
Remote Control Mania w/LEGO	Bricks4Kidz	\$145	60/40
Video Game Design	Bricks4Kidz	\$225	60/40
Lights, Camera, Action!	Movies by Kids-OC	160	60/40
Minecraft Movies	Movies by Kids-OC	160	60/40
Online Driver's Ed	Bay Area Driving School	\$39	60/40
Spanish For Kids	Sonia Maldonado	\$89	\$35/hr.
Basketball Camp	Rob Wakefield	\$125	60/40
Pre-Algebra	Tim Hester	\$99	\$35/hr
Algebra	Tim Hester	\$99	\$35/hr
Fractions, Decimals & Percents	Tim Hester	\$99	\$35/hr
Cooking Up Cultures	Pat Armano	\$99	60/40
Research Writing Skills	Phyllis Neal	\$59	\$30/hr
Vocabulary & Spelling	Phyllis Neal	\$59	\$30/hr.
Keyboarding for Kids	Kelly Tayles	\$89	\$30/hr.
ABC, Phonics & Me	Mary-Alice Perez	\$89	60/40
Composition & Illustration	Mary-Alice Perez	\$89	60/40
Public Speaking	Donna Valenti	\$59	60/40
Kids Martial Arts	John Bishop	\$89	60/40

SANTA ANA COLLEGE COMMUNITY SERVICES PROGRAM FOR SUMMER 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Hip Hop	Ashley Fletcher	125	60/40
Creative Arts for Little Ones	Beth Davidson	\$25	70/30
Gardening with Toddlers	Beth Davidson	\$25	70/30
Cooking with Toddlers	Beth Davidson	\$30	70/30
Computers			
Computer Basics & Windows 10	Iris Corpus	\$49	\$35/hr.
MS Outlook	Iris Corpus	\$49	\$35/hr.
MS Word	Iris Corpus	\$49	\$35/hr.
MS. Excel	Iris Corpus	\$49	\$35/hr.
All Things Apple	Rosemary Solis	\$49	\$30/hr.
Youtube Bootcamp	Rosemary Solis	\$49	\$30/hr.
Court Mandated			
Alcohol & Drug Awareness	Kelly Nguyen	\$325	50/50
V.C. 14601.1 Suspended License Program	Berry Reed	\$325	50/50
DEJ Deferred Dismissal Drug Program	Diego Fuentes	\$325	50/50
Parenting Skills	Carrie Christensen	\$325	50/50
Anger Management	Kelly Nguyen	\$325	50/50
Petty Theft	Brian Doyle	\$325	50/50
Victim Impact Education	Maria Olivas	\$325	50/50
Life Skills	Maria Olivas	\$325	50/50
Unlicensed Driver	Parvin Mollarkarimi	\$325	50/50
Culinary Arts			
Summer Chicken Dinner	Tarla Fallgatter	\$35	60/40
Hearty Main Course Salads & Bread	Tarla Fallgatter	\$35	60/40
Mediterranean Seafood Supper	Tarla Fallgatter	\$35	60/40
Dance			
Country Line Dancing	Jeanne Estrin	\$55	60/40
Salsa	Salomon Rivera	\$59	60/40
Caribbean/Latin/Social Dance	Miguel Figueroa	\$69	60/40
Classic Ballroom	Ashley Fletcher	\$79	60/40
Health, Fitness & Beauty			
Yoga	John Bishop	\$79	60/40
Tai Chi	Celia Rubalcaba	\$79	\$45/hr.
Basic First Aid & CPR	CJ Moon	\$60	60/40
Open Court Badminton	Chi Tran	\$49/\$69	60/40
Beginning Pickleball	Diana Abruscato	\$79	60/40
Mindfulness	Donna Valenti	\$79	60/40
Essential Oils	Beth Davidson	\$15	70/30
Adult Martial Arts	John Bishop	\$79	60/40
Women's Self Defense	John Bishop	\$79	60/40
Language			
French for Beginners	Gate Language	\$89	\$35/hr
Spanish for Beginners	Gate Language	\$89	\$35/hr.
Italian for Beginners	Gate Language	\$89	\$35/hr

SANTA ANA COLLEGE COMMUNITY SERVICES PROGRAM FOR SUMMER 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u>
Medical Billing			
Medical Insurance Billing Certificate	Kris Patterson	\$150	60/40
Start A Medical Billing Service	Kris Patterson	\$35	60/40
Medical Front Office	Kris Patterson	\$25	60/40
Money Matters			
Budget Management	Lee & Olson	\$25	60/40
Retirement Planning	Lee & Olson	\$25	60/40
Women & Retirement	Lee & Olson	\$25	60/40
Long Term Care Workshop	Samuel Vance	\$49	60/40
Basic Investing: Stocks& Bonds	Jason Micheli	\$35	60/40
Intro to Stock Market & Stock Investments	Jason Micheli	\$35	60/40
Investing for Retirement	Jason Micheli	\$35	60/40
Online Workshops			
Internet & Basic Computer Literacy	Education To Go	\$89	\$52
Web Page Design, Graphics & Multimedia	Education To Go	\$89	\$52
Computer Troubleshooting & Networking	Education To Go	\$89	\$52
Computer Programming	Education To Go	\$89	\$52
Digital Photography & Digital Video	Education To Go	\$89	\$52
Languages (various)	Education To Go	\$89	\$52
Writing Courses	Education To Go	\$89	\$52
Entertainment Industry	Education To Go	\$89	\$52
Business Planning & Sales	Education To Go	\$89	\$52
Business Marketing & Accounting	Education To Go	\$89	\$52
Finance, Wealth & Career Building	Education To Go	\$89	\$52
Family, Parenting & Child Care	Education To Go	\$89	\$52
Personal Enrichment	Education To Go	\$89	\$52
Online Career Training Programs			
Business & Professional	Gatlin Education	\$1795	\$300
Healthcare & Fitness	Gatlin Education	\$1795	\$300
Hospitality & Gaming	Gatlin Education	\$1795	\$300
IT & Software Development	Gatlin Education	\$1795	\$300
Management & Corporate	Gatlin Education	\$1795	\$300
Media & Design	Gatlin Education	\$1795	\$300
Skilled Trades & Industrial	Gatlin Education	\$1795	\$300
Sustainable Energy & Going Green	Gatlin Education	\$1795	\$300
Real Estate			
Buying Your First Home	Sandy Flores	\$25	60/40
Flipping Houses	Phil Famolaro	\$125	\$35/hrly
Real Estate Investments for Retirement	Gustavo Duran	\$79	60/40
Travel			
Hollywood Bowl Spectacular	Good Times Travel Tours	\$99	70/30
San Diego Bay Sights & Sips Sunset Cruise	Good Times Travel Tours	\$109	70/30
Nethercutt & North Woods	Good Times Travel Tours	\$89	70/30
Wild Goose Champagne Bruch Cruise	Good Times Travel Tours	\$109	70/30

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College
Community Services Program**

To: Board of Trustees	Date: April 13, 2020
Re: Approval of Santiago Canyon College Community Services Program for Summer 2020	
Action: Request for Approval	

BACKGROUND

Santiago Canyon College (SCC) maintains a comprehensive educational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. Community Services continues to expand its educational program by offering more than 120 cost effective classes in the SCC service area. Classes offered are presented to SCC's Curriculum and Instruction Council twice per year to ensure that they do not compete with credit and noncredit course offerings.

ANALYSIS

The Summer 2020 Community Services Program reflects a comprehensive effort to meet the needs of the community by maintaining quality in community education programming through the development of new courses and promoting on-going revenue generating courses.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Santiago Canyon College Community Services Program for Summer 2020 as presented.

Fiscal Impact: \$25,000 revenue	Board Date: April 13, 2020
Prepared by: Jose Vargas, Vice President, Continuing Education	
Submitted by: John C. Hernandez, Ph.D., President	
Recommended by: Marvin Martinez, Chancellor	

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
Active Adults			
Total Fitness	Jeff Nolasco	\$30	\$35/hour
Total Fitness –Circuit Training	Jeff Nolasco	\$30	\$35/hour
Tai Chi For Balance	Karen Mack	\$99	60/40
Meditation for Everyday	Mariana Fischer-Militaru	\$16	\$35/hour
Yoga for Every Body	Mariana Fischer-Militaru	\$24	\$40/hour
Advanced Retirement Strategies	Pure Financial Advisors	\$49	No Charge
Retirement Planning Today	Pure Financial Advisors	\$49	No Charge
Animal Care			
Basic Dog Manners “Crash Course”	Dog Services Unlimited	\$88	50/50
Dog Obedience	Dog Services Unlimited	\$99	50/50
Frisbee Dogs! Catch the FUN!	Dog Services Unlimited	\$34	50/50
Arts & Crafts			
Silk Painting	Christie Campbell	\$99	\$30/hour
Printmaking for Fun	Deborah Goldman	\$120	60/40
Advanced Pastels	Dori Dewberry	\$120	\$35/hour
Drawing & Painting with Pastels	Dori Dewberry	\$120	\$35/hour
Summer Cake/Cookie Decorating	Elizabeth Perreault	\$70	60/40
Basic Buttercream Cake Decorating	Elizabeth Perreault	\$70	60/40
Basic Fondant Cake Decorating	Elizabeth Perreault	\$70	60/40
Cake Decorating Combo Class	Elizabeth Perreault	\$135	60/40
Knowing Architecture	Francik Khalili	\$135	\$30/hour
Watercolor Magic	Francik Khalili	\$135	\$30/hour
Figure Drawing Essentials	Jennifer Lee	\$79	60/40
Introduction to Drawing	Jennifer Lee	\$79	60/40
Mixed Media	Jennifer Lee	\$30	60/40
Summer Still Life Workshop	Jennifer Lee	\$30	60/40
Advanced Watercolor	Jennifer Lee	\$140	60/40
Painting & Drawing with Pastels	Kamillia Hardy	\$140	60/40
The Art of Balloon Twisting	Kim-Yen Gil	\$49	60/40
Beginning Jewelry Designs	Michelle Gharibian	\$119	\$30/hour
Basic Floral Designs	Mina Wholesale Flowers	\$70	50/50
Become A Floral Designer	Mina Wholesale Flowers	\$70	50/50
Summer Designs	Mina Wholesale Flowers	\$70	50/50
Character Development	Paul Frank	\$199	\$30/\$40/hour
Stained Glass for Beginners	TBD	\$150	\$30/hour
Business & Careers			
LS Exam Review Class	CA Land Surveyors Assoc.	\$400/\$495	30/70
How to Become a Travel Agent	Dahlia Quinonez	\$120/\$59	\$30/hour
How to Sell on EBay	Frances Greenspan	\$65	60/40
Accounting Basics	Glenn Villanea	\$120	\$30/hour
Intro/Advanced QuickBooks	Glenn Villanea	\$120	\$30/hour

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
<i>Business & Careers Continued</i>			
Advanced Computer Aided Drafting	Jeff Covey	\$350	\$50/hour
ACLS for Healthcare Professionals	Joe Mendivil	\$170	\$115/Participant
BLS/CPR for Healthcare Professionals	Joe Mendivil	\$50	\$35/Participant
PALS for Healthcare Professionals	Joe Mendivil	\$170	\$115/Participant
Survey Mapping in Civil 3D	Jonathan Maddox	\$350	\$55/hour
How to Start a Business in 5 Easy Steps	Julie Diebolt-Price	\$149	50/50
Medical Insurance Billing Certificate Program	Kris G. Patterson	\$150	60/40
Medical Front Office Certificate Program	Kris G. Patterson	\$25	60/40
Start Your Own Billing Service	Kris G. Patterson	\$25	60/40
Beginner's Guide to Getting Published	LeeAnne Krusemark	\$39	60/40
Intro to Screenwriting for TV or Movies	LeeAnne Krusemark	\$19	60/40
Make Money with a VR Assistant/WP Business	LeeAnne Krusemark	\$19	60/40
Meet the Publisher	LeeAnne Krusemark	\$19	60/40
Self-Publishing vs. Traditional Publishing	LeeAnne Krusemark	\$19	60/40
Become a Notary Public	Notary Public Seminars	\$85	60/40
Become an Immigration Consultant	Notary Public Seminars	\$129	60/40
Certified Loan Signing Agent	Notary Public Seminars	\$89	60/40
Renew Your Notary Commission	Notary Public Seminars	\$50	60/40
Wholesale Auto Dealer	Ronald Williams	\$89	60/40
HR Certification Prep Course	HRCP	\$999	\$200/Student
Water Certification Continuing Ed Units	Stephen McLean	\$2,400	\$55/hour
Alcohol Server Certification	TBD	\$150	\$35/hour
Intro to Mixology	TBD	\$150	\$35/hour
Introduction to Voiceovers	Voices for All	\$29	60/40
<i>College For Kids</i>			
Yoga for Kids	Alexandra Boggio	\$89	60/40
Coding for Kids, Augmented Reality (Grades 4-6)	Bit Scouts	\$135	\$80/Person
Coding for Kids, Jr. (Grades 1-3)	Bit Scouts	\$135	\$80/Person
Coding for Kids, (Grades 4-6)	Bit Scouts	\$135	\$80/Person
Python Programming (Grades 7-9)	Bit Scouts	\$135	\$80/Person
Python Programming (Grades 10-12)	Bit Scouts	\$135	\$80/Person
Web Development Immersive (Grades 7-9)	Bit Scouts	\$135	\$80/Person
Code Academy: Advanced Apps w/Android (4-6)	Brainstorm	\$220	30/70
Code Academy: Android Studio (Grades 7-12)	Brainstorm	\$220	30/70
Code Academy: Kodu Game Lab (G 1-3)	Brainstorm	\$220	30/70
Code Academy: Python (Grades 4-6)	Brainstorm	\$220	30/70
Code Academy: Python (Grades 7-12)	Brainstorm	\$220	30/70
Code Academy: Scratch Programming (G 1-3)	Brainstorm	\$220	30/70
Code Academy: Scratch Programming (G 4-6)	Brainstorm	\$220	30/70
Code Academy: Tech Titans (Grades 4-6)	Brainstorm	\$220	30/70
Code Academy: Web Development (G 4-6)	Brainstorm	\$220	30/70
First Lego League Robotics (Grades 4-6)	Brainstorm	\$220	30/70
Gamemaker: Code & Create (Grades 4-6)	Brainstorm	\$220	30/70

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
College For Kids Continued			
Gamemaker: 2D Game Development (G 4-6)	Brainstorm	\$220	30/70
Gamemaker: 2D Game Development (G 7-12)	Brainstorm	\$220	30/70
Gamemaker: 3D Game Development w/Unity	Brainstorm	\$220	30/70
Lego Engineering: Jedi Academy (Grades 1-3)	Brainstorm	\$220	30/70
Lego Engineering & Robotics (Grades 4-6)	Brainstorm	\$220	30/70
Lego Robotics Academy (Grades 4-6)	Brainstorm	\$220	30/70
Lego Robotics Academy (Grades 7-12)	Brainstorm	\$220	30/70
Lego Robotics BattleBots (Grades 4-6)	Brainstorm	\$220	30/70
Minecraft University: Advanced Modding (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: California Missions (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: Circuits/Electronics (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: Python Modding (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: Python Modding (G 7-12)	Brainstorm	\$220	30/70
Minecraft University: Python Temple (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: Python Temple (G 7-12)	Brainstorm	\$220	30/70
Minecraft University: Revolutions (Grades 4-6)	Brainstorm	\$220	30/70
Minecraft University: Robotics Program (G 4-6)	Brainstorm	\$220	30/70
Minecraft University: Rocketry (Grades 4-6)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: CodeFlyers Drone Dev. (4-6)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: CodeFlyers Drone Dev. (7-12)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: 3D Printing (Grades 4-6)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: 3D Printing (Grades 7-12)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: Rocketry (Grades 4-6)	Brainstorm	\$220	30/70
S.T.E.A.M Studio: Rocketry (Grades 7-12)	Brainstorm	\$220	30/70
STEAM University: Excellence/Engineer (G 1-3)	Brainstorm	\$220	30/70
STEAM University: Excellence/Engineer (G 4-6)	Brainstorm	\$220	30/70
STEAM University: Success in Science (G 1-3)	Brainstorm	\$220	30/70
STEAM University: Success in Science (G 4-6)	Brainstorm	\$220	30/70
STEAM University: Teaching w/Tech (G 1-3)	Brainstorm	\$220	30/70
STEAM University: Teaching w/Tech (G 4-6)	Brainstorm	\$220	30/70
VEX Robotics: BotSports (Grades 7-12)	Brainstorm	\$220	30/70
VEX Robotics: BotSports (Grades 4-6)	Brainstorm	\$220	30/70
Young Einstein (Grade K)	Brainstorm	\$220	30/70
Young Einstein: STEM Lab (Grades 1-3)	Brainstorm	\$220	30/70
Young Einstein: STEM Lab Squared (G 1-3)	Brainstorm	\$220	30/70
Young Einstein: STEM Lab Cubed (G 1-3)	Brainstorm	\$220	30/70
Young Einstein: Tech Academy (G 1-3)	Brainstorm	\$220	30/70
Brick World! (Ages 6-12)	Bricks 4 Kidz	\$135	\$94/Person
Classic Adventures! (Ages 6-12)	Bricks 4 Kidz	\$135	\$94/Person
Galaxy Far Away with Lego (Ages 6-12)	Bricks 4 Kidz	\$119	\$94/Person
LEGO! ®	Bricks 4 Kidz	\$135	\$94/Person
Mining & Crafting with Lego (Ages 6-12)	Bricks 4 Kidz	\$119	\$94/Person
Remote Control Mania (Ages 6-12)	Bricks 4 Kidz	\$129	\$94/Person

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate</u> <u>SCC/Presenter</u>
College For Kids Continued			
Self Defense for Kids	John Bishop	\$125	\$30/hour
Entrepreneur School Jr. (Ages 9-13)	Christopher J. Trujillo	\$85	\$40/hour
Entrepreneur School (Ages 14-18)	Christopher J. Trujillo	\$85	\$40/hour
Natural A's (Ages 10-17)	Curtis Adney	\$49	60/40
Basic Math Skills (Grades 2-3)	Danielle Deguzman	\$120	\$30/hour
Crafts for Kids (Ages 4-5)	Danielle Deguzman	\$120	\$30/hour
Creative Writing (Grades 2-3)	Danielle Deguzman	\$120	\$30/hour
Early Reader (Ages 6-7)	Danielle Deguzman	\$120	\$30/hour
First Grade Prep	Danielle Deguzman	\$120	\$30/hour
Language Arts Development (Grades 2-3)	Danielle Deguzman	\$120	\$30/hour
Reading Comprehension & Development (2-3)	Danielle Deguzman	\$120	\$30/hour
Basic Math Review (Grades 4-5)	Danielle Deguzman	\$120	\$30/hour
Basic Math Review (Grades 3-4)	Danielle Deguzman	\$120	\$30/hour
Basic Math Review (Grades 5-6)	Danielle Deguzman	\$120	\$30/hour
Creative Writing (Grades 4-5)	Danielle Deguzman	\$120	\$30/hour
Reading Development & Com. (Grades 1-2)	Danielle Deguzman	\$120	\$30/hour
Reading Development & Com. (Grades 3-5)	Danielle Deguzman	\$120	\$30/hour
Writing Academy (Grades 1-2)	Danielle Deguzman	\$120	\$30/hour
Writing Academy (Grades 3-5)	Danielle Deguzman	\$120	\$30/hour
Writing Academy (Grades 6-8)	Danielle Deguzman	\$120	\$30/hour
Young Writers	Danielle Deguzman	\$120	\$30/hour
Printmaking for Fun	Deborah Goldman	\$120	60/40
Chinese –Mandarin (Ages 8-12)	Grace Chou	\$99	\$30/hour
Chinese –Mandarin for Teens	Grace Chou	\$99	\$30/hour
Avengers & Justice League Animation	Movies by Kids	\$169	\$145/Person
Hollywood Special Effects (Ages 7-13)	Movies by Kids	\$169	\$145/Person
Lego Flix (Ages 7-13)	Movies by Kids	\$169	\$145/Person
Animation – Learning to Draw	Jennifer Lee	TBD	60/40
Kids Mixed Media Studio (Ages 7-12)	Jennifer Lee	\$120	60/40
Teen Mixed Media Studio (Ages 13-16)	Jennifer Lee	\$120	60/40
Crafting with Purpose (Ages 6-8)	Shondra Caldwell	\$89	\$30/hour
Board Game Battle Camp	Shondra Caldwell	\$84/\$120	\$30/hour
Fun Camp!	Shondra Caldwell	\$84/\$120	\$30/hour
Balloon Twisting for Kids	Kim-Yen Gil	\$120	60/40
Party Tricks for Kids	Kim-Yen Gil	\$120	60/40
3D Animation (Ages 10-13)	Leonardo Kiyabu	\$120	\$30/hour
3D Animation for Teens	Leonardo Kiyabu	\$120	\$30/hour
Early Reader (Ages 6-7)	Luz Contreras	\$85/\$99	\$30/hour
Common Core Math (Ages 8-10)	Luz Contreras	\$85/\$99	\$30/hour
Chemical Detectives (Ages 5-12)	Mad Science	\$150	\$89/Person
Little Green Thumbs (Ages 5-12)	Mad Science	\$150	\$89/Person
Junior Robot Engineers (Ages 5-12)	Mad Science	\$150	\$89/Person

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
College For Kids Continued			
Wings and Things (Ages 5-12)	Mad Science	\$150	\$89/Person
Rockin Rocket Scientists (Ages 5-12)	Mad Science	\$150	\$89/Person
Private Swim Lessons	N. Irvine Water Polo Club	\$30	75/25
Recreational Swimming (Ages 13+)	N. Irvine Water Polo Club	\$60	25/75
Swim Lessons	N. Irvine Water Polo Club	\$60	25/75
Swim Camp (Ages 5-13)	N. Irvine Water Polo Club	\$125	25/75
Water Polo Camp (Ages 7-14)	N. Irvine Water Polo Club	\$125	25/75
ESL – Learning the Basics	Nayrouz Raslan	\$85/\$120	\$30/hour
Keyboarding for Kids (Ages 8-12)	Nancy Haugen	\$79	\$35/hour
SCC Pathways Camps	Pathways	\$59/\$99	\$20/hour
Composition & Writing Skills (Grades 4-6)	Phyllis Neal	\$59	\$35/hour
Research & Writing Skills (Grades 4-6)	Phyllis Neal	\$59	\$35/hour
Spelling Bee Time (Grades 4-6)	Phyllis Neal	\$59	\$35/hour
Jedi Engineering LEGO® Materials (Ages 5-6)	Play-Well TEKnologies	\$150	\$96/Person
Jedi Master Engineering LEGO® (AGES 7-12)	Play-Well TEKnologies	\$150	\$96/Person
Mine, Craft, Build Adventure LEGO® (Ages 5-6)	Play-Well TEKnologies	\$150	\$96/Person
Mine, Craft, Build Surviva LEGO® (Ages 7-12)	Play-Well TEKnologies	\$150	\$96/Person
Children's Theatre	Roberta Kay Smith	\$130	\$45/hour
Beginning Guitar for Kids (Ages 8-16)	Ron Gorman	\$99	50/50
Seriously Awesome Sitters	Sabrina Bradley	\$39	60/40
Zumba for Kids	Salomon Rivera	\$59	60/40
Beginner/Intermediate Spanish (Ages 10-14)	Sonia Maldonado	\$79	\$35/hour
Beginner/Intermediate Spanish (Ages 6-9)	Sonia Maldonado	\$79	\$35/hour
Acting Fundamentals (Ages 8-16)	Tara Meyer	\$69	\$35/hour
Modeling and Style (Ages 11-16)	Tara Meyer	\$69	\$35/hour
Basketball Training for Beginners	TBD	\$65	60/40
Debate Camp (Grades 7-12)	TBD	\$400	\$35/hour Music
Jr. Gemologists	TBD	\$59/\$120	\$30/hour
Production for DJ's	TBD	\$120	\$35/hour
Stunt Double Training	TBD	\$120	\$30/hour
Princess Dance Camp (Ages 4-6)	The Dance Centre	\$150	50/50
Queen Ballet Camp (Ages 6-9)	The Dance Centre	\$150	50/50
Pop Star Dance Camp (Ages 6-9)	The Dance Centre	\$150	50/50
ACT Test Prep	Trizzie Hyunh	\$120	\$30/hour
Algebra (Grades 7-10)	Trizzie Hyunh	\$120	\$30/hour
Algebra I (Grades 8-10)	Trizzie Hyunh	\$120	\$30/hour
Geometry (Grades 9-11)	Trizzie Hyunh	\$120	\$30/hour
NEW SAT Preparation	Trizzie Hyunh	\$120	\$30/hour
Pre-Algebra (Entering Grades 7-8)	Trizzie Hyunh	\$120	\$30/hour
SAT Test Prep	Trizzie Hyunh	\$120	\$30/hour
SAT 2 Test Prep –Math & Science	Trizzie Hyunh	\$120	\$30/hour
Anime & Manga Workshop	Young Rembrandts	\$149	60/40

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
College For Kids Continued			
Elementary Drawing	Young Rembrandts	\$99	60/40
Pastels: World of Dinosaurs	Young Rembrandts	\$159	60/40
Computers & Technology			
Computer Basics	Glenn Villanea	\$120	\$30/hour
Computer Proficiency Combo Class	Glenn Villanea	\$120	\$30/hour
Introduction to Microsoft Windows	Glenn Villanea	\$120	\$30/hour
Managing Computer Files, E-Mail, Calendar	Glenn Villanea	\$120	\$30/hour
Social Media FUN-damentals	Glenn Villanea	\$120	\$30/hour
Microsoft Word - Part I/ Pat II	Glenn Villanea	\$120	\$30/hour
MS Excel – Part I/ Part II	Glenn Villanea	\$120	\$30/hour
Perfecting Power Point Proficiency	Glenn Villanea	\$120	\$30/hour
3D Animation for Beginners	Leonardo Kiyabu	TBD	\$30/hour
iPhones iPads and I'm Lost	Robert Cohen	\$39	50/50
Marketing with Facebook & Social Media	Robert Cohen	\$39	50/50
Intro and Intermediate Publisher	TBD	\$120	\$30/hour
Introduction to Lightroom/Photoshop	TBD	\$120	\$30/hour
Music Production for DJ's	TBD	\$120	\$30/hour
YouTube/ Video Editing Channel	TBD	\$120	\$30/hour
Dance			
Ballroom Dance	Diana Krivosheya	\$69	60/40
Beginning Social Dance	Diana Krivosheya	\$69	60/40
Latin Dance Bootcamp	Salomon Rivera	\$59	60/40
Sizzling Salsa Level I & II	Salomon Rivera	\$59	60/40
Zumba	Salomon Rivera	\$59	60/40
Beginning Adult Tap	The Dance Centre	\$69	50/50
Beginner Line Dance	The Dance Center	\$50	50/50
Intermediate Line Dance	The Dance Center	\$60	50/50
Swing Dance	The Dance Center	\$72	50/50
Health, Beauty & Fitness			
Restorative	Alexandra Boggio	\$89	60/40
Yoga for Relaxation/Renewal	Alexandra Boggio	\$89	60/40
Martial Arts	John Bishop	\$99	60/40
Women's Self Defense	John Bishop	\$99	60/40
Back to Basics Make-up and Skin Care	Michelle Jackson	\$59	60/40
Beauty Trends: Make-up Workshop	Michelle Jackson	\$65	60/40
Private Swim Lessons	N. Irvine Water Polo Club	\$60	75/25
Adult Swim Lap	Premier Swim	\$99	60/40
Adult Water Aerobics	Premier Swim	\$99	60/40
Become A Certified Personal Trainer	W.I.T.S	\$650	\$499/ Participant

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
Language			
Italian for Beginners	Gate Language	\$99	\$35/hour
Chinese –Mandarin for Families	Grace Chou	\$99	\$30/hour
Fast Fun French	Katherine Watson	\$59	60/40
English Language Program (ELP)	Nayrouz Raslan	\$862-\$3,450	\$39/hour
Español Uno/ Dos/Tres	Rigoberto Barreto	\$99	\$30/hour
Spanish At Home	Rigoberto Barreto	\$99	\$30/hour
Spanish At Work	Rigoberto Barreto	\$99	\$30/hour
Money Matters			
DIY Stock Picking	Chase Metcalf	\$59/\$120	\$30/hour
Estate Planning for Everyone	Jalon O'Connell	\$45	No Charge
Investment Bootcamp	Jalon O'Connell	\$45	No Charge
Master Your Investments	Jalon O'Connell	\$49	No Charge
Mutual Funds and Annuities Explained	Jalon O'Connell	\$45	No Charge
Stocks, Bonds and Mutual Bonds	Jalon O'Connell	\$49	No Charge
Global Finance	Kevin Rice	TBD	\$35/hour
International Business	Kevin Rice	TBD	\$35/hour
Managerial Finance	Kevin Rice	TBD	\$35/hour
Project Management	Kevin Rice	TBD	\$35/hour
College Funding & Planning A-Z	Michael Alimo	\$10	No Charge
Financial Empowerment for Widows/Divorcees	Michelle Hensley	\$30/\$59	\$30/hour
Modern Retirement	Pinnacle Financial	\$29/\$59	60/40
Savvy Social Security Planning	Pinnacle Financial	\$29	60/40
Retirement Course	Pure Financial Advisors	\$49	No Charge
Music			
Vocal Coaching/Voice Lessons	Hea Suk Park	\$59/\$120	\$30/hour
Beginning & Intermediate Guitar	Ron Gorman	\$99	50/50
Beginning Ukulele	Ron Gorman	\$99	50/50
Guitar Ensemble	Sharon Sacks	\$99	\$30/hour
SCC Community Chorale	Lee Lee Truong-Sawicki	\$60	\$25/hour
Online Classes			
Online Courses	Education To Go	Varied	Varied
Online Courses	LERN UGotClass	Varied	50/50
Personal Enrichment			
What Were You Born To Do?	Curtis Adney	\$49	60/40
Feng Shui & Chinese Astrology	Kim-Yen Gil	\$59	60/40
Overcome Anxiety & Panic Forever	Nick Lazaris	\$29	50/50
Assertiveness Skills for Toxic Relationship	Nick Lazaris	\$29	50/50
Overcome Your Fear of Public Speaking	Nick Lazaris	\$29	50/50

SANTIAGO CANYON COLLEGE
Community Services Program – Summer 2020

<u>Category/Event Name</u>	<u>Instructor</u>	<u>Fee</u>	<u>Pay Rate SCC/Presenter</u>
<i>Real Estate</i>			
Real Estate License Prep	Alana Gates	\$25	60/40
Real Estate Investments	Gustavo A. Duran	\$89	\$30/hour
<i>Special Interest</i>			
Basic Digital Cameras	Julie Diebolt Price	\$69	50/50
How to Start a Business	Julie Diebolt Price	\$89	50/50
Introduction to Digital Photography	Julie Diebolt Price	\$149	50/50
Intermediate/Advanced Digital Photography	Julie Diebolt Price	\$99	50/50
iPhone Photography	Julie Diebolt Price	\$89	50/50
Night Photography Series	Julie Diebolt Price	\$69	50/50
Outdoor Photography at Tucker Wildlife	Julie Diebolt Price	\$49	50/50
Personal Projects in Photography	Julie Diebolt Price	\$129	50/50
Photography Study Hall	Julie Diebolt Price	\$39	50/50
Stock Photography Basics	Julie Diebolt Price	\$29	50/50
Student Review	Julie Diebolt Price	\$19	50/50
The Novice Photographer	Julie Diebolt Price	\$35	50/50
The Photography Garage	Julie Diebolt Price	\$99	50/50
Balloon Twisting	Kim-Yen Gil	\$49	60/40
Journey Into Your Inner Wisdom	Kim-Yen Gil	\$39	60/40
Your Personal Destiny Revealed	Kim-Yen Gil	\$59	60/40
Save Money with Extreme Couponing	LeeAnne Krusemark	\$19	60/40
How to Stand Out as a Writer	Nikki Hanna	\$59	\$30/hour
Basic First Aid	Sabrina Bradley	\$29	60/40
CPR	Sabrina Bradley	\$29	60/40
Behind the Classics	Theo Siegel	\$35	\$30/hour
Songwriting	TBD	\$69	\$30/hour
<i>Test Preparation</i>			
Online Driver's Education	Bay Area Driving School	\$25/\$45	50/50
ACT Prep Course	Chris Padeo	\$269/\$79	TBD
CBEST Test Prep Course	TBD	TBD	TBD
NEW SAT Preparation	Trizzie Hyunh	\$120	\$30/hour
<i>Travel</i>			
How to Become a Travel Agent	Dahlia Quinonez	\$120/\$59	\$30/hour
San Diego Bay Sights & Sips Sunset Cruise	Good Times Travel	\$129/\$59	\$71-\$47/pp
Nethercutt & North Woods	Good Times Travel	\$129/\$59	\$71-\$47/pp
Wild Goose Champagne Brunch Cruise	Good Times Travel	\$129/\$59	\$71-\$47/pp

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT**Santiago Canyon College
Community Services Program**

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Professional Service Agreement between Movies by Kids-OC., LLC and RSCCD on behalf of Santiago Canyon College Community Services Program.	
Action:	Request for Approval	

BACKGROUND

Santiago Canyon College (SCC) maintains a comprehensive educational Community Services Program that supports RSCCD's vision of "providing comprehensive educational opportunities" and responds to the diverse needs of the community. As such, Santiago Canyon College's Community Services Program offers various educational and personal growth opportunities to the community through various courses and travel tours. The program and courses offered are fee-based, non-apportionment, and provide another option for lifelong learning to community members.

ANALYSIS

This agreement will allow Santiago Canyon College Community Services Program to schedule educational, recreational and personal enrichment classes and workshops with the contractor, Movies by Kids-OC., LLC, on an as needed basis to meet community needs. The term of this agreement will be effective from the day of execution of the agreement through June 30, 2025.

RECOMMENDATION

It is recommended that the Board of Trustees approve the professional service agreement between Movies by Kids-OC., LLC and RSCCD on behalf of Santiago Canyon College Community Services Program as presented.

Fiscal Impact:	\$4,000 - \$5,000 of revenue per fiscal year	Board Date:	April 13, 2020
Prepared by:	Jose Vargas, Vice President, Continuing Education		
Submitted by:	John C. Hernandez, Ph.D., President, Santiago Canyon College		
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 ,Santiago Canyon College, Community Services Department and Movies by Kids-O.C., LLC, having its principal business address located at 1784 N. Sycamore Ave. #212, Hollywood, CA 90028 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 June 30, 2020, whichever is later, and shall continue in full force and effect thereafter until and including June 30, 2025 (“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 fifteen thousand Dollars (\$15,000) ("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)
Santiago Canyon College
Community Services
8045 East Chapman Ave,
Orange CA, 92869

Contractor: Mark Muranyi
1784 N Sycamore Ave. #212
Hollywood, CA 90028

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:___ Mark Muranyi

Print Title:___ Owner

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.

Mark Muranyi with Movies By Kids will provide services or activities as described, outlined, and at the times, dates, and locations specified in the approved course proposals for children ages 6 (six) to thirteen (13). Topics covered are limited to the areas of animation, entertainment, film, and movie making. The Contractor can submit proposals for new courses and seminars at any time. New proposals will be subject to review and board approval. All new courses must be board approved prior to scheduling and advertising.

The contractor agrees to provide experienced instructors, experts in their field, to teach courses and seminars. The Contractor is responsible for ensuring that all instructors teaching at Santiago Canyon College pass a background check with the Department of Justice and the Federal Bureau of Investigation (FBI).

The Contractor pay is up to ninety-six dollars (\$96) per student depending on class type and student enrollment, upon completion of each course for which this agreement is executed. (Note: Additional services that are subject to fees, i.e. special flyers, direct mailing, postage, administering of tests, etc., deducted when appropriate) The District will issue the Contractor an Internal Revenue Service Form 1099 for all monies paid over \$600 to them from the District. The Contractor is responsible for their own taxes.

Request for Taxpayer Identification Number and Certification

**Give Form to the
 requester. Do not
 send to the IRS.**

▶ Go to www.irs.gov/FormW9 for instructions and the latest information.

Print or type.	See Specific Instructions on page 3.	<p>1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank. Movies by Kids- O.C., LLC</p> <p>2 Business name/disregarded entity name, if different from above</p> <p>3 Check appropriate box for federal tax classification of the person whose name is entered on line 1. Check only one of the following seven boxes.</p> <p><input checked="" type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate</p> <p><input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=Partnership) ▶ _____</p> <p>Note: Check the appropriate box in the line above for the tax classification of the single-member owner. Do not check LLC if the LLC is classified as a single-member LLC that is disregarded from the owner unless the owner of the LLC is another LLC that is not disregarded from the owner for U.S. federal tax purposes. Otherwise, a single-member LLC that is disregarded from the owner should check the appropriate box for the tax classification of its owner.</p> <p><input type="checkbox"/> Other (see instructions) ▶ _____</p>	<p>4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):</p> <p>Exempt payee code (if any) _____</p> <p>Exemption from FATCA reporting code (if any) _____</p> <p><small>(Applies to accounts maintained outside the U.S.)</small></p>
		<p>5 Address (number, street, and apt. or suite no.) See instructions. 1784 N. Sycamore Ave. #212</p> <p>6 City, state, and ZIP code Hollywood, CA 90028</p>	<p>Requester's name and address (optional)</p>
		<p>7 List account number(s) here (optional)</p>	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the instructions for Part I, later. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN*, later.

Note: If the account is in more than one name, see the instructions for line 1. Also see *What Name and Number To Give the Requester* for guidelines on whose number to enter.

Social security number									
or									
Employer identification number									
8	1	-	1	2	0	7	9	3	0

Part II Certification

Under penalties of perjury, I certify that:

- The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
- I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
- I am a U.S. citizen or other U.S. person (defined below); and
- The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions for Part II, later.

Sign Here	Signature of U.S. person ▶ <i>Mark Muranyi</i>	Date ▶ 3-13-20
------------------	--	----------------

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. For the latest information about developments related to Form W-9 and its instructions, such as legislation enacted after they were published, go to www.irs.gov/FormW9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following.

- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding, later.

Rancho Santiago Comm Coll District

Board Meeting of 04/13/20

AP0020

Bank Code: 92 District Funds

Check Registers Submitted for Approval

Page: 1

Checks Written for Period 03/11/20 Thru 03/31/20

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68189	General Fund Unrestricted	0.00	776.71	-776.71	92*0532264	92*0532264
68247	General Fund Unrestricted	0.00	469.00	-469.00	92*0532976	92*0532976
68269	General Fund Unrestricted	0.00	3,877.20	-3,877.20	92*0533370	92*0533370
68289	General Fund Unrestricted	9,734.96	0.00	9,734.96	92*0533699	92*0533737
68290	General Fund Unrestricted	27,962.40	0.00	27,962.40	92*0533746	92*0533784
68291	General Fund Unrestricted	131,984.18	0.00	131,984.18	92*0533786	92*0533786
68292	General Fund Unrestricted	12,426.50	0.00	12,426.50	92*0533791	92*0533796
68293	General Fund Unrestricted	16,750.52	0.00	16,750.52	92*0533799	92*0533838
68294	General Fund Unrestricted	177.99	0.00	177.99	92*0533872	92*0533880
68299	General Fund Unrestricted	23,660.50	15,908.61	7,751.89	92*0533905	92*0533917
68300	General Fund Unrestricted	453.28	0.00	453.28	92*0533926	92*0533927
68304	General Fund Unrestricted	67,739.33	0.00	67,739.33	92*0533948	92*0533964
68305	General Fund Unrestricted	7,581.02	0.00	7,581.02	92*0533967	92*0533986
68307	General Fund Unrestricted	17,479.38	0.00	17,479.38	92*0533996	92*0534009
68308	General Fund Unrestricted	12,083.81	0.00	12,083.81	92*0534014	92*0534021
68312	General Fund Unrestricted	262.55	0.00	262.55	92*0534029	92*0534030
68316	General Fund Unrestricted	12,276.69	0.00	12,276.69	92*0534041	92*0534061
68317	General Fund Unrestricted	432.44	0.00	432.44	92*0534080	92*0534084
68318	General Fund Unrestricted	50,766.56	0.00	50,766.56	92*0534091	92*0534100
68319	General Fund Unrestricted	27,438.14	0.00	27,438.14	92*0534106	92*0534118
68323	General Fund Unrestricted	4,895.95	0.00	4,895.95	92*0534138	92*0534148
68324	General Fund Unrestricted	228.74	0.00	228.74	92*0534150	92*0534150
68325	General Fund Unrestricted	10.93	0.00	10.93	92*0534157	92*0534157
68326	General Fund Unrestricted	17,780.68	0.00	17,780.68	92*0534158	92*0534165
68332	General Fund Unrestricted	2,727.87	0.00	2,727.87	92*0534171	92*0534171
68333	General Fund Unrestricted	1,277.02	0.00	1,277.02	92*0534172	92*0534175
68341	General Fund Unrestricted	12,241.21	0.00	12,241.21	92*0534201	92*0534213

Total Fund 11 General Fund Unrestricted**\$458,372.65****\$21,031.52****\$437,341.13**

Checks Written for Period 03/11/20 Thru 03/31/20

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68116	General Fund Restricted	0.00	739.59	-739.59	92*0531239	92*0531239
68127	General Fund Restricted	0.00	739.59	-739.59	92*0531462	92*0531462
68261	General Fund Restricted	0.00	501.00	-501.00	92*0533208	92*0533208
68275	General Fund Restricted	0.00	739.59	-739.59	92*0533418	92*0533418
68289	General Fund Restricted	467,061.31	0.00	467,061.31	92*0533698	92*0533744
68290	General Fund Restricted	857,412.12	0.00	857,412.12	92*0533747	92*0533785
68291	General Fund Restricted	4,688.26	0.00	4,688.26	92*0533787	92*0533790
68292	General Fund Restricted	165.75	0.00	165.75	92*0533797	92*0533798
68293	General Fund Restricted	294,653.81	0.00	294,653.81	92*0533800	92*0533846
68294	General Fund Restricted	4,453.39	0.00	4,453.39	92*0533847	92*0533882
68299	General Fund Restricted	35,547.04	0.00	35,547.04	92*0533910	92*0533923
68300	General Fund Restricted	13,174.05	0.00	13,174.05	92*0533928	92*0533932
68304	General Fund Restricted	810.57	0.00	810.57	92*0533947	92*0533963
68305	General Fund Restricted	26,370.45	731.77	25,638.68	92*0533965	92*0533989
68307	General Fund Restricted	165,437.25	0.00	165,437.25	92*0533995	92*0534010
68308	General Fund Restricted	7,798.17	0.00	7,798.17	92*0534011	92*0534018
68311	General Fund Restricted	501.00	0.00	501.00	92*0534028	92*0534028
68312	General Fund Restricted	1,527.82	0.00	1,527.82	92*0534031	92*0534034
68316	General Fund Restricted	71,479.73	0.00	71,479.73	92*0534042	92*0534060
68317	General Fund Restricted	137,934.34	0.00	137,934.34	92*0534062	92*0534090
68318	General Fund Unrestricted	2,197.06	0.00	2,197.06	92*0534092	92*0534101
68319	General Fund Unrestricted	58,852.76	0.00	58,852.76	92*0534102	92*0534107
68320	General Fund Restricted	7,859.69	0.00	7,859.69	92*0534119	92*0534132
68323	General Fund Restricted	7,690.23	0.00	7,690.23	92*0534140	92*0534146
68325	General Fund Restricted	136.98	0.00	136.98	92*0534151	92*0534156
68327	General Fund Restricted	3,173.44	0.00	3,173.44	92*0534166	92*0534166
68331	General Fund Restricted	479.57	0.00	479.57	92*0534170	92*0534170
68334	General Fund Restricted	10,900.09	0.00	10,900.09	92*0534176	92*0534186
68336	General Fund Restricted	124,487.46	0.00	124,487.46	92*0534191	92*0534196
68339	General Fund Restricted	1,320.79	0.00	1,320.79	92*0534199	92*0534199
68340	General Fund Restricted	4,160.08	0.00	4,160.08	92*0534200	92*0534200
68341	General Fund Restricted	151,124.31	0.00	151,124.31	92*0534202	92*0534214

Total Fund 12 General Fund Restricted

\$2,461,397.52	\$3,451.54	\$2,457,945.98
-----------------------	-------------------	-----------------------

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68229	GF Unrestricted One-Time Func	0.00	716.00	-716.00	92*0532758	92*0532758
68252	GF Unrestricted One-Time Func	0.00	1,650.00	-1,650.00	92*0533071	92*0533073
68289	GF Unrestricted One-Time Func	1,518.34	0.00	1,518.34	92*0533704	92*0533734
68290	GF Unrestricted One-Time Func	20,453.64	0.00	20,453.64	92*0533745	92*0533748
68292	GF Unrestricted One-Time Func	444.00	0.00	444.00	92*0533795	92*0533795
68299	GF Unrestricted One-Time Func	10,454.54	0.00	10,454.54	92*0533916	92*0533925
68304	General Fund Unrestricted	12,599.22	0.00	12,599.22	92*0533946	92*0533946
68305	General Fund Unrestricted	3,165.08	0.00	3,165.08	92*0533969	92*0533969
68307	GF Unrestricted One-Time Func	8,612.60	0.00	8,612.60	92*0534004	92*0534008
68317	General Fund Unrestricted	857.50	0.00	857.50	92*0534073	92*0534073
68319	GF Unrestricted One-Time Func	950.00	0.00	950.00	92*0534109	92*0534109
68320	General Fund Restricted	4,598.43	0.00	4,598.43	92*0534121	92*0534130
68323	GF Unrestricted One-Time Func	9,459.73	0.00	9,459.73	92*0534141	92*0534149
68335	GF Unrestricted One-Time Func	3,764.62	0.00	3,764.62	92*0534187	92*0534190
68337	GF Unrestricted One-Time Func	26,400.00	0.00	26,400.00	92*0534197	92*0534197
68338	GF Unrestricted One-Time Func	53.66	0.00	53.66	92*0534198	92*0534198
Total Fund 13 GF Unrestricted One-Time		\$103,331.36	\$2,366.00	\$100,965.36		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68286	Child Development Fund	10,552.25	0.00	10,552.25	92*0533677	92*0533686
68297	Child Development Fund	23,200.50	0.00	23,200.50	92*0533890	92*0533895
68301	Child Development Fund	108,431.09	0.00	108,431.09	92*0533933	92*0533940
68306	Child Development Fund	3,376.41	0.00	3,376.41	92*0533990	92*0533994
68309	Child Development Fund	2,037.34	0.00	2,037.34	92*0534022	92*0534025
68313	Child Development Fund	885.38	0.00	885.38	92*0534035	92*0534037
68321	Child Development Fund	23,187.00	15,458.00	7,729.00	92*0534133	92*0534135
68328	Child Development Fund	1,800.00	0.00	1,800.00	92*0534167	92*0534167
Total Fund 33 Child Development Fund		\$173,469.97	\$15,458.00	\$158,011.97		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68287	Capital Outlay Projects Fund	153,392.06	0.00	153,392.06	92*0533687	92*0533695
68295	Capital Outlay Projects Fund	187,861.52	14,668.00	173,193.52	92*0533883	92*0533889
68296	Capital Outlay Projects Fund	16,318.00	6,068.00	10,250.00	92*0533896	92*0533899
68302	Capital Outlay Projects Fund	26,337.00	0.00	26,337.00	92*0533941	92*0533941
68314	Capital Outlay Projects Fund	13,534.45	3,684.45	9,850.00	92*0534038	92*0534039
68322	Capital Outlay Projects Fund	30,694.81	0.00	30,694.81	92*0534136	92*0534137
68329	Capital Outlay Projects Fund	3,516.00	0.00	3,516.00	92*0534168	92*0534168
68342	Capital Outlay Projects Fund	3,684.45	3,684.45	0.00	92*0534215	92*0534215
Total Fund 41 Capital Outlay Projects Fun		<u>\$435,338.29</u>	<u>\$28,104.90</u>	<u>\$407,233.39</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68288	Bond Fund, Measure Q	8,560.31	0.00	8,560.31	92*0533696	92*0533697
68298	Bond Fund, Measure Q	1,970,979.25	0.00	1,970,979.25	92*0533900	92*0533904
68303	Bond Fund, Measure Q	115,267.41	0.00	115,267.41	92*0533942	92*0533945
68315	Bond Fund, Measure Q	55,063.00	0.00	55,063.00	92*0534040	92*0534040
Total Fund 43 Bond Fund, Measure Q		<u>\$2,149,869.97</u>	<u>\$0.00</u>	<u>\$2,149,869.97</u>		

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
68330	Property and Liability Fund	1,575.00	0.00	1,575.00	92*0534169	92*0534169
Total Fund 61 Property and Liability Fund		<u>1,575.00</u>	<u>0.00</u>	<u>1,575.00</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

68310	Student Financial Aid Fund	477,681.00	0.00	477,681.00	92*0534026	92*0534027
Total Fund 74 Student Financial Aid Fund		<u><u>\$477,681.00</u></u>	<u><u>\$0.00</u></u>	<u><u>\$477,681.00</u></u>		

SUMMARY

Total Fund 11 General Fund Unrestricted	437,341.13
Total Fund 12 General Fund Restricted	2,457,945.98
Total Fund 13 GF Unrestricted One-Time Fund	100,965.36
Total Fund 33 Child Development Fund	158,011.97
Total Fund 41 Capital Outlay Projects Fund	407,233.39
Total Fund 43 Bond Fund, Measure Q	2,149,869.97
Total Fund 61 Property and Liability Fund	1,575.00
Total Fund 74 Student Financial Aid Fund	477,681.00
Grand Total:	<u><u>\$6,190,623.80</u></u>

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
1A2003214	SAC Diversified Agency Fund	6,611.76	4,457.35	2,154.41	1A*0002282	1A*0002292
1A2003428	SAC Diversified Agency Fund	1,498.90	0.00	1,498.90	1A*0002293	1A*0002294
Total 1A SAC Diversified Agency Fund		<u>\$8,110.66</u>	<u>\$4,457.35</u>	<u>\$3,653.31</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
1B2003428	SAC Bookstore Fund	212,765.03	24,412.43	188,352.60	1B*0002350	1B*0002380
Total 1B SAC Bookstore Fund		<u>212,765.03</u>	<u>24,412.43</u>	<u>188,352.60</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
1C2003428	SAC Community Education Fund	1,415.40	0.00	1,415.40	1C*0001253	1C*0001253
Total 1C SAC Community Education Fund		<u>\$1,415.40</u>	<u>\$0.00</u>	<u>\$1,415.40</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
1S2003214	SAC Associated Students Fund	3,477.81	0.00	3,477.81	1S*0001678	1S*0001684
1S2003428	SAC Associated Students Fund	329.65	0.00	329.65	1S*0001685	1S*0001687
Total 1S SAC Associated Students Fund		<u><u>\$3,807.46</u></u>	<u><u>\$0.00</u></u>	<u><u>\$3,807.46</u></u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
1T2003214	SAC Diversified Trust Fund	5,381.68	300.00	5,081.68	1T*0001881	1T*0001890
1T2003428	SAC Diversified Trust Fund	1,922.09	0.00	1,922.09	1T*0001891	1T*0001900
Total 1T SAC Diversified Trust Fund		<u><u>\$7,303.77</u></u>	<u><u>\$300.00</u></u>	<u><u>\$7,003.77</u></u>		

SUMMARY

Total Fund 1A SAC Diversified Agency Fund	3,653.31
Total Fund 1B SAC Bookstore Fund	188,352.60
Total Fund 1C SAC Community Education Fu	1,415.40
Total Fund 1S SAC Associated Students Fun	3,807.46
Total Fund 1T SAC Diversified Trust Fund	7,003.77
Grand Total:	<u><u>\$204,232.54</u></u>

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
2A2003214	SCC Diversified Agency Fund	4,984.95	0.00	4,984.95	2A*0001724	2A*0001731
2A2003321	SCC Diversified Agency Fund	3,795.24	0.00	3,795.24	2A*0001732	2A*0001737
Total 2A SCC Diversified Agency Fund		<u><u>\$8,780.19</u></u>	<u><u>\$0.00</u></u>	<u><u>\$8,780.19</u></u>		

Checks Written for Period 03/11/20 Thru 03/31/20

Register #	Fund Title	Amount	Voided Checks	Adjusted Amount	Beg Check #	End Check #
2B2003214	SCC Bookstore Fund	22,398.51	2,321.44	20,077.07	2B*0002216	2B*0002222
2B2003321	SCC Bookstore Fund	150,836.66	135,631.66	15,205.00	2B*0002223	2B*0002236
Total 2B SCC Bookstore Fund		<u>\$173,235.17</u>	<u>\$137,953.10</u>	<u>\$35,282.07</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
2C2003321	SCC Community Education Fund	2,614.20	0.00	2,614.20	2C*0001186	2C*0001193
Total 2C SCC Community Education Fund		<u>2,614.20</u>	<u>\$0.00</u>	<u>2,614.20</u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
2S2003214	SCC Associated Students Fund	46.80	0.00	46.80	2S*0001414	2S*0001414
2S2003321	SCC Associated Students Fund	1,129.86	942.84	187.02	2S*0001415	2S*0001416
Total 2S SCC Associated Students Fund		<u><u>\$1,176.66</u></u>	<u><u>\$942.84</u></u>	<u><u>\$233.82</u></u>		

Checks Written for Period 03/11/20 Thru 03/31/20

<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>
2T2003214	SCC Diversified Trust Fund	3,395.69	0.00	3,395.69	2T*0001472	2T*0001475
2T2003321	SCC Diversified Trust Fund	5,906.63	0.00	5,906.63	2T*0001476	2T*0001484
Total 2T SCC Diversified Trust Fund		<u><u>\$9,302.32</u></u>	<u><u>\$0.00</u></u>	<u><u>\$9,302.32</u></u>		

SUMMARY

Total Fund 2A SCC Diversified Agency Fund	8,780.19
Total Fund 2B SCC Bookstore Fund	35,282.07
Total Fund 2C SCC Community Education Fu	2,614.20
Total Fund 2S SCC Associated Students Fun	233.82
Total Fund 2T SCC Diversified Trust Fund	9,302.32
Grand Total:	<u><u>\$56,212.60</u></u>

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 03/11/2020 To 03/31/2020
Board Meeting on 04/13/2020

BACKGROUND

The California Administration Code, Title 5, §58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object code, for each fund.

ANALYSIS

This listing, broken down by fund, provides by major object code the total of budget transfers/adjustments for the period and fund indicated. Each budget transfer/adjustment supporting these totals is kept on file in the Business Operations and Fiscal Services department. Additional information will be provided upon request.

BUDGET TRANSFERS		From	To
<u>Fund 11: General Fund Unrestricted</u>			
1000	ACADEMIC SALARIES		34,208
2000	CLASSIFIED SALARIES		5,466
3000	EMPLOYEE BENEFITS		13,466
4000	SUPPLIES & MATERIALS		74,381
5000	OTHER OPERATING EXP & SERVICES	63,818	
6000	CAPITAL OUTLAY		336,297
7900	RESERVE FOR CONTINGENCIES	400,000	
Total Transfer Fund 11		\$463,818	\$463,818
<u>Fund 12: General Fund Restricted</u>			
1000	ACADEMIC SALARIES	68,694	
2000	CLASSIFIED SALARIES	35,924	
3000	EMPLOYEE BENEFITS	3,581	
4000	SUPPLIES & MATERIALS		8,508
5000	OTHER OPERATING EXP & SERVICES		178,385
6000	CAPITAL OUTLAY	78,894	
7000	OTHER OUTGO		200
Total Transfer Fund 12		\$187,093	\$187,093
<u>Fund 13: GF Unrestricted One-Time Funds</u>			
2000	CLASSIFIED SALARIES		1,185
3000	EMPLOYEE BENEFITS		162
4000	SUPPLIES & MATERIALS		9,610
5000	OTHER OPERATING EXP & SERVICES	27,658	
6000	CAPITAL OUTLAY		17,424
7900	RESERVE FOR CONTINGENCIES	723	
Total Transfer Fund 13		\$28,381	\$28,381
<u>Fund 33: Child Development Fund</u>			
1000	ACADEMIC SALARIES	404	
2000	CLASSIFIED SALARIES	46,427	
3000	EMPLOYEE BENEFITS	948	
4000	SUPPLIES & MATERIALS		47,463
5000	OTHER OPERATING EXP & SERVICES	106,273	
6000	CAPITAL OUTLAY		106,589
Total Transfer Fund 33		\$154,052	\$154,052
<u>Fund 41: Capital Outlay Projects Fund</u>			
4000	SUPPLIES & MATERIALS		2,500
6000	CAPITAL OUTLAY		15,040
7900	RESERVE FOR CONTINGENCIES	17,540	
Total Transfer Fund 41		\$17,540	\$17,540
<u>Fund 71: Associated Students Fund</u>			

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT
From 03/11/2020 To 03/31/2020
Board Meeting on 04/13/2020**

BACKGROUND

The California Administration Code, Title 5, §58307 requires Board approval of budget transfers between major objects and budget adjustments, increases and decreases by major object code, for each fund.

ANALYSIS

This listing, broken down by fund, provides by major object code the total of budget transfers/adjustments for the period and fund indicated. Each budget transfer/adjustment supporting these totals is kept on file in the Business Operations and Fiscal Services department. Additional information will be provided upon request.

BUDGET TRANSFERS		From	To
5000	OTHER OPERATING EXP & SERVICES		200
7900	RESERVE FOR CONTINGENCIES	200	
Total Transfer Fund 71		\$200	\$200
 <u>Fund 79: Diversified Trust Fund</u>			
5000	OTHER OPERATING EXP & SERVICES		6,600
6000	CAPITAL OUTLAY	4,000	
7900	RESERVE FOR CONTINGENCIES	2,600	
Total Transfer Fund 79		\$6,600	\$6,600
 BUDGET INCREASES AND DECREASES		Revenue	Appropriation
<u>Fund 12: General Fund Restricted</u>			
8600	STATE REVENUES	609	
1000	ACADEMIC SALARIES		166,514
2000	CLASSIFIED SALARIES		424
3000	EMPLOYEE BENEFITS		38,167
4000	SUPPLIES & MATERIALS		(42)
5000	OTHER OPERATING EXP & SERVICES		(204,454)
Total Transfer Fund 12		\$609	\$609
 <u>Fund 33: Child Development Fund</u>			
8600	STATE REVENUES	75,000	
4000	SUPPLIES & MATERIALS		75,000
Total Transfer Fund 33		\$75,000	\$75,000

The attached listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT- ATTACHMENT
From 03/11/2020 To 03/31/2020
Board Meeting on 04/13/2020**

This listing provides detailed transfers between major object codes equal to or greater than \$25,000, and all transfers affecting 79XX object to establish new revenue and expense budgets. In each case, a brief explanation is stated.

BUDGET TRANSFERS	From	To
<u>Fund 11: General Fund Unrestricted</u>		
BC3F206BAP 03/18/20		
4000 SUPPLIES & MATERIALS		30,000
5000 OTHER OPERATING EXP & SERVICES	20,000	
6000 CAPITAL OUTLAY	10,000	
	\$30,000	\$30,000
Total Reference BC3F206BAP		
Reason: Adjustment		
Description: Webcams for remote access		
BCH2M7TE63 03/13/20		
4000 SUPPLIES & MATERIALS		36,000
6000 CAPITAL OUTLAY	36,000	
	\$36,000	\$36,000
Total Reference BCH2M7TE63		
Reason: Adjustment		
Description: Purchase webcams - remote instruction		
BCPCW0QAB9 03/19/20		
6000 CAPITAL OUTLAY		400,000
7900 RESERVE FOR CONTINGENCIES	400,000	
	\$400,000	\$400,000
Total Reference BCPCW0QAB9		
Reason: Adjustment		
Description: Fund equipment for online teaching		
BCT5K7EADB 03/26/20		
1000 ACADEMIC SALARIES		21,404
3000 EMPLOYEE BENEFITS		7,324
5000 OTHER OPERATING EXP & SERVICES	28,728	
	\$28,728	\$28,728
Total Reference BCT5K7EADB		
Reason: Adjustment		
Description: Fund 60% FT faculty for Spring		
<u>Fund 12: General Fund Restricted</u>		
BCG9HTDFUE 03/18/20		
1000 ACADEMIC SALARIES	31,672	
3000 EMPLOYEE BENEFITS	6,907	
4000 SUPPLIES & MATERIALS	229	
5000 OTHER OPERATING EXP & SERVICES		127,564
6000 CAPITAL OUTLAY	88,756	
	\$127,564	\$127,564
Total Reference BCG9HTDFUE		
Reason: Special Project Adjustment		
Description: Fund expenses for drones		
BCPXCVA6GR 03/18/20		
1000 ACADEMIC SALARIES	68,392	
3000 EMPLOYEE BENEFITS	17,144	
4000 SUPPLIES & MATERIALS	5,000	
5000 OTHER OPERATING EXP & SERVICES		104,536
6000 CAPITAL OUTLAY	14,000	
	\$104,536	\$104,536
Total Reference BCPXCVA6GR		
Reason: Special Project Adjustment		
Description: Fund expenses for drones		

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT- ATTACHMENT
From 03/11/2020 To 03/31/2020
Board Meeting on 04/13/2020

BUDGET TRANSFERS	From	To
BCTEYPW94R 03/16/20		
3000 EMPLOYEE BENEFITS	24	
5000 OTHER OPERATING EXP & SERVICES	36,976	
6000 CAPITAL OUTLAY		37,000
	\$37,000	\$37,000
Total Reference BCTEYPW94R		
Reason:	Special Project Adjustment	
Description:	To cover facility lease expense	
BCYR4TZLBG 03/18/20		
1000 ACADEMIC SALARIES		50,637
2000 CLASSIFIED SALARIES	56,831	
3000 EMPLOYEE BENEFITS	2,969	
5000 OTHER OPERATING EXP & SERVICES		9,163
	\$59,800	\$59,800
Total Reference BCYR4TZLBG		
Reason:	Special Project Adjustment	
Description:	Allocate Equity Coordinator's Salary 2549	
<u>Fund 13: GF Unrestricted One-Time Funds</u>		
BC072RKUX8 03/27/20		
2000 CLASSIFIED SALARIES		604
3000 EMPLOYEE BENEFITS		119
7900 RESERVE FOR CONTINGENCIES		
	723	
	\$723	\$723
Total Reference BC072RKUX8		
Reason:	Adjustment	
Description:	Fund PT Safety Officer (additional)	
<u>Fund 33: Child Development Fund</u>		
B026544 03/12/20		
2000 CLASSIFIED SALARIES	50,000	
4000 SUPPLIES & MATERIALS		50,000
	\$50,000	\$50,000
Total Reference B026544		
Reason:	Adjustment	
Description:	Fund PT Safety Officer (additional)	
B026550 03/18/20		
5000 OTHER OPERATING EXP & SERVICES	106,631	
6000 CAPITAL OUTLAY		106,631
	\$106,631	\$106,631
Total Reference B026550		
Reason:	Special Project Adjustment	
Description:	Transfer fund to cover TOE for Building Improvement - Santa Ana Unified District's INV	
<u>Fund 41: Capital Outlay Projects Fund</u>		
BCVO1Z49RW 03/26/20		
6000 CAPITAL OUTLAY		17,540
7900 RESERVE FOR CONTINGENCIES		
	17,540	
	\$17,540	\$17,540
Total Reference BCVO1Z49RW		
Reason:	Adjustment	
Description:	Fund FMR 19-508 Hydration Stat	

**RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
BUDGET BOARD REPORT- ATTACHMENT
From 03/11/2020 To 03/31/2020
Board Meeting on 04/13/2020**

Fund 71: Associated Students Fund

BUDGET TRANSFERS	From	To
BCGBHR65XS 03/19/20		
5000 OTHER OPERATING EXP & SERVICES		200
7900 RESERVE FOR CONTINGENCIES	200	
	\$200	\$200
Total Reference BCGBHR65XS		
Reason:	Adjustment	
Description:	Increase budget for supplies	

Fund 79: Diversified Trust Fund

BCCHMS6Z3I 03/18/20		
5000 OTHER OPERATING EXP & SERVICES		2,600
7900 RESERVE FOR CONTINGENCIES	2,600	
	\$2,600	\$2,600
Total Reference BCCHMS6Z3I		
Reason:	Adjustment	
Description:	Increase operating expense	

BUDGET INCREASES AND DECREASES	Revenue	Appropriation
---------------------------------------	----------------	----------------------

Fund 12: General Fund Restricted

BCKFIO6TG1 03/18/20		
8600 STATE REVENUES	609	
1000 ACADEMIC SALARIES		166,514
3000 EMPLOYEE BENEFITS		38,039
5000 OTHER OPERATING EXP & SERVICES		(203,944)
	\$609	\$609
Total Reference BCKFIO6TG1		
Reason:	Special Project Adjustment	
Description:	PT and Bynd Contract Counselor	

Fund 33: Child Development Fund

B026542 03/12/20		
8600 STATE REVENUES	75,000	
4000 SUPPLIES & MATERIALS		75,000
	\$75,000	\$75,000
Total Reference B026542		
Reason:	New Budget	
Description:	CSPP QRIS BLOCK GRANT VI	

RECOMMENDATION

It is recommended the Board approve the budget transfers/adjustments as presented.

**PURCHASE ORDERS SUPPLEMENT - RESOLUTION NO. 20-03
PURCHASE ORDERS OF \$15,000 AND OVER
FROM JANUARY 27, 2020 THROUGH APRIL 7, 2020
BOARD MEETING OF APRIL 13, 2020**

P.O. #	Amount	Description	Department	Comment
20-P0060794	\$27,183.32	Webcams to support Temporary Remote Instruction as a result of the COVID-19 situation	DO -ITS	Approved by Chancellor Marvin Martinez with approval of the Board of Trustees and authorized by Resolution No. 20-03, Resolution Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)
20-P0060885	\$420,752.67	Recertified laptops for distribution to enable remote access for students, district faculty and staff in support of the COVID-19 situation	DO -ITS	Approved by Chancellor Marvin Martinez with approval of the Board of Trustees and authorized by Resolution No. 20-03, Resolution Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)
20-P0209497	\$62,913.25	Software license subscription to extend Cranium Café remote assistance to Academic Affairs to support tutoring, labs and Temporary Remote Instruction as a result of the COVID-19 situation	DO -ITS	Approved by Chancellor Marvin Martinez with approval of the Board of Trustees and authorized by Resolution No. 20-03, Resolution Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)
20-P0061114	\$25,000.00	Digital design and marketing services for Santa Ana College and Centennial Education Center related to Fall 2020 enrollment	SAC -Public Affairs	Approved by Chancellor Marvin Martinez with approval of the Board of Trustees and authorized by Resolution No. 20-03, Resolution Declaring an Emergency and Authorizing Necessary Actions Regarding Novel Coronavirus (COVID-19)

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

To:	Board of Trustees	Date:	April 13, 2020
Re:	Accept the Completion of Bid #1380 – Barrier Removal East Chapman Entry Repairs at Santiago Canyon College and Approve Recording a Notice of Completion		
Action:	Request for Acceptance and Approval		

BACKGROUND:

On November 18, 2019, the Board of Trustees approved a contract with Golden Gate Steel, Inc. dba Golden Gate Construction for Bid #1380 for the barrier removal East Chapman entry repairs project at Santiago Canyon College. The project was completed on March 11, 2020. This barrier removal project is one of several large projects to address the Blaser settlement deficiency items and deadlines. The East Chapman entry roadway and sidewalk was originally constructed in 2014 as a secondary entry point to the campus. The existing sidewalk and roadway are adjacent a sloped hillside and during the rainy season, sand, dirt, and landscaping debris accumulated on the sidewalk leading into campus, which can impede pedestrian access. The project scope of work consisted of providing a new concrete curb and gutter along the entire length of the existing sidewalk (backside of sidewalk adjacent the sloped hill). This addition will prevent slipping hazards on the sidewalk and capture water runoff from the hillside to direct it into the existing catch basins. Hillside slope stabilization including minor grading, additional landscaping, and repairing the existing irrigation system was also included in the scope of work.

ANALYSIS:

The District, upon approval by the Board of Trustees, will record a Notice of Completion with the office of the Orange County Clerk-Recorder, as outlined under California Civil Code §9204. Total cost of the project was \$223,000.

This project was funded by State Scheduled Maintenance Funds.

RECOMMENDATION:

It is recommended the Board of Trustees accept the project as complete and approve the filing of a Notice of Completion with the County as presented.

Fiscal Impact:	N/A	Board Date:	April 13, 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		

RECORDING REQUESTED BY:
Rancho Santiago Comm. College District
2323 N. Broadway
Santa Ana, CA 92706-1640

AND WHEN RECORDED MAIL TO:

Carri Matsumoto
Rancho Santiago Community College District
2323 N. Broadway
Santa Ana, CA 92706-1640

THIS SPACE FOR RECORDER'S USE ONLY

NO FEES CHARGED PER GOVERNMENT CODE §27383

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
2323 N. Broadway
Santa Ana, CA 92706-1640

NOTICE OF COMPLETION

Notice is hereby given, pursuant to the provisions of Section §9204 of the Civil Code of the State of California, that the Rancho Santiago Community College District of Orange County, California, as owner of the property known as Santiago Canyon College, located 8045 East Chapman Avenue, Orange, caused improvements to be made to the property to with: Bid #1380 for Barrier Removal East Chapman Entry Repairs at Santiago Canyon College, the contract for the doing of which was heretofore entered into on the 19th day of November, 2019, which contract was made with Golden Gate Steel, Inc. dba Golden Gate Construction, PO 20-P0059721 as contractor; that said improvements were completed on the 11th day of March, 2020 and accepted by formal action of the governing Board of said District on the 13th day of April, 2020; that title to said property is vested in the Rancho Santiago Community College District of Orange County, California; that the surety for the above named contractor is American Contractors Indemnity Company.

I, the undersigned, say: I am the Vice Chancellor - Business/Fiscal Services of the Rancho Santiago Community College District the declarant of the foregoing notice of completion; I have read said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

Executed on _____, 2020 at Santa Ana, California.

Rancho Santiago Community College District of Orange County, California

by _____

Peter J. Hardash, Vice Chancellor
Rancho Santiago Community College District

State of California
County of Orange

Subscribed and sworn to (or affirmed) before me on this _____ day of _____ 20_____, by _____, proved to me on this basis of satisfactory evidence to be the person(s) who appeared before me.

Notary Signature _____ (Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

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

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Disposal of Surplus Vehicles	
Action:	Request for Approval	

BACKGROUND

The Orange Continuing Education Center (OEC) has a vehicle that has exceeded its useful life and is no longer needed. Legally, in order to dispose of District property, the Board of Trustees must take action to declare the property as surplus prior to donation or auction per BP6550.

ANALYSIS

The vehicle is a Mobile Technology Education Center, consisting of a White/GMC tractor (VIN#4V2DBFME8PN652654) and a Magnabus trailer (VIN#3M9FP4610PT001107). The RSCCD property tag is #314433. The vehicle is inoperable and has been parked at the James A. Musick facility in Irvine for over 15 years. Based on the condition of the unit, it is recommended that we not donate the vehicle to other schools or non-profit organizations.

Ken Porter Auctions (KPA) can auction surplus vehicles in accordance with the terms and conditions of the current agreement the Board of Trustees approved on September 24, 2018. The auctioneer's commission fee is 5% of the gross sales, less transportation fees which vary from \$50 to \$120 depending on the size of the vehicle. The fee from KPA includes de-logo, smog/safety inspection, advertising and paperwork required by the Department of Motor Vehicles (DMV). The District has utilized the services of KPA in the past and their performance and service has been satisfactory. This process is in accordance with BP6550 and AR6550.

RECOMMENDATION

It is recommended that the Board of Trustees approve the disposal of surplus vehicle, declare the Mobile Technology Education Center as surplus property and to utilize Ken Porter Auctions to conduct an auction as presented.

Fiscal Impact:	Revenue to be Determined	Board Date: April 13, 2020
Prepared by:	Linda Melendez, Director, Purchasing Services	
Submitted by:	Peter Hardash, Vice Chancellor of Business Operations/Fiscal Services	
Recommended by:	Marvin Martinez, Chancellor	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

Educational Services

To:	Board of Trustees	Date: April 13, 2020
Re:	Approval of Resource Development Items	
Action:	Request for Approval	

ANALYSIS

Items for the following categorically funded programs were developed.

<u>Project Title</u>	<u>Award Date</u>	<u>Amount</u>
1. Strong Workforce Program – Local Share (SAC & SCC) Apportionment from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division for RSCCD. Incentive funding allocation will be utilized to improve the quality and increase the quantity of career technical education programs in response to regional labor market needs and to achieve successful workforce outcomes leading to high-demand, high wage jobs. (19/20). <i>No match required.</i> <ul style="list-style-type: none"> • SAC \$519,607 • SCC \$247,426 	03/06/2020	\$ 767,033
2. Strong Workforce Program – Regional Share (District) Apportionment from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division for RSCCD to serve as the Fiscal Agent. Incentive funding allocation funds will be utilized to improve the quality and increase the quantity of career technical education programs in response to regional labor market needs and to achieve successful workforce outcomes leading to high-demand, high wage jobs. As the Fiscal Agent, RSCCD will develop sub-agreements, provide guidance and implement procedures, maintain tracking systems and timelines, and collaborate with the Regional Consortia for disbursement of Strong Workforce Program funds to districts within the Los Angeles/Orange County regions. (19/20). <i>No match required.</i>	03/06/2019	\$4,899,800

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:	\$5,666,833	Board Date: April 13, 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	

SPECIAL PROJECT DETAILED BUDGET #2181
NAME: Strong Workforce Program - Local Share (SAC)
FISCAL YEAR 2019/2020

CONTRACT PERIOD: 07/01/2019 - 12/31/2021
 CONTRACT AWARD: \$521,292
 SWP 19/20 Base Adjustment **(\$1,685)**
 Total FY 19/20 Incentive \$519,607

PROJ ADM: Dr. Jeffrey Lamb
 PROJ DIR: Kimberly Mathews
 Date: 03/27/2020

PRIME SPONSOR: California Community Colleges Chancellor's Office
 FISCAL AGENT: Rancho Santiago CCD
 PRIME AWARD #: Categorical Apportionment

		New Budget	
GL Account String	Description	Debit	Credit
12_2181_000000_10000_8629	Other Gen Categorical Apport : Santa Ana College		519,607
12_2181_679000_10000_5865	Indirect Costs: Santa Ana (4%)	19,985	
DEPARTMENT NAME: Career Education and & Workforce Development Office			
12_2181_619000_15205_5999	Special Project Holding Acct : Career Ed & Work Dev Office	499,622	
	Sub-Total Department 15205 - Career Education	499,622	
	Total 2181 - SWP Local FY 19/20 Incentive Funding (SAC)	519,607	

SPECIAL PROJECT DETAILED BUDGET #2181
NAME: Strong Workforce Program - Local Share (SCC)
FISCAL YEAR 2019/2020

CONTRACT PERIOD: 07/01/2019 - 12/31/2021
CONTRACT AWARD: \$248,342
SWP 19/20 Base Adjustment (\$916)
Total FY 19/20 \$247,426

PROJ ADM: Elizabeth Arteaga
PROJ DIR: Estela Cuellar
Date: 03/27/2020

PRIME SPONSOR: California Community Colleges Chancellor's Office
FISCAL AGENT: Rancho Santiago CCD
PRIME AWARD #: Categorical Apportionment

GL Account String	Description	New Budget	
		Debit	Credit
12_2181_000000_20000_8629	Other Gen Categorical Apport : Santiago Canyon College		247,426
12_2181_679000_20000_5865	Indirect Costs: Santiago Canyon College (4%)	9,516	
Department:25205 - Career Education Office			
12_2181_499900_25205_1310	Part-Time Instructors : Career Education Office	24,420	
12_2181_499900_25205_3111	STRS - Instructional : Career Education Office	4,176	
12_2181_499900_25205_3321	Medicare - Instructional : Career Education Office	354	
12_2181_499900_25205_3431	H & W - Retiree Fund Inst : Career Education Office	672	
12_2181_499900_25205_3511	SUI - Instructional : Career Education Office	12	
12_2181_499900_25205_3611	WCI - Instructional : Career Education Office	366	
12_2181_631000_25205_1430	Part-Time Counselor : Career Education Office	24,420	
12_2181_631000_25205_3111	STRS - Instructional : Career Education Office	4,176	
12_2181_631000_25205_3321	Medicare - Instructional : Career Education Office	354	
12_2181_631000_25205_3431	H & W - Retiree Fund Inst : Career Education Office	672	
12_2181_631000_25205_3511	SUI - Instructional : Career Education Office	12	
12_2181_631000_25205_3611	WCI - Instructional : Career Education Office	366	
12_2181_601000_25205_2130	Classified Employees: Career Education Office Administrative Clerk, TBD (10-3 @ 50%)	30,810	
12_2181_601000_25205_3215	PERS - Non-Instructional : Career Education Office	6,074	
12_2181_601000_25205_3315	OASDHI - Non-Instructional : Career Education Office	1,952	
12_2181_601000_25205_3325	Medicare - Non-Instructional : Career Education Office	457	
12_2181_601000_25205_3415	H & W - Non-Instructional : Career Education Office	8,665	
12_2181_601000_25205_3435	H & W - Retiree Fund Non-Inst : Career Education Office	866	
12_2181_601000_25205_3515	SUI - Non-Instructional : Career Education Office	16	
12_2181_601000_25205_3615	WCI - Non-Instructional : Career Education Office	472	
12_2181_601000_25205_3915	Other Benefits - Non-Instructional : Career Education Office	688	
12_2181_601000_25205_6411	Equip-All Other >\$5,000 : Career Education Office	120,000	
12_2181_619000_25205_4210	Books, Mags & Subscrip-Non-Lib : Career Education Office	7,910	
	Sub-Total Department 25205 - Career Education	237,910	
	Total 2181 - SWP Local FY 19/20 Incentive Funding (SCC)	247,426	247,426

ABSTRACT

To develop more workforce opportunity and lift low-wage workers into living-wage jobs, California took a bold step in 2016 to create one million more middle-skill workers. At the recommendation of the California Community College Board of Governors, the [Governor and Legislature approved the Strong Workforce Program](#), adding a new annual recurring investment of \$248 million to spur career technical education (CTE) in the nation’s largest workforce development system of 113 colleges.

The Strong Workforce Program (SWP), a leading-edge state economic development program is driven by “more and better” CTE and targets seven key areas:

- Student Success
- Career Pathways
- Workforce Data and Outcomes
- Curriculum
- CTE Faculty
- Regional Coordination
- Funding

The “more” is increasing the number of students enrolled in programs leading to high-demand, high-wage jobs. The “better” is improving program quality, as evidenced by more students completing or transferring programs, getting employed or improving their earnings. Additionally, this program focuses on data-driven outcomes rather than activities, along with an emphasis on innovation and risk-taking. As a result, colleges can be more responsive to labor market conditions and student outcomes.

The SWP apportionment from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division will be utilized to improve the quality and increase the quantity of career technical education programs in response to regional labor market needs and to achieve successful workforce outcomes leading to high-demand, high wage jobs.

SWP 2019/20 - Local Share	SAC	SCC	Total
SWP 2019/20 Base (CCCCO Memo 19-014) SAC (64.77%) ; SCC (35.23%)	1,633,272	888,377	2,521,649
SWP 2019/20 Base Rev.(CCCCO Memo 20-006) SAC (64.77%) ; SCC (35.23%)	1,631,587	887,461	2,519,048
SWP 2019/20 Base Adjustment	(1,685)	(916)	(2,601)
SWP 2019/20 Incentive Funding Allocation (CCCCO Memo 20-007)	521,292	248,342	769,634
SWP 2019/20 Augmentation	519,607	247,426	767,033



TO: Regional Consortium Chairs
Chief Executive Instructional Officers
Chief Student Services Officers
Chief Business Officers
CTE Deans

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division

CC: Sandra Sanchez, Associate Vice Chancellor
Alejandro Sandoval, Associate Program Manager
CCCCO Staff

RE: Strong Workforce Program 2019-20 Base Funding Allocation Revision

Dear Strong Workforce Program Colleagues,

This memo corrects the base funding dollar amounts in Memorandum 19-014 communicated to the field on August 2, 2019.

Please see Appendix A for the revised 19-20 Allocation Dollars for the Local Share and Appendix B for the revised 19-20 Allocation Dollars for the Regional Share.

Appendix A:

District	District Allocation	District	District Allocation	District	District Allocation	District	District Allocation	District	District Allocation
Allan Hancock	\$1,074,583	Foothill-DeAnza	\$1,872,921	Monterey Peninsula	\$597,628	San Francisco	\$2,256,250	State Center	\$4,122,118
Antelope Valley	\$1,572,253	Gavilan	\$586,090	Mt. San Antonio	\$1,883,525	San Joaquin Delta	\$2,308,913	Ventura County	\$2,861,240
Barstow	\$183,779	Glendale	\$687,813	Mt. San Jacinto	\$1,861,907	San Jose-Evergreen	\$2,080,243	Victor Valley	\$1,074,396
Butte-Glenn	\$2,545,070	Grossmont-Cuyamaca	\$1,385,940	Napa Valley	\$423,749	San Luis Obispo County	\$895,338	West Hills	\$499,048
Cabrillo	\$1,050,646	Hartnell	\$1,106,258	North Orange County	\$3,469,013	San Mateo County	\$2,100,190	West Kern	\$182,114
Cerritos	\$1,212,576	Imperial	\$1,242,164	Ohlone	\$643,332	Santa Barbara	\$1,145,334	West Valley-Mission	\$1,133,765
Chabot-Las Positas	\$1,662,168	Kern	\$3,601,244	Palo Verde	\$196,701	Santa Clarita	\$1,427,702	Yosemite	\$1,969,166
Chaffey	\$1,927,259	Lake Tahoe	\$210,718	Palomar	\$2,052,889	Santa Monica	\$891,405	Yuba	\$1,350,962
Citrus	\$641,551	Lassen	\$288,689	Pasadena Area	\$1,133,271	Sequoias	\$1,440,967		
Coast	\$2,473,751	Long Beach	\$1,173,706	Peralta	\$1,930,281	Shasta-Tehama-Trinity	\$2,167,225		
Compton	\$468,188	Los Angeles	\$9,139,987	Rancho Santiago	\$2,519,048	Sierra Joint	\$1,624,875		
Contra Costa	\$2,818,325	Los Rios	\$6,318,282	Redwoods	\$1,206,299	Siskiyou Joint	\$520,221		
Copper Mountain	\$164,614	Marin	\$500,211	Rio Hondo	\$930,536	Solano	\$1,192,510		
Desert	\$1,235,008	Mendocino-Lake	\$820,883	Riverside	\$2,928,496	Sonoma County	\$1,735,272		
El Camino	\$1,116,572	Merced	\$1,056,135	San Bernardino	\$1,906,386	South Orange County	\$2,398,266		
Feather River	\$331,287	MiraCosta	\$990,830	San Diego	\$3,757,382	Southwestern	\$1,522,536	Total	\$117,800,000

5.1 (6)



TO: Regional Consortium Chairs
Chief Executive Instructional Officers
Chief Student Services Officers
Chief Business Officers

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division

CC: Sandra Sanchez, Associate Vice Chancellor
Alejandro Sandoval, Associate Program Manager
CCCCO Staff

RE: Strong Workforce Program 19-20 Incentive Funding Allocation

Dear Strong Workforce Program Colleagues,

As you may be aware, the Strong Workforce Program (SWP) metrics have changed to align with the Student Success Metrics (SSM). The Chancellor's Office worked with a group of practitioners to develop the Student Success Metrics, a set of system-level measures that represent a holistic assessment of the California community colleges' work on student success. The Strong Workforce Program will align with the Student Success Metrics by adopting the measures that are relevant to assess the outcomes of career education students.

Detailed below is how the 19-20 incentive funding metrics have been changed:

- Completed 12+ CTE Units is now Completed 9+ CTE Units to align to Student Centered Funding Formula and to Student Success Metrics
- Completed 48+ CTE Contact Hours is now Completed Noncredit Workforce Milestone to align to Student Success Metrics

-
- Employed in 2nd and 4th Fiscal Quarters is are no longer included to align to Student Success Metrics
 - Median Earnings in the Second Fiscal Quarter will be annualized to align to Student Success Metrics
 - Students who Earned an Award to align to Student Centered Funding Formula and to Student Success Metrics
 - Students who Transferred to a Four-Year Institution to align to Student Success Metrics
 - Students who Attained the Living Wage to align to Student Centered Funding Formula and to Student Success Metrics

Below, please find the incentive dollars allocated to your Districts in Appendix A and the incentive dollars allocated to the Regions in Appendix B. In addition, the Chancellor's office has developed an FAQ for you to review. Please visit our Strong Workforce Program web page on the 19-20 Incentive funds to access the FAQ.

Appendix A:

17% Incentive Fund Local Share Strong Workforce Program 2019-20 Dollars:

College/District	Dollars	College/District	Dollars	College/District	Dollars	College/District	Dollars	College/District	Dollars	College/District	Dollars
Allan Hancock CCD	\$ 235,978	College of the Desert	\$ 170,543	Los Angeles Harbor College	\$ 96,950	North Orange Adult	\$ 127,488	San Diego Miramar College	\$ 352,303	Santa Rosa Junior College	\$ 386,855
Allan Hancock College	\$ 235,978	El Camino CCD	\$ 325,903	Los Angeles ITV	\$ 143	Ohlone CCD	\$ 166,046	San Francisco CCD	\$ 435,988	South Orange CCD	\$ 465,777
Antelope Valley CCD	\$ 200,025	El Camino College	\$ 325,903	Los Angeles Mission College	\$ 117,603	Ohlone College	\$ 166,046	City College of San Francisco	\$ 335,160	Irvine Valley College	\$ 137,741
Antelope Valley College	\$ 200,025	Feather River CCD	\$ 48,609	Los Angeles Pierce College	\$ 223,133	Palo Verde CCD	\$ 73,357	San Francisco Centers	\$ 100,828	Saddleback College	\$ 328,036
Barstow CCD	\$ 49,712	Feather River College	\$ 48,609	Los Angeles Southwest College	\$ 67,436	Palo Verde College	\$ 73,357	San Joaquin Delta CCD	\$ 369,402	Southwestern CCD	\$ 249,477
Barstow College	\$ 49,712	Foothill-Deanza CCD	\$ 643,458	Los Angeles Trade-Tech College	\$ 390,418	Palomar CCD	\$ 342,898	San Joaquin Delta College	\$ 369,402	Southwestern College	\$ 249,477
Butte CCD	\$ 251,557	De Anza College	\$ 283,083	Los Angeles Valley College	\$ 192,855	Palomar College	\$ 342,898	San Jose-Evergreen CCD	\$ 246,116	State Center CCD	\$ 723,621
Butte College	\$ 251,557	Foothill College	\$ 360,376	West Los Angeles College	\$ 216,534	Pasadena CCD	\$ 351,910	Evergreen Valley College	\$ 108,404	Clovis Community College	\$ 71,653
Cabrillo CCD	\$ 170,328	Gavilan CCD	\$ 143,679	Los Rios CCD	\$ 1,323,256	Pasadena City College	\$ 351,910	San Jose City College	\$ 137,712	Fresno City College	\$ 461,372
Cabrillo College	\$ 170,328	Gavilan College	\$ 143,679	American River College	\$ 655,206	Peralta CCD	\$ 384,057	San Luis Obispo CCD	\$ 186,471	Reedley College	\$ 190,596
Cerritos CCD	\$ 403,226	Glendale CCD	\$ 247,909	Cosumnes River College	\$ 238,464	Berkeley City College	\$ 50,777	Cuesta College	\$ 186,471	Ventura CCD	\$ 462,945
Cerritos College	\$ 403,226	Glendale Community College	\$ 247,909	Folsom Lake College	\$ 111,773	College of Alameda	\$ 62,619	San Mateo CCD	\$ 361,971	Moorpark College	\$ 175,021
Chabot-Las Positas CCD	\$ 378,250	Grossmont-Cuyamaca CCD	\$ 323,170	Sacramento City College	\$ 317,814	Laney College	\$ 142,067	Cañada College	\$ 81,860	Oxnard College	\$ 110,969
Chabot College	\$ 229,825	Cuyamaca College	\$ 129,039	Marin CCD	\$ 61,346	Merritt College	\$ 128,594	College of San Mateo	\$ 145,739	Ventura College	\$ 176,955
Las Positas College	\$ 148,425	Grossmont College	\$ 194,131	College of Marin	\$ 61,346	Rancho Santiago CCD	\$ 769,634	Skyline College	\$ 134,373	Victor Valley CCD	\$ 175,841
Chaffey CCD	\$ 269,620	Hartnell CCD	\$ 228,497	Mendocino-Lake CCD	\$ 82,114	Santa Ana College	\$ 521,292	Santa Barbara CCD	\$ 289,721	Victor Valley College	\$ 175,841
Chaffey College	\$ 269,620	Hartnell College	\$ 228,497	Mendocino College	\$ 82,114	Santiago Canyon College	\$ 248,342	Santa Barbara City College	\$ 289,721	West Hills CCD	\$ 148,718

SPECIAL PROJECT DETAILED BUDGET #2182
NAME: Strong Workforce Program - Regional Share (District)
FISCAL YEAR 2019/2020

CONTRACT PERIOD: 07/01/2019 - 12/31/2021
 CONTRACT AWARD: \$4,926,351
 SWP 19/20 Base Adjustment **(\$26,551)**
 Total FY 19/20 \$4,899,800

PROJ ADM: Enrique Perez
 PROJ DIR: Sarah Santoyo
 Date: 03/27/2020

PRIME SPONSOR: California Community Colleges Chancellor's Office
 FISCAL AGENT: Rancho Santiago CCD
 PRIME AWARD #: Categorical Apportionment

		New Budget	
GL Account String	Description	Debit	Credit
DISTRICT OPERATIONS/FISCAL AGENT			
12_2182_000000_50000_8629	Other Gen Categorical Apport : District Opera		4,899,800
LA/OC REGIONAL CONSORTIA INFRASTRUCTURE			
12_2182_684000_53306_2110	Classified Management : LA/OC Regional Consortia G. Chamorro, Director OC Region (C-7) (46%) (12 mths.)	84,118	
12_2182_684000_53306_3215	PERS - Non-Instructional : LA/OC Regional Con	16,589	
12_2182_684000_53306_3315	OASDHI - Non-Instructional : LA/OC Regional C	5,287	
12_2182_684000_53306_3325	Medicare - Non-Instructional : LA/OC Regional	1,237	
12_2182_684000_53306_3415	H & W - Non-Instructional : LA/OC Regional Co	11,083	
12_2182_684000_53306_3435	H & W - Retiree Fund Non-Inst : LA/OC Regiona	2,345	
12_2182_684000_53306_3515	SUI - Non-Instructional : LA/OC Regional Cons	43	
12_2182_684000_53306_3615	WCI - Non-Instructional : LA/OC Regional Cons	1,279	
12_2182_684000_53306_3915	Other Benefits - Non-Instruct : LA/OC Regiona	1,159	
12_2182_684000_53306_5999	Special Project Holding Acct : LA/OC Regional Conso	23,854	
Sub-total LAOCRC Infrastructure Costs		146,994	
FISCAL AGENT/ADMINISTRATIVE COSTS			
12_2182_679000_53345_2130	Classified Employees : Resource Development Resource Dev. Coordinator, A. Landa (16-4) (100%)	63,386	
12_2182_679000_53345_3215	PERS - Non-Instructional : Resource Developme	12,303	
12_2182_679000_53345_3315	OASDHI - Non-Instructional : Resource Develop	3,961	
12_2182_679000_53345_3325	Medicare - Non-Instructional : Resource Devel	926	
12_2182_679000_53345_3415	H & W - Non-Instructional : Resource Developm	12,268	
12_2182_679000_53345_3435	H & W - Retiree Fund Non-Inst : Resource Deve	1,757	
12_2182_679000_53345_3515	SUI - Non-Instructional : Resource Developmen	32	
12_2182_679000_53345_3615	WCI - Non-Instructional : Resource Developmen	958	
12_2182_679000_53345_3915	Other Benefits - Non-Instruct : Resource Deve	1,500	
12_2182_679000_53345_4610	Non-Instructional Supplies : Resource Deve	904	
Sub-total Fiscal Agent/Administrative Costs		97,995	
REGIONAL CTE PROGRAMS			
12_2182_684000_53345_5100	Contracted Services : Resource Development Los Angeles region \$3,098,964 Orange County region \$1,555,846	4,654,810	
Sub-total Regional CTE Programs Costs		4,654,810	
Total District Office		4,899,800	4,899,800
Total #2182 - CTE SWP Regional FY 19/20		4,899,800	4,899,800

ABSTRACT

To develop more workforce opportunity and lift low-wage workers into living-wage jobs, California took a bold step in 2016 to create one million more middle-skill workers. At the recommendation of the California Community College Board of Governors, the [Governor and Legislature approved the Strong Workforce Program](#), adding a new annual recurring investment of \$248 million to spur career technical education (CTE) in the nation’s largest workforce development system of 113 colleges.

The Strong Workforce Program (SWP), a leading-edge state economic development program is driven by “more and better” CTE and targets seven key areas:

- Student Success
- Career Pathways
- Workforce Data and Outcomes
- Curriculum
- CTE Faculty
- Regional Coordination
- Funding

The “more” is increasing the number of students enrolled in programs leading to high-demand, high-wage jobs. The “better” is improving program quality, as evidenced by more students completing or transferring programs, getting employed or improving their earnings. Additionally, this program focuses on data-driven outcomes rather than activities, along with an emphasis on innovation and risk-taking. As a result, colleges can be more responsive to labor market conditions and student outcomes.

The SWP apportionment from the California Community Colleges Chancellor’s Office, Workforce and Economic Development Division will be utilized to improve the quality and increase the quantity of career technical education programs in response to regional labor market needs and to achieve successful workforce outcomes leading to high-demand, high wage jobs.

SWP 2019/20 - Regional Share	LA	OC	Total
SWP 2019/20 Incentive Funding	3,279,722	1,646,629	4,926,351
SWP 2019/20 Base Adjustment (CCCCO Memo 20-006)	(17,655)	(8,896)	(26,551)
SWP 2019/20 Incentive (Augmentation)	3,262,067	1,637,733	4,899,800
5% admin (split 2%/3% to FA/RC)	163,103	81,887	244,990
<i>2% Fiscal Agent (max \$200K)</i>	65,241	32,755	97,996
<i>3% Regional Consortia</i>	97,862	49,132	146,994
<i>Total 5% Admin</i>	163,103	81,887	244,990
\$ for Regional Projects (17% Incentive - 5% Admin)	3,098,964	1,555,846	4,654,810



TO: Regional Consortium Chairs
Chief Executive Instructional Officers
Chief Student Services Officers
Chief Business Officers
CTE Deans

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division

CC: Sandra Sanchez, Associate Vice Chancellor
Alejandro Sandoval, Associate Program Manager
CCCCO Staff

RE: Strong Workforce Program 2019-20 Base Funding Allocation Revision

Dear Strong Workforce Program Colleagues,

This memo corrects the base funding dollar amounts in Memorandum 19-014 communicated to the field on August 2, 2019.

Please see Appendix A for the revised 19-20 Allocation Dollars for the Local Share and Appendix B for the revised 19-20 Allocation Dollars for the Regional Share.

Appendix B

Region	Regional Allocation
Bay Area	\$15,793,226
Central Valley	\$10,119,804
Inland Empire & Desert	\$7,652,364
Los Angeles	\$12,852,753
Orange County	\$7,240,052
North Far North	\$11,589,673
San Diego & Imperial	\$7,301,160
South Central	\$5,984,300
TOTAL	\$78,533,333



TO: Regional Consortium Chairs
Chief Executive Instructional Officers
Chief Student Services Officers
Chief Business Officers

FROM: Sheneui Weber, Vice Chancellor
Workforce and Economic Development Division

CC: Sandra Sanchez, Associate Vice Chancellor
Alejandro Sandoval, Associate Program Manager
CCCCO Staff

RE: Strong Workforce Program 19-20 Incentive Funding Allocation

Dear Strong Workforce Program Colleagues,

As you may be aware, the Strong Workforce Program (SWP) metrics have changed to align with the Student Success Metrics (SSM). The Chancellor's Office worked with a group of practitioners to develop the Student Success Metrics, a set of system-level measures that represent a holistic assessment of the California community colleges' work on student success. The Strong Workforce Program will align with the Student Success Metrics by adopting the measures that are relevant to assess the outcomes of career education students.

Detailed below is how the 19-20 incentive funding metrics have been changed:

- Completed 12+ CTE Units is now Completed 9+ CTE Units to align to Student Centered Funding Formula and to Student Success Metrics
- Completed 48+ CTE Contact Hours is now Completed Noncredit Workforce Milestone to align to Student Success Metrics

-
- Employed in 2nd and 4th Fiscal Quarters is are no longer included to align to Student Success Metrics
 - Median Earnings in the Second Fiscal Quarter will be annualized to align to Student Success Metrics
 - Students who Earned an Award to align to Student Centered Funding Formula and to Student Success Metrics
 - Students who Transferred to a Four-Year Institution to align to Student Success Metrics
 - Students who Attained the Living Wage to align to Student Centered Funding Formula and to Student Success Metrics

Below, please find the incentive dollars allocated to your Districts in Appendix A and the incentive dollars allocated to the Regions in Appendix B. In addition, the Chancellor's office has developed an FAQ for you to review. Please visit our Strong Workforce Program web page on the 19-20 Incentive funds to access the FAQ.

Appendix A:

17% Incentive Fund Local Share Strong Workforce Program 2019-20 Dollars:

Appendix B:

17% Incentive Fund Regional Share Strong Workforce Program 19-20 Dollars:

Region	Region 17%
Bay Area	\$3,218,623
Central/Mother Lode	\$1,749,194
Inland Empire/Desert	\$1,217,071
Los Angeles	\$3,279,722
North/Far North	\$1,785,292
Orange	\$1,646,629
San Diego/Imperial Counties	\$1,654,181
South Central Coast	\$1,155,955
Total	\$15,706,667



COMMUNITY COLLEGE LEAGUE OF CALIFORNIA

2017 O Street, Sacramento, CA 95811

(916) 444-8641

(916) 444-2954 fax

www.ccleague.org

DATE: March 3, 2020

TO: California Community College Trustees
California Community College District Chancellors/Superintendents

FROM: Agnes Lupa, Senior Executive Assistant

SUBJECT: CCCT BOARD ELECTION — 2020

Pursuant to the CCCT Board Governing Policies, the election of members of the CCCT Board of the League will take place between March 10 and April 25. This year there are nine (9) seats up for re-election on the board, with six (6) incumbents running, and three (3) vacancies due to the three-term limit.

Each community college district governing board shall have one vote for each of the nine seats on the CCCT Board. Only one vote may be cast for any nominee or write-in candidate. The nine candidates who receive the most votes will serve a three-year term.

The twelve trustees who have been nominated for election to the board are listed on the enclosed sheet in the Secretary of State's random drawing order of January 23, 2020. **This year, the votes will be collected via eBallot. Voting instructions will be sent closer to the start of the voting period.** Candidates' statements and bios are also available on the League's website here: <https://www.ccleague.org/about-us/california-community-college-trustees-ccct>

Votes must be submitted **no later than April 25**. Results will be announced at the CCCT Annual Conference, May 1-3 in Torrey Pines.

If you have any questions on the CCCT Board election, please contact Agnes Lupa at the League office at (916) 444-8641.

Attachments:

List of Candidates

CHANCELLORS/SUPERINTENDENTS (GOVERNING BOARD OFFICES) ONLY:

Candidates' Biographic Sketches and Statements

Updated 3.3.20



2020 CCCT BOARD ELECTION
CANDIDATES LISTED IN SECRETARY OF STATE'S
RANDOM DRAWING ORDER OF JANUARY 23, 2020

1. Adrienne Grey, West Valley-Mission CCD*
2. Andra Hoffman, Los Angeles CCD*
3. Pam Haynes, Los Rios CCD*
4. Barbara Dunsheath, North Orange County CCD
5. Suzanne Lee Chan, Ohlone CCD
6. Barbara Jean Calhoun, Compton CCD
7. Cindi Reiss, Peralta CCD
8. Thomas J. Prendergast, III, South Orange County CCD
9. Marisa Perez, Cerritos CCD*
10. Larry Kennedy, Ventura County CCD*
11. Barry Snell, Santa Monica CCD
12. Loren Steck, Monterey Peninsula CCD*

* Incumbent

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
MANAGEMENT/ACADEMIC

April 13, 2020

FACULTY

Appointment/Temporary Full-time to Tenure Track

Natale, Alexander
Assistant Professor, Physics
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: August 17, 2020
Final Salary Placement: VII-5 \$86,066.46/Year
Requisition #AC19-0802#01)

Ratification of Resignation/Retirement

Fosmire, Edward
Associate Professor, Art History
Fine & Performing Arts Division
Santa Ana College

Effective: March 3, 2020
Reason: Deceased

Madrigal, Romelia
Professor/Coordinator, Upward Bound/
Student Services
Student Affairs
Santa Ana College

Effective: June 4, 2020 (Last Day)
Reason: Retirement

Beyond Contract/Overload Stipend

Hardy, Michelle
Child Development
Human Services & Technology Division
Santa Ana College

Effective: February 25, 2020
Amount: \$6,227.00/Year
Reason: Coordination-Training Consortium
(Project #1241)

Kimmel, Michelle
Child Development
Human Services & Technology Division
Santa Ana College

Effective: February 10, 2020
Amount: \$500.00/Year
Reason: Curriculum Development-Distance Education
(Project #2256)

McAdam, Jennifer
Chemistry
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: February 10, 2020
Amount: \$1,000.00/Year
Reason: Curriculum Development-Distance Education
(Project #2059)

FACULTY (CONT'D)

Beyond Contract/Overload Stipend (cont'd)

Mishal, Amit
Mathematics
Science, Mathematics & Health
Sciences Division
Santa Ana College

Effective: February 10, 2020
Amount: \$1,000.00/Year
Reason: Curriculum Development-Distance Education
(Project #2256)

Leaves of Absence

Fondren, Stephanie
Professor, Communication Studies
Fine & Performing Arts Division
Santa Ana College

Effective: February 3 – June 6, 2020
Reason: Partial Banked Leave/Withdraw 4.0 LHE

Macintyre, Michelle
Associate Professor/Counselor
Counseling Division
Santa Ana College

Effective: February 24 – April 3, 2020
Reason: Parental Leave

Mora, Nancy
Instructor, High School Subjects
Continuing Education Division (CEC)
Santa Ana College

Effective: March 1 - April 12, 2020
Reason: Maternity Leave

Mora, Nancy
Instructor, High School Subjects
Continuing Education Division (CEC)
Santa Ana College

Effective: April 13 - May 22, 2020
Reason: Parental Leave

Olivos, Ruth
Counselor
Counseling Division
Santa Ana College

Effective: March 27 - June 5, 2020
Reason: Parental Leave

Rescinding Parental Leave of Absence

Null, Christopher
Instructor, History
Arts, Humanities & Social Sciences Division
Santiago Canyon College

From: April 12 – May 17, 2020
Reason: Parental Leave

FACULTY (CONT'D)

Adjusted Effective Dates for Leave of Absence

Anderson, Jessica
Instructor, High School Subjects/Bridge
Continuing Education Division (OEC)
Santiago Canyon College

From: February 2 – June 12, 2020
To: February 26 – June 12, 2020
Reason: Maternity Leave

Part-time Hourly New Hires/Rehires

Bidinger, Kurt L.
Instructor, Fire Technology/Haz Mat
Human Services & Technology Division
Santa Ana College

Effective: March 16, 2020
Hourly Lecture/Lab Rates: I-5 \$67.15/\$60.44

Munich, Alexander
Instructor, Fire Technology/Wellness Program
Human Services & Technology Division
Santa Ana College

Effective: March 16, 2020
Hourly Lecture/Lab Rates: I-3 \$60.91/\$54.82

Walker, Joseph M.
Instructor, Fire Technology/Wellness Program
Human Services & Technology Division
Santa Ana College

Effective: March 16, 2020
Hourly Lecture/Lab Rates: II-3 \$62.96/\$57.56

Non-paid Instructors of Record

Ball, Michael W.
Instructor, Apprenticeship/Electrician (equivalency)
Instructor Service Agreement/OC JATC
Business & Career Technical Education Division
Santiago Canyon College

Effective: March 23, 2020

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT

HUMAN RESOURCES DOCKET
CLASSIFIED
APRIL 13, 2020

CLASSIFIEDOut of Class Assignment

Gonzalez, Araceli Instructional Assistant/ Continuing Ed./ CEC	Effective: 03/19/20 – 04/08/20 Grade 5, Step 6 + 2.5% L+ 2.5%Bil + 3PG (1500) \$53,475.17
--	---

Sturru, Richard Dir, Information Systems/Human Resources/District	Effective: 03/01/20 – 06/30/20 Grade D, Step 1 \$121,542.42 <i>Supervisory</i>
---	--

Return to Regular Assignment

Vu, Sara Student Services Coord./ Counseling/ SAC	Effective: March 24, 2020 Grade 15, Step 3 + 3PG (1500) \$68,701.93 End Voluntary Furlough
--	--

Leave of Absence

Garcia, Anaisabelle Curriculum Specialist/ Academic Affairs/ SCC	Effective: 03/12/20 – 05/21/20 Reason: FMLA/Parental Leave Intermittent
--	---

Mora, Jorge High School & Comm. Outreach Spec./ Continuing Ed. CEC	Effective: 03/02/20 – 04/10/20 Reason: FMLA/Parental Leave
--	---

CLASSIFIED HOURLYOut of Class Assignment

Panotes, Joel Sr. Custodian/Utility Worker/ Facilities & Planning/ District	Effective: 03/12/20 – 06/30/20 Grade 7, Step A \$20.00/Hour
---	--

Leave of Absence

Calzada, Juan Student Services Specialist/ Student Services/ SAC	Effective: 07/01/20 – 07/31/20 06/01/21 – 06/30/21 Reason: Non-Work Days for 10 Month Contract
--	---

Leave of Absence cont'd

Tonix, Jorge	Effective: 07/01/20 – 07/31/20
Student Services Specialist/ Student	06/01/21 – 06/30/21
Services/ SAC	Reason: Non-Work Days for 10 Month Contract

Ratification of Resignation/Retirement

Kammen, Carl	Effective: March 12, 2020
Learning Facilitator/ Science & Math/ SCC	Reason: Resignation

TEMPORARY ASSIGNMENT

Short Term Assignment

Ramirez Miranda, Ricardo	Effective: 04/14/20 – 06/30/20
Custodian/ Facilities & Planning/ District	Grade 4, Step A \$17.98/Hour

Additional Hours for Ongoing Assignment

Gilbert, Jessica	Effective: 02/03/20 – 03/26/20
Administrative Clerk/ IELLS/ SCC	Not to exceed 19 consecutive working days in any given period.

Nieto Mireles, Mario	Effective: 03/02/20 – 06/30/20
Custodian/ Facilities & Planning/ District	Not to exceed 19 consecutive working days in any given period.

Panotes, Joel	Effective: 03/12/20 – 06/30/20
Sr. Custodian/Utility Worker/ Facilities & Planning/ District	Not to exceed 19 consecutive working days in any given period.

Rodil, Jessamine	Effective: 03/23/20 – 06/30/20
Learning Facilitator/ Humanities & Soc. Sci./ SAC	Not to exceed 19 consecutive working days in any given period.

Substitute Assignments

Bravo, Johnny	Effective: 03/23/20 – 06/30/20
Custodian/ Admin. Services/ SCC	

RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT
HUMAN RESOURCES

To:	Board of Trustees	Date: April 13, 2020
Re:	Public Disclosure of Collective Bargaining Agreement between the Rancho Santiago Community College District and the Child Development Center CSEA Chapter 888	
Action:	Request for Approval	

BACKGROUND

Negotiations between the District and the Child Development Center, CSEA Chapter 888 have been completed. The reopener agreement has been negotiated and was ratified by CSEA Chapter 888 on April 2, 2020. The proposed agreement is now presented to the Board of Trustees for approval.

ANALYSIS

The fiscal implications and terms of the proposed agreement are detailed on the disclosure form.

RECOMMENDATION

It is recommended that the Board of Trustees approve the salary increase agreed between RSCCD and CSEA Chapter 888 for the period of July 1, 2019 through June 30, 2020.

Fiscal Impact: Presented on Attached Disclosure Form	Board Date: April 13, 2020
Prepared by: Tracie Green, Vice Chancellor, Human Resources	
Submitted by: Tracie Green, Vice Chancellor, Human Resources	
Recommended by: Marvin Martinez, Chancellor	

TENTATIVE AGREEMENT
BETWEEN
CALIFORNIA SCHOOL EMPLOYEES ASSOCIATION
AND ITS RSCCD CDC, CHAPTER 888 (CSEA)
TO THE
THE RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT (DISTRICT)
Reopener Term 2019-2020
March 26, 2020

ARTICLE 8 - WAGES AND HOURS

8.1

8.1.1 The salary schedule for 2019/2020 ~~2018/2019~~ shall be increased by 4% ~~2.71%~~ on schedule retroactive to July 1, 2019 ~~2018~~.

ARTICLE 23 - DURATION OF AGREEMENT

Except as otherwise indicated in 23.1 below, the provisions of this Agreement and its subsequent amendments shall be in effect from July 1, 2018 until June 30, 2021. The Association agrees to submit its initial proposal for a successor agreement or reopeners no later than March 1 of each year. The District agrees to present its initial proposal no later than 30 days following the public hearing for the association's proposal. The Association and the District agree to begin negotiations following the public hearing of the District's proposal.

23.1 The Association and the District agree to the following limited reopener for 2020-21:

1. Wages, Article 8 8.1.1, Salary
2. Health and Welfare, Article 11
3. No more than two articles to be specified by the Association.
4. No more than two articles to be specified by the District.
5. Or additional articles as agreed mutually to by both parties.

CSEA
Candela 3/26/20

Catherine Candela
President

Matthew Phutisatayakul 03/26/20

Matthew Phutisatayakul
CSEA Labor Relations Representative

District

Tracie Green 3/26/2020

Tracie Green
Vice Chancellor, Human Resources

Alistair Winter 3/26/2020

Alistair Winter
Asst.-Vice Chancellor, Human Resources

DISCLOSURE OF COLLECTIVE BARGAINING AGREEMENT

In Accordance with AB 1200 (Statutes of 1991, Chapter 1213) and Gov. Code 3547.5

Rancho Santiago Community College District

Name of Bargaining Unit: CSEA Chapter 888

The proposed agreement covers the period beginning July 1, 2019 and ending June 30, 2020
and will be acted upon by the Governing Board at its meeting on April 13, 2020

A. Proposed Change in Compensation

Compensation		Fiscal Impact of Proposed Agreement		
		Current Year 2019-2020		
1.	Step and Column - Increase (Decrease) Due to movement plus any changes due to settlement	Cost (+/-)	\$22,021	
2.	Salary Schedule Increase (Decrease)	Cost (+/-)	\$60,182 4.000%	
3.	Other Compensation - Increase (Decrease) (Stipends, Bonuses, etc.) FRINGE BENEFITS	Cost (+/-)	\$0	
4.	Statutory Benefits - Increase (Decrease) in STRS, PERS, FICA, WC, UI, Medicare, etc.	Cost (+/-)	\$31,120	
5.	Health/Welfare Plan - Increase (Decrease)	Cost (+/-)	\$124,030	
6.	Total Compensation - Increase (Decrease) (Total Lines 1 - 5)	Cost (+/-)	\$237,353	
7.	Total Number of Represented Employees		34	
8.	Total Compensation Cost for Average Employee - Increase (Decrease) Effective Impact %	Cost (+/-)	\$6,980.97 12.84%	

Please include comments and explanations as necessary: Article 8 - (8.1) Wages & Hours = The salary schedule for 2019/2020 shall be increased by 4% on schedule retroactive to July 1, 2019.

B. Proposed Negotiated Changes in Non-Compensation Items (class size adjustments, staff development days, teacher prep time, etc.)

N/A

C. What are the specific impacts on instructional and support programs to accommodate settlement? Include the impact of non-negotiated changes such as staff reductions and program reductions/eliminations?

N/A

D. What contingency language is included in the proposed agreement (reopeners, etc.)?

Except as otherwise indicated in 23.1 below, the provisions of this Agreement and its subsequent amendments shall be in effect from July 1, 2018 until June 30, 2021. The Association agrees to submit its initial proposal for a successor agreement or reopeners no later than March 1 of each year. The District agrees to present its initial proposal no later than 30 days following the public hearing for the association's proposal. The Association and the District agree to begin negotiations following the public hearing of the District's proposal.

23.1 The Association and the District agree to the following limited reopener for 2020-21:

1. Wages, Article 8 8.1.1, Salary
 2. Health and Welfare, Article 11
 3. No more than two articles to be specified by the Association.
 4. No more than two articles to be specified by the District.
 5. Or additional articles as agreed mutually to by both parties.
-

E. Source of Funding for Proposed Agreement

1. Current Year

Child development allocation, federal grant funds and fees.

2. How will the ongoing cost of the proposed agreement be funded in future years?

Child development allocation, federal grant funds and fees.

3. If multi-year agreement, what is the source of funding, including assumptions used, to fund these obligations in future years? (Remember to include compounding effects in meeting obligations)

F. Impact of Proposed Agreement on Current Year Unrestricted Reserves

1. State Reserve Standard

a. Total Expenditures, Transfers Out, and Uses (Including Cost of Proposed Agreement)	N/A
b. State Standard Minimum Reserve Percentage for this District	N/A
c. State Standard Minimum Reserve Amount for this District (Line 1 times Line 2 or \$50,000 for a district with less than 1,001 ADA)	N/A

2. Budgeted Unrestricted Reserve (After Impact of Proposed Agreement)

a. General Fund Budgeted Unrestricted Designated for Economic Uncertainties	N/A
b. General Fund Budgeted Unrestricted Unappropriated Amount	N/A
c. Special Reserve Fund (J-207) Budgeted Designated for Economic Uncertainties	N/A
d. Special Reserve Fund (J-207) Budgeted Unappropriated Amount	N/A
e. Article XIII B Fund (J-241) Budgeted Designated for Uncertainties	N/A
f. Article XIII B Fund (J-241) Budgeted Unappropriated Amount	N/A
g. Total District Budgeted Unrestricted Reserves	N/A

3. Do unrestricted reserves meet the standard minimum reserve amount? Yes No

G. Certification

<p>The information provided in this document summarizes the financial implications of the proposed agreement and is submitted to the Governing Board for public disclosure of the major provisions of the agreement in accordance with the requirements of AB 1200 and GC 3547.5</p>	
<p>_____</p> <p>District Chancellor</p>	<p>_____</p> <p>Date</p>