

CITRUS COMMUNITY COLLEGE DISTRICT

AGENDA OF REGULAR MEETING OF THE BOARD OF TRUSTEES

MEETING: Regular Meeting in April

DATE: Tuesday, April 2, 2013

TIME: 4:15 p.m.

PLACE: Community Room, CI 159
1000 West Foothill Boulevard, Glendora, California 91741-1899

AGENDA:

A. PLEDGE OF ALLEGIANCE

B. BOARD OF TRUSTEES

Susan M. Keith, President
Patricia Rasmussen, Vice President
Joanne Montgomery, Clerk/Secretary
Edward C. Ortell, Member
Gary L. Woods, Member
Crescencio Calderon, Student Trustee

C. COMMENTS: MEMBERS OF THE AUDIENCE

Members of the public may request the opportunity to address the Board regarding items on and not on the agenda. To do so, please complete the "*Request to Address Board of Trustees*" form and give it to the Recording Secretary of the Board (Christine Link). Public input is limited to five (5) minutes per person, so that everyone who wishes to speak to the Board has an opportunity to speak, and so that the Board can conduct its business in an efficient manner.

The Brown Act prohibits the Board from discussing or taking action in response to any public comments that do not address an agenda item.

D. REPORTS

Geraldine M. Perri, Superintendent/President
Irene Malmgren, Vice President of Academic Affairs
Arvid Spor, Vice President of Student Services
Robert Sammis, Director of Human Resources
Carol Horton, Vice President of Finance and Administrative Services
James Woolum, Academic Senate President
Robert Coutts, Classified Employees
Crescencio Calderon, Student Trustee
Members of the Board of Trustees

E. MINUTES

1. Approval of the Regular Meeting Minutes of March 19, 2013

F. CLOSED SESSION PER THE FOLLOWING SECTIONS OF THE GOVERNMENT CODE:

1. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).
2. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CAFF) Local 6352.
3. Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.
4. Per Section 54957: Public Employee Discipline/Dismissal/Release.

G. INFORMATION AND DISCUSSION

1. Above and Beyond Classified Development (ABCD) Award – Geraldine M. Perri, Ph.D., Superintendent/President (Page 5)

H. ACTION ITEMS

1. Consent Items

Routine items of business placed on the consent agenda already have been carefully screened by members of the staff and reviewed in advance by Board members. Upon request of any Board member, an item on the consent agenda may be considered separately at its location on the meeting's agenda.

Recommendation: Moved by _____ and seconded by _____ to approve the CONSENT ITEMS as listed (with the following exceptions):

Remove from consent list: _____, _____, _____, _____, _____, _____

Business Services

- a. Authorization is requested to approve the attached list of independent contractor/consultant agreements as submitted. (Page 6)
- b. Authorization is requested to approve facility rentals and usage. (Page 8)

Personnel Recommendations

- c. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. (Page 10)
- d. Authorization is requested to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. (Page 15)
- e. Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. (Page 17)

H. ACTION (continued)

Business Services

- 2. Authorization is requested to approve the 2013-2014 Budget Development Assumptions and Budget Calendar that were approved by the Financial Resources Committee on March 6, 2013. (Page 21)
- 3. Authorization is requested to approve the attached budget revisions for funds 01.0, 01.3, 41.0, 42.0, 51.0, 52.0, 59.0, 71.0, and 72.0, for the fiscal year 2012-2013. (Page 25)
- 4. Authorization is requested to reject the claim, submitted on March 18, 2013, and to refer the claim to the District's claim administrators, Keenan & Associates, for the District's liability insurance plan (SWACC). (Page 44)

General

- 5. Authorization is requested to approve the first reading of BP 4280 – Final Examinations. (Page 45)

6. Authorization is requested to select Susan M. Keith as an Annual Representative to the Los Angeles County School Trustees Association for 2013. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee. (Page 47)
7. Authorization is requested to accept nominations from the Board of Trustees and approve their vote for candidates for election to the California Community College Trustees Board of Directors of the Community College League of California. (Page 48)
8. Authorization is requested to utilize District legal counsel to advise the Board regarding the matter presented by Mr. John Fincher, CCFA President, on March 19, 2013. (Page 50)

At this time, the board may adjourn to closed session to discuss Item No. F.

I. BOARD OF TRUSTEES WORK SESSION ON BOARD POLICIES AND SELF-EVALUATION TOOL/PROCESS/TIMELINE

J. ADJOURNMENT

Dates to Remember:

April 4, 2013	SanFACC Dinner Meeting
April 15-18, 2013	Spring Break
April 19, 2013	Campus Closed
May 7, 2013	Board of Trustees Meeting
May 21, 2013	Board of Trustees Meeting

If requested, the agenda shall be made available in appropriate alternate formats to persons with a disability, as required by Section 202 of the American with Disabilities Act of 1990 (42 U.S.C. Section 12132), and the rules and regulations adopted in implementation thereof. The agenda shall include information regarding how, for whom, and when a request for disability-related modification or accommodation, including auxiliary aids or services may be made by a person with a disability who requires a modification or accommodation in order to participate in the public hearing.

To make such a request, please contact Christine Link, the Recording Secretary to the Board of Trustees at (626) 914-8821 no later than 12 p.m. (noon) on the Monday prior to the Board meeting.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	_____
DATE	April 2, 2013	Resolution	_____
SUBJECT:	Above and Beyond Classified Development (ABCD) Award	Information	_____ X _____
		Enclosure(s)	_____

BACKGROUND

This is the second time the *Above and Beyond - Classified Development Award*, or the ABCD Award, is being presented in recognition of an outstanding Citrus College classified employee. The award recognizes the individual's demonstration of the college mission, collaboration, service and dedication.

The award was developed by the Classified Staff Development Committee, under the leadership Chair, Tina Crosby and Coordinator, Dean Dr. Eric Rabitoy. The award will be conferred quarterly with consultation and recommendation from Managers and Vice Presidents.

The second recipient is Officer David Ramirez, Campus Safety Department.

This item was prepared by Jerry Capwell, Administrative Assistant, Academic Affairs.

RECOMMENDATION

No action required; information only.

Irene Malmgren _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. _____ G.1. _____

INDEPENDENT CONTRACTOR AGREEMENT
Board of Trustees Meeting – April 2, 2013

<u>CONTRACTOR CONSULTANT/ DEPARTMENT</u>	<u>RATE</u>	<u>FUNDING SOURCE</u>	<u>PERIOD</u>	<u>SERVICE</u>
<u>ADMINISTRATIVE SERVICES</u>				
Construction Testing & Engineering, Inc.	\$7,730.00max	Bond	4/3/13-Project Completion	Special Testing & Inspection Tech C Remodel
R2A Architecture	\$6,323.00max	District	4/3/13-Project Completion	Architectural Services – Golf Driving Range Shed
<u>CENTER FOR TEACHER EXCELLENCE</u>				
Solano, Alberto	\$5,000.00max	Grant	4/3/13-9/30/13	Assist in Maximizing the Effectiveness of Program Initiative
<u>FOSTER CARE EDUCATION</u>				
Hanna, Robert S.	\$700.00max	Grant	4/3/13-6/30/13	Training for Caregivers, Foster Youth and Social Workers
Hanna, Robert S.	\$1,000.00max	Grant	7/1/13-6/30/14	Foster/Kinship Ed & Resources Program
Johnson, Dewayne	\$1,320.00max	Grant	4/3/13-6/30/13	Life Skills Training Classes
<u>RACE TO STEM</u>				
Luna, Miguel	\$5,500.00max	Grant	4/1/13-5/31/13	STEM High School/College Liaison
<u>SUPERINTENDENT/PRESIDENT</u>				
VMA Communications	\$170.00per hr max	District	4/3/13-6/30/13	Consulting Services for 100-Year Anniversary Celebration
<u>TeCS</u>				
McCusker, William	\$6,000.00max	District	4/3/13-6/30/13	Programming for Student Academic Data

Note: A standard District agreement for Independent Contractor/Consultant will be completed for each consultant

**Use of Facilities
April 2, 2013**

ORGANIZATION	FACILITY	ACTIVITY	DATE(S)	CHARGE
Azusa Pacific University	West Softball Field	Intramural Softball Game	3/21/2013	\$437.50 plus additional labor if required
Diamond Bar High School	Performing Arts Center	Orchestra Concert and Ballet Performance	4/23 & 4/24/13	\$2,650.00 plus additional labor if required
Broadway Experience	Performing Arts Center	Play Production	7/9 through 7/14/13	\$6,100.00 plus additional labor if required
San Dimas High School	Stadium and Locker Rooms	Football Game	8/29/2013	\$3,400.00 plus additional labor if required
Arcadia High School	Stadium, S2 and S4 Parking Lots	Band Field Tournament	11/16/2013	\$2,860.00 plus additional labor if required
Ballet Kukan Academy	Performing Arts Center	Ballet Recital	11/17/2013	\$4,000.00 plus additional labor if required
Dancecapade	Performing Arts Center and PA192 & 193	Dance Showcase	6/7/2014	\$3,210.00 plus additional labor if required

**ACADEMIC EMPLOYEES - FULL-TIME
EXTRA DUTY, STIPEND ASSIGNMENTS
APRIL 2, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Dominguez, Victoria	Faculty Inquiry Group Facilitator - Race To STEM Grant	Stipend	04/03/13	06/14/13	\$750.00/tl.

**ACADEMIC EMPLOYEES - ADJUNCT
EXTRA DUTY, HOURLY, STIPEND ASSIGNMENTS
APRIL 2, 2013**

NAME	DESCRIPTION	ASSIGNMENT	BEGIN	END	RATE
Fanelli, Liliana	Counselor - CalWORKs	Hourly as needed	04/03/13	06/30/13	\$44.90/hr.
Mead, Rachel	Instructor - Cosmetology	Hourly as needed	03/25/13	06/30/13	\$44.90/hr.
Orso, Robert	Instructor - Fine Arts	Hourly as needed	03/18/13	06/30/13	\$44.90/hr.
Sellon, Annette	Nurse - Student Health Center	Hourly as needed	07/01/13	12/31/13	\$44.90/hr.
Young, Keening	Instructor - Health Sciences	Hourly as needed	04/03/13	06/30/13	\$44.90/hr.

LAB SUPERVISORS

2012-2013 (01-01-13)

APRIL 2, 2013

Name	Adjunct or Full Time	Department	Begin	End	Placement	Hourly Rate
Calderon, Joseph	A	Music	04/03/13	06/30/13	1-3	\$30.90

**ACADEMIC EMPLOYEES
FALL 2013 ADJUNCT
APRIL 2, 2013**

Name	Department/Discipline	Placement	LHE Rate
Malik, Huma	Biology	1-1	\$1,025

**CLASSIFIED EMPLOYEES
EMPLOYMENT/CHANGE OF STATUS
April 2, 2013**

NAME	CLASS/DEPT/PRCT	REASON/MOS.	BEGN/END	RANGE & STEP	MONTHLY RATE
Cheng, David	Campus Safety Officer II (Campus Safety)	Shift Change	4/8/13	30-7 (27-7+2I+1A)	\$4,194.98
Dickson, Todd	Campus Safety Officer II (Campus Safety)	Shift Change	4/8/13	28-4 (27-4+1I)	\$3,449.16
Kuan, Barry	100% Financial Aid Technician (Financial Aid)	Employment	4/4/13	31-1	\$3,272.78
Lopez, Leodomiro	100% Financial Aid Technician (Financial Aid)	Promoted	4/3/13	31-1	\$3,272.78
Miranda, Guillermo	100% Financial Aid Advisor (Financial Aid)	Employment	4/22/13	34-1	\$3,524.44
Patino, Cynthia	100% Administrative Secretary II (Counseling)	Employment	4/3/13	34-1	\$3,524.44

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	April 2, 2013	Resolution	_____
SUBJECT:	Short-Term, Hourly, Substitutes, Volunteers, and Professional Experts	Information	_____
		Enclosure(s)	X

BACKGROUND

Enclosed are personnel actions with regard to the employment of short-term, hourly, substitutes, volunteers, and professional experts.

This item was prepared by Kai Wattree-Jackson, Human Resources Technician II and Sandra Coon, Administrative Assistant.

RECOMMENDATION

Authorization is requested to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts.

Robert Sammis
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.1.e.

**STIPENDS STRS NON-CREDITABLE
APRIL 2, 2013**

NAME	CATEGORY	DESCRIPTION	HOURLY RATE/TOTAL	BEGIN/END
Shrope, Douglas	Stipend (Music)	Music Arranging/Production Citrus Singer Pop Show 2013	\$2500tl.	4/3/13 thru 5/19/13

VOLUNTEERS, NON-ACADEMIC

April 2, 2013

DEPARTMENT	VOLUNTEER NAME	BEGIN DATE	END DATE
Kinesiology	Au, Christopher	4/3/2013	6/14/2013
Kinesiology	Bailey, Kristin	4/3/2013	6/14/2013
Kinesiology	Cook, Morgan	4/3/2013	6/14/2013
Kinesiology	Flores, Andrew	4/3/2013	6/14/2013

PROFESSIONAL EXPERT

April 2, 2013

Name	Description	Department	Rate	Begin/End
Caughman, Rick	Facilitator for Photography Workshop - Open House Outreach	Fine & Performing Arts	\$200.00/Ttl.	03/27/13 to 03/27/13
Dorman, Brian	Women's Soccer Program Assistant	Kinesiology	\$5,982.00/Ttl.	08/01/13 to 12/31/13
Schmelzeisen, Jason	Men's Soccer Program Assistant	Kinesiology	\$5,563.00/Ttl.	08/01/13 to 12/31/13
Waddington, Alan	Orchestral Conductor for "Legally Blonde"	Fine & Performing Arts	\$1,000.00/Ttl.	04/03/13 to 04/14/13

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	April 2, 2013	Resolution	
SUBJECT:	2013-2014 Budget Development Assumptions and Calendar	Information	
		Enclosure(s)	X

BACKGROUND

Annually the Financial Resources Committee approves the District Budget Development Assumptions and Budget Calendar. The calendar specifies major goals and target dates for the creation of the adopted budget and is also presented in a flow chart format. The Budget Development Assumptions are guidelines used to create the budget. These guidelines include projected changes in revenue and expenses for the upcoming fiscal year based on the state budget information, enrollment, salaries, benefits and other variable factors.

This item was prepared by Judy Rojas, Administrative Assistant, Administrative Services.

RECOMMENDATION

Authorization is requested to approve the 2013-2014 Budget Development Assumptions and Budget Calendar that were approved by the Financial Resources Committee on March 6, 2013.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.2.

CITRUS COMMUNITY COLLEGE DISTRICT
Office of the Vice President of Finance and Administrative Services

BUDGET CALENDAR
FY 2013-2014

- 3/06/13** **Budget Calendar and Budget Assumptions approved by Financial Resources Committee**

- 4/02/13** **Budget Calendar and Budget Assumptions provided to Board of Trustees**

- 4/08/13** **Budget worksheets out to Superintendent, Vice Presidents and Cost Center Managers**

- 5/06/13** **Budget worksheets due to Business Office**

- 6/04/13** ***Tentative Budget Forum***

- 6/05/13** **Tentative Budget reviewed by Financial Resources Committee**

- 6/18/13** **Adoption of Tentative Budget by Board of Trustees**

- July
and
August** **Monitor State Budget developments making modifications to Tentative Budget**

- 8/26/13** **Budget reviewed by Financial Resources Committee**

- 8/26/13** **Budget to Reprographics**

- 9/03/13** ***Budget Forum***

- 9/10/13** **Adopt District Budget for 2013-2014**

CITRUS COMMUNITY COLLEGE DISTRICT
2013-2014 BUDGET DEVELOPMENT ASSUMPTIONS
GENERAL FUND UNRESTRICTED

REVENUES

- A. Base Revenue Apportionment:
 - 1. 2012-13 base apportionment
 - 2. Local property taxes @ 2012-13 actual
 - 3. Enrollment fees @ 2012-13 actual
 - 4. Restoration @ 2%
 - 5. COLA @ 1.67%

- B. Lottery revenue budgeted:
 - 1. \$150 per FTE @ 11,035

- C. Interest budgeted:
 - 1. 2012-13 actual earnings
 - 2. Interest rate projections

- D. Non-resident tuition budgeted:
 - 1. 2012-13 actual amount of FTE
 - 2. @ 209 per credit hour less facility fee of \$19

- E. Local revenue budgeted:
 - 1. 2012-13 actual revenue
 - 2. Adjustment for one-time revenues in current year or anticipated budget year

EXPENDITURES

- A. Salaries budgeted: (1000s and 2000s)
 - 1. 2013-14 existing positions
 - 2. Step and column/class adjustments
 - 3. Negotiated salary increases
 - 4. Possible new hires/replacements
 - 5. One new faculty hire

 - B. Benefits budgeted: (3000s)
 - 1. Statutory benefits at 2013-14 rates - STRS 8.25%; PERS 11.41%; OASDI 6.20%; Medicare 1.45%; Unemployment .05%; Workers Comp 1.90%
 - 2. Health Benefits increases: Blue Shield 12%, Kaiser 12%

 - C. Instructional materials and supplies budgeted: (4000s)
 - 1. 2012-13 budget amounts

 - D. Other expenses budgeted: (5000s)
 - 1. 2012-13 budget amounts
 - 2. 2013-14 service agreements and memberships
 - 3. Utilities - estimated adjustments

 - E. Capital outlay budgeted: (6000s)
 - 1. 2012-13 budget amounts

 - F. Transfers budgeted: (7000s)
 - 1. Scheduled Maintenance / Instructional Material Match /Capital Outlay Projects
 - 2. Categorical program required contributions and general fund support levels
-

ENDING BALANCE @ 5%

DISCRETIONARY FUNDS IN THE UNRESTRICTED GENERAL FUND ALLOCATE RESOURCES LINKED TO PROGRAM REVIEW AND STRATEGIC PLANNING. THE RESOURCE ALLOCATION PROCESSES FOLLOW THE COLLEGE'S INSTITUTIONAL GOALS AND WILL BE BUDGETED AS ESTABLISHED IN THE INTEGRATED PLANNING MANUAL.

ALL OTHER FUNDS WILL BE BUDGETED WITH THE SAME ASSUMPTIONS AS THE GENERAL FUND, TAKING INTO CONSIDERATION UNIQUE FUNDING AND EXPENDITURE REQUIREMENTS

Updated March 2013

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	April 2, 2013	Resolution	_____
SUBJECT:	Budget Revisions	Information	_____
		Enclosure(s)	X

BACKGROUND

California community college districts are required by regulations to prepare financial reports and annual budgets that report all their actual and projected revenues and expenditures. In accordance with Education Code Sections 85200, 85201, 85202 and 85210, the Board of Trustees must adopt any revisions between major object codes. The following revisions take into account changes from first principle apportionment (P1). The changes are reflected on the attached budget adjustment summary.

This item was prepared by Carol Cone, Budget Supervisor.

RECOMMENDATION

Authorization is requested to approve the attached budget revisions for funds 01.0, 01.3, 41.0, 42.0, 51.0, 52.0, 59.0, 71.0, and 72.0, for the fiscal year 2012-2013.

Carol R. Horton _____
Recommended by

_____/_____
Moved Seconded

Aye __ Nay __ Abstained __

Approved for Submittal

Item No. H.3.



**Los Angeles County
Office of Education**

**Division of Business Advisory Services
9300 Imperial Highway • Downey, CA 90242-2890**

Leading Educators • Supporting Students • Serving Communities

Submit to Business Advisory Services -- EC Room 201

**Budget Adjustment Summary
K-12/ROPs/JPA's**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 01.0	FUND NUMBER 01.0
FISCAL YEAR 12-13	FUND NAME General Fund Unrestricted	<input checked="" type="checkbox"/> UNRESTRICTED <input type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/03/13	NAME OF SCHOOL DISTRICT Citrus Community College District
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A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			(2,518,043.00)
4. Local	8600-8799			600,019.00
5. Interfund Transfers In	8900-8929			
6. Other Financing Sources	8930-8979			
7. Contributions to Restricted Programs	8980-8999			(10,000.00)
8. Total Revenues/Other Financing Sources				\$ (1,928,024.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 254,665.00
2. Classified Personnel Salaries	2000-2999		78,838.00
3. Employee Benefits	3000-3999		85,516.00
4. Books and Supplies	4000-4999		(4,210.00)
5. Services, Other Operating Expenses	5000-5999		4,020.00
6. Capital Outlay	6000-6999		18,110.00
7. Other Outgoing	7100-7299		(21,172.00)
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ 415,767.00

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ (2,343,791.00)
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NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Los Angeles County
Office of Education**

**Division of Business Advisory Services
9300 Imperial Highway • Downey, CA 90242-2890**

Leading Educators • Supporting Students • Serving Communities

Submit to Business Advisory Services -- EC Room 201

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 01.3	FUND NUMBER 01.3
FISCAL YEAR 12-13	FUND NAME General Fund Restricted	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

**Budget Adjustment Summary
K-12/ROPs/JPA's**

DATE OF SUMMARY 04/03/13	NAME OF SCHOOL DISTRICT Citrus Community College District
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A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			70,214.00
3. State	8300-8599			468,035.00
4. Local	8600-8799			58,093.00
5. Interfund Transfers in	8900-8929			
6. Other Financing Sources	8930-8979			(82,801.00)
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ 513,541.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$ 49,737.00
2. Classified Personnel Salaries	2000-2999		(22,600.00)
3. Employee Benefits	3000-3999		(88,915.00)
4. Books and Supplies	4000-4999		69,578.00
5. Services, Other Operating Expenses	5000-5999		195,968.00
6. Capital Outlay	6000-6999		232,714.00
7. Other Outgoing	7100-7299		23,461.00
8. Transfers of Indirect Costs	7300-7399		(21,639.00)
9. Other Debt Services	7400-7499		1,515.00
10. Interfund Transfers Out	7600-7629		3,464.00
11. Other Financing Uses	7630-7699		70,258.00
12. Total Expenditures, Transfers and Other Uses			\$ 513,541.00

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
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NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
--	------------------------------



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Division of Business Advisory Services
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**Budget Adjustment Summary
K-12/ROPs/JPA's**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 41.0	FUND NUMBER 41.0
FISCAL YEAR 12-13	FUND NAME Capital Projects	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			56,717.00
5. Interfund Transfers In	8900-8929			
6. Other Financing Sources	8930-8979			(3,994.00)
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ 52,723.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		2,825.00
3. Employee Benefits	3000-3999		(4,281.00)
4. Books and Supplies	4000-4999		195.00
5. Services, Other Operating Expenses	5000-5999		5,198.00
6. Capital Outlay	6000-6999		48,786.00
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ 52,723.00

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
--	----------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPAs**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 42.0	FUND NUMBER 42.0
FISCAL YEAR 12-13	FUND NAME Bond Construction	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			(70,000.00)
5. Interfund Transfers in	8900-8929			
6. Other Financing Sources	8930-8979			(29,004,698.00)
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ (29,074,698.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		(48,771.00)
3. Employee Benefits	3000-3999		(21,858.00)
4. Books and Supplies	4000-4999		35.00
5. Services, Other Operating Expenses	5000-5999		(5,463,315.00)
6. Capital Outlay	6000-6999		(23,540,789.00)
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ (29,074,698.00)

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
--	----------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPs**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 51.0	FUND NUMBER 51.0
FISCAL YEAR 12-13	FUND NAME Bookstore	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			
5. Interfund Transfers in	8900-8929			
6. Other Financing Sources	8930-8979			
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ 0.00

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		(15,049.00)
3. Employee Benefits	3000-3999		(11,614.00)
4. Books and Supplies	4000-4999		
5. Services, Other Operating Expenses	5000-5999		
6. Capital Outlay	6000-6999		
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		6,826.00
11. Other Financing Uses	7630-7699		19,837.00
12. Total Expenditures, Transfers and Other Uses			\$ 0.00

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
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NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPA's**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 52.0	FUND NUMBER 52.0
FISCAL YEAR 12-13	FUND NAME Cafeteria	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			
5. Interfund Transfers In	8900-8929			
6. Other Financing Sources	8930-8979			6,826.00
7. Contributions to Restricted Programs	8980-8999			(7,050.00)
8. Total Revenues/Other Financing Sources				\$ (224.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		(183.00)
3. Employee Benefits	3000-3999		(41.00)
4. Books and Supplies	4000-4999		
5. Services, Other Operating Expenses	5000-5999		
6. Capital Outlay	6000-6999		
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ (224.00)

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
--	----------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPAs**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 59.0	FUND NUMBER 59.0
FISCAL YEAR 12-13	FUND NAME Golf Driving Range	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			
5. Interfund Transfers In	8900-8929			(4,000.00)
6. Other Financing Sources	8930-8979			
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ (4,000.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		(2,835.00)
3. Employee Benefits	3000-3999		(896.00)
4. Books and Supplies	4000-4999		
5. Services, Other Operating Expenses	5000-5999		500.00
6. Capital Outlay	6000-6999		
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		(769.00)
12. Total Expenditures, Transfers and Other Uses			\$ (4,000.00)

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
--	----------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
 DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

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Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPAs**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 71.0	FUND NUMBER 71.0
FISCAL YEAR 12-13	FUND NAME Associated Students	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
-----------------------------	--

A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			(24,979.00)
5. Interfund Transfers In	8900-8929			
6. Other Financing Sources	8930-8979			
7. Contributions to Restricted Programs	8980-8999			(3,500.00)
8. Total Revenues/Other Financing Sources				\$ (28,479.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		(6,359.00)
3. Employee Benefits	3000-3999		(876.00)
4. Books and Supplies	4000-4999		
5. Services, Other Operating Expenses	5000-5999		
6. Capital Outlay	6000-6999		
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ (7,235.00)

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ (21,244.00)
--	-----------------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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**Budget Adjustment Summary
K-12/ROPs/JPAs**

DISTRICT (UNIT) NUMBER 64386	GL JOURNAL ID NUMBER OB 72.0	FUND NUMBER 72.0
FISCAL YEAR 12-13	FUND NAME Student Rep Fee	<input type="checkbox"/> UNRESTRICTED <input checked="" type="checkbox"/> RESTRICTED

DATE OF SUMMARY 04/02/13	NAME OF SCHOOL DISTRICT Citrus Community College District
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A. Revenues/Other Financing Sources	Object Code	Specific Object Code	Specific Resource Code	Budget Adjustment Increase (Decrease)
1. Revenue Limit	8010-8099			\$
2. Federal	8100-8299			
3. State	8300-8599			
4. Local	8600-8799			(6,219.00)
5. Interfund Transfers In	8900-8929			
6. Other Financing Sources	8930-8979			
7. Contributions to Restricted Programs	8980-8999			
8. Total Revenues/Other Financing Sources				\$ (6,219.00)

B. Expenditures/Other Financing Uses	Object Code	Resource Code (Optional)	Budget Adjustment Increase (Decrease)
1. Certificated Personnel Salaries	1000-1999		\$
2. Classified Personnel Salaries	2000-2999		
3. Employee Benefits	3000-3999		
4. Books and Supplies	4000-4999		
5. Services, Other Operating Expenses	5000-5999		(5,771.00)
6. Capital Outlay	6000-6999		
7. Other Outgoing	7100-7299		
8. Transfers of Indirect Costs	7300-7399		(448.00)
9. Other Debt Services	7400-7499		
10. Interfund Transfers Out	7600-7629		
11. Other Financing Uses	7630-7699		
12. Total Expenditures, Transfers and Other Uses			\$ (6,219.00)

C. Subtotal A8 - B12 (will increase/decrease Ending Fund Balance)	\$ 0.00
--	----------------

NOTE: If C is zero, go to narrative section on reverse side of form. Narrative and certification sections must be completed.
DISTRIBUTION: Original to Business Advisory Services; Copy to School Financial Services - Accounting Section; Copy returned to district upon approval.

D. Components of Ending Fund Balance	Object Code	Resource Code	Revision Increase (Decrease)
1. Nonspendable Amounts			\$
a. Revolving Cash	9711		
b. Stores	9712		
c. Prepaid Expenses	9713		
d. All Others	9719		
	Total Nonspendable	Amounts	0.00

2. Restricted Amounts			\$
a. Restricted	9740		
a. Restricted	9740		
a. Restricted	9740		
	Total Restricted	Amounts	0.00

3. Committed Amounts			\$
a. Stabilization Arrangements	9750		
a. Stabilization Arrangements	9750		
b. Other Commitments	9760		
b. Other Commitments	9760		
	Total Committed	Amounts	0.00

4. Assigned Amounts			\$
a. Other Assignments	9780		
a. Other Assignments	9780		
a. Other Assignments	9780		
	Total Assigned	Amounts	0.00

5. Unassigned/Unappropriated Amounts			\$
a. Reserve for Economic Uncertainties	9789		
b. Unassigned/Unappropriated Amount	9790		
	Total Unassigned	Unappropriated	Amounts
			0.00

E. Narrative Explanation for this Revision - Must be Completed.

Changes to reflect new revenue and expenditure estimates

F. School District Certification - Must be Completed

NAME OF SCHOOL DISTRICT'S CONTACT PERSON Rosalinda Buchwald		TELEPHONE NUMBER OF CONTACT PERSON (626) 914-8897
DATE OF BOARD APPROVAL 04/02/13	SIGNATURE OF THE SECRETARY OF THE BOARD	DATE SIGNED (MONTH/DAY/YEAR)

Submit one (1) certified original and two (2) copies of this summary to: Division of Business Advisory Services, EC Room 201
Los Angeles County Office of Education
9300 Imperial Highway
Downey, CA 90242-2890

Approved:

Arturo Delgado, Ed.D.
Los Angeles County
Superintendent

SIGNATURE OF LOS ANGELES COUNTY SUPERINTENDENT OF SCHOOLS DEPUTY	DATE SIGNED (MONTH/DAY/YEAR)
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CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	April 2, 2013	Resolution	_____
SUBJECT:	First Reading: BP 4280 – Final Examinations	Information	_____
		Enclosure(s)	X

BACKGROUND

The District’s Board policies and procedures are regularly reviewed and updated to align with the recommendations developed in conjunction with the Community College League of California (CCLC). Responding to their advice regarding Title 5 changes, the Educational Programs Committee (EPC) has updated Board Policy BP4280 – Final Examinations. All campus constituents have reviewed and approved; EPC approved at their 9/17/12 meeting. The Steering Committee approved the revisions on 2/25/13.

This item was prepared by Jerry Capwell, Administrative Assistant, Office of Academic Affairs.

RECOMMENDATION

Authorization is requested to approve the first reading of BP 4280 – Final Examinations.

Irene Malmgren
Recommended by

/_____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.5.

**Academic Affairs
DRAFT as of 8/15/12**

BP 4280 FINAL EXAMINATIONS

There will be final ~~semester~~ examinations given in all classes in all terms. These examinations are to be given during the designated times. If for any reason no test is to be given or a time other than that designated for the test is requested, approval from the Vice President of Academic Affairs is required.

Office of Primary Responsibility: Academic Affairs

Approved by	ASCC	9/12/12
	CSEA	9/11/12
	Management Team	9/5/12
	Senate	9/12/12
	Supervisors/Confidential	9/4/12
	EPC	9/17/12
	Steering	2/25/13

*Note: New language is indicated by underline, deleted language is indicated by ~~striketrough~~, and legally required language is indicated in **bold**.*

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X _____
DATE:	April 2, 2013	Resolution	_____ _____
SUBJECT:	Selection of Representative of the Board of Trustees to the Los Angeles County School Trustees Association	Information	_____ _____
		Enclosure(s)	_____ _____

BACKGROUND

The Los Angeles County School Trustees Association (LACSTA) is an organization of school boards founded in 1937. About 90 percent of the 94 school and community college districts in Los Angeles County, as well as the County Board of Education, are members of LACSTA.

LACSTA serves as a vital resource for school board members, providing them with training, informational support and opportunities to network with other school board members. Each year, LACSTA presents a number of interactive programs on issues in education. LACSTA also cooperates with the California School Boards Association and other organizations whose purpose is the betterment of education.

The current representative is Patricia Rasmussen.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to select Susan M. Keith as an Annual Representative to the Los Angeles County School Trustees Association for 2013. The Representative shall perform duties as described in Standing Rule #7: (a) vote on all association matters; (b) communicate between the executive board, the association, and the local board; and (c) serve on the Legislative Committee.

Geraldine M. Perri, Ph.D.
Recommended by

/
Moved Seconded

Approved for Submittal

Aye ___ Nay ___ Abstained ___

Item No. H.6.

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X
DATE	April 2, 2013	Resolution	
SUBJECT:	California Community College Trustees (CCCT) Board Election — 2013	Information	
		Enclosure(s)	X

BACKGROUND

The election of members of the CCCT board of the Community College League of California (League) takes place between March 10th and April 25th. There are seven, three-year vacancies on the board.

Each member community college district board of the League shall have one vote for each of the seven vacancies on the CCCT board. Only one vote may be cast for any nominee or write-in candidate. The seven candidates who receive the most votes will serve three-year terms. In the event of a tie vote for the last position to be filled, the CCCT board will vote to break the tie.

Each community college district chancellor/superintendent has been mailed an official ballot for the election. In addition, chancellors/superintendents received copies of the biographic sketch form and statement of candidacy of each of the twelve candidates.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to accept nominations from the Board of Trustees and approve their vote for candidates for election to the California Community College Trustees Board of Directors of the Community College League of California.

Geraldine M. Perri, Ph.D.
Recommended by

_____/_____
Moved Seconded

Approved for Submittal

Aye__Nay__Abstained__

Item No. H.7.



CCCT 2013 BOARD OFFICIAL BALLOT

Vote for no more than seven (7) by checking the boxes next to the names.

NOMINATED CANDIDATES

List order based on Secretary of State's January 22, 2013 random drawing.

- Dianne B. McKay, Ventura County CCD
- Howard Rudd, Sierra Joint CCD
- Adrienne Grey, West Valley-Mission CCD
- *Cy Gulassa, Peralta CCD
- *Louise Jaffe, Santa Monica CCD
- *Isabel Barreras, State Center CCD
- Sally W. Biggin, Redwoods CCD
- Greg Bonaccorsi, Ohlone CCD
- Susan M. Keith, Citrus CCD
- Garrett Yee, Ohlone CCD
- Loren Steck, Monterey Peninsula CCD
- *Jerry D. Hart, Imperial CCD
- Brent Haste, Yuba CCD
- Jeffrey Lease, San Jose-Evergreen CCD
- Linda S. Wah, Pasadena Area CCD

WRITE-IN CANDIDATES

Type each qualified trustee's name and district on the lines provided below.

* Incumbent

Board Secretary and Board President or Board Vice President must sign below:

This ballot reflects the action of the board of trustees cast in accordance with local board policy.

Secretary of the Board

President or Vice President of the Board

CITRUS COMMUNITY COLLEGE DISTRICT

TO:	BOARD OF TRUSTEES	Action	X _____
DATE	April 2, 2013	Resolution	_____
SUBJECT:	Trustee Area 1	Information	_____
		Enclosure(s)	_____

BACKGROUND

On March 19, 2013, Mr. John Fincher, CCFA President, presented the Board with information regarding the residency of Trustee Gary L. Woods, Trustee Area 1.

This item was prepared by Christine Link, Executive Assistant, Superintendent/President's Office.

RECOMMENDATION

Authorization is requested to utilize District legal counsel to advise the Board regarding the matter presented by Mr. John Fincher, CCFA President, on March 19, 2013.

Susan M. Keith

Recommended by

/ _____
Moved Seconded

Aye ___ Nay ___ Abstained ___

Approved for Submittal

Item No. H.8.

UNAPPROVED
MINUTES OF THE REGULAR MEETING
OF THE BOARD OF TRUSTEES
CITRUS COMMUNITY COLLEGE DISTRICT

March 19, 2013

The Board of Trustees of the Citrus Community College District met for the regular meeting of Tuesday, March 19, 2013, in the Center for Innovation Community Room.

Board President Keith called the meeting to order at 4:15 p.m. Student Trustee Calderon led the Pledge of Allegiance to the Flag.

TRUSTEE ROLL CALL [≡] Present: Susan M. Keith, Joanne Montgomery, Edward C. Ortell, Patricia Rasmussen, Gary L. Woods, and Crescencio Calderon, Student Trustee.

RESOURCE PERSONNEL PRESENT: Geraldine M. Perri, Superintendent/President; Carol R. Horton, Vice President of Finance and Administrative Services; Irene Malmgren, Vice President of Academic Affairs; Robert Sammis, Director of Human Resources; Arvid Spor, Vice President of Student Services; James Woolum, Academic Senate President; Robert Coutts, CSEA President; and Christine Link, Recording Secretary.

ADMINISTRATORS AND EMPLOYEES SIGNING THE VOLUNTARY SIGN-IN SHEET:

Management Team: Christina M. Garcia, Paula Green, Lan Hao, Gerald Sequeira, and Linda Welz

Faculty: Roberta Eisel, Cathy Gong, Patricia Lawrence, Bruce Langford, Terry Miles, Dave Ryba, Lisa Telesca, Shelia White, and Jim Woolum

Supervisors/Confidential: Tedd Goldstein, Marilyn Grinsdale, and Lari Kirby

Classified Employees: Kathleen Bueno, Olivia Canales, Clarence Cernal, Rose Ann Manfre-Campillo, Andrea Mullin, and Linda Swan

Adjunct Faculty: Cecil Brower

Students: Nayiri Baghdassarian and David Tate

VISITORS: Angel Garcia, Tom Gerfen, Lois Papner, Ron N. Reel, and Anthony Soliz

COMMENTS FROM THE AUDIENCE

Bruce Langford, Music instructor and CCFA Chief Negotiator, thanked the Board and Dr. Perri for the successful conclusion to contract negotiations. He credited the District's and CCFA's negotiation teams and the excellent management of District resources to the positive outcome.

John Fincher, Language Arts/Speech instructor and CCFA President, expressed concerns about residency issues with regard to trustee area one. He presented information gathered by CCFA and proposed that action be taken at the next Board meeting. Mr. Fincher thanked Community College Association (CCA)/CTA/NEA representatives Dr. Ron Reel, Dr. Lynette Nyaggah and Mr. DeWayne Sheaffer for attending the meeting.

Ron N. Reel, CCA President, said he was pleased to be able to attend the meeting to support Citrus College faculty, students and CCFA.

Geraldine M. Perri, Ph.D., Superintendent/President, reported that the *Hispanic Outlook on Higher Education* has just released their new rankings on the nation's "top" community colleges. Out of more than 1,100 community colleges, Citrus College ranked 49th in Hispanic Full-time Enrollment and 23rd in Associate Degrees Awarded to Hispanics (up from 40th in 2012). She commended Citrus College faculty, staff and students on this noteworthy achievement.

Regarding the "College of Completion" initiative, Dr. Perri read the completion plans of seven ASCC leaders that have been posted on the ASCC website including, Mr. Andres Navarro, ASCC President; Ms. Nayiri Baghdassarian, ASCC Vice President; Ms. Meechelle Sansom, ASCC Treasurer; Mr. Tyler Hernandez, ASCC Legislative Liaison; Mr. Jordon Lowndes; ASCC Recording Secretary; Mr. Crescencio Calderon, Student Trustee; and Ms. Mariana Vega, Student Trustee-Elect.

Dr. Perri commented that a legislative update prepared by Ms. Marilyn Grinsdale, Protocol and Government Relations Officer, was included in the Board packet.

Irene Malmgren, Ed.D., Vice President of Academic Affairs, reported that the college has received an approval letter from the Chancellor's Office for the Elementary Education for Transfer Degree (AA-T). Citrus College now has 12 "active" SB 1440 transfer degrees. In addition, an AA-T degree for Kinesiology is in the review process in the Chancellor's Office.

Dr. Malmgren reported that College Success and Bridges to Success have hired six Citrus College Completion Corps peer mentors. They will begin mentoring students the week of March 25, 2013.

Dr. Malmgren said that she and Ms. Lisa Telesca, Language Arts instructor and PTK Advisor, went to Sacramento for the All-California Academic Team Award ceremony.

Mr. Brian Waddington, History instructor and PTK Advisor, introduced the two winners from Citrus College, Mr. Michael Li and Mr. Miguel Villanueva, who were present. He said they represented Citrus College well.

Arvid Spor, Ed.D., Vice President of Student Services, reported that the Owl Bookshop's ability to provide students who receive Pell Grants the opportunity to purchase textbooks at the start of their classes has furthered College of Completion goals. He said this spring, 1,446 students were served, up from 1,092 students in spring 2012. This represents an increase of 32 percent.

Dr. Spor reported that the First Annual Citrus College Day at the Races will take place at Santa Anita Park on March 30, 2013. All proceeds will be donated to the Veterans Club.

Dr. Spor announced that there will be a Campus Safety Forum on March 26, 2013, that will cover topics such as personal safety, classroom safety, protocols for college emergencies and others. Citrus College Campus Safety and the Glendora Police Department will be on hand.

Robert Sammis, J.D., Director of Human Resources, was pleased to report that a Memorandum of Understanding between the District and CCFA regarding the fall 2012 reopener on salaries was on the agenda for approval. He said the ability to provide a 2% increase to the full-time faculty is a reflection of the college's commitment to prudent management of fiscal resources. He thanked the CCFA negotiating team for a process that was professional and focused on mutual resolution of issues and concerns. Dr. Sammis said, consistent with the collective bargaining agreement that is in place with CSEA, the CSEA bargaining unit will also receive a 2% salary increase effective April 1, 2013.

James Woolum, Academic Senate President, commented that the community college system is in a state of change. He cited several examples, such as a "scorecard" for individual colleges; a 90 unit cap, which has many groups in opposition; moving all adult education to community colleges, and several others.

Mr. Woolum said these are among the issues that will be discussed at the Academic Senate Area meetings, which will take place later this month. Ms. Lisa Villa, Vice President/President-Elect for the Academic Senate, and he will represent the Citrus College faculty at the Area C meeting on March 30, 2013, and also the Academic Senate Spring Plenary in April.

Robert Coutts, CSEA President, said CSEA nominated three delegates and two alternate delegates for the annual CSEA conference. It will take place in July. Mr. Coutts said he has received the 15 resolutions they will be debating and voting on at the conference, and they will get their local chapter's input over the next three CSEA meetings.

Crescencio Calderon, Student Trustee, announced that the Cesar Chavez National Blood Drive Challenge will take place March 27-28, 2013, on the Citrus College campus. He said Dr. Perri and Dr. Spor will be participating. Student Trustee Calderon said one pint can save three lives. This year, ASCC's goal is 300 pints.

Student Trustee Calderon provided the student success story of Ms. Desire Wester, a Citrus College alumna who is legally blind. He presented her story in 2012, but since that time she has continued to excel. He said she is an excellent example of "College of Completion" success. Ms. Wester was in attendance.

Joanne Montgomery, Clerk/Secretary, Board of Trustees, said she and Trustee Woods have been working as an ad hoc committee on criteria for the Board of Trustees' self-evaluation.

Trustee Montgomery reported on several college and community events. She said she attended the YMCA event in Monrovia where Duarte Mayor Margaret Finlay was honored. She said this year's Battle of the Big Bands was the best one yet. Highlights included string instrumentals, and the lighting and recording was done by Citrus College performing arts programs.

She said Citrus College received many compliments as a result of the college's participation.

Patricia Rasmussen, Vice President, Board of Trustees, said Glendora's Great Trivia Challenge will take place on March 23, 2013. Citrus College will have a trivia team competing in the event, and the Foundation will send representatives, including Foundation Board President Tom Gerfen; Ms. Christina Garcia, Director of Development and Alumni Relations; and Mr. Clarence Cernal, Administrative Assistant; to support them. The proceeds will benefit the Glendora Public Library Friends Foundation.

Trustee Rasmussen commented on a recent article in the *Los Angeles Times* by Ronald Brownstein, regarding the fact that higher education is 25 years behind in making reforms. She said President Obama is concerned about the high cost and the enormous debt students are taking in pursuing college degrees. She added that higher education needs to join its K-12 partners in seeking meaningful education reform.

Gary L. Woods, Member, Board of Trustees, attended Senator Carol Liu's Education Roundtable on March 8, 2013. At the meeting, Senator Liu reviewed a list of bills she has introduced. She also received a great deal of input from community and education leaders.

Edward C. Ortell, Member, Board of Trustees, also attended Senator Liu's Education Roundtable. He said Senator Liu has been a friend of community colleges for a long time and helped in the fight to preserve local control. Some of the K-12 districts at the meeting discussed the possibility of forming a regional consortium, similar to SanFACC.

Trustee Ortell said the spot bill that will contain language on the adult education shift is SB 173. He added that it was a valuable meeting with lots of good information.

Susan M. Keith, President, Board of Trustees, said the Battle of the Big Bands was excellent and exhibited the amazing talents of Citrus College and Azusa Pacific University students. She said it was a wonderful evening.

MINUTES

Item 1: Moved by Trustee Woods and seconded by Trustee Ortell to approve the regular meeting minutes of March 5, 2013, as presented. 5 Yes.

INFORMATION AND DISCUSSION

Accreditation Update – Irene Malmgren and Roberta Eisel, Accreditation Co-Chairs

Dr. Perri introduced accreditation co-chairs Dr. Malmgren and Ms. Roberta Eisel who provided an overview of the current accreditation process and timeline. The 2013 Annual Report is due to the Accrediting Commission for Community and Junior Colleges (ACCJC) on March 31, 2013. The report contains questions and prompts that address new Department of Education regulations passed on to ACCJC in August 2012. Mrs. Horton said the college completed the financial portion of the report two weeks ahead of schedule.

INDEPENDENT CONTRACTORS

Item 2: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the attached list of independent contractor/consultant agreements as submitted. 5 Yes.

FACILITIES USAGE

Item 3: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve facility rentals and usage. 5 Yes.

BUDGET – WARRANTS – FINANCIAL STATEMENT, ETC.

Item 4: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve A & B Warrants for February 2013. 5 Yes.

Item 5: Moved by Trustee Rasmussen and seconded by Trustee Woods to approve purchase orders for February 2013. 5 Yes.

BIDS

- Item 6:** Moved by Trustee Rasmussen and seconded by Trustee Woods to allow staff to prepare specifications and formally bid the Dental Assisting Program Modernization project. The project will be funded from Fund 41, Capital Projects. Award of contract will be by Board action. 5 Yes.

SURPLUS PROPERTY

- Item 7:** Moved by Trustee Rasmussen and seconded by Trustee Woods to dispose of the enclosed list of surplus items by exchange for value, private sale, sale at public auction or donation to another public entity or non-profit agency. 5 Yes.

PERSONNEL RECOMMENDATIONS

- Item 8:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of academic employees. 5 Yes.
- Item 9:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the personnel actions with regard to the employment, change of status, and/or separation of classified employees. 5 Yes.
- Item 10:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the employment of short-term, hourly, substitutes, volunteers, and professional experts. 5 Yes.

INSTITUTIONAL MEMBERSHIPS

- Item 11:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve a \$10.00 lifetime membership to the Epsilon Phi Delta/American Association of Teachers of German. 5 Yes.

RESOLUTIONS

- Item 12:** Moved by Trustee Montgomery and seconded by Trustee Rasmussen to adopt Resolution 2012-13-08 authorizing the refunding of Citrus Community College District, Los Angeles County, California, 2004 General Obligation Bonds, 2013 Series A. 5 Yes.

CONSTRUCTION – CAPITAL PROJECTS

- Item: 13** Moved by Trustee Rasmussen and seconded by Trustee Montgomery to ratify the termination of Pacwest's Performance of the Contract for Cause effective March 8, 2013. 5 Yes.

BIDS

- Item 14:** Moved by Trustee Woods and seconded by Trustee Montgomery to approve the award of bid #02-1011, Districtwide Emergency Generators Project to Global Power Group, Inc. of El Centro, California and authorize the Vice President of Finance & Administrative Services to execute the contract on behalf of the District. The bid price of \$267,636 is within budget and will be funded from Fund 41, Capital Projects. 5 Yes.

EMPLOYMENT – FACULTY

- Item 15:** Moved by Trustee Rasmussen and seconded by Trustee Woods to approve the recruitment of a categorical, non-tenure track CalWORKs counselor for a one (1) year term with a year-to-year option. 5 Yes.
- Item 16:** Moved by Trustee Rasmussen and seconded by Trustee Woods, pursuant to Education Code Sections 87480, 87481, and 87482 to approve the employment of Ms. Monica Montes as a temporary, two-semester, full-time, non-tenure track instructor in the Biological Sciences Department beginning on March 20, 2013 and ending on December 14, 2013 (Spring 2013 pro-rated and Fall 2013) at a salary placement of Class 2, Step 3 on the Full-Time Faculty Salary Schedule plus benefits. 5 Yes.

MEMORANDUM OF UNDERSTANDING

- Item 17:** Moved by Trustee Woods and seconded by Trustee Ortell to approve the MOU between the Citrus Community College District and Citrus College Faculty Association regarding amendments to Articles 8 and 19 as provided in Article 19 – Duration of Contract of the current collective bargaining agreement dated January 1, 2012 through December 31, 2014. 5 Yes.

BOARD POLICIES

- Item 18:** Moved by Trustee Rasmussen and seconded by Trustee Ortell to approve the second reading of BP 4020 – Program, Curriculum, and Course Development; BP 4040 – Library/Other Instructional Services; and BP 4230 – Grading and Academic Record Symbols. 5 Yes.

CLOSED SESSION: At 5:15 p.m., Board President Keith adjourned the meeting to closed session per the following sections of the Government Code:

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Faculty Association CTA/NEA (CCFA).

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: Citrus College Adjunct Faculty Federation, (CCAFF) Local 6352.

Per Section 54957.6: Conference with Labor Negotiator, Robert Sammis, District Chief Negotiator - Employee Organization: California School Employees Association (CSEA) Citrus College Chapter Local 101.

Per Section 54957.6: Conference with Designated Representative, Robert Sammis, Director of Human Resources-Unrepresented Employees-Managers, Supervisors and Confidential Employees.

Per Section 54957: Public Employee Discipline/Dismissal/Release.

RECONVENE OPEN SESSION: At 5:40 p.m., Board President Keith reconvened the meeting to open session with the following action taken:

Item 19: By a unanimous vote, the Board of Trustees took action in closed session to approve the unpaid suspension of an Administrative Clerk. The employee has no further appeal rights.

Item 20: By a unanimous vote, the Board of Trustees took action in closed session to approve the unpaid suspension of a Secretary. The employee has no further appeal rights.

Item 21: By a unanimous vote, the Board of Trustees took action in closed session to approve the unpaid suspension of a Program Assistant. The employee has no further appeal rights.

BOARD OF TRUSTEES BOARD POLICY/ADMINISTRATIVE PROCEDURES WORK SESSION

The Board participated in discussions, led by Dr. Sammis, regarding suggested changes to Chapter 2 of the Board Policies and Administrative Procedures. Several suggested changes were made. Dr. Sammis to make changes and resubmit to the Board for additional review.

ADJOURNMENT: At 7:18 p.m., it was moved by Trustee Rasmussen and seconded by Trustee Montgomery to adjourn the meeting.

Date

Joanne Montgomery
Clerk/Secretary
Board of Trustees