

**SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT BOARD AGENDA
REGULAR MEETING
February 28, 2007
Cañada College, Building 3, Room 142
4200 Farm Hill Blvd., Redwood City, CA**

NOTICE ABOUT PUBLIC PARTICIPATION AT BOARD MEETINGS

The Board welcomes public discussion.

**The public's comments on agenda items will be taken at the time the item is discussed by the Board.*

**To comment on items not on the agenda, a member of the public may address the Board under "Statements from the Public on Non-Agenda Items"; at this time, there can be discussion on any matter related to the Colleges or the District, except for personnel items. No more than 20 minutes will be allocated for this section of the agenda. No Board response will be made nor is Board action permitted on matters presented under this agenda topic.*

**If a member of the public wishes to present a proposal to be included on a future Board agenda, arrangements need to be made through the Chancellor's Office at least seven days in advance of the meeting. These matters will be heard under the agenda item "Presentations to the Board by Persons or Delegations." A member of the public may also write to the Board regarding District business; letters can be addressed to 3401 CSM Drive, San Mateo CA 94402.*

**Persons with disabilities who require auxiliary aids or services will be provided such aids with a three-day notice. For further information, contact the Executive Assistant to the Board at (650) 358-6753.*

**Regular Board meetings are taped; tapes are kept for one month.*

6:00 p.m. ROLL CALL

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

MINUTES

07-2-2 [Minutes of the Study Session of the Board of Trustees of February 14, 2007](#)

PRESENTATIONS TO THE BOARD BY PERSONS OR DELEGATIONS

07-2-10C [Tablet PCs](#)

STATEMENTS FROM EXECUTIVES AND STUDENT REPRESENTATIVES

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

NEW BUSINESS

07-2-2A [Approval of personnel actions: changes in assignment, compensation, placement, leaves, staff allocations and classification of academic and classified personnel](#)

Approval of Consent Agenda

All items on the consent agenda may, by unanimous vote of the Board members present, be approved by one motion after allowing for Board member questions about a particular item. Prior to a motion for approval of the consent agenda, any Board member, interested student or citizen or member of the staff may request that an item be removed to be discussed in the order listed, after approval of remaining items on the consent agenda.

07-2-3CA [Acceptance of Grant from the California Dental Association Foundation to Develop a Dental Hygiene Program](#)

- 07-2-4CA [Declaration of Surplus Property](#)
- 07-2-5CA [Ratification of First Quarter District Warrants, 2006-07](#)

Other recommendations

- 07-2-100B [Adoption of Resolution No. 07-1 of the San Mateo County Community College District Authorizing Issuance of Tax and Revenue Anticipation Notes](#)
- 07-2-101B [Approval of Amendment of District Rules and Regulations Section 8.28, Gifts and Donations](#)
- 07-2-102B [Approval of Amendment of District Rules and Regulations Section 1.40, Meetings of the Board; Section 1.50, Minutes of Meetings; and Section 1.55, Order of Business and Procedure](#)
- 07-2-103B [Approval of Construction Consultants](#)
- 07-2-104B [Approval of Bid Award to Advanced Systems Group for Production Switcher System](#)
- 07-2-105B [Adoption of a Resolution to Join the Statewide Educational Wrap Up Program \(SEWUP\) Under the Joint Powers Authority \(JPA\)](#)
- 07-2-106B [Contract Award for the Bid Package A – Cañada College Building 2 Bookstore Renovation](#)
- 07-2-107B [Contract Award for the Bid Package B – Cañada College Building 2 Bookstore Renovation](#)
- 07-2-108B [Contract Mediation Agreement for Building 3 Seismic and Modernization, Skyline College](#)
- 07-2-109B [2006-07 Mid-Year Budget Report](#)

INFORMATION REPORTS

- 07-2-11C [Information Report Regarding Sustainable Construction Practices in the District](#)
- 07-2-12C [Actuarial Study of Retiree Health Liabilities](#)

STATEMENTS FROM BOARD MEMBERS

COMMUNICATIONS

RECESS TO CLOSED SESSION

1. Closed Session Personnel Items
 - A. Public Employment
 1. Employment: **College of San Mateo** – Instructional Aide II, Technology; **District** – Financial Analyst, Construction Planning
 - B. Public Employee Discipline, Dismissal, Release
 1. Resignation: **College of San Mateo** – Instructional Aide II, Language Arts
 2. Retirement: **College of San Mateo** – Professor, Math/Science Division
 3. Post-Retirement Contract: **College of San Mateo** – Professor, Math/Science Division

CLOSED SESSION ACTIONS TAKEN

ADJOURNMENT

**UNADOPTED MINUTES
February 14, 2007
San Mateo, California**

The meeting was called to order at 6:00 p.m.

Board Members Present: President Hausman, Vice President-Clerk Holober, Trustees Mandelkern, Miljanich and Schwarz, and Student Trustee Young

Others Present: Chancellor Galatolo, Chief Financial Officer Blackwood, Skyline President Morrow, CSM President Claire, Cañada Interim President Mohr, and District Academic Senate President Kapp

Pledge of Allegiance

DISCUSSION OF THE ORDER OF THE AGENDA

None

MINUTES

Trustee Mandelkern requested that the word "Skyline" be deleted from Page 6, Paragraph 2, Line 6 of the Minutes of the Regular Meeting of the Board of Trustees of January 24, 2007. It was moved by Trustee Miljanich and seconded by Trustee Mandelkern to approve the minutes, as amended. The motion carried, all members voting "Aye."

STATEMENTS FROM THE PUBLIC ON NON-AGENDA ITEMS

None

NEW BUSINESS

APPROVAL OF PERSONNEL ACTIONS: CHANGES IN ASSIGNMENT, COMPENSATION, PLACEMENT, LEAVES, STAFF ALLOCATIONS AND CLASSIFICATION OF ACADEMIC AND CLASSIFIED PERSONNEL (07-2-1A)

It was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the actions in Board Report No. 07-2-1A. The motion carried, all members voting "Aye."

APPROVAL OF CONSENT AGENDA (07-2-1CA – 07-2-2CA)

The Consent Agenda consists of the following Board Reports:

07-2-1CA Authorization for Chancellor to Sign Certificates of Fee Exemption

07-2-2CA Approval of the Following Contracts: Chancellor, Executive Vice Chancellor, General Manager of KCSM and President of Skyline College

Trustee Mandelkern asked that Board Report No. 07-2-2CA be removed from the Consent Agenda for separate discussion. After this request, it was moved by Trustee Schwarz and seconded by Trustee Mandelkern to approve the Consent Agenda. The motion carried, all members voting "Aye."

APPROVAL OF THE FOLLOWING CONTRACTS: CHANCELLOR, EXECUTIVE VICE CHANCELLOR, GENERAL MANAGER OF KCSM AND PRESIDENT OF SKYLINE COLLEGE (07-2-2CA)

Trustee Mandelkern asked if it was correct that the Chancellor's contract is for four years and the other contracts are for two years, as stated in the Report. It was confirmed that this is correct. After this discussion, it was moved by Trustee Schwarz and seconded by Vice President-Clerk Holober to approve the contracts. The motion carried, all members voting "Aye."

STUDY SESSION

INFORMATION REPORT

07-2-1C Counseling and Student Services

Chancellor Galatolo first wished to commend President Morrow on the ribbon cutting ceremony for the Student and Community Center at Skyline College, held earlier today. He said that this facility sets the right tone and tenor for the College. President Hausman added that the event was festive and fun as well as being serious.

Chancellor Galatolo said that tonight's Study Session is the second part of a two-part series. Comments from the Board at the last Study Session on Intra-District Articulation and from tonight's session will be incorporated into Board goals to be discussed at the Board Retreat on February 24. Chancellor Galatolo asked Lori Adrian, Vice President of Student Services at Skyline College, to begin the presentation.

Vice President Adrian introduced the following presenters: Melissa Raby, Dean, Counseling and Enrollment Services, Cañada College; Kathy Sammut, Counselor, Cañada College; Marsha Ramezane, Dean, Student Services, College of San Mateo; Virginia Padron, Counselor, Skyline College; Jennifer Hughes, Vice President, Student Services, College of San Mateo; Dean Chowenhill, Counselor, College of San Mateo; and Phyllis Lucas-Woods, Vice President, Student Services, Cañada College. Vice President Adrian noted that Board members were each given a copy of the presentation; a copy is attached to the official minutes of record.

Vice President Adrian said that at the Study Session on Intra-District Articulation, tonight's presenters heard the Board's concern about students and difficulties some have faced in navigating through our community college system. They have reflected on the counseling framework and realize that it must be student-centered, current and responsive. Vice President Adrian said they are committed to making sure the goals of the Board and of the District are realized.

Dean Raby said that students today are more diverse than they were 20 years ago and have more complex needs. She gave an overview of student demographics, including gender, ethnicity, age, education level, and the number of full-time vs. part-time students. Dean Raby said that many students come unprepared and need extra assistance.

Counselor Sammut said the student bodies at all of the campuses are diverse. She shared profiles of five students to demonstrate that students' circumstances and needs are varied and complex. She said the goal of counseling is to address the personal needs of students and to meet the students "where they are." She added that by the time students come for a counseling appointment, their needs may have changed.

Dean Ramezane spoke about AB3 – The Seymour-Campbell Matriculation Act of 1986. The Act defines students' responsibilities such as identifying educational goals and meeting with counselors, and colleges' responsibilities such as providing students with information for identifying goals and providing counseling along with a range of services. Dean Ramezane said that Title 5 defines counseling as a discipline. Counselors bring specific skills to help students with academic, career and personal issues in a holistic framework.

Counselors are involved with curriculum development and instruction, and with internal and external outreach. They participate in professional development to maintain and upgrade their skills.

Counselor Chowenhill said that the counseling program is more proactive than it was 10 or 20 years ago when counselors posted hours and simply waited for students to show up. The matriculation process is now part of orientation and students must have a one-on-one counseling session and take placement tests. Counselor Chowenhill described the advantages of SARS. Counselors input notes after meeting with a student to remind themselves and/or other counselors who meet with that student what the issues are. In this way, the counselor can prepare for the next counseling session and get materials ready based on the notes, allowing more time during the counseling session to interact with the student. Counselor Chowenhill described a typical day as counselor. He noted that there are flexible delivery systems for counseling services, including scheduled appointments, drop-ins, email and telephone. He invited all present at the Study Session to make an appointment for a counseling session with him.

Counselor Padron gave three examples of how counseling services are evaluated: (1) program review, which allows departments to recognize strengths and areas where improvement is needed; (2) student satisfaction surveys, in which students have ranked counseling as one of the most important services; and (3) use of SARS data to conduct research to make sure counseling is appropriate for the needs of students.

Vice President Hughes led the group in discussing challenges and presenting recommendations. The first challenge is how to best provide service during busy times, such as peak registration periods. She said that a triage approach is used; when students come in, their needs are assessed and it is determined how best to serve them, i.e., counseling session, telephone, email, etc. Use is made of staff and student ambassadors who can answer some questions and direct students to the web for assistance. Counselors also stress to students the importance of an ongoing counseling relationship. The group recommends that matriculation regulations requiring counseling visits and intervention be reinforced.

Vice President Hughes said that another challenge is meeting the needs of a diverse population. She emphasized that “one size does not fit all.” Many students are “high tech” and go to the web while others are not and need “high touch.” Counselors are trying to reach these students through use of such avenues as learning communities and first year experience. The group recommends that the focus be shifted from access to success and retention, and that interventions be explored.

A third challenge is maintaining currency of information. This is accomplished through professional development, consultation with colleagues, and mentoring new counselors. Utilization of SharePoint to store policy and regulatory information is also important in order to keep up with the many changes in requirements, including those of the UC’s and CSU’s. The group recommends that random review of student files be conducted, that the SARS database be used Districtwide, and that the degree audit system be used to ensure greater accuracy of information.

In order to strengthen faculty partnerships, Vice President Hughes said that the establishment of an electronic early academic warning system is recommended. She also said the continued use of technology to increase efficiency and effectiveness is recommended.

Vice President Hughes said that more research is needed to evaluate counseling services, such as studying the impact of counseling on retention. She ended by emphasizing that counseling should be proactive.

Vice President Lucas-Woods thanked her colleagues for the presentation and asked Board members and the audience if they had questions.

President Hausman commented that each of the presenters sounded very dedicated and said that it was an excellent presentation. She believes that the early warning system is very important.

Trustee Miljanich discussed the challenge of serving students during busy periods, suggesting that there will always be more students than the counselors can handle during these periods. She asked if the use of staff and student ambassadors is formalized. Dean Ramezane said they are very conscious of the problem and that counselors try to make the contact with students meaningful within a short period of time. She added that during Spring registration, students did not wait more than 15 minutes to see a counselor. Vice President Adrian spoke of changing the culture; students currently tend to think of seeing a counselor at the last minute. Counselors are going into classrooms to encourage students to come during non-peak hours. Vice President Adrian believes that if ongoing counseling was mandatory, fewer students would fall through the cracks. Counselor Chowenhill expressed misgiving about making things mandatory, saying that the District could lose students. President Hausman said that making counseling mandatory could prevent mistakes later on. Counselor Chowenhill said that counseling is mandatory now, but that a career course is not. Counselor Padron added that the retention rate is higher for students who do go through a career course.

Trustee Miljanich asked how student issues are separated so that counselors are available for non-routine matters. Vice President Lucas-Woods said that all of the campuses are working with one-stop centers which provide triage services and direction on where to go to get more assistance. All of the campuses are willing to try different things to see what works best for students.

Trustee Miljanich asked how students are involved in determining the best ways to be served. Vice President Lucas-Woods said that work-study students give input. Vice President Hughes said there is a debriefing after every registration cycle, seeking student ambassadors' input. Noel Chavez, Vice President of Cañada College Associated Students, said that students often feel more comfortable asking questions of student ambassadors than of counselors, partly because they relate well to someone closer in age. Trustee Schwarz asked how a student becomes an ambassador. ASCC Vice President Chavez responded that he became an ambassador because he had been helped by an ambassador himself and then had a counselor who changed his life. Vice President Adrian said that campus ambassadors do a lot of outreach and inreach. Dean Raby added that they go out to the high schools and that high school students tend to feel comfortable asking them questions. Student Trustee Young asked how often outreach occurs. Dean Raby replied that it is occurring all the time as representatives go out to high schools, malls, churches and adult centers.

Vice President-Clerk Holoher inquired how many counselors the District has and asked to be provided the exact number at each College and the number of hours they work just as counselors.

Trustee Mandelkern noted that Cañada College had fewer counselors than the other Colleges and asked why there is a disparity. Vice President Lucas-Woods said that Cañada has lost full-time counselors due to retirement and that there is not an automatic refill. Since funding from the State is based on population, Cañada receives less money. She added that in the next round of hiring, there is a plan to hire a new full-time counselor.

Trustee Mandelkern asked about the level of experience of the counselors in the District. Counselor Chowenhill replied that at College of San Mateo, they are very experienced and they train the adjuncts. Counselor Padron reported that there is a good mixture at Skyline. Counselor Sammut said that the two full-time counselors at Cañada have been there a long time, and there is a mixture in terms of adjuncts. She said that all of them are wearing multiple hats, going into classes at the College to talk to students, going out to the high schools, etc.

Vice President-Clerk Holoher asked about the relationship between counseling and teaching, e.g., are faculty hired as counselors as a career path, or are they hired as teachers and then move into counseling. Vice President Hughes said that at College of San Mateo, it is primarily a career path; some of the counselors are licensed psychologists or marriage and family therapists. Vice President Lucas-Woods said that teaching by counselors is centered primarily on career exploration topics.

Vice President-Clerk Holoher asked what happens if a student uses only 5 minutes of the 30 minute counseling session. Dean Raby said that in those rare cases where a session ends early, a counselor can see if there are

drop-ins waiting, or use the time to follow up by telephone or email with students previously seen. Counselor Sammut added that a counselor could also use the time to do transcript evaluation.

Regarding drop-in counseling, Vice President-Clerk Holoher asked if students can go any time and wait to see a counselor. Counselor Chowenhill said they can at College of San Mateo; the Counseling Center is open from 8:00 a.m. to 8:00 p.m. and the wait is not very long. Vice President Lucas-Woods said it is the same at Cañada and the hours are 8:00 a.m. to 8:00 p.m. Monday through Thursday and 8:00 a.m. to 2:00 p.m. on Friday.

Trustee Mandelkern asked if counseling is offered to vocational and certificate-oriented students. Dean Raby responded that it is. Trustee Mandelkern asked if counseling is offered to high school concurrently enrolled students. Counselor Chowenhill said that it is and that a counselor is assigned to those students. Trustee Mandelkern asked if counseling services are offered to “long-term learners.” Counselor Chowenhill said that these students may see a counselor but it is not required and they do not have to take placement tests.

Trustee Mandelkern asked if the triage system is used all of the time or just during peak periods. Dean Ramezane said that at College of San Mateo, the staff is trained to use a series of interview questions, and the level of assessment is available year-round. Vice President Hughes said that at Skyline College, it is used year-round. Counselor Sammut said it is also used year-round at Cañada.

Trustee Mandelkern asked if there was flexibility with the 30-minute appointment model. Counselor Sammut said that if it is known ahead of time that more time will be needed, they can make a one hour appointment. Vice President Hughes said that Skyline tried 20 minute appointments at one time but they did not work well as students complained it was not enough time.

Trustee Mandelkern said he is impressed with the amount of outreach being conducted but it still seems like students have to ask to get help. He asked if students who do not use counseling services are contacted by counselors. Counselor Padron said that at Skyline College, some of the counselors got together and developed a “student success plan.” As part of this plan, students who are on probation or who have been dismissed get letters asking them to come in. They develop a contract, are asked to attend a three hour workshop, and meet with a counselor who might advise taking fewer credits. Vice President Hughes said it is key to contact students who do not see a counselor and to use the early alert system.

Trustee Schwarz asked if the counselors from all of the Colleges meet to discuss a Districtwide response to problems. Vice President Adrian said they do not, but that the Deans and Vice Presidents meet and take the discussions back to their counselors.

Trustee Miljanich asked if models from other colleges have been examined in areas such as student/counselor ratio. Vice President Hughes said yes, and while the District often does more than many others, challenges still exist.

Trustee Schwarz asked how different the counseling staff looks from 20 years ago. Vice President Lucas-Woods responded that the level of diversity and skills, such as language, has changed. Vice President Adrian added that the counseling departments have become more diverse but still have work to do. Trustee Mandelkern expressed the belief that this question addresses the ability of counselors to relate to students.

Trustee Schwarz asked why a student would see a number of different counselors. Vice President Hughes said it could be because a student wants “on demand” service and the same counselor is not available. It could also be that there was not a connection between a student and a particular counselor. However, the majority of students stay with the same counselor. Trustee Mandelkern asked if a second counselor would report back to the first counselor after an appointment with a student. Dean Raby said that they would use the SARS notes but also frequently talk to one another.

Trustee Schwarz said she heard from the public that a student went for a counseling appointment and the counselor was not there. She asked how students are notified in the event the counselor is unavailable. Dean Ramezane said that at College of San Mateo, they attempt to re-schedule the appointment; if the situation is known early enough, they will try to contact the student at home. Vice President Hughes said that another counselor is often contacted and asked to see the student if time permits.

Trustee Miljanich said that degree audit as well as SARS could revolutionize the counseling system and encouraged a follow-up report to hear about progress with new technology, etc.

Vice President-Clerk Holober asked for further explanation about the student satisfaction surveys and other feedback from students. Vice President Adrian said that focus groups were conducted in 2005 and student surveys in 2006; Cañada College and Skyline College used the same survey. Surveys have also been conducted at points of service. Vice President-Clerk Holober asked if the names of counselors were on the surveys so that responses could be looked at for each counselor. Vice President Lucas-Woods said that names are not on the Noel-Levitz survey but that counselors go through student evaluations just as other faculty do. Deans also conduct periodic evaluations of counselors. Vice Chancellor Luan will work with the researchers to provide a report on the Noel-Levitz survey.

Chancellor Galatolo commended the presenters on recognizing the importance of current methods and encouraged them to pursue technology. Many students can use technology and thus allow counselors more time with students who need more assistance. Chancellor Galatolo said he is impressed with the triage method. He would encourage expansion of the ambassador model to get others involved in talking to students. Chancellor Galatolo expressed the importance of looking at best practices. It is easy to get locked into what is being done currently; it is necessary to stand back and look at adapting to students' needs and to be student focused. It is essential to find the right combination of high-tech and high-touch to address the broad spectrum of student needs. Chancellor Galatolo will work with the Board to make sure that counselors have the proper tools, and he encourages the counselors to ask for what they need. The goal is to identify and implement concrete strategies to ensure a consistency and currency in student counseling.

President Hausman once again thanked the presenters for their presentation on this very important subject.

RECESS TO CLOSED SESSION

President Hausman announced that there was a request to add the following positions for approval under Short-Term, Non-Continuing Positions: 2 Theatre Production Technicians at Cañada College, Humanities & Social Science, beginning February 15, 2007 and ending June 30, 2007. President Hausman called for a vote to approve the addition to the agenda; all members voted "Aye."

The Board recessed to Closed Session at 8:30 p.m. The Board reconvened to Open Session at 9:15 p.m.

CLOSED SESSION ACTIONS TAKEN

President Hausman reported that, at the Closed Session just concluded, the Board considered the personnel items listed on the printed agenda and voted 5-0 to approve the actions in Board Report No. 1-A and 1-B.

ADJOURNMENT

It was moved by Trustee Schwarz and seconded by Vice President-Clerk Holober to adjourn the meeting. The motion carried, all members voting "Aye." The meeting was adjourned at 9:17 p.m.

The next meeting of the Board will be a Board Retreat on February 24, 2007 beginning at 9:00 a.m. at the College Vista Clubhouse. The next Regular Meeting of the Board will be on February 28, 2007 at 6:00 p.m. at Cañada College, Building 3, Room 142.

Submitted by

Ron Galatolo
Secretary

Approved and entered into the proceedings of the February 28, 2007 meeting.

Richard Holober
Vice President-Clerk

TABLET PCs

There is no printed report for this agenda item.

BOARD REPORT 07-2-2A

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Harry W. Joel, Vice Chancellor, Human Resources and Employee Relations
(650) 358-6767

APPROVAL OF PERSONNEL ITEMS

Changes in assignment, compensation, placement, leaves, staff allocations, and classification of academic and classified personnel:

A. Reassignment

College of San Mateo

1. **Shana Kudo** Special Services Instructor Counseling

Promotion from Instructional Aide II into new Contract I academic employment, effective February 14, 2007, replacing John Hogan.

District Office

1. **Rachelle Minong** District Budget Officer Budget/Administrative Services

Promotion from Financial Analyst, effective March 1, 2007, replacing Deborah Carrington who was reassigned.

Skyline College

1. **Terry Stats** Admissions & Records Assistant III Admissions & Records

Promotion from Admissions & Records Assistant II, effective February 15, 2007, replacing Persis Morrice who was reassigned.

2. **Marian Kelly** Admissions & Records Assistant II Admissions & Records

Reassignment from Payroll Clerk I, effective March 1, 2007, replacing Golda Gacutan who was reassigned. The reassignment is 50%, 12 months per year.

B. Changes in Staff Allocation

District Office

1. Recommend approval of an increase in staff allocation to add one full-time, 12 month per year Staff Assistant position at Range 21 of the Classified Salary Schedule in the Chancellor's Office, effective March 1, 2007.

C. Leave of Absence

College of San Mateo

1. **Judith Cheung** Accounting Technician KCSM

Recommend approval of a pregnancy disability leave of absence, effective January 5, 2007, pursuant to provisions of the Family and Medical Leave Act of the California Rights Act. Pursuant to District policy, employee is entitled to a maximum of twelve (12) calendar months of leave.

Skyline College

1. **Shari Snitovsky** Instructor Science/Math/Technology

Recommend approval of a medical leave of absence without pay, effective January 16, 2007 through May 25, 2007.

D. Short-Term, Non-Continuing Positions

<i>Location</i>	<i>Division/Department</i>	<i>No. of Pos.</i>	<i>Start and End Date</i>		<i>Services to be performed</i>
Cañada	Bookstore	3	03/1/07	3/31/07	Cashier/Clerk: Pricing, stocking, cashiering, customer services, merchandise shipping, and other duties as assigned.

BOARD REPORT NO. 07-2-3CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Charlene Frontiera, Dean-Math/Science Division

**ACCEPTANCE OF GRANT FROM THE CALIFORNIA DENTAL ASSOCIATION
FOUNDATION TO DEVELOP A DENTAL HYGIENE PROGRAM**

College of San Mateo has been awarded a grant from the California Dental Association Foundation to assist in the development of a dental hygiene program. The amount awarded is \$50,000.

College of San Mateo has commenced work on program and curriculum development for a dental hygiene program and the College has established an advisory committee. The grant expires on December 31, 2007 and will be used to help fund curriculum development costs incurred during the fiscal 2006-07 year.

RECOMMENDATION

It is recommended that the Board of Trustees approve acceptance of this grant from the California Dental Association Foundation in the amount of \$50,000.

BOARD REPORT NO. 07-2-4CA**TO:** Members of the Board of Trustees**FROM:** Ron Galatolo, Chancellor-Superintendent**PREPARED BY:** Jan Roecks, Director of General Services & Bob Domenici, Senior Buyer**DECLARATION OF SURPLUS PROPERTY**

In accordance with Education Code Sections 81450 and 81452, property that becomes surplus to the needs of the District will be declared as such by the Board with the method of disposal dictated by the value of this property. Board policy (Section 8.02, District Rules and Regulations) delegates the disposal, in compliance with State or local laws and regulations, to the Chancellor, Associate Chancellor, or designee.

As the Capital Improvement Program progresses, the volume and variety of surplus continues to grow. The Colleges have miscellaneous equipment that is surplus to the District's needs including:

- Monitors, printers and CPU's from the College of San Mateo
- Copier from the District Office
- Monitors, printers and CPU's from Cañada College
- Monitors, projectors, VCR and televisions from Skyline College

A complete listing of this equipment follows the board report. As always, the General Services Department is committed to handling this surplus in an efficient manner. The Department anticipates that local area educational institutions, non-profits, or agencies will be able to use the District's surplus equipment at the least cost to the District and the Colleges. The District is committed to handling electronic waste in a responsible manner and if we cannot sell or donate our old computers, a responsible recycler connected to the California Electronic Waste program will be contracted to recycle our surplus electronic waste.

RECOMMENDATION

The District recommends that the Board of Trustees declare the items specified on the attached list surplus to the mission of the District and the Colleges.

Surplus items

Quantity	Campus	Item Description	Total Value\$	Disposition Plan
41	CSM	Monitors	0	To be recycled
5	CSM	USM CPU's	0	To be recycled
3	CSM	Epson & HP Printers	0	To be donated or sold
1	District	Xerox copier	0	To be donated or sold
11	Skyline	Monitors	0	To be recycled
5	Skyline	Projectors	0	To be donated or sold
1	Skyline	Panasonic VCR	0	To be recycled
7	Skyline	Sony & RCA televisions	0	To be donated or sold
6	Cañada	Monitors	0	To be recycled
23	Cañada	USM CPU's	0	To be recycled
2	Cañada	HP printers	0	To be donated or sold

San Mateo County Community College District

February 28, 2007

BOARD REPORT NO. 07-2-5CA

TO: Member of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Kathryn Blackwood, Chief Financial Officer, 358-6869

RATIFICATION OF FIRST QUARTER DISTRICT WARRANTS, 2006-2007

Attached as Exhibits A, B and C are the warrants in excess of \$10,000 that were issued in the months of October, November and December 2006 respectively. The schedules include total warrants issued for the subject period in addition to the warrant sequences. Education Code Section 85266 requires that the Board of Trustees approve warrants issued by the District. Accordingly, the District now seeks Board approval of the warrants listed in the attached Exhibits.

RECOMMENDATION

It is recommended that the Board of Trustees approve the warrants issued during the period October 1, 2006 through December 31, 2006 and ratify the contracts entered into leading to such payments.

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
OCTOBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
368322	10/02/06	Lasher Auto Center	19,612.06	Vehicle for Facilities
368327	10/02/06	Noll & Tam	15,960.69	Canada Architectural Services
368328	10/02/06	Peninsula Library System	70,628.00	Software Purchase
368330	10/02/06	Public Empl Ret Sys	829,044.91	Health Premium October 2006
368333	10/02/06	Skyline Bookstore	22,586.87	Computer Hardware Upgrade & Replacement
368334	10/02/06	Steinberg Architects	20,750.00	Districtwide Architectural Services
368491	10/04/06	Associated Std -Canada	30,492.00	Canada Student Fees
368492	10/04/06	Associated Std-CSM	52,001.50	CSM Student Fees
368493	10/04/06	Associated Std-Skyline	42,663.00	Skyline Student Fees
368509	10/04/06	Digi - Gear	30,535.10	KCSM Computer Hardware Upgrade & Replacement
368529	10/04/06	Robert A. Bothman	270,255.31	Districtwide Athletic Facilities Upgrade
368530	10/04/06	Robert A. Bothman	89,707.08	Skyline Construction Project
368566	10/05/06	Dell Computers	11,518.89	Canada Personal Computers
368567	10/05/06	Digi - Gear	33,077.71	KCSM Hardware Upgrade
368677	10/11/06	Fisher Science Education	10,303.25	CSM Science Equipment
368709	10/11/06	John Plane Construction	18,455.84	Skyline Construction Project
368716	10/11/06	Canada Bookstore	19,131.89	Canada EOPS Books & Supplies
368721	10/11/06	CIS, Inc	24,233.00	Skyline Inspection Services
368722	10/11/06	Consortium for Open Learning	14,214.00	CSM Summer 2006 Student Enrollment Fees
368723	10/11/06	Cor-O-Van Moving & Storage Co.	11,138.13	CSM Science Center Furniture Relocation
368736	10/11/06	Del Monte Electric Co., Inc.	269,353.14	Districtwide Fire Alarm Upgrade
368737	10/11/06	Del Monte Electric Co., Inc.	79,815.00	Districtwide Fire Alarm Upgrade Districtwide
368738	10/11/06	Dell Computers	10,969.78	ITS Server
368760	10/11/06	Hensel Phelps Construction Co.	1,061,905.00	Skyline Building Design Project
368765	10/11/06	John Plane Construction	166,101.16	Skyline Construction Project
368772	10/11/06	Krueger International	22,966.40	CSM Bldg 36 Furniture
368774	10/11/06	Krueger International	12,257.22	CSM Planetarium Furniture
368787	10/11/06	McCarthy Building Companies	233,097.00	CSM Building Design Project
368789	10/11/06	Mobile Modular Mgmt. Corp	29,341.00	Skyline Portable Buildings Leasing Fee
368797	10/11/06	Noll & Tam	14,451.40	Canada Architectural Services

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
OCTOBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
368798	10/11/06	Noll & Tam	27,939.10	Canada Design Services
368800	10/11/06	Pac Gas & Elec Co	123,735.52	Utilities
368820	10/11/06	Hensel Phelps Construction Co.	117,990.00	Skyline Building Design Project
368831	10/11/06	Southern Bleacher	64,484.53	CSM Football/Track Field Drawing & Installation Service
368836	10/11/06	Steinberg Architects	91,585.50	Skyline Architectural Services
368838	10/11/06	Stick-N-Dip, USA	24,445.90	CSM Cafeteria Equipment Purchase
368840	10/11/06	Strata Information Group	16,189.00	Payroll Implementation Services
368859	10/11/06	McCarthy Building Companies	25,900.00	CSM Building Design Project
368874	10/12/06	Constellation NewEnergy Inc.	22,125.46	Utilities
368875	10/12/06	Constellation NewEnergy Inc.	46,099.81	Utilities
368876	10/12/06	Constellation NewEnergy Inc.	29,942.62	Utilities
368895	10/12/06	Coast Community College District	20,000.00	Career Development Statewide Technical Workshops
368896	10/12/06	County of San Mateo	33,060.66	CSM Sewer Tax
368905	10/12/06	Hartford Life & Accident Insurance Co.	34,766.67	Life Insurance Premium October 2006
368918	10/12/06	S.M.C.S.I.G.	145,816.83	Dental Plan Premium October 2006
368919	10/12/06	S.M.C.S.I.G.	19,834.31	Vision Plan Premium October 2006
368934	10/16/06	Pac Gas & Elec Co	16,273.71	Utilities
368937	10/16/06	San Mateo Co Office Ed/Supt Sch	36,400.00	Skyline Mini Grant Biomaps Connection Service
368988	10/18/06	Calif Water Service Co	10,812.77	Utilities
368990	10/18/06	Constellation NewEnergy Inc.	48,761.14	Utilities
369012	10/18/06	AIG VALIC	15,000.00	TSA Contribution
369026	10/18/06	Casey Printing ,Inc.	31,863.70	Canada Schedule Printing Services
369059	10/18/06	Hensel Phelps Construction Co.	1,747,220.00	Skyline Building Design Project
369093	10/18/06	S.J. Amoroso Construction Co., Inc.	217,395.67	Canada Construction Project
369094	10/18/06	S.J. Amoroso Construction Co., Inc.	1,515,944.99	Canada Construction Project
369098	10/18/06	Hensel Phelps Construction Co.	194,135.00	Skyline Building Design Project
369099	10/18/06	S.J. Amoroso Construction Co., Inc.	24,155.08	Canada Construction Project
369105	10/18/06	SMCCCD Revolving Account	12,037.84	IRC Plan 125 Flexible Benefits Reimbursement
369127	10/19/06	Constellation NewEnergy Inc.	30,934.30	Utilities
369131	10/19/06	Pac Gas & Elec Co	18,879.52	Utilities
369166	10/23/06	Casey Printing ,Inc.	41,124.25	CSM Schedule Printing Services
369241	10/25/06	Pac Gas & Elec Co	19,739.08	Utilities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
OCTOBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
369242	10/25/06	Pac Gas & Elec Co	14,966.80	Utilities
369285	10/25/06	Sequoia Union High School District	24,000.00	Canada Tech Prep
369315	10/26/06	John Plane Construction	29,693.13	Skyline Construction Project
369319	10/26/06	Computerland	53,707.50	Microsoft Maintenance Contract
369327	10/26/06	John Plane Construction	267,241.87	Skyline Construction Project
369329	10/26/06	McCarthy Building Companies	110,407.00	CSM Building Design Project
369335	10/26/06	S.J. Amoroso Construction Co., Inc.	54,766.47	Canada Construction Project
369339	10/26/06	Sch Proj/Util Rate Reduc.	29,072.71	Utilities
369342	10/26/06	Sugimura & Associates Architects	18,500.00	Skyline Architectural Services
369343	10/26/06	Sugimura & Associates Architects	41,390.45	Skyline Architectural Services
369344	10/26/06	Sutro Tower Inc.	17,082.00	KCSM Transmitter Leasing Fee
369345	10/26/06	SWH Enterprises, Inc.	20,531.78	ITS Hardware Upgrade
369348	10/26/06	Transbay Fire Protection, Inc.	59,174.71	CSM Fire Pump Replacement
369349	10/26/06	McCarthy Building Companies	12,183.00	CSM Building Design Project
369370	10/30/06	Swinerton Management & Consulting	11,190.00	Program Management Services
369373	10/30/06	Education Housing Partners, LLC.	100,000.00	Districtwide Faculty/Staff Housing Project
369393	10/30/06	SMCCCD Revolving Account	300,445.36	Replenish Procurement Card Clearing Account
369397	10/30/06	Strata Information Group	47,605.00	ITS Consulting Services
369398	10/30/06	Swinerton Management & Consulting	212,604.00	Program Management Services
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
596760	10/31/06	California School Empl. Assoc.	12,687.51	Union Dues
596761	10/31/06	American Federation Of Teachers	29,501.28	Union Dues
596764	10/31/06	Meriwest Credit Union	28,745.07	Credit Union Deduction Register
596771	10/31/06	Provident Central Credit Union Class	16,596.37	Credit Union Deduction Register
596775	10/31/06	American Federation Of Teachers	21,445.75	Union Dues
596796	10/31/06	SMCCCD - College Vista Cert.	15,244.00	Rents
596797	10/31/06	SMCCCD - College Vista Class	28,491.00	Rents
596801	10/31/06	Capital Guardian Trust Co. Cert.	33,821.00	Tax Annuity
596802	10/31/06	Capital Guardian Trust Co. Class.	11,282.00	Tax Annuity
596811	10/31/06	Fidelity Service Co.	31,793.00	Tax Annuity

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
OCTOBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
596837	10/31/06	Oppenheimer Investor Services Inc.	10,051.00	Tax Annuity
596850	10/31/06	Variable Annuity Life Cert. AIG	15,922.00	Tax Annuity
596851	10/31/06	Variable Annuity Life Class. AIG	20,460.28	Tax Annuity
596868	10/31/06	Vanguard Fiduciary Trust Co. Cert.	23,939.00	Tax Annuity
596869	10/31/06	Vanguard Fiduciary Trust Co. Class.	10,410.00	Tax Annuity
596877	10/31/06	Hartford Cert.	23,778.00	Tax Annuity
596878	10/31/06	Hartford Class.	20,498.48	Tax Annuity
596910	10/31/06	SMCCCD Due From EE Cert.	20,862.85	Over Cap/Payroll Reimbursement
596911	10/31/06	SMCCCD Due From EE Class	24,572.19	Over Cap/Payroll Reimbursement
<u>SMCCCD Bookstores</u>				
100460	10/13/06	Apple Computer Inc.	19,859.85	Purchase Of Inventory
100476	10/13/06	College Book Company	16,909.40	Purchase Of Inventory
100492	10/13/06	Elsevier Publishing Co.	19,371.38	Purchase Of Inventory
100496	10/13/06	Follett Higher Education	26,554.53	Purchase Of Inventory
100501	10/13/06	Grace Training Supply	19,932.20	Purchase Of Inventory
100507	10/13/06	Houghton Mifflin	11,193.40	Purchase Of Inventory
100512	10/13/06	John Wiley & Sons Inc.	12,324.88	Purchase Of Inventory
100521	10/13/06	McGraw-Hill Companies	89,293.87	Purchase Of Inventory
100526	10/13/06	NACSCORP	10,893.38	Purchase Of Inventory
100530	10/13/06	Nebraska Book Company	24,619.33	Purchase Of Inventory
100539	10/13/06	Pearson Education, Inc.	324,909.61	Purchase Of Inventory
100544	10/13/06	PPI	15,194.25	Purchase Of Inventory
100569	10/13/06	VHPS	32,715.18	Purchase Of Inventory
100577	10/13/06	Apple Computer Inc.	19,859.85	Purchase Of Inventory
100592	10/13/06	College Book Company	20,756.99	Purchase Of Inventory
100608	10/13/06	Elsevier Publishing Co.	19,371.38	Purchase Of Inventory
100612	10/13/06	Follett Higher Education	26,554.53	Purchase Of Inventory
100617	10/13/06	Grace Training Supply	19,932.20	Purchase Of Inventory
100623	10/13/06	Houghton Mifflin	11,193.40	Purchase Of Inventory
100628	10/13/06	John Wiley & Sons Inc.	12,324.88	Purchase Of Inventory

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
OCTOBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
100637	10/13/06	McGraw-Hill Companies	89,293.87	Purchase Of Inventory
100642	10/13/06	NACSCORP	10,893.38	Purchase Of Inventory
100646	10/13/06	Nebraska Book Company	24,619.33	Purchase Of Inventory
100655	10/13/06	Pearson Education, Inc.	325,892.38	Purchase Of Inventory
100660	10/13/06	PPI	15,194.25	Purchase Of Inventory
100685	10/13/06	VHPS	43,241.30	Purchase Of Inventory
100690	10/30/06	Apple Computer Inc.	63,051.00	Purchase Of Inventory
100716	10/30/06	John Wiley & Sons Inc.	10,434.78	Purchase Of Inventory
100728	10/30/06	Pearson Education, Inc.	11,837.38	Purchase Of Inventory
100738	10/30/06	SM CC College District	199,630.55	Bookstores Expense Reimbursement
100746	10/31/06	Board of Equalization	48,790.00	Sales Tax - September 2006
		Subtotal	<u>11,782,464.56</u>	88%
		Warrant Issued ≤ \$10,000	<u>1,637,462.45</u>	12%
		Total Non-Salary Warrant Issued	<u><u>13,419,927.01</u></u>	100%
District Accounts Payable		368300-369407	10,927,277.75	
District Payroll		10001-10315, 596121-596911		
		DD10001-DD10040, D33140-D34242	7,549,555.18	
SMCCCD Bookstores		100457-100748	1,863,404.80	
District Cafeteria		61013-61025	7,205.99	
		Total Warrant Including Salaries - October 2006	<u><u>20,347,443.72</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 1-30, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
369503	11/02/06	Dell Computers	20,486.48	Personal Computers
369505	11/02/06	Division of the State Architect	54,392.00	Skyline Architectural Services
369524	11/02/06	Montoya, Tala A.	25,000.00	AFT Grievance Settlement
369531	11/02/06	Public Empl Ret Sys	814,996.37	Health Premium November 2006
369535	11/02/06	Rockridge Partners, Inc.	39,256.00	CSM Management Service
369538	11/02/06	Sch Proj/Util Rate Reduc.	24,593.38	Utilities
369543	11/02/06	Siemens Communications, Inc.	88,369.86	ITS Maintenance Contract
369546	11/02/06	Strata Information Group	14,337.93	Payroll Implementation Service
369554	11/02/06	U.S. Postal Services	30,000.00	CSM Postal Service
369555	11/02/06	U.S. Postal Services	30,000.00	CSM Postal Service
369580	11/06/06	John Plane Construction	110,839.25	Skyline Construction Project
369585	11/06/06	Ebsco Subscription	25,984.39	Skyline Purchase Subscriptions
369594	11/06/06	John Plane Construction	997,552.75	Skyline Construction Project
369613	11/06/06	Sugimura & Associates Archit	21,125.70	Skyline Architectural Services
369615	11/06/06	U.S. Postal Services	30,000.00	KCSM Postal Services
369616	11/06/06	U.S. Postal Services	30,000.00	KCSM Postal Services
369680	11/08/06	Constellation NewEnergy Inc.	22,201.10	Utilities
369705	11/08/06	Big D Pacific Builders	195,578.00	Canada Construction Project
369710	11/08/06	Chevron	1,690,171.09	Energy Efficient Projects Districtwide
369711	11/08/06	CIS, Inc	21,033.00	Skyline Inspection Services
369713	11/08/06	CIS, Inc	41,492.00	Canada Inspection Services
369714	11/08/06	Swinerton Mgmt. & Consulting	13,473.00	Program Management Service
369715	11/08/06	Claridge Products and Equip	16,344.71	Skyline Equipment Purchase
369726	11/08/06	Hartford Life & Accident Ins	35,122.79	Life Insurance Premium November 2006
369749	11/08/06	Chevron	187,796.79	Districtwide Energy Efficient Projects
369759	11/08/06	Sugimura & Associates Architects	43,183.56	Skyline Architectural Services
369761	11/08/06	Swinerton Mgmt. & Consulting	255,990.00	Program Management Service
369762	11/08/06	Trane	51,411.16	Canada Construction Project
369844	11/13/06	S.M.C.S.I.G.	145,471.38	Dental Premium November 2006
369845	11/13/06	S.M.C.S.I.G.	19,794.55	Vision Plan Premium November 2006
369846	11/13/06	Big D Pacific Builders	21,731.00	Canada Construction Project
369861	11/13/06	Voorhees Group, LLC	12,968.75	Canada Educational Planning Project

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 1-30, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
369901	11/15/06	Alcal-Arcade Contracting, Inc.	80,575.20	CSM and Skyline Roofing Project
369902	11/15/06	Alcal-Arcade Contracting, Inc.	19,613.70	CSM and Skyline Roofing Project
369919	11/15/06	Jones & Stokes Associates	13,853.75	Consulting Service Districtwide
369925	11/15/06	Krueger International	59,918.12	Skyline Furniture
369953	11/15/06	SMCCCD Revolving Account	17,149.30	IRC Plan 125 Flex Benefit Reimbursement
369975	11/16/06	Pac Gas & Elec Co	18,411.33	Utilities
369980	11/16/06	Pac Gas & Elec Co	20,223.21	Utilities
369991	11/16/06	Dell Computers	14,322.40	ITS Server
369995	11/16/06	James Middleton and Associates, Inc.	14,876.20	CSM Parking Machine
370001	11/16/06	Strata Information Group	20,891.16	Payroll Implementation Service
370009	11/20/06	Constellation NewEnergy Inc.	46,140.01	Utilities
370010	11/20/06	Constellation NewEnergy Inc.	29,746.42	Utilities
370023	11/20/06	B.T. Mancini Co. Inc.	14,940.90	CSM Construction Project
370025	11/20/06	B.T. Mancini Co. Inc.	61,320.30	Skyline Construction Project
370026	11/20/06	B.T. Mancini Co. Inc.	17,109.00	Skyline Construction Project
370038	11/20/06	Dell Computers	54,710.90	CSM Computer Purchase
370039	11/20/06	Dovetail Decision Consultants	16,318.26	Planning and Coordinating Services
370048	11/20/06	Interstate Grading and Paving	38,075.00	Skyline Drainage and Paving Project
370050	11/20/06	Landscape Forms	21,241.80	CSM Carousel Tables
370058	11/20/06	Robert A. Bothman	253,412.21	Skyline Construction Project
370061	11/20/06	S.J. Amoroso Construction Co., Inc.	397,335.75	Canada Construction Project
370062	11/20/06	S.J. Amoroso Construction Co., Inc.	1,274,544.88	Canada Construction Project
370070	11/20/06	SMCCCD Revolving Account	15,315.00	Reimbursement Liab. Insurance Spending
370075	11/20/06	Strata Information Group	47,605.00	ITS Consulting Services
370077	11/20/06	U.S. Postal Services	10,000.00	District Postal Service
370164	11/27/06	Bayview Environmental Services	10,926.00	Skyline Bldg. Hazardous Material Removal
370170	11/27/06	Casey Printing ,Inc.	35,104.49	Skyline Schedule Printing Service
370171	11/27/06	Catalyst Environmental Inc.	13,765.50	CSM Hazardous Chemical Waste Disposal
370181	11/27/06	Digi - Gear	12,004.30	KCSM Hardware Upgrade
370185	11/27/06	Employment Development Dept	10,921.20	State Unemployment Tax
370224	11/27/06	SMCCCD Revolving Account	289,037.12	Replenish Procurement Card Clearing Account
370229	11/27/06	Sutro Tower Inc.	17,082.00	KCSM Transmitter Leasing Fee
370236	11/27/06	Voorhees Group, LLC	11,843.75	Canada Educational Planning Project
370283	11/29/06	Constellation NewEnergy Inc.	20,925.97	Utilities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 1-30, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
370290	11/29/06	Pac Gas & Elec Co	13,518.14	Utilities
370337	11/29/06	Janus Corporation	24,012.00	CSM Bldg. 36 General Industrial Cleaning
370355	11/29/06	Robert A. Bothman	317,680.58	Construction Project Districtwide
370360	11/29/06	Robert A. Bothman	35,297.84	Construction Project Districtwide
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
104080	11/30/06	California School Employ Assoc	12,846.51	Union Dues
104081	11/30/06	American Federation of Teachers	29,529.68	Union Dues
104084	11/30/06	Meriwest Credit Union	28,745.07	Credit Union Deduction Register
104091	11/30/06	Provident Central Credit Union Cert.	16,596.37	Credit Union Deduction Register
104095	11/30/06	American Federation of Teachers	17,465.33	Union Dues
104116	11/30/06	SMCCCD - College Vista Cert.	15,244.00	Rents
104117	11/30/06	SMCCCD - College Vista Class.	28,491.00	Rents
104121	11/30/06	Capital Guardian Trust Co. Cert.	34,471.00	Tax Annuity
104122	11/30/06	Capital Guardian Trust Co. Class.	11,682.00	Tax Annuity
104131	11/30/06	Fidelity Service Co.	31,293.00	Tax Annuity
104157	11/30/06	Oppenheimer Investor Services Inc.	14,451.00	Tax Annuity
104169	11/30/06	Variable Annuity Life Cert. AIG	20,422.00	Tax Annuity
104170	11/30/06	Variable Annuity Life Class. AIG	20,779.28	Tax Annuity
104188	11/30/06	Vanguard Fiduciary Trust Co. Cert.	23,039.00	Tax Annuity
104189	11/30/06	Vanguard Fiduciary Trust Co. Class.	10,410.00	Tax Annuity
104197	11/30/06	Hartford Cert.	23,778.00	Tax Annuity
104198	11/30/06	Hartford Class.	21,667.48	Tax Annuity
104228	11/30/06	SMCCCD Due From EE Cert.	21,532.83	Over Cap/Payroll Reimbursement
104229	11/30/06	SMCCCD Due From EE Class.	24,445.12	Over Cap/Payroll Reimbursement
<u>SMCCCD Bookstores</u>				
100765	11/21/06	Apple Computer Inc.	12,821.19	Purchase of Inventory
100768	11/21/06	Board Of Equalization	10,705.00	Sales Tax - October 2006
100799	11/21/06	SM CC College District	165,353.69	Bookstore Expenses Reimbursement

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
NOVEMBER 1-30, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>District Cafeteria</u>		
61031	11/13/06	SMCCC District	<u>122,474.04</u>	Cafeteria Summer 06 Renovation
		Subtotal	<u>9,238,708.27</u>	88%
		Warrant Issued ≤ \$10,000	<u>1,272,709.77</u>	12%
		Total Non-Salary Warrant Issued	<u><u>10,511,418.04</u></u>	100%
District Accounts Payable		369408-370380	9,490,961.78	
District Payroll		101201-102554, 103451-104229 10316-10620, D40846-D41965 DD10041-DD10093	8,885,005.57	
SMCCCD Bookstores		100749-100807	229,541.20	
District Cafeteria		61027-61038	<u>134,335.39</u>	
		Total Warrant Including Salaries - November 2006	<u><u>18,739,843.94</u></u>	

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
DECEMBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
<u>District Accounts Payable</u>				
370444	12/04/06	Family Service Agency of San Mateo C	32,200.00	CSM Training Workshop
370451	12/04/06	Hensel Phelps Construction Co.	1,766,485.00	Skyline Building Design Project
370457	12/04/06	John Plane Construction	39,576.56	Skyline Construction Project
370463	12/04/06	McCarthy Building Companies	129,196.00	CSM Building Design Project
370470	12/04/06	Noll & Tam	42,959.72	Canada Architectural Services
370478	12/04/06	Public Empl Ret Sys	822,825.31	Health Premium December 2006
370483	12/04/06	RC Optical Systems Inc.	36,422.00	CSM Bldg. 36 Equipment
370492	12/04/06	Hensel Phelps Construction Co.	150,034.00	Skyline Building Design Project
370495	12/04/06	Sandis Humber Jones, Civil Engineers	13,600.00	CSM Athletic Field Engineering
370505	12/04/06	Transitions Inc.	10,195.80	CSM & Skyline Bldg. Relocation Services
370509	12/04/06	McCarthy Building Companies	13,941.00	CSM Building Design Project
370516	12/04/06	Youth and Family Enrichment Services	30,012.50	CSM Training Workshop
370562	12/06/06	Big D Pacific Builders	358,084.00	Canada Construction Project
370571	12/06/06	Consortium for Open Learning	23,905.00	CSM Fall 2006 Telecourse
370589	12/06/06	Mason, Philip J.	10,167.00	Corporate & Continuing Education Independent Contract
370594	12/06/06	Noll & Tam	12,086.69	Canada Architectural Services
370599	12/06/06	Rockridge Partners, Inc.	19,628.00	CSM Management Services
370601	12/06/06	S.F. Commercial Builders, Inc.	12,602.00	CSM Construction Project
370603	12/06/06	Big D Pacific Builders	39,787.00	Canada Construction Project
370605	12/06/06	Sch Proj/Util Rate Reduc.	35,217.87	Utilities
370610	12/06/06	SMCCCD Revolving Account	364,110.93	Replenish Procurement Card Clearing Account
370611	12/06/06	Sony Electronics	85,186.82	KCSM Hardware Upgrade
370613	12/06/06	Steinberg Architects	132,280.05	Skyline Architectural Services
370661	12/07/06	Skyline Bookstore	37,823.99	Computer Hardware Upgrade & Replacement
370669	12/07/06	U.S. Postal Services	10,000.00	Skyline Postal Service
370704	12/11/06	CIS, Inc	20,746.00	Canada Inspection Service
370705	12/11/06	CIS, Inc	13,610.00	Skyline Inspection Service
370715	12/11/06	Hartford Life & Accident Insurance Co.	35,225.05	Life Insurance Premium December 2006
370728	12/11/06	MBS Systems, LLC	10,346.83	Bookstore Operational System
370744	12/11/06	S.M.C.S.I.G.	145,609.61	Dental Plan Premium December 2006

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
DECEMBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
370745	12/11/06	S.M.C.S.I.G.	19,792.59	Vision Plan Premium December 2006
370754	12/11/06	SMCCCD Revolving Account	13,291.63	Reimbursement Flex Spending
370758	12/11/06	Sugimura & Associates Architects	14,097.39	Skyline Architectural Services
370938	12/13/06	A.C.C.J.C.	10,052.64	Canada 2006-2007 Annual Dues & 8% Surcharge
370947	12/13/06	Coast Professional Inc.	16,498.94	Collection Fees Services
370956	12/13/06	Gruber & Pereira Associates	10,000.00	Community Ed. Instrumentation/Calibration Partnership
370970	12/13/06	S.J. Amoroso Construction Co., Inc.	988,009.52	Canada Construction Project
370971	12/13/06	S.J. Amoroso Construction Co., Inc.	312,774.50	Canada Construction Project
370987	12/13/06	Voorhees Group, LLC	29,843.75	Canada Educational Planning Project
371002	12/14/06	John Plane Construction	20,161.55	Skyline Construction Project
371007	12/14/06	County of San Mateo	29,238.13	SMCCCD Legal Services
371008	12/14/06	Dell Computers	50,813.19	Canada Personal Computers
371013	12/14/06	Edgewood Center for Children and Fami	119,350.00	CSM Training Workshop
371015	12/14/06	Goodman Marketing Partners Inc.	13,500.00	KCSM Direct Mail Services
371016	12/14/06	Hensel Phelps Construction Co.	929,263.00	Skyline Building Design Project
371018	12/14/06	John Plane Construction	181,453.95	Skyline Construction Project
371019	12/14/06	John Plane Construction	22,991.17	Skyline Construction Project
371020	12/14/06	Jones & Stokes Associates	35,619.23	Consulting Services Districtwide
371021	12/14/06	Krueger International	11,865.76	Skyline Bldg. 8 Furniture
371023	12/14/06	Kwan Henmi Architecture / Planning Inc.	188,650.00	Skyline Architectural Services
371024	12/14/06	McCarthy Building Companies	1,491,108.00	CSM Building Design Project
371031	12/14/06	Noll & Tam	27,939.10	Canada Architectural Services
371037	12/14/06	Hensel Phelps Construction Co.	103,251.00	Skyline Building Design Project
371040	12/14/06	SCMS Inc.	12,554.11	KCSM Hardware Upgrade
371041	12/14/06	Sequoia Union High School District	20,000.00	Canada Middle College High School Salary Charges
371047	12/14/06	SWH Enterprises, Inc.	10,636.64	Skyline Bldg. 8 Equipment
371051	12/14/06	McCarthy Building Companies	103,176.00	CSM Building Design Project
371946	12/18/06	Akin-Taylor, Adejumo O.	30,000.00	CITD Director Assistance & Coordination
371954	12/18/06	Carlmont High School	20,206.00	Skyline Mini Grant Biomaps
371958	12/18/06	Swinerton Management & Consulting	11,231.00	Program Management Service
371959	12/18/06	Constellation NewEnergy Inc.	44,177.56	Utilities
371960	12/18/06	Constellation NewEnergy Inc.	33,123.24	Utilities

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
DECEMBER 1-31, 2006
WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
371988	12/18/06	Moodlerooms, Inc.	10,000.00	Web Hosting Service
371992	12/18/06	Noll & Tam	87,510.00	Canada Architectural Services
371993	12/18/06	Pac Gas & Elec Co	36,431.79	Utilities
371997	12/18/06	Pac Gas & Elec Co	17,242.75	Utilities
372011	12/18/06	San Mateo Union High School District	18,877.80	CSM Middle College High School Salary Charges
372025	12/18/06	SWH Enterprises, Inc.	29,067.28	Skyline Bldg. 8 Equipment
372026	12/18/06	Swinerton Management & Consulting	213,385.00	Program Management Service
372031	12/18/06	Vavrinek, Trine, Day & Co.	38,000.00	District Audit Service
372040	12/19/06	Pac Gas & Elec Co	12,689.10	Utilities
<u>District Payroll Disbursement (excluding Salary Warrants)</u>				
110237	12/15/06	California School Empl Assoc.	12,974.49	Union Dues
110238	12/15/06	American Federation of Teachers	29,471.29	Union Dues
110241	12/15/06	Meriwest Credit Union	28,745.07	Credit Union Deduction Register
110248	12/15/06	Provident Central Credit Union Cert.	16,596.37	Credit Union Deduction Register
110273	12/15/06	SMCCCD - College Vista Cert.	15,244.00	Rents
110274	12/15/06	SMCCCD - College Vista Class.	28,491.00	Rents
110278	12/15/06	Capital Guardian Trust Co. Cert.	39,471.00	Tax Annuity
110279	12/15/06	Capital Guardian Trust Co. Class.	11,682.00	Tax Annuity
110288	12/15/06	Fidelity Service Company	28,443.00	Tax Annuity
110314	12/15/06	Oppenheimer Investor Services Inc.	14,451.00	Tax Annuity
110327	12/15/06	Variable Annuity Life Classified AIG	28,279.28	Tax Annuity
110328	12/15/06	Variable Annuity Life Cert. AIG	20,322.00	Tax Annuity
110345	12/15/06	Vanguard Fiduciary Trust Co. Cert.	22,564.00	Tax Annuity
110346	12/15/06	Vanguard Fiduciary Trust Co. Class.	10,410.00	Tax Annuity
110354	12/15/06	Hartford Cert.	23,778.00	Tax Annuity
110355	12/15/06	Hartford Class.	29,000.82	Tax Annuity
110386	12/15/06	SMCCCD Due From EE Cert.	21,456.40	Over Cap/Payroll Reimbursement
110387	12/15/06	SMCCCD Due From EE Class.	24,708.88	Over Cap/Payroll Reimbursement

SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
 DECEMBER 1-31, 2006
 WARRANT SCHEDULE EQUAL TO OR GREATER THAN \$10,000

Check Number	Check Date	Vendor Name	Check Amount	Description
		<u>SMCCCD Bookstores</u>		
100830	12/01/06	Nebraska Book Company	23,423.56	Purchase of Inventory
100848	12/13/06	Apple Computer Inc.	50,362.11	Purchase of Inventory
100876	12/13/06	SM CC College District	149,684.85	Salaries and Benefits
		Subtotal	<u>10,471,297.16</u>	85%
		Warrant Issued ≤ \$10,000	<u>1,851,309.73</u>	15%
		Total Non-Salary Warrant Issued	<u><u>12,322,606.89</u></u>	100%

District Accounts Payable	370381-372084	11,388,949.06
District Payroll	109621-110387, 78453-78536 10621-10921, D49237-D50345 DD10094-DD10157	6,658,987.04
SMCCCD Bookstores	100809-100885, EFT#27125	<u>284,835.71</u>
	Total Warrant Including Salaries - December 2006	<u><u>18,332,771.81</u></u>

BOARD REPORT NO. 07-2-100B

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

**ADOPTION OF RESOLUTION NO. 07-1 OF THE SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT AUTHORIZING ISSUANCE OF
TAX AND REVENUE ANTICIPATION NOTES**

Tax and Revenue Anticipation Notes (TRANs) are short-term debt instruments issued by community college districts throughout the State to accommodate periods when cash flow is inadequate to cover normal General Fund expenditures. Since the District's major source of funding is through local tax revenues that are distributed in two segments each year, the availability of the TRAN provides appropriate cash flow flexibility for the District. With the exception of 1991-92, the District has issued these instruments for the past twenty-one years. In order to simplify the process and obtain the best pricing for issuance costs, the District once again is proposing to participate in the California School Boards Association (CSBA) *California Cash Reserve Program* for issuance of tax-exempt TRANs.

The District will reserve the right to determine the maturity date of the TRAN in June 2007, depending on market conditions. The 2007-08 TRAN repayment will be due on June 30, 2008.

Pricing will be during June 2007; at that time, interest rates will be locked in. The District has the option of a fixed-rate investment for the note proceeds and is not obligated to participate until the District executes the pricing confirmation. Proceeds of the TRAN will be available to meet the District's temporary cash flow needs throughout the 2007-08 fiscal year.

Attached Resolution No. 07-1 authorizes the District to participate in the *California Cash Reserve Program* and to issue tax-exempt Tax and Revenue Anticipation Notes in an amount not to exceed \$20,000,000 for fiscal year 2007-08. The resolution authorizes various financing documentation and further authorizes the President of the Board of Trustees, the Chancellor, the Executive Vice Chancellor, the Chief Financial Officer and the Controller to sign all documents in connection with the issuance of the TRAN.

RECOMMENDATION

It is recommended that the Board adopt Resolution No. 07-1 authorizing issuance of 2007-08 Tax and Revenue Anticipation Notes in an amount not to exceed \$20,000,000.

[District Resolution w/o F.A.]

THIS RESOLUTION MUST BE DISCUSSED, CONSIDERED AND DELIBERATED BY THE GOVERNING BOARD AS A SEPARATE ITEM OF BUSINESS ON THE GOVERNING BOARD'S AGENDA IN ACCORDANCE WITH CALIFORNIA GOVERNMENT CODE SECTION 53635.7.

DISTRICT RESOLUTION

NAME OF DISTRICT: _____ *

LOCATED IN: COUNTY OF _____

MAXIMUM AMOUNT OF BORROWING: _____

RESOLUTION OF THE GOVERNING BOARD AUTHORIZING THE BORROWING OF FUNDS FOR FISCAL YEAR 2007-2008 AND THE ISSUANCE AND SALE OF A 2007-2008 TAX AND REVENUE ANTICIPATION NOTE THEREFOR AND PARTICIPATION IN THE CALIFORNIA SCHOOL CASH RESERVE PROGRAM AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY TO ISSUE AND SELL THE NOTE

WHEREAS, school districts, community college districts and county boards of education are authorized by Sections 53850 to 53858, both inclusive, of the Government Code of the State of California (the "Act") (being Article 7.6, Chapter 4, Part 1, Division 2, Title 5 of the Government Code) to borrow money by the issuance of temporary notes;

WHEREAS, the governing board (the "Board") has determined that, in order to satisfy certain obligations and requirements of the school district, community college district or county board of education specified above (the "District"), a public body corporate and politic located in the County designated above (the "County"), it is desirable that a sum (the "Principal Amount"), not to exceed the Maximum Amount of Borrowing designated above, be borrowed for such purpose during the District's fiscal year ending June 30, 2008 ("Fiscal Year 2007-2008") by the issuance of a note therefor in anticipation of the receipt of taxes, income, revenue, cash receipts and other moneys to be received by the District for the general fund and, if so indicated in a Pricing Confirmation (as defined in Section 4 hereof), capital fund and/or special revenue fund

* If the Name of the District indicated on the face hereof is not the correct legal name of the District which adopted this Resolution, it shall nevertheless be deemed to refer to the District which adopted this Resolution, and the Name of the District indicated on the face hereof shall be treated as the correct legal name of said District for all purposes in connection with the Program (as hereinafter defined).

(or similarly named fund or funds as indicated in such Pricing Confirmation) of the District attributable to Fiscal Year 2007-2008;

WHEREAS, the District hereby determines to borrow, for the purposes set forth above, the Principal Amount by the issuance of the Note, as hereinafter defined;

WHEREAS, because the District does not have fiscal accountability status pursuant to Section 42650 or Section 85266 of the Education Code of the State of California, it requests the Board of Supervisors of the County to borrow, on the District's behalf, the Principal Amount by the issuance of the Note;

WHEREAS, pursuant to Section 53853 of the Act, if the Board of Supervisors of the County fails or refuses to authorize the issuance of the Note within the time period specified in said Section 53853, following receipt of this Resolution, and the Note is issued in conjunction with tax and revenue anticipation notes, in one or more series, of other Issuers (as hereinafter defined), the District may issue the Note in its name pursuant to the terms stated herein;

WHEREAS, the Principal Amount is to be confirmed and set forth in the Pricing Confirmation;

WHEREAS, it appears, and this Board hereby finds and determines, that the Principal Amount, when added to the interest payable thereon, does not exceed eighty-five percent (85%) of the estimated amount of the uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys of the District attributable to Fiscal Year 2007-2008 and available for the payment of the principal of the Note and the interest thereon;

WHEREAS, no money has heretofore been borrowed by or on behalf of the District through the issuance of tax anticipation notes or temporary notes in anticipation of the receipt of, or payable from or secured by, taxes, income, revenue, cash receipts or other moneys for Fiscal Year 2007-2008;

WHEREAS, pursuant to Section 53856 of the Act, certain moneys which will be received by the District during and attributable to Fiscal Year 2007-2008 can be pledged for the payment of the principal of the Note and the interest thereon (as hereinafter provided);

WHEREAS, the District has determined that it is in the best interests of the District to participate in the California School Cash Reserve Program (the "Program") organized by the California School Cash Reserve Program Authority (the "Authority"), whereby participating school districts, community college districts and county boards of education (collectively, the "Issuers") will simultaneously issue tax and revenue anticipation notes;

WHEREAS, the District desires to have its Note marketed together with some or all of the notes issued by other school districts, community college districts and county boards of education participating in the Program;

WHEREAS, Piper Jaffray & Co., on behalf itself and on behalf of George K. Baum & Company (the "Underwriter"), will form one or more pools of notes or series of certificates (the

“Certificates”) of participation (the “Series of Certificates”) distinguished by (i) whether and what type(s) of Credit Instrument (as hereinafter defined) secures notes comprising each Series, and (ii) possibly other features, all of which the District hereby authorizes the Underwriter to determine;

WHEREAS, the Program requires the Issuers participating in any particular Series of Certificates to deposit their tax and revenue anticipation notes with U.S. Bank National Association, as trustee (the “Trustee”), pursuant to a trust agreement between such Issuers and the Trustee (such trust agreement, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as the “Trust Agreement”);

WHEREAS, the Program requires the Trustee, pursuant to the Trust Agreement, to execute and deliver the Certificates evidencing and representing proportionate undivided interests in the payments of principal of and interest on the tax and revenue anticipation notes issued by the Issuers comprising such Series of Certificates;

WHEREAS, the District desires to have the Trustee execute and deliver a Series of Certificates which evidences and represents interests of the owners thereof in the Note and the notes issued by other Issuers comprising such Series of Certificates;

WHEREAS, as additional security for the owners of the Certificates, all or a portion of the payments by all of the Issuers of their respective notes may or may not be secured by an irrevocable letter (or letters) of credit or policy (or policies) of insurance or other credit instrument (or instruments) (collectively, the “Credit Instrument”) issued by the credit provider (or credit providers) (collectively, the “Credit Provider”) designated in the Trust Agreement, as finally executed, pursuant to a credit agreement (or agreements) or commitment letter (or letters) (such credit agreement (or agreements) or commitment letter (or letters), if any, in the forms presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein collectively as, the “Credit Agreement”) identified in the Trust Agreement, as finally executed, between, in the case of an irrevocable letter (or letters) of credit or policy (or policies) of insurance, the Issuers and the respective Credit Provider;

WHEREAS, all or portions of the net proceeds of the Note may be invested in one or more Permitted Investments (as defined in the Trust Agreement), including under one or more investment agreements with one or more investment providers (if any), which investment agreements and provisions are to be determined in the Pricing Confirmation related to the Note;

WHEREAS, the Program requires that each participating Issuer approve the Trust Agreement and the alternative Credit Instruments, if any, in substantially the forms presented to the Board, with the final form of Trust Agreement, type of Credit Instrument and corresponding Credit Agreement determined in the Pricing Confirmation;

WHEREAS, pursuant to the Program each participating Issuer will be responsible for its share of (a) the fees of the Trustee and the costs of issuing the applicable Series of Certificates, and (b), if applicable, the fees of the Credit Provider, the Issuer’s allocable share of all Predefault

Obligations and the Issuer's Reimbursement Obligations, if any (each as defined in the Trust Agreement);

WHEREAS, pursuant to the Program, the Underwriter will submit an offer to purchase the Note and the notes issued by other Issuers participating in the same Series of Certificates all as evidenced and represented by such Series of Certificates (which offer will specify, as designated in the Pricing Confirmation, the Principal Amount, interest rate and credit instrument (if any)), and has submitted a form of certificate purchase agreement (such certificate purchase agreement, in the form presented to this meeting, with such changes, insertions and omissions as are made pursuant to this Resolution, being referred to herein as the "Certificate Purchase Agreement") to the Board; and

WHEREAS, it is necessary to engage the services of certain professionals to assist the District in its participation in the Program;

NOW, THEREFORE, the Board hereby finds, determines, declares and resolves as follows:

Section 1. Recitals. All the above recitals are true and correct and this Board so finds and determines.

Section 2. Issuance of Note. This Board hereby determines to borrow, and hereby requests the Board of Supervisors of the County to borrow for the District, solely for the purpose of anticipating taxes, income, revenue, cash receipts and other moneys to be received by the District for the general fund and, if so indicated in the Pricing Confirmation, the capital fund and/or special revenue fund (or similarly named fund or funds as indicated in the Pricing Confirmation)* of the District attributable to Fiscal Year 2007-2008, and not pursuant to any common plan of financing of the District, by the issuance by the Board of Supervisors of the County, in the name of the District, of a note in the Principal Amount under Sections 53850 *et seq.* of the Act, designated the District's "2007-2008 Tax and Revenue Anticipation Note" (the "Note"), to be issued in the form of one fully registered note at the principal amount thereof as set forth in the Pricing Confirmation, to be dated the date of its delivery to the initial purchaser thereof, to mature (without option of prior redemption) not more than thirteen (13) months thereafter on a date indicated on the face thereof and determined in the Pricing Confirmation (the "Maturity Date"), and to bear interest, payable at maturity (and, if the maturity is longer than twelve (12) months, an additional interest payment shall be payable within twelve (12) months of the issue date, as determined in the Pricing Confirmation) and computed upon the basis of a 360-day year consisting of twelve 30-day months, at a rate not to exceed twelve percent (12%) per annum as determined in the Pricing Confirmation and indicated on the face of the Note (the "Note Rate"). If the Note as evidenced and represented by the Series of Certificates is secured in whole or in part by a Credit Instrument and is not paid at maturity or is paid (in whole or in part) by a draw under or claim upon a Credit Instrument which draw or claim is not fully reimbursed on such date, it shall become a Defaulted Note (as defined in the Trust Agreement), and the unpaid portion thereof (or the portion thereof with respect to which a Credit Instrument applies for which reimbursement on a draw, payment or claim has not been fully made) shall be deemed

* For purposes of this Resolution, such funds shall be referred to as the "capital fund" and "special revenue fund."

outstanding and shall continue to bear interest thereafter until paid at the Default Rate (as defined in the Trust Agreement); provided, however, that if the draw on, payment request under or claim on the Credit Instrument is due solely, in the District's case, to a loss on the Permitted Investment applicable to the Proceeds Subaccount or the Payment Account, the Note shall not be a Defaulted Note if the Credit Provider has so agreed at the time of issuance of the Credit Instrument. If the Note as evidenced and represented by the Series of Certificates is unsecured in whole or in part and is not fully paid at maturity, the unpaid portion thereof (or the portion thereof to which no Credit Instrument applies which is unpaid) shall be deemed outstanding and shall continue to bear interest thereafter until paid at the Default Rate. In each case set forth in the preceding two sentences, the obligation of the District with respect to such Defaulted Note or unpaid Note shall not be a debt or liability of the District prohibited by Article XVI, Section 18 of the California Constitution and the District shall not be liable thereon except to the extent of any available revenues attributable to Fiscal Year 2007-2008, as provided in Section 8 hereof.

The percentage of the Note as evidenced and represented by the Series of Certificates to which a Credit Instrument, if any, applies (the "Secured Percentage") shall be (i) equal to 100%, if the size of the Credit Instrument is greater than or equal to the aggregate amount of principal of and interest on unpaid notes (or unpaid portions thereof) comprising such Series or (ii) equal to the amount of the Credit Instrument divided by the aggregate amount of unpaid principal of and interest on notes (or portions thereof), expressed as a percentage, if the size of the Credit Instrument is less than the aggregate amount of unpaid principal of and interest on notes (or unpaid portions thereof) as of the maturity date. Both the principal of and interest on the Note shall be payable in lawful money of the United States of America, but only upon surrender thereof, at the corporate trust office of U.S. Bank National Association in Los Angeles, California.

The principal amount of the Note shall, prior to the issuance thereof, be reduced from the Maximum Amount of Borrowing specified above if and to the extent necessary to obtain an approving legal opinion of Orrick, Herrington & Sutcliffe ("Bond Counsel") as to the legality thereof and the exclusion from gross income for federal tax purposes of interest thereon.

In the event the Board of Supervisors of the County fails or refuses to authorize the issuance of the Note within the time period specified in Section 53853 of the Act, following receipt of this Resolution, this Board hereby authorizes issuance of such Note, in the District's name, in one series, pursuant to the terms stated in this Section 2 and this Resolution. The Note shall be issued in conjunction with the note or notes of one or more other Issuers as part of the Program and within the meaning of Section 53853 of the Act.

Section 3. Form of Note. The Note shall be issued in fully registered form without coupons and shall be substantially in the form and substance set forth in Exhibit A, as attached hereto and by reference incorporated herein, the blanks in said form to be filled in with appropriate words and figures.

Section 4. Sale of Note; Delegation. Any one of the President or Chairperson of the Board, the Superintendent, the Assistant Superintendent for Business, the Assistant Superintendent for Administrative Services, the business manager, director of business or fiscal services or chief financial/business officer of the District, as the case may be, or, in the absence

of said officer, his or her duly appointed assistant (each an "Authorized Officer"), is hereby authorized and directed to negotiate with the Underwriter an interest rate on the Note to the stated maturity thereof, which shall not exceed twelve percent (12%) per annum, and the purchase price to be paid by the Underwriter for the Note, which purchase price shall be at a discount which when added to the District's share of the costs of issuance shall not be more than one percent (1%) of the Principal Amount of the Note. If such interest rate and price and other terms of the sale of the Note set out in the Pricing Confirmation are acceptable to said Authorized Officer, said Authorized Officer is hereby further authorized and directed to execute and deliver the pricing confirmation supplement to be delivered by the Underwriter to the District on a date within five (5) days, or such longer period of time as agreed by the Underwriter of said negotiation of interest rate and purchase price during the period from May 1, 2007 through March 1, 2008 (the "Pricing Confirmation"), substantially in the form presented to this meeting as Schedule I to the Certificate Purchase Agreement, with such changes therein as said Authorized Officer shall require or approve, and such other documents or certificates required to be executed and delivered thereunder or to consummate the transactions contemplated hereby or thereby, for and in the name and on behalf of the District, such approval by this Board and such officer to be conclusively evidenced by such execution and delivery. Any Authorized Officer is hereby further authorized to execute and deliver, prior to the execution and delivery of the Pricing Confirmation, the Certificate Purchase Agreement, substantially in the form presented to this meeting, with such changes therein as said officer shall require or approve, such approval to be conclusively evidenced by such execution and delivery; provided, however, that the Certificate Purchase Agreement shall not be effective and binding on the District until the execution and delivery of the Pricing Confirmation. Delivery of the Pricing Confirmation by fax or telecopy of an executed copy shall be deemed effective execution and delivery for all purposes. If requested by said Authorized Officer at his or her option, any duly authorized deputy or assistant of such Authorized Officer may approve said interest rate and price by execution of the Certificate Purchase Agreement and/or the Pricing Confirmation.

Section 5. Program Approval. The Note shall be combined with notes of other Issuers into a Series of Certificates as set forth in general terms in the Pricing Confirmation (which need not include specific information about such other notes or Issuers), and shall be marketed and sold simultaneously with such other notes of that Series of Certificates with such credit support (if any) referred to in the Pricing Confirmation, and shall be evidenced and represented by the Certificates which shall evidence and represent proportionate, undivided interests in the Note in the proportion that the face amount of the Note bears to the total aggregate face amount of the Note and the notes issued by other Issuers which the Series of Certificates represent. Such Certificates may be delivered in book-entry form.

The form of Trust Agreement and alternative general types and forms of Credit Agreements, if any, presented to this meeting are hereby approved, and each Authorized Officer is hereby authorized and directed to execute and deliver the Trust Agreement and a Credit Agreement, if applicable, which shall be identified in the Pricing Confirmation, in substantially one or more of said forms (a substantially final form of Credit Agreement delivered to such Authorized Officer concurrent with the Pricing Confirmation), with such changes therein as said officer shall require or approve, such approval of this Board and such officer to be conclusively evidenced by the execution of the Trust Agreement, Credit Agreement and Pricing Confirmation, respectively.

The form of the Preliminary Official Statement presented to this meeting is hereby approved, and the Underwriter is hereby authorized to distribute the Preliminary Official Statement in connection with the offering and sale of the Certificates. Each Authorized Officer is hereby authorized and directed to provide the Underwriter with such information relating to the District as the Underwriter shall reasonably request for inclusion in the Preliminary Official Statement. Upon inclusion of the information relating to the District therein, the Preliminary Official Statement shall be, except for certain omissions permitted by Rule 15c2-12 of the Securities Exchange Act of 1934, as amended (the "Rule"), deemed final within the meaning of the Rule; provided that no representation is made as to the information contained in the Preliminary Official Statement relating to the other Issuers or any Credit Provider, and the Authority is hereby authorized to certify on behalf of the District that the Preliminary Official Statement is, as of its date, deemed final within the meaning of the Rule. If, at any time prior to the execution of the Pricing Confirmation, any event occurs as a result of which the information contained in the Preliminary Official Statement relating to the District might include an untrue statement of a material fact or omit to state any material fact necessary to make the statements therein, in light of the circumstances under which they were made, not misleading, the District shall promptly notify the Underwriter. The Authority is hereby authorized and directed, at or after the time of the sale of any Series of Certificates, for and in the name and on behalf of the District, to execute a final Official Statement in substantially the form of the Preliminary Official Statement presented to this meeting, with such additions thereto or changes therein as the Authority may approve, such approval to be conclusively evidenced by the execution and delivery thereof.

The Trustee is authorized and directed to execute Certificates on behalf of the District pursuant to the terms and conditions set forth in the Trust Agreement, in the aggregate principal amount specified in the Trust Agreement, and substantially in the form and otherwise containing the provisions set forth in the form of the Certificate contained in the Trust Agreement. When so executed, the Certificates shall be delivered by the Trustee to the Underwriter upon payment of the purchase price thereof, pursuant to the terms of the Trust Agreement and the Certificate Purchase Agreement.

Subject to Section 8 hereof, the District hereby agrees that if the Note as evidenced and represented by the Series of Certificates shall become a Defaulted Note, the unpaid portion thereof or the portion to which a Credit Instrument applies for which full reimbursement on a draw, payment or claim has not been made by the Maturity Date shall be deemed outstanding and shall not be deemed to be paid until (i) the Credit Provider providing a Credit Instrument with respect to the Series of Certificates, and therefore, if applicable, all or a portion of the District's Note, if any, has been reimbursed for any drawings or payments made under the Credit Instrument with respect to the Note, including interest accrued thereon, as provided therein and in the applicable Credit Agreement, and (ii) the holders of the Series of the Certificates which evidence and represent the Note are paid the full principal amount represented by the unsecured portion of the Note plus interest accrued thereon (calculated at the Default Rate) to the date of deposit of such aggregate required amount with the Trustee. For purposes of clause (ii) of the preceding sentence, holders of the Series of Certificates will be deemed to have received such principal amount upon deposit of such moneys with the Trustee.

The District agrees to pay or cause to be paid, in addition to the amounts payable under

the Note, any fees or expenses of the Trustee and, to the extent permitted by law, if the District's Note as evidenced and represented by the Series of Certificates is secured in whole or in part by a Credit Instrument, any Predefault Obligations and Reimbursement Obligations (to the extent not payable under the Note), (i) arising out of an "Event of Default" hereunder (or pursuant to Section 7 hereof) or (ii) arising out of any other event (other than an event arising solely as a result of or otherwise attributable to a default by any other Issuer). In the case described in (ii) above with respect to Predefault Obligations, the District shall owe only the percentage of such fees, expenses and Predefault Obligations equal to the ratio of the principal amount of its Note over the aggregate principal amounts of all notes, including the Note, of the Series of Certificates of which the Note is a part, at the time of original issuance of such Series of Certificates. Such additional amounts will be paid by the District within twenty-five (25) days of receipt by the District of a bill therefor from the Trustee.

Section 6 No Joint Obligation; Certificate Owners' Rights. The Note shall be marketed and sold simultaneously with the notes of other Issuers and shall be aggregated and combined with notes of other Issuers participating in the Program into a Series of Certificates evidencing and representing an interest in several, and not joint, obligations of each Issuer. The obligation of the District to Owners of Certificates is a several and not a joint obligation and is strictly limited to the District's repayment obligation under this Resolution, the resolution of the County providing for the issuance of the Note, if applicable, and the Note as evidenced and represented by such Series of Certificates.

Owners of Certificates, to the extent of their interest in the Note, shall be treated as owners of the Note and shall be entitled to all the rights and security thereof; including the right to enforce the obligations and covenants contained in this Resolution and the Note. The District hereby recognizes the right of the owners of the Certificates acting directly or through the Trustee to enforce the obligations and covenants contained in the Note, this Resolution and the Trust Agreement. The District shall be directly obligated to each owner of the Certificates for the principal and interest payments on the Note evidenced and represented by the Certificates without any right of counterclaim or offset arising out of any act or failure to act on the part of the Trustee.

Section 7 Disposition of Proceeds of the Note. The moneys received from the sale of the Note allocable to the District's share of the Costs of Issuance (as defined in the Trust Agreement) (which includes any issuance fees in connection with a Credit Instrument applicable to the Note, if any) shall be deposited in the Costs of Issuance Fund (as defined in the Trust Agreement) held and invested by the Trustee under the Trust Agreement and expended as directed by the Underwriter on Costs of Issuance as provided in the Trust Agreement.

The moneys received from the sale of the Note (net of the District's share of the Costs of Issuance) is hereby designated the "Deposit to Proceeds Subaccount" and shall be deposited in the District's Proceeds Subaccount hereby authorized to be created pursuant to, and held and invested by the Trustee under, the Trust Agreement for the District and said moneys may be used and expended by the District for any purpose for which it is authorized to expend funds upon requisition from the Proceeds Subaccount as specified in the Trust Agreement. The Pricing Confirmation shall set forth the amount of the Deposit to Proceeds Subaccount. The Authorized Officer is hereby authorized to approve the amount of such Deposit to Proceeds Subaccount.

“Net Proceeds” means the Principal Amount of the Note net of the District’s share of the Costs of Issuance. Subject to Section 8, the District hereby covenants and agrees to replenish amounts on deposit in its Proceeds Subaccount to the extent practicable from any source of available funds up to an amount equal to the unreplenished withdrawals from such Proceeds Subaccount.

The Trustee shall transfer to the Payment Account (hereinafter defined) of the District from amounts on deposit in the Proceeds Subaccount on the first day of each Repayment Month (as defined hereinafter) designated in the Pricing Confirmation, amounts which, taking into consideration anticipated earnings thereon to be received by the Maturity Date, are equal to the percentages of the principal and interest due with respect to the Note at maturity for the corresponding Repayment Month set forth in the Pricing Confirmation; provided, however, that on the twentieth day of the next to last Repayment Month designated in such Pricing Confirmation (or, if only one Repayment Month is applicable, on the twentieth day of the month preceding the Repayment Month designated in such Pricing Confirmation), the Trustee shall transfer all remaining amounts in the Proceeds Subaccount to the Payment Account all as and to the extent provided in the Trust Agreement; provided, however, that with respect to the transfer in any such Repayment Month (or month preceding a single Repayment Month), if said amount in the Proceeds Subaccount is less than the corresponding percentage set forth in the Pricing Confirmation of the principal and interest due with respect to the Note at maturity, the Trustee shall transfer to the related Payment Account of the District all amounts on deposit in the Proceeds Subaccount on the twentieth day of such Repayment Month (or month preceding a single Repayment Month).

In the event either (A) the Principal Amount of the Note, together with the aggregate amount of all tax-exempt obligations (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during the calendar year in which the Note is issued, will, at the time of the issuance of the Note (as indicated in the certificate of the District executed as of the date of issuance of the Note (the “District Certificate”)), exceed fifteen million dollars (\$15,000,000), or (B) the Principal Amount of the Note, together with the aggregate amount of all tax-exempt obligations not used to finance school construction (including any tax-exempt leases, but excluding private activity bonds), issued and reasonably expected to be issued by the District (and all subordinate entities of the District) during the calendar year in which the Note is issued, will, at the time of the issuance of the Note (as indicated in the District Certificate), exceed five million dollars (\$5,000,000), the following paragraph will apply. In such case, the District shall be deemed a “Safe Harbor Issuer” with respect to the Note.

Amounts in the Proceeds Subaccount of the District and attributable to cash flow borrowing shall be withdrawn and expended by the District for any purpose for which the District is authorized to expend funds from the general fund of the District, but, with respect to general fund expenditures, only to the extent that on the date of any withdrawal no other funds are available for such purposes without legislation or judicial action or without a legislative, judicial or contractual requirement that such funds be reimbursed. If on no date that is within six months from the date of issuance of the Note, the balance in the related Proceeds Subaccount attributable to cash flow borrowing and treated for federal tax purposes as proceeds of the Note is low enough so that the amounts in the Proceeds Subaccount qualify for an exception from the rebate requirements (the “Rebate Requirements”) of Section 148 of the Internal Revenue Code of

1986 (the "Code"), the District shall promptly notify the Trustee in writing and, to the extent of its power and authority, comply with instructions from Orrick, Herrington & Sutcliffe LLP, Bond Counsel, supplied to it by the Trustee as the means of satisfying the Rebate Requirements.

Section 8 Source of Payment. (A) The principal amount of the Note, together with the interest thereon, shall be payable from taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts and other moneys which are received by the District for the general fund and, if so indicated in the Pricing Confirmation, the capital fund and/or special revenue fund (if applicable) of the District and are attributable to Fiscal Year 2007-2008 and which are available for payment thereof. As security for the payment of the principal of and interest on the Note, the District hereby pledges certain unrestricted revenues (as hereinafter defined) which are received by the District for the general fund, and capital fund and/or special revenue fund (if applicable), of the District and are attributable to Fiscal Year 2007-2008, and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the first moneys received by the District from such pledged revenues, and, to the extent not so paid, shall be paid from any other taxes, income, revenue, cash receipts and other moneys of the District lawfully available therefor (all as provided for in Sections 53856 and 53857 of the Act). In order to effect this pledge, the District agrees to the establishment and maintenance of the Payment Account as a special fund of the District (the "Payment Account") by the Trustee under the Trust Agreement as the responsible agent to maintain such fund until the payment of the principal of the Note and the interest thereon, and the District agrees to cause to be deposited (and shall request specific amounts from the District's funds on deposit with the County Treasurer for such purpose) directly therein the first amounts received in the months specified in the Pricing Confirmation as sequentially numbered Repayment Months (each individual month a "Repayment Month" and collectively "Repayment Months") (and any amounts received thereafter attributable to Fiscal Year 2007-2008) until the amount on deposit in such fund, taking into consideration anticipated investment earnings thereon to be received by the Maturity Date (as set forth in a certificate from the Underwriter to the Trustee), is equal in the respective Repayment Months identified in the Pricing Confirmation to the percentages of the principal of and interest due on the Note at maturity as specified in the Pricing Confirmation. The number of Repayment Months determined in the Pricing Confirmation shall not exceed six (6) and the amount of new money required to be deposited in any one Repayment Month (if there are more than two Repayment Months) as determined in the Pricing Confirmation shall not exceed fifty percent (50%) of the principal and interest due on the Note at maturity (such pledged amounts being hereinafter called the "Pledged Revenues"). The Authorized Officer is hereby authorized to approve the determination of the Repayment Months and percentages of the principal and interest due on the Note at maturity required to be on deposit in the Payment Account in each Repayment Month, all as specified in the Pricing Confirmation, by executing and delivering the Pricing Confirmation, such execution and delivery to be conclusive evidence of approval by this Board and such officer. In the event that on the tenth Business Day (as defined in the Trust Agreement) of each such Repayment Month, the District has not received sufficient unrestricted revenues to permit the deposit into the Payment Account of the full amount of Pledged Revenues to be deposited in the Payment Account from said unrestricted revenues in said month, then the amount of any deficiency shall be satisfied and made up from any other moneys of the District lawfully available for the payment of the principal of the Note and the interest thereon, as and when such other moneys are received or are otherwise legally available. The term "unrestricted revenues"

shall mean all taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts, and other moneys, intended as receipts for the general fund and capital fund and/or special revenue fund (if applicable) of the District attributable to Fiscal Year 2007-2008 of the District and which are generally available for the payment of current expenses and other obligations of the District.

(B) Any moneys placed in the Payment Account shall be for the benefit of the owner of the Note and (to the extent provided in the Trust Agreement) the Credit Provider, if any. The moneys in the Payment Account shall be applied only for the purposes for which the Payment Account is created until the principal of the Note and all interest thereon are paid or until provision has been made for the payment of the principal of the Note at maturity with interest to maturity (in accordance with the requirements for defeasance of the Certificates as set forth in the Trust Agreement) and (to the extent provided in the Trust Agreement), if applicable, the payment of all Predefault Obligations and Reimbursement Obligations owing to the Credit Provider.

(C) On any interest payment date (if different from the Maturity Date) and on the Maturity Date of the Note, the moneys in the Payment Account shall be transferred by the Trustee, to the extent necessary, to pay the principal of and interest on the Note or to reimburse the Credit Provider for payments made under or pursuant to the Credit Instrument. In the event that moneys in the Payment Account are insufficient to pay, in the case of an interest payment date, the interest, and in the case of the Maturity Date, the principal of and interest on the Note in full, moneys in the Payment Account shall be applied in the following priority: first to pay interest on the Note; second to pay principal of the Note; third to reimburse the Credit Provider for payment of interest, if any, on the Note; fourth to reimburse the Credit Provider for payment of principal, if any, of the Note; and fifth to pay any Reimbursement Obligations of the District and any of the District's pro rata share of Predefault Obligations owing to the Credit Provider. Any moneys remaining in or accruing to the Payment Account after the principal of the Note and the interest thereon and any Predefault Obligations and Reimbursement Obligations, if applicable, have been paid, or provision for such payment has been made, shall be transferred by the Trustee to the District, subject to any other disposition required by the Trust Agreement.

(D) Moneys in the Proceeds Subaccount and the Payment Account shall be invested by the Trustee pursuant to the Trust Agreement in the Investment Agreement (as defined in the Trust Agreement) and other Permitted Investments (as defined in the Trust Agreement) as described in and under the terms of the Trust Agreement, and as designated in the Pricing Confirmation; provided, however, that the portion of the Note designated in the Pricing Confirmation as the Special Capital Portion of the Note, if any, shall not be invested the Investment Agreement by the Trustee. The type of investments to be applicable to the proceeds of the Note shall be determined by the District as designated in the Pricing Confirmation. In the event the District designates an investment agreement or investment agreements as investments, the District hereby appoints the bidding agent designated in the Pricing Confirmation (the "Bidding Agent") as its designee as a party authorized to solicit bids on or negotiate the terms of, the investment agreement or investment agreements. The District hereby directs the Trustee to invest such funds pursuant to such investment agreement or investment agreements (which shall be with a provider or providers rated in one of the two highest long-term rating categories by the rating agency or agencies then rating the applicable Series of Certificates (the "Rating Agency"))

and acceptable to the corresponding Credit Provider and the particulars of which pertaining to interest rate or rates and investment provider or providers will be set forth in the Pricing Confirmation) and authorizes the Trustee to enter into such investment agreement or investment agreements on behalf of the District. The Bidding Agent, on behalf of itself and any investment broker retained by it, is authorized to accept a fee from the investment provider in an amount not in excess of the present value of annual payments equal to 5/100th of a percent of the weighted average amount reasonably expected to be invested each year of the term of the investment agreement. The District's funds shall be accounted for separately and the obligation of the provider or providers of such investment agreement or investment agreements with respect to the District under such investment agreement or investment agreements shall be severable. Any such investment by the Trustee shall be for the account and risk of the District and the District shall not be deemed to be relieved of any of its obligations with respect to the Note, the Predefault Obligations or Reimbursement Obligations, if any, by reason of such investment of the moneys in its Proceeds Subaccount and Payment Account.

If, as of the first Business Day (as defined in the Trust Agreement) of each month, beginning in the month designated in Section 3.03 of the Trust Agreement, the total amount on deposit in the District's Payment Account and Proceeds Subaccount, taking into consideration anticipated earnings thereon to the Maturity Date of the Note, is less than the amount required to be on deposit in the Payment Account in such month (as specified in the Pricing Confirmation) and any outstanding Predefault Obligations and Reimbursement Obligations (if any), the District shall promptly file with the Trustee, and the Credit Provider, if any, a Financial Report and on the tenth Business Day of such month, if applicable, a Deficiency Report in substantially the forms set forth as Exhibits C and D to the Trust Agreement and shall provide such other information as the Credit Provider shall reasonably request. In the event of such deficiency, the District shall have no further right to requisition any moneys from the Proceeds Subaccount.

Notwithstanding any other investment policy of the District heretofore or hereafter adopted, the investment policy of the District pertaining to the Note and all funds and accounts established in connection therewith shall be consistent with, and the Board hereby authorizes investment in, the Permitted Investments. Any investment policy adopted by the Board hereafter in contravention of the foregoing shall be deemed to modify the authorization contained herein only if it shall specifically reference this Resolution and Section.

Section 9 Execution of Note. Any one of the Treasurer of the County, or, in the absence of said officer, his or her duly appointed assistant, the Chairperson of the Board of Supervisors of the County or the Auditor (or comparable financial officer) of the County shall be authorized to execute the Note issued hereunder by manual or facsimile signature and the Clerk of the Board of Supervisors of the County or any Deputy Clerk shall be authorized to countersign the Note by manual or facsimile signature and to affix the seal of the County to the Note either manually or by facsimile impression thereof. In the event the Board of Supervisors of the County fails or refuses to authorize issuance of the Note as referenced in Section 2 hereof, any one of the President or Chair of the governing board of the District or any other member of such board shall be authorized to execute the Note by manual or facsimile signature and the Secretary or Clerk of the governing board of the District, the Superintendent of the District, the Assistant Superintendent for Business, the Assistant Superintendent for Administrative Services, the business manager, director of business or fiscal services or chief financial/business officer of the

District, as the case may be, or any duly appointed assistant thereto, shall be authorized to countersign the Note by manual or facsimile signature. Said officers of the County or the District, as applicable, are hereby authorized to cause the blank spaces of the Note to be filled in as may be appropriate pursuant to the Pricing Confirmation. Said officers are hereby authorized and directed to cause the Trustee, as registrar and authenticating agent, to authenticate and accept delivery of the Note pursuant to the terms and conditions of the Certificate Purchase Agreement, this Resolution and the Trust Agreement. In case any officer whose signature shall appear on the Note shall cease to be such officer before the delivery of the Note, such signature shall nevertheless be valid and sufficient for all purposes, the same as if such officer had remained in office until delivery. The Note shall have thereon a certificate of authentication substantially in the form hereinafter set forth duly executed by the Trustee and showing the date of authentication. The Note shall not be valid or obligatory for any purpose or be entitled to any security or benefit under this Resolution unless and until such certificate of authentication shall have been duly executed by the Trustee by manual signature, and such certificate of authentication upon the Note shall be conclusive evidence that such has been authenticated and delivered under this Resolution. The certificate of authentication on the Note shall be deemed to have been executed by the Trustee if signed by an authorized officer of the Trustee. The Note need not bear the seal of the District, if any.

Section 10. Note Registration and Transfer. (A) As long as the Note remains outstanding, the District shall maintain and keep at the principal corporate trust office of the Trustee, books for the registration and transfer of the Note. The Note shall initially be registered in the name of the Trustee as trustee under the Trust Agreement. Upon surrender of the Note for transfer at the office of the Trustee with a written instrument of transfer satisfactory to the Trustee, duly executed by the registered owner or its duly authorized attorney, and upon payment of any tax, fee or other governmental charge required to be paid with respect to such transfer, the County or the District, as applicable, shall execute and the Trustee shall authenticate and deliver, in the name of the designated transferee, a fully registered Note. For every transfer of the Note, the County, the District or the Trustee may make a charge sufficient to reimburse it for any tax, fee or other governmental charge required to be paid with respect to the transfer, which sum or sums shall be paid by the person requesting such transfer as a condition precedent to the exercise of the privilege of making such transfer.

(B) Subject to Section 6 hereof, the County, the District and the Trustee and their respective successors may deem and treat the person in whose name the Note is registered as the absolute owner thereof for all purposes, and the County, the District and the Trustee and their respective successors shall not be affected by any notice to the contrary, and payment of or on account of the principal of such Note shall be made only to or upon the order of the registered owner thereof. All such payments shall be valid and effectual to satisfy and discharge the liability upon the Note to the extent of the sum or sums so paid.

(C) The Note may, in accordance with its terms, be transferred upon the books required to be kept by the Trustee pursuant to the provisions hereof by the person in whose name it is registered, in person or by his duly authorized attorney, upon surrender of the Note for cancellation, accompanied by delivery of a written instrument of transfer, duly executed in form approved by the Trustee.

(D) The Trustee will keep or cause to be kept, at its principal corporate trust office, sufficient books for the registration and transfer of the Note, which shall be open to inspection by the County and the District during regular business hours. Upon presentation for such purpose, the Trustee shall, under such reasonable regulations as it may prescribe, register or transfer or cause to be registered or transferred, on such books, the Note as hereinbefore provided.

(E) If any Note shall become mutilated, the County or the District, as applicable, at the expense of the registered owner of such Note, shall execute, and the Trustee shall thereupon authenticate and deliver a new Note of like tenor and number in exchange and substitution for the Note so mutilated, but only upon surrender to the Trustee of the Note so mutilated. Every mutilated Note so surrendered to the Trustee shall be cancelled by it and delivered to, or upon the order of the County or the District, as applicable. If any Note shall be lost, destroyed or stolen, evidence of such loss, destruction or theft may be submitted to the County, the District and the Trustee and, if such evidence be satisfactory to them and indemnity satisfactory to them shall be given, the County or the District, as applicable, at the expense of the registered owner, shall execute, and the Trustee shall thereupon authenticate and deliver a new Note of like tenor and number in lieu of and in substitution for the Note so lost, destroyed or stolen (or if any such Note shall have matured (as of the latest maturity date indicated on the face thereof) or shall be about to mature (as of the latest maturity date indicated on the face thereof), instead of issuing a substitute Note, the Trustee may pay the same without surrender thereof). The Trustee may require payment of a sum not exceeding the actual cost of preparing each new Note issued pursuant to this paragraph and of the expenses which may be incurred by the County or the District, as applicable, and the Trustee in such preparation. Any Note issued under these provisions in lieu of any Note alleged to be lost, destroyed or stolen shall constitute an original additional contractual obligation on the part of the County (on behalf of the District) or on the part of the District, as applicable, whether or not the Note so alleged to be lost, destroyed or stolen be at any time enforceable by anyone, and shall be entitled to the benefits of this Resolution with all other Notes secured by this Resolution.

Section 11. Covenants Regarding Transfer of Funds. It is hereby covenanted and warranted by the District that it will not request the County Treasurer to make temporary transfers of funds in the custody of the County Treasurer to meet any obligations of the District during Fiscal Year 2007-2008 pursuant to Article XVI, Section 6 of the Constitution of the State of California.

Section 12. Representations and Covenants.

(A) The District is a political subdivision duly organized and existing under and by virtue of the laws of the State of California and has all necessary power and authority to (i) adopt this Resolution and any supplement hereto, and enter into and perform its obligations under the Certificate Purchase Agreement, (ii) authorize the County to issue the Note on its behalf or, if applicable, issue the Note, and (iii) accept its obligations under the Credit Agreement(s).

(B) (i) Upon the issuance of the Note, the District will have taken all action required to be taken by it to authorize the issuance and delivery of the Note and the performance of its obligations thereunder, (ii) the District has full legal right, power and authority to request the County to issue and deliver the Note on behalf of the District and to perform its obligations as

provided herein and therein, (iii) if applicable, the District has full legal right, power and authority to issue and deliver the Note and accept its obligations under the Credit Agreement(s).

(C) The issuance of the Note, the adoption of this Resolution, the acceptance of the District's obligations under the Credit Agreement(s) and the execution and delivery of the Certificate Purchase Agreement, the Trust Agreement and the Credit Agreement(s), if applicable, and compliance with the provisions hereof and thereof will not conflict with, breach or violate any law, administrative regulation, court decree, resolution, charter, by-laws or other agreement to which the District is subject or by which it is bound.

(D) Except as may be required under blue sky or other securities law of any state or Section 3(a)(2) of the Securities Act of 1933, there is no consent, approval, authorization or other order of, or filing with, or certification by, any regulatory authority having jurisdiction over the District required for the issuance and sale of the Note or the consummation by the District of the other transactions contemplated by this Resolution except those the District shall obtain or perform prior to or upon the issuance of the Note.

(E) The District has (or will have prior to the issuance of the Note) duly, regularly and properly adopted a budget for Fiscal Year 2007-2008 setting forth expected revenues and expenditures and has (or will have prior to the issuance of the Note) complied with all statutory and regulatory requirements with respect to the adoption of such budget. The District hereby covenants that it will (i) duly, regularly and properly prepare and adopt its revised or final budget for Fiscal Year 2007-2008, (ii) provide to the Trustee, the Credit Provider(s), if any, and the Underwriter, promptly upon adoption, copies of such revised or final budget and of any subsequent revisions, modifications or amendments thereto and (iii) comply with all applicable law pertaining to its budget.

(F) The Principal Amount of the District's Note issued hereunder plus the interest payable thereon, on the date of issuance of the Note, will not exceed fifty percent (50%) of the estimated amounts of the District's uncollected taxes, income, revenue (including, but not limited to, revenue from the state and federal governments), cash receipts, and other moneys to be received by the District for the general fund and, if applicable, capital fund and/or special revenue fund of the District attributable to Fiscal Year 2007-2008 all of which will be legally available to pay principal of and interest on the Note.

(G) The County has experienced an ad valorem property tax collection rate of not less than eighty-five percent (85%) of the average aggregate amount of ad valorem property taxes levied within the District in each of the five fiscal years from Fiscal Year 2001-2002 through Fiscal Year 2005-2006, and the District, as of the date of adoption of this Resolution and on the date of issuance of the Note, reasonably expects the County to have collected and to collect at least eighty-five percent (85%) of such amount for Fiscal Years 2006-2007 and 2007-2008, respectively.

(H) The District (i) has not defaulted within the past twenty (20) years, and is not currently in default, on any debt obligation, (ii) to the best knowledge of the District, has never defaulted on any debt obligation, and (iii) has never filed a petition in bankruptcy.

(I) The District's most recent audited financial statements present fairly the financial condition of the District as of the date thereof and the results of operation for the period covered thereby. Except as has been disclosed to the Underwriter and the Credit Provider(s), if any, there has been no change in the financial condition of the District since the date of such audited financial statements that will in the reasonable opinion of the District materially impair its ability to perform its obligations under this Resolution and the Note. The District agrees to furnish to the Underwriter, the Trustee and the Credit Provider(s), if any, promptly, from time to time, such information regarding the operations, financial condition and property of the District as such party may reasonably request, including the Financial Report and Deficiency Report, if appropriate, appearing as Exhibits C and D to the Trust Agreement.

(J) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, arbitrator, governmental or other board, body or official, pending or, to the best knowledge of the District, threatened against or affecting the District questioning the validity of any proceeding taken or to be taken by the District in connection with the Note, the Certificate Purchase Agreement, the Trust Agreement, the Credit Agreement(s), if any, or this Resolution, or seeking to prohibit, restrain or enjoin the execution, delivery or performance by the District of any of the foregoing, or wherein an unfavorable decision, ruling or finding would have a materially adverse effect on the District's financial condition or results of operations or on the ability of the District to conduct its activities as presently conducted or as proposed or contemplated to be conducted, or would materially adversely affect the validity or enforceability of, or the authority or ability of the District to perform its obligations under, the Note, the Certificate Purchase Agreement, the Trust Agreement, the Credit Agreement(s), if any, or this Resolution.

(K) The District will not directly or indirectly amend, supplement, repeal, or waive any portion of this Resolution (i) without the consents of the Credit Provider(s), if any, or (ii) in any way that would materially adversely affect the interests of any holder or Owner of the Note or the Certificates.

(L) Upon issuance of the Note, the Note, this Resolution and the District's acceptance of its obligations under the corresponding Credit Agreement, will constitute legal, valid and binding agreements of the District, enforceable in accordance with their respective terms, except as such enforceability may be limited by bankruptcy or other laws affecting creditors' rights generally, the application of equitable principles if equitable remedies are sought, the exercise of judicial discretion in appropriate cases and the limitations on legal remedies against school districts, community college districts and county boards of education, as applicable, in the State of California.

(M) It is hereby covenanted and warranted by the District that all representations and recitals contained in this Resolution are true and correct, and that the District and its appropriate officials have duly taken, or will take, all proceedings necessary to be taken by them, if any, for the levy, receipt, collection and enforcement of the Pledged Revenues in accordance with law for carrying out the provisions of this Resolution and the Note.

(N) The District shall not incur any indebtedness that is not issued in connection with the Program under this Resolution and that is secured by a pledge of its unrestricted revenues unless such pledge is subordinate in all respects to the pledge of unrestricted revenues hereunder.

(O) So long as the Credit Provider is not in default under the corresponding Credit Instrument, the District hereby agrees to pay its pro rata share of all Predefault Obligations and all Reimbursement Obligations attributable to the District in accordance with provisions of the applicable Credit Agreement, if any, and the Trust Agreement. Prior to the Maturity Date, moneys in the District's Payment Account shall not be used to make such payments. The District shall pay such amounts promptly upon receipt of notice from the Credit Provider, if any, that such amounts are due to it by instructing the Trustee to pay such amounts to the Credit Provider on the District's behalf by remitting to the Credit Provider moneys held by the Trustee for the District and then available for such purpose under the Trust Agreement. If such moneys held by the Trustee are insufficient to pay the District's pro rata share of such Predefault Obligations and all Reimbursement Obligations attributable to the District (if any), the District shall pay the amount of the deficiency to the Trustee for remittance to the Credit Provider.

(P) So long as any Certificates issued in connection with the Note are Outstanding, or any Predefault Obligation or Reimbursement Obligation is outstanding, the District will not create or suffer to be created any pledge of or lien on the Note other than the pledge and lien of the Trust Agreement.

(Q) As of the date of adoption of this Resolution, based on the most recent report prepared by the Superintendent of Public Instruction of the State of California, the District does not have a negative certification (or except as disclosed in writing to the Credit Provider(s), if any, a qualified certification) applicable to the fiscal year ending June 30, 2007 (the "Fiscal Year 2006-2007") within the meaning of Section 42133 of the Education Code of the State of California. The District covenants that it will immediately deliver a written notice to the Authority, Underwriter, the Credit Provider(s), if any, and Bond Counsel if it (or, in the case of County Boards of Education, the County Superintendent of Schools) files with the County Superintendent of Schools, the County Board of Education or the State Superintendent of Public Instruction or receives from the County Superintendent of Schools or the State Superintendent of Public Instruction a qualified or negative certification applicable to Fiscal Year 2006-2007 or Fiscal Year 2007-2008 prior to the respective Closing Date referenced in the Pricing Confirmation or the Maturity Date of the Note.

(R) To the extent required by law and by the State Superintendent of Public Instruction, the District fully funded its Reserve for Economic Uncertainties for Fiscal Year 2006-2007 and will fully fund its Reserve for Economic Uncertainties for Fiscal Year 2007-2008.

(S) The District will maintain a positive general fund balance in Fiscal Year 2007-2008.

(T) The District will maintain an investment policy consistent with the policy set forth in Section 8.

(U) The District covenants that it will immediately deliver a written notice to the Authority, the Underwriter, the Credit Provider(s), if any, and Bond Counsel upon the occurrence of any event which constitutes an Event of Default hereunder or would constitute an Event of Default but for the requirement that notice be given, or time elapse, or both.

Section 13. Tax Covenants. (A) The District will not take any action or fail to take any action if such action or failure to take such action would adversely affect the exclusion from gross income of the interest payable on the Note under Section 103 of the Internal Revenue Code of 1986 (the "Code"). Without limiting the generality of the foregoing, the District will not make any use of the proceeds of the Note or any other funds of the District which would cause the Note to be an "arbitrage bond" within the meaning of Section 148 of the Code, a "private activity bond" within the meaning of Section 141(a) of the Code, or an obligation the interest on which is subject to federal income taxation because it is "federally guaranteed" as provided in Section 149(b) of the Code. The District, with respect to the proceeds of the Note, will comply with all requirements of such sections of the Code and all regulations of the United States Department of the Treasury issued or applicable thereunder to the extent that such requirements are, at the time, applicable and in effect.

(B) In the event the District is deemed a Safe Harbor Issuer (as defined in Section 7), this paragraph (B) shall apply. The District covenants that it shall make all calculations in a reasonable and prudent fashion relating to any rebate of excess investment earnings on the proceeds of the Note due to the United States Treasury, shall segregate and set aside from lawfully available sources the amount such calculations may indicate may be required to be paid to the United States Treasury, and shall otherwise at all times do and perform all acts and things necessary and within its power and authority, including complying with the instructions of Orrick, Herrington & Sutcliffe LLP, Bond Counsel referred to in Section 7 hereof to assure compliance with the Rebate Requirements. If the balance in the Proceeds Subaccount attributed to cash flow borrowing and treated for federal tax purposes as proceeds of the Note is not low enough to qualify amounts in the Proceeds Subaccount attributed to cash flow borrowing for an exception to the Rebate Requirements on at least one date within the six month period following the date of issuance of the Note (calculated in accordance with Section 7), the District will reasonably and prudently calculate the amount, if any, of investment profits which must be rebated to the United States and will immediately set aside, from revenues attributable to the Fiscal Year 2007-2008 or, to the extent not available from such revenues, from any other moneys lawfully available, the amount of any such rebate in the Rebate Fund referred to in this Section 13(B). In addition, in such event, the District shall establish and maintain with the Trustee a fund separate from any other fund established and maintained hereunder and under the Trust Agreement designated as the "2007-2008 Tax and Revenue Anticipation Note Rebate Fund" or such other name as the Trust Agreement may designate. There shall be deposited in such Rebate Fund such amounts as are required to be deposited therein in accordance with the written instructions from Bond Counsel pursuant to Section 7 hereof.

(C) Notwithstanding any other provision of this Resolution to the contrary, upon the District's failure to observe, or refusal to comply with, the covenants contained in this Section 13, no one other than the holders or former holders of the Note or Certificate Owners, the Credit Provider(s), if any, or the Trustee on their behalf shall be entitled to exercise any right

or remedy under this Resolution on the basis of the District's failure to observe, or refusal to comply with, such covenants.

(D) The covenants contained in this Section 13 shall survive the payment of the Note.

Section 14. Events of Default and Remedies.

If any of the following events occurs, it is hereby defined as and declared to be and to constitute an "Event of Default":

(A) Failure by the District to make or cause to be made the deposits to the Payment Account required to be made hereunder on or before the fifteenth (15th) day after the date on which such deposit is due and payable, or failure by the District to make or cause to be made any other payment required to be paid hereunder on or before the date on which such payment is due and payable;

(B) Failure by the District to observe and perform any covenant, condition or agreement on its part to be observed or performed under this Resolution, for a period of fifteen (15) days after written notice, specifying such failure and requesting that it be remedied, is given to the District by the Trustee or any Credit Provider, if applicable, unless the Trustee and such Credit Provider shall all agree in writing to an extension of such time prior to its expiration;

(C) Any warranty, representation or other statement by or on behalf of the District contained in this Resolution or the Certificate Purchase Agreement (including the Pricing Confirmation) or the Credit Agreement(s) (if and as applicable) or in any requisition or any Financial Report or Deficiency Report delivered by the District or in any instrument furnished in compliance with or in reference to this Resolution or the Certificate Purchase Agreement or the Credit Agreement(s) (if and as applicable) or in connection with the Note, is false or misleading in any material respect;

(D) Any event of default constituting a payment default occurs in connection with any other bonds, notes or other outstanding debt of the District;

(E) A petition is filed against the District under any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect and is not dismissed within 30 days after such filing, but the Trustee shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its and the Certificate Owners' (or Noteholders') interests;

(F) The District files a petition in voluntary bankruptcy or seeking relief under any provision of any bankruptcy, reorganization, arrangement, insolvency, readjustment of debt, dissolution or liquidation law of any jurisdiction, whether now or hereafter in effect, or consents to the filing of any petition against it under such law;

(G) The District admits insolvency or bankruptcy or is generally not paying its debts as such debts become due, or becomes insolvent or bankrupt or makes an

assignment for the benefit of creditors, or a custodian (including without limitation a receiver, liquidator or trustee) of the District or any of its property is appointed by court order or appointed by the State Superintendent of Public Instruction or takes possession thereof and such order remains in effect or such possession continues for more than 30 days, but the Trustee shall have the right to intervene in the proceedings prior to the expiration of such 30 days to protect its and the Certificate Owners' or Noteholders' interests; and

(H) An "Event of Default" under the terms of the resolution, if any, of the County providing for the issuance of the Note.

Whenever any Event of Default referred to in this Section 14 shall have happened and be continuing, the Trustee shall, in addition to any other remedies provided herein or by law or under the Trust Agreement, have the right, at its option without any further demand or notice, to take one or any combination of the following remedial steps:

(1) Without declaring the Note to be immediately due and payable, require the District to pay to the Trustee, for deposit into the Payment Account of the District under the Trust Agreement an amount equal to the principal of the Note and interest thereon to maturity plus all other amounts due hereunder, and upon notice to the District the same shall become immediately due and payable by the District without further notice or demand; and

(2) Take whatever other action at law or in equity (except for acceleration of payment on the Note) which may appear necessary or desirable to collect the amounts then due and thereafter to become due hereunder or to enforce any other of its rights hereunder.

Notwithstanding the foregoing, and subject to the terms of the Trust Agreement concerning exercise of remedies which shall control if inconsistent with the following, if the Note is secured in whole or in part by a Credit Instrument or if a Credit Provider is subrogated to rights under the Note, as long as the Credit Provider has not failed to comply with its payment obligations under the Credit Instrument, the Credit Provider shall have the right to direct the remedies upon any Event of Default hereunder so long as such action will not materially adversely affect the rights of any Certificate Owner, and the Credit Provider's prior consent shall be required to any remedial action proposed to be taken by the Trustee hereunder, except that nothing contained herein shall affect or impair the right of action of any Owner of a Certificate to institute suit directly against the District to enforce payment of the obligations evidenced and represented by such Owner's Certificate.

If the Credit Provider is not reimbursed on any interest payment date of the Note for the drawing, payment or claim, as applicable, used to pay principal of and interest on the Note due to a default in payment on the Note by the District, as provided in Section 5.03 of the Trust Agreement or if any principal of or interest on the Note remains unpaid after the Maturity Date of the Note, the Note shall be a Defaulted Note, the unpaid principal of and interest on thereof or the portion thereof to which a Credit Instrument applies for which reimbursement on a draw, payment or claim has not been made shall be deemed outstanding and shall bear interest at the

Default Rate until the District's obligation on the Defaulted Note is paid in full or payment is duly provided for, all subject to Section 8 hereof.

Section 15. Trustee. The Trustee is hereby appointed as paying agent, registrar and authenticating agent for the Note. The District hereby directs and authorizes the payment by the Trustee of the interest on and principal of the Note when such become due and payable, from the Payment Account held by the Trustee in the name of the District in the manner set forth herein. The District hereby covenants to deposit funds in the Payment Account at the times and in the amounts specified herein to provide sufficient moneys to pay the principal of and interest on the Note on the day on which the Note matures. Payment of the Note shall be in accordance with the terms of the Note and this Resolution.

The District hereby agrees to maintain the Trustee under the Trust Agreement as paying agent, registrar and authenticating agent of the Note.

The District further agrees to indemnify, to the extent permitted by law and without making any representation as to the enforceability of this covenant, and save the Trustee, its directors, officers, employees and agents harmless against any liabilities which it may incur in the exercise and performance of its powers and duties under the Trust Agreement, including but not limited to costs and expenses incurred in defending against any claim or liability, which are not due to its negligence or default.

Section 16 Sale of Note. The Note as evidenced and represented by the Series of Certificates shall be sold to the Underwriter, in accordance with the terms of the Certificate Purchase Agreement, hereinbefore approved.

Section 17 Appointment of Professionals. Orrick, Herrington & Sutcliffe LLP is hereby appointed Bond Counsel for the Series of Certificates and the Program, and Piper Jaffray & Co. and George K. Baum & Company are hereby appointed underwriters for the Series of Certificates and the Program. Kutak Rock LLP is hereby appointed as special counsel to the District.

Section 18 Form 8038-G. Any Authorized Officer is hereby authorized to execute and deliver any Information Return for Tax-Exempt Governmental Obligations, Form 8038-G of the Internal Revenue Service ("Form 8038-G"), in connection with the issuance of the Note and the related Series of Certificates. To the extent permitted by law, the Authority, the Trustee, the Underwriter and Bond Counsel are each hereby authorized to execute and deliver any Form 8038-G for and on behalf of the District in connection with the issuance of the Note and the related Series of Certificates, as directed by an Authorized Officer of the District.

Section 19. Continuing Disclosure Undertaking.

(A) The District covenants, for the sole benefit of the Owners of the Series of Certificates which evidence and represent the Note (and, to the extent specified in this Section 19, the beneficial owners thereof), that the District shall provide in a timely manner, through the Trustee acting as dissemination agent (the "Dissemination Agent") to each nationally recognized municipal securities information repository or to the Municipal Securities Rulemaking Board, and to any State of California information depository, notice of any of the following events with

respect to the District's outstanding Note, if material (each a "Listed Event"): (1) principal and interest payment delinquencies on the Note and the related Series of Certificates; (2) non-payment related defaults; (3) modifications to rights of Owners and beneficial owners of the Series of Certificates which evidence and represent the Note; (4) optional, contingent or unscheduled bond calls; (5) defeasances; (6) rating changes; (7) adverse tax opinions or events affecting the tax-exempt status of the Note and the related Series of Certificates; (8) unscheduled draws on debt service reserves reflecting financial difficulties; (9) unscheduled draws on the credit enhancement reflecting financial difficulties; (10) substitution of credit or liquidity providers, or their failure to perform; and (11) release, substitution or sale of property securing repayment of the Note.

Whenever the District obtains knowledge of the occurrence of a Listed Event, the District shall as soon as possible determine if such event would be material under applicable federal securities laws. The Authority and the Dissemination Agent shall have no responsibility for such determination and shall be entitled to conclusively rely upon the District's determination.

If the District determines that knowledge of the occurrence of a Listed Event would be material under applicable federal securities laws, the District shall promptly provide the Authority and the Dissemination Agent with a notice of such occurrence which the Dissemination Agent agrees to file with the Municipal Securities Rulemaking Board and the State Repository.

(B) In the event of a failure of the District to comply with any provision of this section, any Owner or beneficial owner of the related Series of Certificates may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the District to comply with its obligations under this section. A default under this section shall not be deemed an Event of Default under Section 14 hereof, and the sole remedy under this section in the event of any failure of the District to comply with this section shall be an action to compel performance.

(C) For the purposes of this section, a "beneficial owner" shall mean any person which has the power, directly or indirectly, to make investment decisions concerning ownership of any Certificates of the Series which evidences and represents the Note (including persons holding Certificates through nominees, depositories or other intermediaries).

(D) The District's obligations under this section shall terminate upon the legal defeasance, prior redemption or payment in full of its Note. If such termination occurs prior to the final maturity of the related Certificates, the District shall give notice of such termination in the same manner as for a Listed Event under subsection (A) of this section.

(E) The Dissemination Agent shall not be responsible in any manner for the content of any notice or report prepared by the District pursuant to this section. In no event shall the Dissemination Agent be responsible for preparing any notice or report or for filing any notice or report which it has not received in a timely manner and in a format suitable for reporting. Nothing in this section shall be deemed to prevent the District from disseminating any other information, using the means of dissemination set forth in this section or any other means of communication, or including any other notice of occurrence of a Listed Event, in addition to that

which is required by this section. If the District chooses to include any information in any notice of occurrence of a Listed Event in addition to that which is specifically required by this section, the District shall have no obligation under this section to update such information or include it in any future notice of occurrence of a Listed Event.

(F) Notwithstanding any other provision of this Resolution, the District with the consent of the Dissemination Agent and notice to the Authority may amend this section, and any provision of this section may be waived, provided that the following conditions are satisfied:

(1) If the amendment or waiver relates to the provisions of subsection (A) of this section, it may only be made in connection with a change in circumstances that arises from a change in legal requirements, change in law, or change in the identity, nature or status of an obligated person with respect to the Note and the related Certificates, or the type of business conducted;

(2) The undertaking, as amended or taking into account such waiver, would in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the original issuance of the Note and the related Certificates, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(3) The amendment or waiver either (i) is approved by the Owners or beneficial owners of the Certificates of the Series which evidences and represents the Note in the same manner as provided in the Trust Agreement for amendments to the Trust Agreement with the consent of Owners or beneficial owners, or (ii) does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Owners or beneficial owners of the related Certificates. In the event of any amendment or waiver of a provision of this section, notice of such change shall be given in the same manner as for an event listed under subsection (A) of this section, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver; provided, however, the District shall be responsible for preparing such narrative explanation.

(G) The Dissemination Agent shall have only such duties as are specifically set forth in this section. The Dissemination Agent shall not be liable for the exercise of any of its rights hereunder or for the performance of any of its obligations hereunder or for anything whatsoever hereunder, except only for its own willful misconduct or gross negligence. Absent gross negligence or willful misconduct, the Dissemination Agent shall not be liable for an error of judgment. No provision hereof shall require the Dissemination Agent to expend or risk its own funds or otherwise incur any financial or other liability or risk in the performance of any of its obligations hereunder, or in the exercise of any of its rights hereunder, if such funds or adequate indemnity against such risk or liability is not reasonably assured to it. The District hereby agrees to compensate the Dissemination Agent for its reasonable fees in connection with its services hereunder, but only from the District's share of the costs of issuance deposited in the Costs of Issuance Fund held and invested by the Trustee under the Trust Agreement.

(H) This section shall inure solely to the benefit of the District, the Dissemination Agent, the Underwriter and Owners and beneficial owners from time to time of the Certificates, and shall create no rights in any other person or entity.

Section 20. Approval of Actions. The aforementioned officers of the County or the District, as applicable, are hereby authorized and directed to execute the Note and to cause the Trustee to authenticate and accept delivery of the Note pursuant to the terms and conditions of the Certificate Purchase Agreement and the Trust Agreement. All actions heretofore taken by the officers and agents of the County, the District or this Board with respect to the sale and issuance of the Note and participation in the Program are hereby approved, confirmed and ratified and the officers and agents of the County and the officers and agents of the District are hereby authorized and directed, for and in the name and on behalf of the District, to do any and all things and take any and all actions and execute any and all certificates, requisitions, agreements, notices, consents, and other documents, including tax certificates, letters of representations to the securities depository, guaranteed investment contracts, other or additional municipal insurance policies or credit enhancements or credit agreements or insurance commitment letters, if any, and closing certificates, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Note in accordance with, and related transactions contemplated by, this Resolution. The officers of the County referred to above in Section 9 hereof, and the officers of the District referred to above in Section 4 hereof, are hereby designated as "Authorized District Representatives" under the Trust Agreement.

In the event that the Note or a portion thereof is secured by a Credit Instrument, the Authorized Officer is hereby authorized and directed to (i) acknowledge the terms of the corresponding Credit Agreement, and (ii) provide the Credit Provider with any and all information relating to the District as such Credit Provider may reasonably request.

Section 21. Proceedings Constitute Contract. The provisions of the Note and of this Resolution shall constitute a contract between the District and the registered owner of the Note and the Credit Provider, and such provisions shall be enforceable by mandamus or any other appropriate suit, action or proceeding at law or in equity in any court of competent jurisdiction, and shall be irrevocable.

Section 22. Limited Liability. Notwithstanding anything to the contrary contained herein or in the Note or in any other document mentioned herein or related to the Note, the District shall not have any liability hereunder or by reason hereof or in connection with the transactions contemplated hereby except to the extent payable from moneys available therefor as set forth in Section 8 hereof and the County is not liable for payment of the Note or any other obligation of the District hereunder.

Section 23. Severability. In the event any provision of this Resolution shall be held invalid or unenforceable by any court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision hereof.

Section 24. Submittal of Resolution to County. The Secretary or Clerk of the Board of the District is hereby directed to submit one certified copy each of this Resolution to the Clerk of

the Board of Supervisors of the County, to the Treasurer of the County and to the County Superintendent of Schools.

EXHIBIT A
FORM OF NOTE

R-1

\$ _____

_____ DISTRICT/_____ BOARD OF EDUCATION
COUNTY OF _____, CALIFORNIA
2007-2008 TAX AND REVENUE ANTICIPATION NOTE

Date of
Original Issue

REGISTERED OWNER: U.S. BANK NATIONAL ASSOCIATION, AS TRUSTEE

PRINCIPAL AMOUNT: _____ DOLLARS

Interest Rate		Maturity Date		
___%				
First Repayment Month	Second Repayment Month	Third Repayment Month	Fourth Repayment Month	Fifth Repayment Month
___% (Total of [principal] [interest] [principal and interest] due at maturity)	___% (Total of [principal] [interest] [principal and interest] due at maturity)	___% (Total of [principal] [interest] [principal and interest] due at maturity)	___% (Total of [principal] [interest] [principal and interest] due at maturity)	100% (Total of principal and interest due)**

FOR VALUE RECEIVED, the District/Board of Education designated above (the “District”), located in the County designated above (the “County”), acknowledges itself indebted to and promises to pay on the applicable maturity date specified above to the registered owner identified above, or registered assigns, the applicable principal amount specified above, together with interest thereon from the date hereof until the applicable principal amount shall have been paid, payable [on _____ 1, 2008 and thereafter, and] on the applicable maturity date specified above in lawful money of the United States of America, at the rate of interest specified above (the “Note Rate”). Principal of and interest on this Note are payable in such coin or currency of the United States as at the time of payment is legal tender for payment of private and public debts, such principal and interest to be paid upon surrender hereof at the principal corporate trust office of U.S. Bank National Association in Los Angeles, California, or its successor in trust (the “Trustee”). Interest shall be calculated on the basis of a 360-day year, consisting of twelve 30-day months, in like lawful money from the date hereof until the applicable maturity date specified above and, if funds are not provided for payment at the applicable maturity, thereafter on the basis of a 360-day year for actual days elapsed until payment in full of said principal sum. Both the principal of and interest on this Note shall be payable only to the registered owner hereof upon surrender of this Note as the same shall fall due; provided, however, no interest shall be payable for any period after the applicable maturity during which the holder hereof fails to properly present this Note for payment. If the District

** Number of Repayment Months and percentages and amount of principal of Note shall be determined in Pricing Confirmation (as defined in the Resolution).

fails to pay interest on this Note on any interest payment date or pay the principal of or interest on this Note on the maturity date or the Credit Provider (as defined in the Resolution hereinafter described), if any, is not reimbursed in full for the amount drawn on or paid pursuant to the Credit Instrument (as defined in the Resolution) to pay all or a portion of the principal of and interest on this Note on the date of such payment, this Note shall become a Defaulted Note (as defined and with the consequences set forth in the Resolution).

[It is hereby certified, recited and declared that this Note (the "Note") represents an authorized issue of the Note in the aggregate principal amount authorized, executed and delivered pursuant to and by authority of a resolution of the governing board of the District duly passed and adopted heretofore, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5 of the California Government Code (the "Resolution"), to all of the provisions and limitations of which the owner of this Note, by acceptance hereof, assents and agrees.]*

[It is hereby certified, recited and declared that this Note (the "Note") represents an authorized issue of the Note in the aggregate principal amount authorized, executed and delivered pursuant to and by authority of certain resolutions of the governing boards of the District and the County duly passed and adopted heretofore, under and by authority of Article 7.6 (commencing with Section 53850) of Chapter 4, Part 1, Division 2, Title 5 of the California Government Code (collectively, the "Resolution"), to all of the provisions and limitations of which the owner of this Note, by acceptance hereof, assents and agrees.]**

The principal of the Note, together with the interest thereon, shall be payable from taxes, income, revenue, cash receipts and other moneys which are received by the District for the general fund [and capital fund and/or special revenue fund] of the District and are attributable to Fiscal Year 2007-2008 and which are available for payment thereof. As security for the payment of the principal of and interest on the Note, the District has pledged the first amounts of unrestricted revenues of the District received in the sequentially numbered Repayment Months set forth on the face hereof (and any amounts received thereafter attributable to Fiscal Year 2007-2008) until the amount on deposit in the Payment Account (as defined in the Resolution) in each such month, taking into consideration anticipated earnings thereon to be received by the maturity date, is equal to the corresponding percentages of principal of and interest due on the Note at such maturity set forth on the face hereof (such pledged amounts being hereinafter called the "Pledged Revenues"), and the principal of the Note and the interest thereon shall constitute a first lien and charge thereon and shall be payable from the Pledged Revenues, and to the extent not so paid shall be paid from any other moneys of the District lawfully available therefor as set forth in the Resolution. The full faith and credit of the District is not pledged to the payment of the principal of or interest on this Note. The County is not liable for payment of this Note.

This Note is transferable, as provided by the Resolution, only upon the books of the District kept at the office of the Trustee, by the registered owner hereof in person or by its duly authorized attorney, upon surrender of this Note for transfer at the office of the Trustee, duly endorsed or accompanied by a written instrument of transfer in form satisfactory to the Trustee

* This paragraph is applicable only if the Note is issued by the District.

** This paragraph is applicable only if the Note is issued by the County.

duly executed by the registered owner hereof or its duly authorized attorney, and upon payment of any tax, fee or other governmental charge required to be paid with respect to such transfer, a fully registered Note will be issued to the designated transferee or transferees.

The [County, the]* District and the Trustee may deem and treat the registered owner hereof as the absolute owner hereof for the purpose of receiving payment of or on account of principal hereof and interest due hereon and for all other purposes, and [the County,]* the District and the Trustee shall not be affected by any notice to the contrary.

This Note shall not be valid or become obligatory for any purpose until the Certificate of Authentication and Registration hereon shall have been signed by the Trustee.

It is hereby certified that all of the conditions, things and acts required to exist, to have happened and to have been performed precedent to and in the issuance of this Note do exist, have happened and have been performed in due time, form and manner as required by the Constitution and statutes of the State of California and that the amount of this Note, together with all other indebtedness of the District, does not exceed any limit prescribed by the Constitution or statutes of the State of California.

[IN WITNESS WHEREOF, the Board of Supervisors of the County has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the County and countersigned by the manual or facsimile signature of its duly authorized officer and caused its official seal to be affixed hereto either manually or by facsimile impression hereon as of the date of authentication set forth below.]*

[IN WITNESS WHEREOF, the governing board of the District has caused this Note to be executed by the manual or facsimile signature of a duly authorized officer of the District and countersigned by the manual or facsimile signature of its duly authorized officer as of the date of authentication set forth below.]**

[COUNTY OF _____]*
[DISTRICT/ _____]
BOARD OF EDUCATION]**

By _____
Title:

[(SEAL)]

Countersigned

By _____
Title:

* Applicable only if the Note is issued by the County.

** This paragraph is applicable only if the Note is issued by the District.

CERTIFICATE OF AUTHENTICATION AND REGISTRATION

This Note is the Note mentioned in the within-mentioned Resolution authenticated on the following date:

U.S. BANK NATIONAL ASSOCIATION,
as Trustee

BY _____
AUTHORIZED OFFICER

ASSIGNMENT

For Value Received, the undersigned, _____, hereby sells, assigns and transfers unto _____ (Tax Identification or Social Security No. _____) the within Note and all rights thereunder, and hereby irrevocably constitutes and appoints _____ attorney to transfer the within Note on the books kept for registration thereof, with full power of substitution in the premises.

Dated: _____

NOTICE: The signature to this assignment must correspond with the name as it appears upon the face of the within Note in every particular, without alteration or enlargement or any change whatever.

Signature Guaranteed:

NOTICE: Signature(s) must be guaranteed by an eligible guarantor institution.

BOARD REPORT NO. 07-2-101B

TO: Members of the Board of Trustees

FROM Ron Galatolo, Chancellor Superintendent

PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6560

**APPROVAL OF AMENDMENT OF DISTRICT RULES AND REGULATIONS
SECTION 8.38, GIFTS AND DONATIONS**

In a routine review of District Rules and Regulations, Chancellor's Council members recommended that the District's policy on gifts and donations be amended to allow a District facility to be named for an individual who has made an extraordinary and enduring accomplishment or contribution to the District. The current policy only allows a building or facility to be named for someone who makes a significant financial contribution to the District. The change in Policy 8.38 (5) and (6) would allow this flexibility. Certain other minor, technical changes in the policy are proposed as well. The change in Policy 8.38 was discussed and approved by the District Council at its December meeting.

RECOMMENDATION

It is recommended that the Board adopt the attached amendment to Rules and Regulations Section 8.38, Gifts and Donations.

8.38 Gifts and Donations

1. A gift or donation is defined as a contribution of money, securities, real or other property, goods, or, in some cases, services to the District/Colleges or any organization officially sponsored by the District/Colleges (e.g., student club) in exchange for which no return is given. Such a donation may not be designated to benefit a specific person; donors will only be allowed to establish broad criteria over the disposition of a donation, and all IRS requirements shall be observed.
2. For gifts and donations which have a value of \$250 or more, the College or District Chief Executive Officer shall accept or decline the contribution on behalf of the Board and report all such contributions in summary form to the Board semi-annually, with the date of receipt of the contribution shown.
 - a. Gifts with a value of less than \$250 will be accepted or declined by the receiving unit's manager.
 - b. The value of a contribution will be reported on the aggregate value of all items contributed at one time by a single donor and not the individual value of each item separately.
3. Only those gifts and donations which are deemed by the receiving unit's manager to be useful to the educational program, to support services, or for fund-raising will be accepted. All gifts and donations shall be used for the purpose specified by the donors. Unrestricted gifts or donations shall be used in accordance with District/College plans.
4. For contributions valued at \$250 or more, the appropriate College or District Chief Executive Officer shall provide the donor with an official acknowledgment of the contribution. The receiving unit's manager will provide appropriate acknowledgment for contributions with a value of less than \$250. Except for the case of a monetary contribution, it is the responsibility of the donor to provide an estimate of the value of the contribution.
5. In most cases, naming opportunities for District facilities will be reserved for major donors, whose financial contributions significantly enhance the District's ability to build, renovate or rehabilitate facilities. The term "facilities" includes but is not limited to buildings, rooms, plazas, gardens, walkways, streets, and other spatial areas or structures on District property. The funding does not necessarily need to involve the named facility. Proposals for such naming may come from any source, including The San Mateo County Community Colleges Foundation. Upon a proposal, the president of the Board of Trustees, the chancellor of the District, and the president of any involved college (in consultation with the campus community) shall constitute a committee to make a recommendation to the Board, which shall have the final authority.
6. On occasion, in recognition of an extraordinary and enduring accomplishment or contribution to the College District or the Colleges, a facility may be named for a person who has not made a financial contribution to the District. Upon a proposal, the president of the Board of Trustees, the chancellor of the District, and the president of any involved college (in consultation with the

Deleted: the donor may establish only broad criteria. In all cases

Deleted: recognition of major financial contributions, the Board of Trustees may name District facilities in honor of said funder

campus community) shall constitute a committee to make a recommendation to the Board, which shall have the final authority.

7. Employees are encouraged to refer prospective donors to The San Mateo County Community Colleges Foundation.

(Rev. 12/06)

Deleted: 5/98

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Barbara Christensen, Director of Community/Government Relations
574-6560

**APPROVAL OF AMENDMENT OF DISTRICT RULES AND REGULATIONS
SECTION 1.40, MEETINGS OF THE BOARD; SECTION 1.50, MINUTES OF
MEETINGS; AND SECTION 1.55, ORDER OF BUSINESS AND PROCEDURE**

The attachment shows the current language and proposed new language in Rules and Regulations Sections 1.40, 1.50, and 1.55.

The revisions to Section 1.40, Meetings of the Board, take into account the change in meeting time since the last policy revision, and the method of meeting notification to allow a wider range of options.

The revisions to Section 1.50, Minutes of Meetings, allow the option to keep the records in an appropriate electronic format, and correct the length of time for which tape recordings are retained.

The revisions to Section 1.55, Order of Business and Procedure, update the order of agenda items at meetings of the Board to comply with current practice.

Other proposed changes to the three policies are technical and non-substantive.

RECOMMENDATION

It is recommended that the Board of Trustees approve the proposed changes to District Rules and Regulations, Section 1.40, Meetings of the Board; Section 1.50, Minutes of Meetings; and Section 1.55, Order of Business and Procedure.

1.40 Meetings of the Board

1. All meetings of the Board shall be open to the public, except that the Board may hold closed sessions for purposes specifically exempted from the open meeting laws of the State of California.
2. The rules contained in the current edition of Robert's Rules of Order shall govern meetings of the Board in all cases unless they are inconsistent with the Education Code, other State or Federal laws or District Rules and Regulations.
3. Annual Organizational Meeting

The Board shall hold an annual organizational meeting within the time frame specified in the Government Code. The date and time of the organizational meeting will be set by the Board at its regular meeting held immediately prior to the organizational meeting and shall comply with notification procedures contained in the Education Code. Members of the Board and Board members-elect shall be notified of the date, time, and place of the organizational meeting 15 days in advance of the meeting.

Deleted: receive written notification

4. Regular Meetings

a. The regular meetings of the Board shall normally be held on the second and fourth Wednesday of each month in the Board of Trustees Meeting Room, District Administration Building. Roll call will be held at 6:00 p.m. and the public session of the meeting will begin at that time. The date, time, and place of the regular meeting may be changed by action of the Board at any previous meeting.

Deleted: 7:30

Deleted: or 8:15 p.m. depending upon whether a closed session will be held

Deleted: The public session of the Board will begin at 8:15 p.m.

b. In the event of a change of meeting date, time, or place, the Secretary for the Board shall notify members of the Board and shall take appropriate steps to inform the public of the change in advance of the meeting.

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5. Special Meetings

a. Special meetings of the Board may be called by the President of the Board or by written request signed by three members of the Board or by the Chancellor of the District when approved by the President of the Board.

Deleted: -Superintendent

b. Members of the Board shall be notified of the meeting by the Secretary for the Board at least 24 hours in advance of the meeting. Such notice shall also be provided to representatives of the news media who have requested such notification.

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Deleted: from

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c. No business shall be transacted at a special meeting other than that specified in the call.

1.40 Meetings of the Board (continued)

6. Adjourned Meetings

Adjourned meetings may be held as the business of the Board requires.

7. Closed Sessions

Closed sessions of the Board shall be held only for discussion of matters specifically exempted from the open meeting laws of the California Government Code.

8. Hearing on the Budget

A public hearing on the budget shall be held within the timeframe specified in the Education Code.

Deleted: during the first week in September as required by law.

(Rev. 2/07)

Deleted: 4/95

1.50 Minutes of Meetings

1. A record of all transactions of the Board shall be set forth in the Board meeting minutes. All minutes, after approval by the Board, shall be kept by the Secretary for the Board in the Minute Book and/or in an appropriate electronic format as the official record of Board meetings.
2. The minutes shall be succinct; the basic function of the minutes shall be the recording of official actions of the Board.
 - a. The minutes shall record the name of the person making a motion, the name of the person seconding it and the vote. A member abstaining from voting on a proposition may state his/her reasons and may have them recorded in the minutes if he/she so requests at the time of the voting.
 - b. If discussion is held on an item, the minutes will state that "a discussion was held". A summary of the positions of the Board members will be reported. Such summary may be corrected at the time the minutes are presented for adoption.
 - c. Any Board member may request that there be included in the minutes any verbatim statement which that Board member has made or data which he/she wishes to have included in the minutes. Unless such request is made at the meeting during which the statement is made or the data produced, it shall not thereafter be requested as part of those particular minutes.
 - d. Each Board member shall have the privilege of having his/her vote and the reasons for it recorded separately on any question if he/she so requests in the minutes. The request must be made while the vote is being taken or immediately thereafter.

Deleted: Minute Book of the Board

3. Board meetings shall be audio tape recorded. Tapes of meetings do not constitute the official Board minutes, but are used to assist in clarifying the business transacted at Board meetings. Tapes normally will be retained for one month; at the discretion of the Board or the Chancellor-Superintendent, tapes may be retained for a longer period of time.
4. Minutes and tapes of Board meetings shall be available by prior arrangement for inspection by the public during the regular office hours of the District Office.

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(Rev. 2/07)

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1.55 Order of Business and Procedure

1 Three members will constitute a quorum for the transaction of business. An affirmative vote of the majority of all Board members will be required for the passage of a motion except where otherwise provided by law.

2 The order of business at a regular meeting of the Board shall be:

a. Roll Call (6:00 p.m.)

b. Pledge of Allegiance

c. Discussion of the Order of the Agenda

d. Minutes

e. Presentations to the Board by Persons or Delegations (Subject to advance arrangement with the Chancellor-Superintendent)

f. Statements from Executives

g. Statements from the Public on Non-Agenda Items

h. Unfinished Business

i. New Business

1) Approval of Personnel Actions: Changes in Assignment, Compensation, Placement, Leaves, Staff Allocations and Classification of Academic and Classified Personnel

2) Approval of Consent Agenda

3) Other Recommendations

j. Information Reports

k. Statements from Board Members

l. Communications

m. Recess to Closed Session (when needed)

n. Reconvene to Public Session

o. Closed Session Actions Taken

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Deleted: or 7:30 p.m. depending upon whether a Closed Session is held)

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¶
c. Reconvene to Public Session (7:30 p.m.)¶

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p. Adjournment

1.55 Order of Business and Procedure (continued)

3. The President of the Board may rearrange the agenda during a meeting of the Board if there is no objection from a majority of the members present.

| (Rev. [2/07](#))

Deleted: 9/96

BOARD REPORT NO. 07-2-103B

TO: Members of the Board of Trustees
 FROM: Ron Galatolo, Chancellor-Superintendent
 PREPARED BY: Rick Bennett, Executive Director Construction Planning, 358-6752

APPROVAL OF CONSTRUCTION CONSULTANTS

During the course of each year, the District retains various construction-consulting services, including engineers, architects and other specialists. The professional services required by the District in CIP2 are temporary or specialized in nature and District employees do not provide such expertise. Services provided include architectural, engineering, master scheduling, building commissioning, construction testing and inspection, environmental, documentation for construction planning as required by the State Chancellor’s office, and construction-related legal services.

As part of its continual outreach, the Construction Planning Department (CPD) is in the process of concluding the prequalification process for construction consultants. Eighty-five firms replied to the open prequalification process, including Architects, Inspectors, Civil & Structural Engineers, Mechanical Electrical and Plumbing (MEP), Landscape Architects, Acoustical, Costing, Labor Compliance, Hazard Management, Roofing, Geotechnical, CEQA compliance, and Furniture/Equipment consultants. Of the eighty-six firms, currently the District has prequalified seventy-nine firms. The CPD is communicating with the other seven firms to obtain the necessary documentation required for prequalification.

An integral part of the District’s outreach is direct communication to the District’s 1200 firm database. In addition, to further outreach to the vendor community and expand advertising for prequalification, the District communicated directly to the following organizations:

Professional Associations	
1.	Asian American Architects & Engineers
2.	Asian American Contractors Association
3.	Asian Inc.
4.	Associated Builders & Contractors
5.	Associated General Contractors of California
6.	Bldg & Construction Trades Council
7.	Builders Exchange of Alameda County
8.	Builders' Exchange of Merced-Mariposa, Inc.
9.	Builders' Exchange of the Central Coast
10.	Building & Construction Trades Council of San Mateo County
11.	Carpenters Training Committee
12.	Construction Market Data
13.	Contra Costa Builders Exchange
14.	Council of Asian American Business Association of CA

Professional Associations	
15.	Cupertino Chamber of Commerce
16.	Del Norte Builders Exchange
17.	Dodge Plan Room
18.	East Bay Asian Design Professionals
19.	El Dorado Builders' Exchange
20.	Electrical Joint Apprenticeship and Training Committee of Santa Clara County
21.	Filipino American Chamber of Commerce
22.	Fresno Builders' Exchange
23.	Gilroy Chamber of Commerce
24.	Hispanic Chamber of Commerce of Santa Clara Valley
25.	Humboldt Builders' Exchange, Inc
26.	Indo-American Chamber of Commerce of Northern California
27.	Japanese Chamber of Commerce of Santa Clara Valley
28.	Kern County Builders' Exchange, Inc

Professional Associations	
29.	Los Altos Chamber of Commerce
30.	Marin Builders Association
31.	Marin Builder's Association
32.	Marin Builders Exchange
33.	Milpitas Chamber of Commerce
34.	Morgan Hill Chamber of Commerce
35.	Mountain View Chamber of Commerce
36.	Nevada County Contractors Association
37.	North Coast Builders Exchange-1
38.	North Coast Builders Exchange-2
39.	North Coast Builders Exchange-3
40.	North Coast Builders Exchange-4
41.	Palo Alto Chamber of Commerce
42.	Peninsula Builders Exchange
43.	Placer County Contractors Association
44.	Portuguese Chamber of Commerce
45.	Sacramento Builders Exchange
46.	Sacramento Builders' Exchange - 2
47.	Salinas Valley Builders Exchange
48.	San Francisco Builders Exchange
49.	San Francisco Hispanic Chamber of Commerce
50.	San Jose/Silicon Valley Chamber of Commerce
51.	San Mateo County Electrical Construction

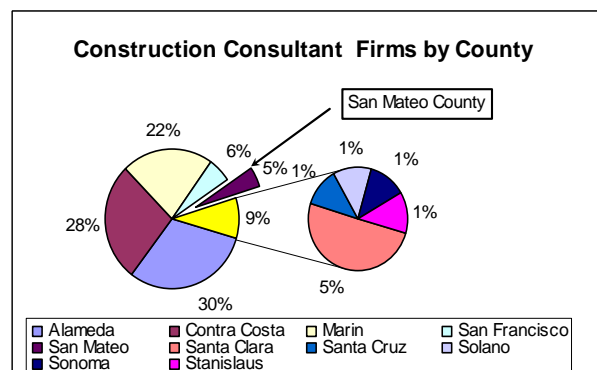
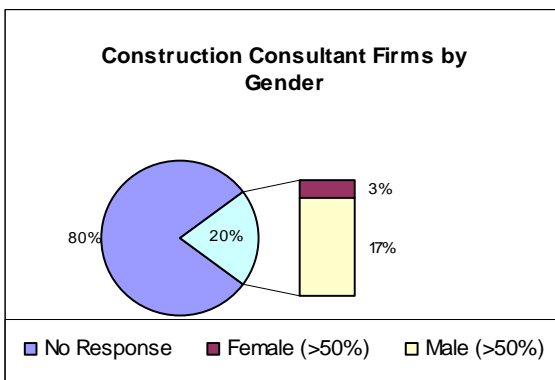
Professional Associations	
Industry	
52.	Santa Barbara Contractors Association
53.	Santa Clara Builders Exchange
54.	Santa Clara Chamber of Commerce
55.	Santa Clara County Black Chamber of Commerce
56.	Santa Cruz County Builders Exchange
57.	Santa Maria Valley Contractors Association
58.	Saratoga Chamber of Commerce
59.	SF Chapter, AUSA
60.	Shasta Builders Exchange
61.	SLO County Builders Exchange-1
62.	SLO County Builders Exchange-2
63.	SLO County Builders Exchange-3
64.	Solano-Napa Builders Exchange
65.	Southern California Builders Association
66.	Stockton Builders Exchange
67.	Tulare-Kings Counties Builders Exchange
68.	Valley Builders Exchange Inc
69.	Valley Contractors Exchange-1
70.	Valley Contractors Exchange-2
71.	Ventura County Contractors Association
72.	Vietnamese Chamber Of Commerce of Santa Clara Valley

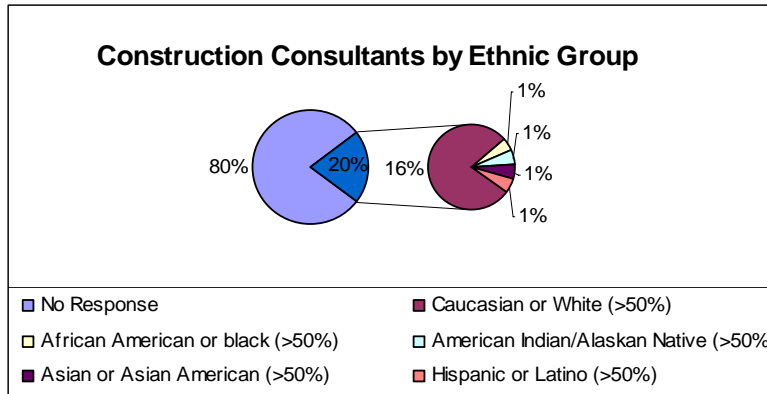
The goal of the extensive outreach was twofold:

1. to expand the existing prequalified vendor pool and
2. to locate as many local, emerging, or underrepresented businesses as possible through local professional organizations.

In addition, within three months the CPD will be adding 50,000 licensed contractors from the California State Licensing Board Database for contractors in the nine greater Bay Area counties to its vendor database.

As part of this recent prequalification, the District solicited information on topics that related to the Board goals of outreach to local, underrepresented and emerging firms. Unfortunately, only sixteen of the eighty-five firms responded to the voluntary questionnaire in the prequalification documents. The graphs below represent the feedback received:





Listed below are the construction consultants from the prequalified pool that the District expects to have under contract within the next six months.

Firm	Board Approval Requested	Projects
Bunton Clifford Associates (Architects)	\$ 1,850,000	Cañada & Skyline Facilities Maintenance Center (FMC), Cañada B 5/6
Construction Inspection Services (On-site DSA Inspection)	\$ 335,000	Cañada & Skyline FMC, Skyline B7
Dovetail Decision Consultants, Inc. (Furniture, Fixtures & Equipment)	\$ 75,000	Cañada & Skyline FMC, Additional small projects
GRD Energy (Building Commissioning)	\$ 95,000	Cañada & Skyline FMC, Skyline B7, B2, 3rd flr, Tcom
Lowney/TRC (Civil & Geotech Engineering)	\$ 30,000	Cañada & Skyline FMC
Noll & Tam Architects	\$ 450,000	Cañada B9, Main Quad, B6/18, B2, B5/6 FPP update, B8 & B13
Transitions (Move Management)	\$ 70,000	Cañada 9, Skyline B 2 & B3
Denali Group (Indoor Air Quality)	\$ 20,000	Skyline B7 & B2
Steinberg Architects	\$ 650,000	Skyline B7 & B2
Tiburon Group (Master Scheduling)	\$ 70,000	CIP2 Program
Alternate Delivery Services, LLC (Design Build RFP Consultant)	\$ 28,000	Skyline & CSM Design Build Projects
gkkworks/LHA (Architects)	\$ 120,000	CSM B8, Skyline B1 (Theater) FPP
DES Architects	\$ 35,000	CSM B19, B12 FPP update
Beverly Prior Architects	\$ 750,000	CSM B 2, 3 & 4
Kleinfelder (Hazardous Material Consultants)	\$ 60,000	District-wide Chemical Hygiene & Hazardous Communication Plan
Kwan Henmi Architects	\$ 25,000	Skyline B 1, 2 & 5 Space Planning

Funding sources for construction consultant services include general obligation bond funds, State scheduled maintenance funds, State hazardous materials program funds, State funds approved for capital outlay projects, and a very small portion of District funds.

RECOMMENDATION

The District recommends that the Board of Trustees approve these construction consultant services, as detailed above, in an amount not to exceed \$ 4,663,000.

BOARD REPORT NO. 07-2-104B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Jan Roecks, Director of General Services, 358-6879
 Bob Domenici, Senior Buyer 358-6728

**APPROVAL OF BID AWARD TO ADVANCED SYSTEMS GROUP
 FOR PRODUCTION SWITCHER SYSTEM**

KCSM needs to eliminate the need for two separate and independent production switchers. In place of two separate switchers for each studio, both can be consolidated into one main chassis with two control panels. It is KCSM’s intention that these switchers will provide our Broadcast Arts students an innovative way of learning the basics in Studio B and give them the opportunity to have complete familiarity with the switcher when they move up to working in Studio A. The resources of the main chassis can be shared equally between the two studios.

After evaluating many available production switcher systems and eliminating those which were not compatible with KCSM specifications, it was determined that Advanced Systems Group offered the most suitable systems. An equipment list was generated by KCSM Engineering and Bid #86544 was sent to several qualified vendors. Three responses were received by the January 9, 2007 bid closing date.

KCSM recommends the contract for purchase be awarded to Advanced Systems Group in Emeryville, California.

VENDOR	Production Switcher System
Advanced Systems Group	\$359,229
Snader & Associates	\$583,000
Digi-Gear	\$730,985

Funding for this KCSM new production switcher comes from the bond funding for the KCSM Digital Project.

RECOMMENDATION

It is recommended that the Board of Trustees approve the Snell and Wilcox Kahuna Production Switcher System from Advanced Systems Group in an amount not to exceed \$359,229.00 plus tax and incidental expenses.

BOARD REPORT NO. 07-2-105B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: Rick Bennett, Executive Director, Construction Planning Department, 358-6752

ADOPTION OF A RESOLUTION TO JOIN THE STATEWIDE EDUCATIONAL WRAP UP PROGRAM (SEWUP) UNDER THE JOINT POWERS AUTHORITY (JPA)

Planning for the second phase of San Mateo CCD's Capital Improvement Program has begun in earnest. The Construction Planning Department continues to look for creative and efficient methods to save staff time and economic resources. Accordingly, to simplify our risk management program and to ensure the best value for our insurance dollar, the District has determined to employ a mandatory Owner's Controlled Insurance Program (OCIP, also called SEWUP) for all CIP 2 related construction activity. Requiring contractors to use our OCIP program allows the District to outreach to underrepresented and emerging firms who may not be able to achieve the insurance required on the open market. The OCIP or SEWUP program provides the District general liability and workers' compensation coverage at a rate of 3.4% of construction costs and with excess liability coverage the "all in" construction insurance coverage of just under 4%.

To be able to execute the OCIP policy, the Board must adopt a resolution allowing the District to join the JPA. This resolution is in accordance with the provisions of Title 1, Division 7, Chapter 5, Article 1 (Sections 6500, et seq.) of the California Government Code, authorizing the joint exercise of powers, between the "Statewide Educational Wrap up Program" and the District.

This program is underwritten by Zurich North America and sold through Keenan & Associates. The cost of the program will be borne entirely by Measure A funding.

RECOMMENDATION

The District recommends that the Board of Trustees adopt a resolution to join the Statewide Educational Wrap Up Program (SEWUP) under the Joint Powers Authority.

RESOLUTION NO. 07-2

**BY THE GOVERNING BOARD OF
THE SAN MATEO COUNTY COMMUNITY COLLEGE DISTRICT
STATE OF CALIFORNIA**

**RESOLUTION TO JOIN THE STATEWIDE EDUCATIONAL WRAP UP
PROGRAM (SEWUP) UNDER THE JOINT POWERS AUTHORITY (JPA)**

WHEREAS, San Mateo County Community College District, along with other school districts in the State of California, has been studying Owner Controlled Insurance Programs; and

WHEREAS, these districts have determined there is a need for Owner Controlled Insurance Programs (Wrap Up) by combining their respective efforts to establish, operate and maintain a Joint Powers Agency for Owner Controlled Insurance Programs (Wrap Up); and

WHEREAS, Title I, Division 7, Chapter 5, Article I (Section 6500 et seq.) of the Government Code of the State of California, authorizes joint exercise by two or more public agencies of any power common to them; and

WHEREAS, California law authorizes districts to establish Owner Controlled Insurance Programs (Wrap Up);

NOW, THEREFORE, BE IT RESOLVED that the San Mateo County Community College District Board of Trustees hereby declares its membership in the Statewide Educational Wrap Up Program and instructs its duly authorized agent to execute on behalf of the District the attached Joint Powers Agreement and appoints Executive Vice Chancellor James W. Keller as its official representative to the SEWUP JPA.

REGULARLY PASSED AND ADOPTED this 28th day of February, 2007.

Ayes:

Nos:

Attest: _____

Richard Holober
Vice President-Clerk, Board of Trustees

BOARD REPORT NO. 07-2-106B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nunez, Vice Chancellor, Facilities Planning, Maintenance & Operations
358-6836

**CONTRACT AWARD FOR THE BID PACKAGE A – CAÑADA COLLEGE BUILDING 2
BOOKSTORE RENOVATION**

The scope of work under this contract includes electrical, lighting, telecommunications and security improvements to the College’s Building 2 Bookstore.

On January 26 and January 31, 2007, the District published a legal Notice inviting pre-qualified C10 Electrical Contractors to bid on this project. Four pre-qualified firms attended one of two Mandatory Pre-bid Conferences on February 1 and February 6, 2007, and on February 13, 2007, three firms submitted bids as follows:

General Contractor	Bid
Atlas-Pellizzari Electric Inc.	\$183,000
Cupertino Electric Inc.	\$245,901
Del Monte Electric Co.	\$246,905

District administration, along with Swinerton Management and Consulting, has conducted a due diligence investigation of the bids to ascertain the lowest responsive, responsible bid that meets all the requirements of the project. Atlas-Pellizzari Electric’s bid has been deemed non-responsive because it did not acknowledge Addendum Two on the Bid Form.

This project will be funded by Measure C general obligation bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees award the contract for construction of the Package A – Cañada College Building 2 Bookstore Renovation to Cupertino Electric Inc. in an amount not to exceed \$245,901.

BOARD REPORT NO. 07-2-107B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nunez, Vice Chancellor, Facilities Planning, Maintenance & Operations
358-6836

**CONTRACT AWARD FOR THE BID PACKAGE B – CAÑADA COLLEGE BUILDING 2
BOOKSTORE RENOVATION**

The scope of work under this contract includes exterior improvements such as storefront doors replacement, paving, handrails, new drinking fountain and loading dock gate enclosure. Minor interior renovations include drywall, doors, frames and hardware.

On January 26 and January 31, 2007, the District published a legal Notice inviting pre-qualified General Contractors to bid on this project. Four pre-qualified firms attended one of two Mandatory Pre-bid Conferences on February 1 and February 6, 2007, and on February 13, 2007, four firms submitted bids as follows:

General Contractor	Bid
Rodan Builders, Inc.	\$ 255,000
John Plane Construction Inc.	\$ 286,965
Coulter Construction Inc.	\$ 288,293
Big-D Pacific Builders	\$ 334,562

District administration, along with Swinerton Management and Consulting, has conducted a due diligence investigation of the bids to ascertain the lowest responsive, responsible bid that meets all the requirements of the project. Rodan Builder Inc’s bid has been deemed non-responsive because it did not include Indemnity and Release Agreement – Section 00210, which is required per the specifications to be submitted with the Bid Form.

This project will be funded by Measure C general obligation bond funds.

RECOMMENDATION

It is recommended that the Board of Trustees award the contract for construction of the Package B – Cañada College Building 2 Bookstore Renovation to John Plane Construction Inc. in an amount not to exceed \$286,965.

BOARD REPORT NO. 07-2-108B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: José D. Nunez, Vice Chancellor of Facilities Planning, Maintenance & Operations, 358-6836

CONTRACT MEDIATION AGREEMENT FOR BUILDING 3 SEISMIC AND MODERNIZATION, SKYLINE COLLEGE

On January 26, 2005, the Board awarded the contract to Robert A. Bothman and company to construct the Modernization and Seismic upgrade for Building 3 at Skyline College (Board Report No. 05-1-102B). During the course of construction, the project was burdened with many unforeseen conditions. Claims submitted by the General Contractor totaled \$1,200,000. After review of the documentation and discussions between the District and Swinerton Management and Consulting, an alternative dispute resolution was agreed upon that would mitigate the need to pursue a costly litigation process for both sides. The resolution is based on three items:

The first item is to grant an extension of time required to complete the project, reimbursing the Contractor for his daily costs to maintain the jobsite. The Contractor’s request for this is \$288,050. Because the additional time was due in part to owner-initiated changes, we believe that it is equitable to pay 75% of the request. Therefore the total amount for this item is \$219,329 (rounded up to simplify the final offer).

The second item is to grant additional funding for a custom mechanical unit. The mechanical contractor submitted a bid based on standard size air handling units, misunderstanding the specification. Upon further investigation it was revealed that the other General Contractors also used the same subcontractor’s bid. Therefore, the District never paid for the upgrade and it did not affect the bid outcome. The District gained benefit from the upgraded unit, and would have had to pay the premium, regardless of which contractor won the job. This cost is \$98,671.

The third item is for the electrical contractor. A request for a time extension and labor related to the change in the air handling unit was submitted to the General Contractor. In this case only, we are willing to recognize the time extension portion of the request (though not labor costs) due to the late arrival of the custom air handling unit. This is the only subcontractor affected by the mechanical contractor’s delay. The amount is \$82,000.

In summary the amounts are as follows:

70 day time extension	\$219,329.00 (rounded up to simplify the final offer)
Premium for custom air handling unit	\$ 98,671.00
Electrical Contractor’s request	<u>\$ 82,000.00</u>
Total	\$400,000.00

This resolution will be funded by Measure A general obligation bond funds.

BOARD REPORT NO. 07-2-108B

RECOMMENDATION

It is recommended that the Board of Trustees award a Contract Mediation Agreement with Robert A. Bothman, in the amount of \$400,000.

BOARD REPORT NO. 07-2-109B

TO: Members of the Board of Trustees

FROM: Ron Galatolo, Chancellor-Superintendent

PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

2006-07 MID-YEAR BUDGET REPORT

The purpose of the Mid-Year Budget Report is to provide information about the District's financial condition as of December 31, 2006. Reports routinely received separately by the Board, including the quarterly report of Auxiliary Operations (Associated Students, Bookstore, and Cafeteria), the quarterly District Financial Summary (CCFS-311Q Report and District Cash Flow Summary), and the semi-annual requests to approve adjustments to the budget as required by Title 5, are included in this comprehensive report.

The document consists of narrative materials outlining the fiscal activities of the District during the first half of 2006-07, as well as 2007-08 State budget projections and preliminary District budget planning. Also included are year-to-date budget tables for each of the District's funds and locations and supplemental information relating to the budget.

RECOMMENDATION

It is recommended that the Board approve budgetary transfers and income adjustments for the period ending December 31, 2006, as outlined in the attached report on pages 19-21.

San Mateo County Community College District

2006-07 Mid-Year Budget Report

Measure C Campus Flagship Construction Projects



COLLEGE of
SAN MATEO

Science Building (Building 36)



Skyline
COLLEGE

Student Support/
Community
Services Center
&

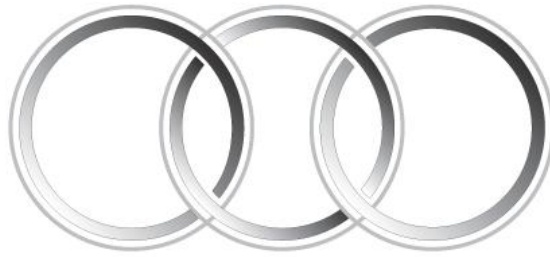
Science Annex (Buildings 6 & 7A)



Cañada College

Library & Student Resource
Center (Building 9)





SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

2006-07
Mid-Year Budget
Report

Board of Trustees

Helen Hausman, *President*
Richard Holober, *Vice-President-Clerk*
Dave Mandelkern
Patricia Miljanich
Karen Schwarz
Richael Young, *Student Trustee, 2006-07*

Ron Galatolo, *District Chancellor*
James Keller, *Executive Vice Chancellor*
Kathy Blackwood, *Chief Financial Officer*
Deborah Carrington, *District Budget Officer*

San Mateo County Community College District 2006-07 Mid-Year Budget Report

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2006-07 Mid-Year Budget Report

THE MID-YEAR BUDGET REPORT provides information about the status of the District’s Unrestricted General Fund, as well as summary information about other District funds. It also includes an overview of the Governor’s 2007-08 budget proposal.

2006-07 SMCCCD Budget Summary

This year marks a historic year for community college funding due to the passage of Senate Bill 361, the community college funding formula reform bill, and significant improvement in the dollar share of State funding in comparison with previous years. Change took place locally as well as the District implemented its new resource allocation model designed to provide a fair, equitable, predictable, and stable method of distributing resources.

The District entered the 2006-07 year in a status called “restoration,” following a year of “declining enrollment” in 2005-06. The unusual status of these two years was a direct result of strategic efforts by the District to capture unclaimed growth revenue from the State by shifting FTES between fiscal years. At the conclusion of 2004-05, the State indicated that a significant amount of Statewide growth revenue remained unclaimed. The District revised its 2004-05 enrollment report to include 2,200 FTES from Summer 2005, which may be reported in either fiscal year according to State law. Summer Session enrollment typically would have been included with the 2005-06 enrollment report. As a result of this shift, the District’s revenue in 2004-05 was increased by \$4 million in one-time funding.

In 2005-06, the District was in declining enrollment because its reported enrollment for 2005-06 did not include Summer 2005 enrollment which was shifted into 2004-05. The State has a one-year hold harmless contingency that allows districts in declining enrollment to be funded at the same level as the prior year; therefore, the District’s revenue included an additional \$4 million in one-time funding. Consequently, in 2005-06, the District was funded at the same level as 2004-05, including \$4 million additional in one-time funding.



The District’s 2006-07 revenue will be based on its enrollment report, which includes Summer 2006, Fall 2006, and Spring 2007, but the option of shifting enough Summer 2007 FTES into 2006-07 to return the District to the 2004-05 funded level remains under discussion.

2006-07 One-Time Funding

The following *one-time* allocations were provided from reallocated 2005-06 funds, as part of the 2006-07 Community College budget:

General Purpose (Unrestricted)

Cañada College	\$259,137
College of San Mateo	598,384
Skyline College	425,018
District Office	148,376
Facilities	<u>102,385</u>
Total	\$1,533,300

Basic Skills (Restricted)

Cañada College	\$114,275
College of San Mateo	236,265
Skyline College	<u>187,666</u>
Total	\$538,206

Career Technical Education Equipment (Restricted)

Cañada College	\$129,184
College of San Mateo	267,089
Skyline College	<u>212,150</u>
Total	\$608,423

Instructional Equipment (Restricted)

Cañada College	\$152,512
College of San Mateo	315,320
Skyline College	<u>250,460</u>
Total	\$718,292

In addition, the following one-time allocations were included as part of the District 2006-07 spending plan:

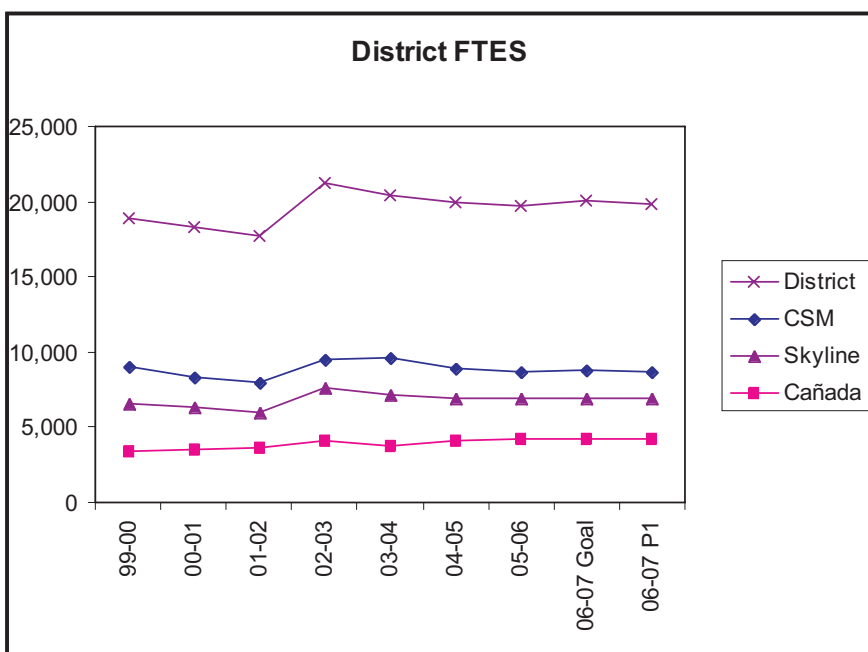
Targeted Enrollment Growth Strategies (Unrestricted)

Cañada College	\$150,000
College of San Mateo	350,000
Skyline College	250,000
Benefits	<u>75,000</u>
Total	\$825,000

Enrollment

The District budgeted and planned to grow a total of 1.6% full-time equivalent students (FTES) this year over last year (Cañada 2%, CSM 2% and Skyline 1%). The first period report projections include actual numbers for Summer and Fall and estimates for Spring. At this time, current projections have the District growing only .6% (Cañada -.1%, CSM .6% and Skyline 1.2%).

FTES	2001-02	2002-03	2003-04	2004-05	2005-06	2006-07 Goal	2006-07 P1
Cañada	3,620.61	4,094.69	3,753.27	4,058.38	4,193.44	4,275.77	4,189.43
CSM	8,025.45	9,561.63	9,596.96	8,942.20	8,669.97	8,835.33	8,718.27
Skyline	6,032.60	7,596.38	7,126.88	6,969.51	6,886.61	6,954.35	6,968.28
District	17,678.66	21,252.70	20,477.11	19,970.09	19,750.02	20,065.45	19,875.98
	-3%	20%	-4%	-2%	-1%	1.6%	0.6%



A detailed historical chart of FTES is located on Pages 86-87. The final column of the chart reflects FTES for Summer 2006, Fall 2006, and a projection for Spring 2007. The figures do not include any “shifting” adjustments associated with FTES claims submitted to the State.

The District is piloting a Hyperion enrollment reporting tool. The reports on the following pages were produced using this new tool and include Summer 2006 Enrollment/Headcount, Summer 2006 FTES, Fall 2006 Enrollment/Headcount, and Fall 2006 FTES. The reports detailing headcount and enrollment are useful but should not be used to project funding as funding received is based primarily on FTES. The Headcount data reflects total number of students in attendance. Enrollment data reflects total number of enrollments in each class.

Summer 2006 Headcount /Enrollment

Tuesday, January 09, 2007

Enrollment Report

[Glossary](#)

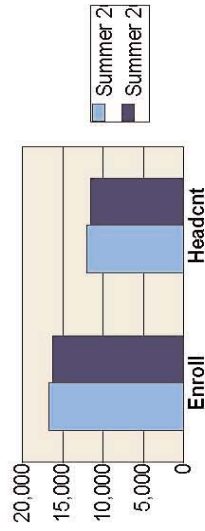
Enrollment

District

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcnt	
		'Count'	'% Change'	'Count'	'% Change'
Summer 2005	14-Aug-05	16,661		12,041	
	15-Aug-05	16,662		12,042	
Summer 2006	13-Aug-06	16,144	-3.1%	11,588	-3.8%
	14-Aug-06	16,148	-3.1%	11,590	-3.8%

Enrollment Count/Headcnt

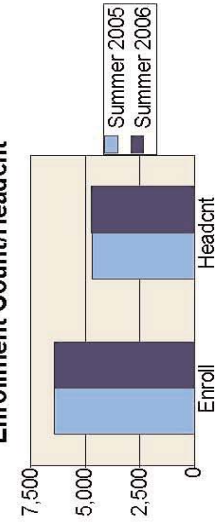


Skyline College

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcnt	
		'Count'	'% Change'	'Count'	'% Change'
Summer 2005	14-Aug-05	6,443		4,670	
	15-Aug-05	6,444		4,671	
Summer 2006	13-Aug-06	6,410	-0.5%	4,701	0.7%
	14-Aug-06	6,411	-0.5%	4,701	0.6%

Enrollment Count/Headcnt

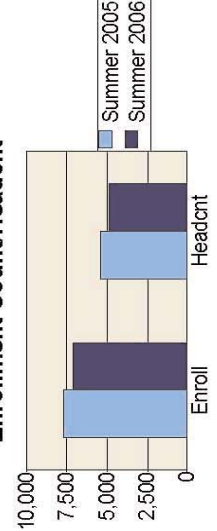


College of San Mateo

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcnt	
		'Count'	'% Change'	'Count'	'% Change'
Summer 2005	14-Aug-05	7,670		5,398	
	15-Aug-05	7,670		5,398	
Summer 2006	13-Aug-06	7,121	-7.2%	4,887	-9.5%
	14-Aug-06	7,121	-7.2%	4,887	-9.5%

Enrollment Count/Headcnt

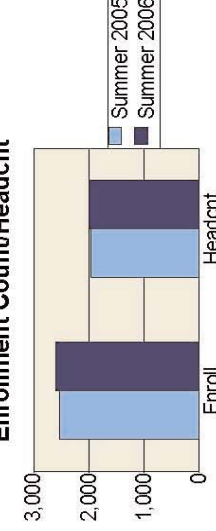


Canada College

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcnt	
		'Count'	'% Change'	'Count'	'% Change'
Summer 2005	14-Aug-05	2,548		1,973	
	15-Aug-05	2,548		1,973	
Summer 2006	13-Aug-06	2,613	2.6%	2,000	1.4%
	14-Aug-06	2,616	2.7%	2,002	1.5%

Enrollment Count/Headcnt



Summer 2006 FTES

Tuesday, January 09, 2007

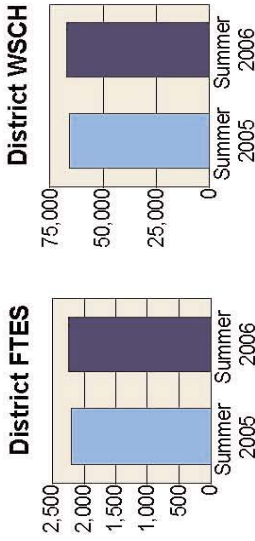
Enrollment Report

Glossary

FTES & WSCH

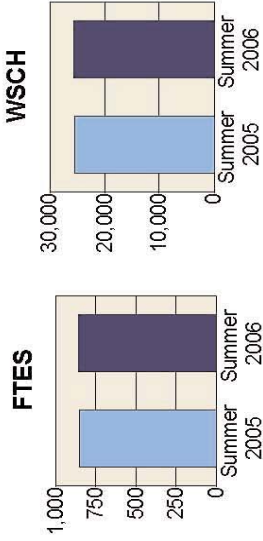
District

Term	Activity Date	FTES		WSCH	
		% Change'	'% Change'	% Change'	'% Change'
Summer 2005	14-Aug-05	2,197		65,908	
Summer 2006	15-Aug-05	2,197		65,908	
	13-Aug-06	2,238	1.9%	67,146	1.9%
	14-Aug-06	2,238	1.9%	67,136	1.9%



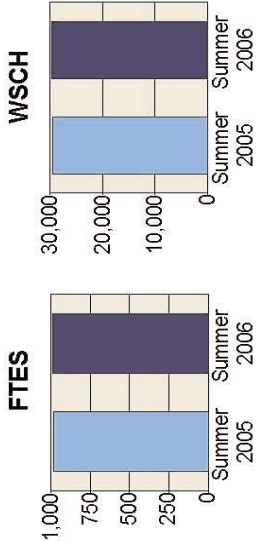
Skyline College

	FTES		WSCH	
	% Change'	% Of District	'% Change'	% Of District
Summer 2005		852	38.8%	25,544
Summer 2006		852	38.8%	25,544



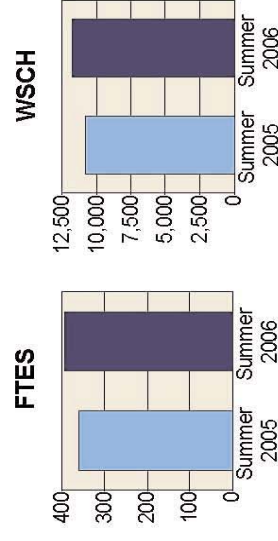
College of San Mateo

	FTES		WSCH	
	% Change'	% Of District	'% Change'	% Of District
			0.3%	44.2%



Canada College

	FTES		WSCH	
	% Change'	% Of District	'% Change'	% Of District
Summer 2005		360	16.4%	10,802
Summer 2006		360	16.4%	10,802
		393	17.5%	11,783
		393	17.6%	11,791



Fall 2006 Headcount/ Enrollment

Monday, January 08, 2007

Enrollment Report

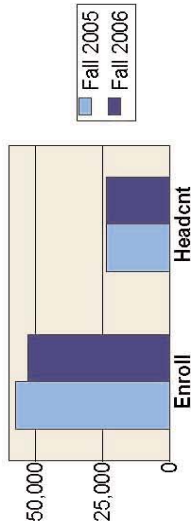
[Enrollment](#) [Glossary](#)

District

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcount	
		'Count'	'% Change'	'Count'	'% Change'
Fall 2005	22-Dec-05	57,502		23,595	
	23-Dec-05	57,502		23,595	
Fall 2006	21-Dec-06	53,058	-7.7%	23,449	-0.6%
	22-Dec-06	53,057	-7.7%	23,449	-0.6%

Enrollment Count/Headcnt

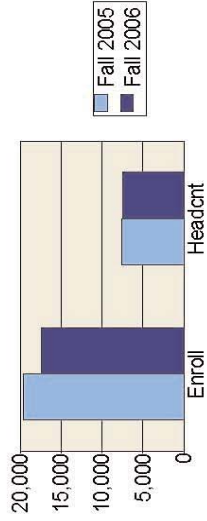


Skyline College

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcount	
		'Count'	'% Change'	'Count'	'% Change'
Fall 2005	22-Dec-05	19,734		7,627	34.4%
	23-Dec-05				
Fall 2006	21-Dec-06				
	22-Dec-06			7,505	-1.6%

Enrollment Count/Headcnt

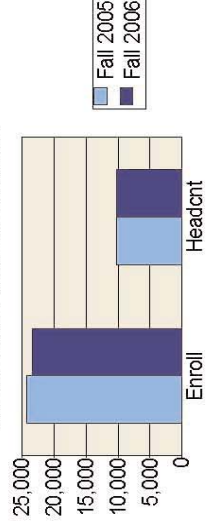


College of San Mateo

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcount	
		'Count'	'% Change'	'Count'	'% Change'
Fall 2005	22-Dec-05	24,354		10,224	42.3%
	23-Dec-05	24,354		10,224	42.3%
Fall 2006	21-Dec-06	23,338	-4.2%	10,219	-0.0%
	22-Dec-06	23,339	-4.2%	10,219	-0.0%

Enrollment Count/Headcnt

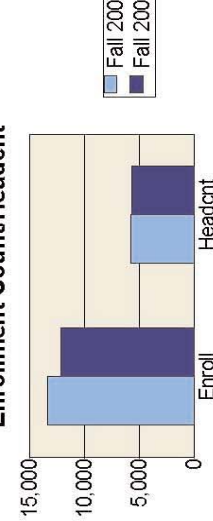


Canada College

Division Summary Detail Drill Demographics

Term	Activity Date	Enroll		Headcount	
		'Count'	'% Change'	'Count'	'% Change'
Fall 2005	22-Dec-05	13,414		5,744	23.3%
	23-Dec-05	13,414		5,744	23.3%
Fall 2006	21-Dec-06	12,173	-9.3%	5,725	-0.3%
	22-Dec-06	12,173	-9.3%	5,725	-0.3%

Enrollment Count/Headcnt



FTEs & WSCH

Glossary

Enrollment Report

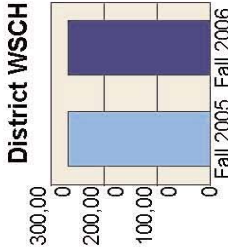
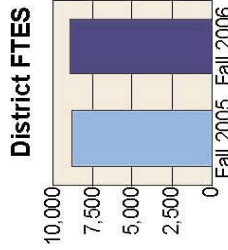
Monday, January 08, 2007

Fall 2006 FTES

District

Division Summary Detail Drill Demographics

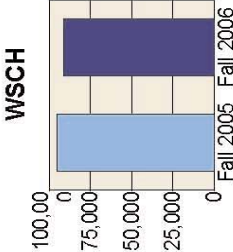
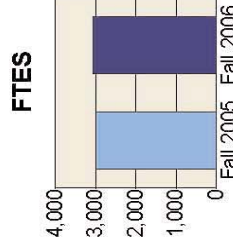
Term	Activity Date	FTEs		WSCH	
		FTEs	% Change'	FTEs	% Change'
Fall 2005	22-Dec-05	8,765		268,371	
	23-Dec-05	8,765		268,372	
Fall 2006	21-Dec-06	8,912	1.7%	267,361	-0.4%
	22-Dec-06	8,912	1.7%	267,373	-0.4%



Skyline College

Division Summary Detail Drill Demographics

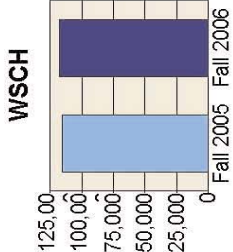
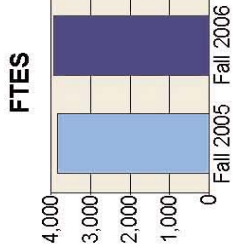
	FTEs		WSCH		
	FTEs	% Change'	% Of District	% Change'	
Fall 2005	22-Dec-05	2,988	34.1%	95,029	35.4%
	23-Dec-05	2,988	34.1%	95,031	35.4%
Fall 2006	21-Dec-06	3,048	2.0%	91,447	-3.8%
	22-Dec-06	3,048	2.0%	91,447	-3.8%



College of San Mateo

Division Summary Detail Drill Demographics

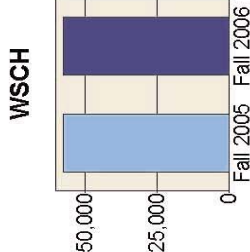
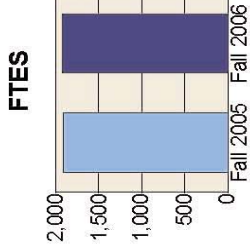
	FTEs		WSCH		
	FTEs	% Change'	% Of District	% Change'	
Fall 2005	22-Dec-05	3,864	44.1%	115,904	43.2%
	23-Dec-05	3,864	44.1%	115,904	43.2%
Fall 2006	21-Dec-06	3,948	2.2%	118,434	2.2%
	22-Dec-06	3,948	2.2%	118,435	2.2%



Canada College

Division Summary Detail Drill Demographics

	FTEs		WSCH		
	FTEs	% Change'	% Of District	% Change'	
Fall 2005	22-Dec-05	1,914	21.8%	57,438	21.4%
	23-Dec-05	1,914	21.8%	57,437	21.4%
Fall 2006	21-Dec-06	1,916	0.1%	57,481	0.1%
	22-Dec-06	1,916	0.1%	57,491	0.1%



Resource Allocation Model

The San Mateo County Community College District implemented a new resource allocation model for 2006-07. The model is a result of tireless collaboration by the District Committee on Budget & Finance. The Committee agreed that the model addresses the needs of the District for a fair, equitable, predictable and stable model. The model allocates funding based on the following factors:

1. **Base Allocation** — Colleges are guaranteed 80% of current funding with the other 20% based on three-year average FTES.
2. **Fixed Costs** — Increases in Central Services such as benefits, utilities, insurance, election, legal & consultant services, staff development, telephone software & hardware maintenance, technology advancement, and transfers to the post-retirement reserve fund are added.
3. **Facilities** — Allocation to Facilities is increased for new buildings at the rate of \$1.65 per square foot.
4. **Growth** — Allocations are increased or decreased annually based on changes in three-year average FTES.
5. **District Office** — The District Office is allocated 12% and Facilities is allocated 4% of college growth allocations.
6. **Demonstrated Need** — Allocations are increased for identified needs that are necessary but that do not fit neatly into a resource allocation algorithm. Included in this component of the allocation model will be compensation settlements and incentives (i.e. growth, productivity, etc.) for additional funding. The incentives will be identified and continuously reviewed by the District Committee on Budget & Finance.

To implement the model, the Committee decided that changes should be made only to current allocations with new revenues. This ensured that colleges would not lose funding in the initial allocation.

District Committee on Budget & Finance

The District Committee on Budget & Finance is a subcommittee of the District Shared Governance Council. The Committee meets twice each month, and Committee members receive regular updates on State and District budget and finance issues and actively contribute to the dissemination of information to their respective constituencies. Members include:

Kathy Blackwood, Chief Financial Officer, Committee Chair

Rick Ambrose, Academic Senate, CSM

Anyta Archer, CSEA, Skyline

Eloisa Briones, Budget Office, Skyline

Luis Grillo, Associated Students, CSM

Melody Hisatake, Associated Students, Skyline

Jim Keller, Executive Vice Chancellor

John Kirk, AFT, CSM

Vickie Nunes, Budget Office, Cañada

Patty Dilko, Academic Senate, Cañada

Virgil Stanford, Budget Office, CSM

Terry Watson, CSEA, Cañada

Linda Whitten, Academic Senate, Skyline

Jozsef Veres, AFSCME, Cañada

Governor's 2007-08 Budget Proposal



On January 10, 2007, Governor Arnold Schwarzenegger revealed his 2007-08 budget proposal. The budget continues the State's commitment toward community colleges; however, the budget does not represent significant improvements in the budget. Specifically, the budget proposal increases community college funding by approximately \$377 million and improves the community college share of Proposition 98 funding from 10.74% to 11.06%. It also maintains the community college enrollment fee at \$20 per unit. Despite this good news for community colleges, the Governor's total budget proposal leaves a \$6 billion Statewide budget shortfall unresolved.

The proposed community college increases contained in the budget proposal are:

- **COLA** for general apportionment – \$224.9 million (4.04%).
- **COLA** for specified categorical programs – \$13.3 million (4.04%). The programs which provide essential services to special populations include Basic Skills, Matriculation, DSPS, and EOPS.
- **Growth** – \$109.1 million (2%). This level of funded growth exceeds the 1.65% change in adult population, which is the current statutory index for system growth.
- **Growth** for specified categorical programs – \$19.6 million (2%).
- **Basic Skills Redirection** – \$33.1 million. This allocation is a redirection of surplus Basic Skills over-cap incentive funding to support additional Matriculation and support services. Of this amount \$19.1 million is specifically dedicated to additional counseling and tutoring services for those students most at risk of failing to complete a meaningful education program. The \$14 million for Matriculation and \$19.1 million for counseling and tutoring services are ongoing and attempt to improve student outcomes by assisting the most at-risk, first time students

who are in transition from high school.

- **Nursing Programs** – \$9 million in one-time current year funding and \$9 million in ongoing funding to support additional nursing program investments in community colleges.

- **Enrollment Fee Backfill** – \$33.2 million. The allocation will offset the remaining revenue reduction incurred by colleges in 2006-07 (half year) due to the reduction in student fees from \$26 to \$20 per unit in the Spring of 2007. UC fees are proposed to increase by 7 percent and CSU fees are proposed to increase by 10 percent.

- **Local Property Tax Growth** – \$197.2 million reduction. This proposed reduction reflects estimated growth in local property taxes by 10%. This line item may prove to be overly optimistic.

- **Fiscal Crisis and Management Assistance Team** – \$350,000. This allocation is for ongoing funds for FCMAT to ensure resources are available to respond to financial instability indicators.

- **Capital Outlay** - \$479.4 million in Higher Education Capital Outlay Bond Funds of 2006 for 60 projects for the construction and renovation of buildings. Through a combination of funding sources, the San Mateo County Community College District is scheduled to receive \$30.7 million in funding for Facility Maintenance Centers at Cañada College and Skyline College, Reconstruction of Academic Facilities at Cañada College, Demolition of Seismic Hazardous Buildings (Bldgs. 10, 11 & 12) at College of San Mateo, and the Allied Health Vocational Training Center at Skyline College.

The Governor's budget proposal addressed about one half of the community college sys-

tem's funding priorities (\$377 million as opposed to the proposed \$700 million). The budget proposal did not provide additional funding for instructional materials beyond the ongoing allocation.

Proposition 98

The overall increase in Proposition 98 funding for K-14 education is \$1.8 billion. The community college share of Proposition 98 improved from 10.74% in 2006-07 to 11.06%, a level that has been attained only once since Proposition 98 was established. This increase is deceiving, however, because the Governor proposes shifting \$627 million from Proposition 98 for Home-to-School Transportation to the Public Transportation Account, which is funded from the sales tax on gasoline. This shift would result in a downward rebenching of the Proposition 98 minimum guarantee. In other words, with reduced Proposition 98 funding, the community college percentage increased without an increase in funding.



Similarly, the Governor proposed shifting \$269 million in CalWORKS funding to Proposition 98 instead of from the General Fund. The shift would reduce resources that would otherwise be available for other K-14 purposes and uses up all of the growth in Proposition 98 funds beyond the amount needed to fund the COLA.

Mandated Cost Claims

Mandated cost reimbursements cover the costs of a district associated with implementing specific programs mandated by the State (i.e. collective bargaining, health services, etc.). For the past several years, funding to reimburse school districts for mandated cost claims has been deferred. The 2006-07 Adopted Budget included \$4 million to reimburse community college mandate claims which are estimated to exceed \$1 billion; however, the Governor's proposed budget for 2007-08 proposes to continue deferring payment on mandate claims.

At this time there are 38 mandates, and districts are currently required to carry out these mandates without the added State funding. In the meantime, the total unfunded mandate claims continue to increase.

STRS & PERS Unfunded Liability

The State Teachers' Retirement System (STRS) announced that its combined unfunded portion of future liability for pensions is \$49 billion. To assist in funding the liability, STRS announced its intention to increase member contributions by one-half of 1% (for a total contribution of 8.5%) starting July 1, 2009. It further announced its intention to increase employer contributions by one-half of 1% per year starting July 1, 2009, to a maximum of 13 to 14.25%. With the current employer contribution rate at 8.25% for regular faculty, this increase will have a significant impact on the District's expenditure budget in the coming years.

The Public Employee Retirement System will adopt its employer contribution rate for 2007-08 in May 2007, and no long-term plan has been announced yet to address the System's unfunded liability. The employer contribution rate for 2006-07 is 9.124%.

Prior to release of the proposed State Budget, the Governor issued an executive order to establish the Public Employee Post-Employment Benefits Commission to address the issue of unfunded liabilities faced by California's public employers for other postemployment benefits (mainly health benefits for retirees). The Commission's work is expected to be completed and submitted to the Governor and the Legislature by January 1, 2008.

SB 361- CC Funding Formula

SB 361, the community college funding formula reform bill, became effective on October 1, 2006. Emergency regulations were written and were approved by the Board of Governors in November. Approval of these emergency regulations was required by December 15 in order to distribute the First

Principal Apportionment (P1) reports to districts in February. The P1 report provides each district with an estimation of its 2006-07 revenue. Permanent regulations are currently being written and will be adopted later this year.

Much of the discussion surrounding the permanent regulations relates to issues which do not affect the San Mateo County Community College District. The first issue relates to Centers. A Center must be CPEC (California Postsecondary Education Commission) approved and must have permanent space serving at least 1,000 FTES. Some of the existing Centers do not meet the current requirements of the funding formula. The other issue relates to funding for non-credit FTES, and in particular the enhanced non-credit rate. The San Mateo County Community College District has approximately 25 non-credit FTES.

The components of the new community college funding formula include:

1. **Foundation Revenues**
Multi-College Districts
 Greater than 20,000 FTES \$4 million
 Greater than 10,000 FTES \$3.5 million
 Less than 10,000 FTES` \$3 million

2. **Credit Revenues**
 Reported FTES x \$4,367 per credit rate

3. **Non-Credit Revenue**
 Reported Non-Credit FTES x \$2,626 per non-credit rate

4. **Program Based Funding Guarantee**
 Guarantee for districts which would have received greater revenue under the former program based funding model.

5. **COLA**
 The State approved COLA is added to the funding formula each year.

6. **Growth Rates**
 Growth revenue assumes that districts have first restored any revenue declines from the prior three fiscal years.

Community College Initiative



In January 2007, supporters of the Community College Initiative submitted some 900,000 signatures to county election officials across the State in support of the proposed June 2008 ballot initiative.

This initiative would separate the Proposition 98 funding formulas for K-12 and community colleges, allowing community colleges to grow at a faster rate than K-12. Currently, Proposition 98 growth is determined by K-12 enrollments, which are not projected to increase as fast as community college enrollments.

The initiative fixes the community college share of Proposition 98 at 10.4%, which is the percentage share community colleges received in 2005-06 when the initiative was written, but it doesn't look as good as the 11% proposed by the Governor for 2007-08. However, according to Scott Lay of the Community College League, the initiative would still result in more funding for community colleges.

The initiative also reduces enrollment fees to \$15 per unit and sets restrictions on fee increases. The initiative preserves rights of local governing boards in the constitution and gives the State Chancellor some autonomy and ability to appoint his or her own executive staff.



Students in the new Dining Hall at Skyline College.

2006-07 SMCCCD Highlights

Although the budget is the main focus of the report, it is important to mention the many fiscal activities that have taken place recently, as well as plans for the near future.

In-House Payroll Implementation

In January 2007, all District employees received paychecks produced in-house using the Banner system.

Since the District has been in existence, the County of San Mateo Office of Education has produced the District's monthly payroll. The County recently converted to a different enterprise software system. Like the previous system, it would not have been compatible with the District's system and would have required in-house programming to convert the County's data to be input into Banner. In addition, while the County previously charged very little to produce the District's payroll, the projected cost to the District to fund this new County system would have been approximately \$230,000 annually. The District researched its options extensively and opted to bring payroll in-house.

Bringing the payroll process in-house has involved looking at all of the payroll and human resources business processes. The District achieved better internal controls by separating duties between payroll and human resources staff which previously were performed by payroll staff while inputting data to the County system. The District has also streamlined and reduced the paperwork required for new hires and made forms available to employees on the District downloads page. Overtime and compensatory timesheets have been designed and have been made available online as well.

The in-house Banner payroll also includes several advantages for District employees, including the ability to deposit paychecks into more than one bank or credit union account (the County allowed only one) and to eventually completely automate collection of timesheet information. We have taken advantage of the flexibility to redesign our paycheck stub, providing more information to employees on payday.

This is a work in progress and we anticipate continuing to refine the processes, forms and reports for payroll and human resources. Tasks still to be completed include automating the absence affidavit so that approvals are online and the data goes directly into Banner, creating a workable web-based time entry process for those who report their

time on timesheets, creating numerous reports requested by the campuses and, implementing the new faculty office hour program.

Commendations go to several District employees for painstakingly dedicating their attention over a two-year period to convert former business processes and procedures to the District's new in-house payroll system. These employees include Connie Casido, Nettie Wong, Yadira Arias, and Sharon Himebrook of the District's Payroll Office, and Barbara Dedo and Renee Cowing of the District's Instructional Technology Services Department. Also key to the success of the implementation was the Steering Committee, including Kathy Blackwood, Connie Casido, Barbara Dedo, Sue Jennings (consultant), Harry Joel, Jim Keller, Eric Raznick, Frank Vaskelis, and Melinda Wibby-Bryan (consultant).



From left to right: Barbara Dedo, Connie Casido, Yadira Arias, and Nettie Wong printing the first paychecks for student employees.

Capital Improvement Program



The District is nearing completion of the first phase of the Capital Improvement Program and the planning process for the next phase is in full swing. On a program level, contractor and construction consultant pre-qualifications will be completed this month. The phase 2 master schedule and the master budget are in development for this phase of the Capital Improvement Program and will lay the groundwork for project planning.

Extensive capital improvements and construction continue to be in progress Districtwide. Energy efficiency upgrades continue at each campus, to include electrical distribution equipment and load assessment at all three campuses, exterior night time light level measurements and improvement plans, and installation of new emergency generators to support the District's emergency preparedness plans. Installation of the "front end" of an access controls and alarm monitoring system (electronic locks) is completed, and buildings are being connected onto the system.

Flagship projects at each of the Colleges are either complete or nearing completion. At College of San Mateo, the main portion of the new Science Building (Building 36) was dedicated on September 8, 2006 and opened its doors for the Fall 2006 Semester. This project is the first community college building delivered utilizing the design-build delivery method authorized under Education Code §81700. The Planetarium portion of this project was completed on January 15, 2007, in time for Spring 2007 Semester. The state-of-the-art digital star projector was installed in October 2006, allowing two full months for integration with the building's audio visual system.



CSM Science Building - Bldg. 36 (South view)

In Spring 2007, Skyline College opened the doors of its signature projects, the Student Support and Community Services Center and the Science Annex. The buildings are located in the heart of the campus and, fittingly, the opening ceremony was held on February 14, 2007. The Student Support and Community Services Center (Building 6) houses the dining hall and Sky Café, Security, Bookstore, Student Activities



Skyline Student Support and Community Services Center - Bldg. 6 (North view)

Office, the Associated Students of Skyline College, and a conference center. The Science Annex (Building 7A) houses state-of-the-art science laboratories. This building is adjacent to the Science Building (Building 7), which is currently in the design phase of a seismic upgrade and modernization project. Adjacent and contiguous to Building 7 is Building 8, a recently renovated classroom building, which also held its grand opening on February 14th. This office and classroom building includes the Automotive Technology program, which includes a completely renovated Automotive Shop and specialty classroom.

At Cañada College, work continues on the new Library and Student Resource Center (Building 9) which is scheduled to open Summer 2007. This building will include Disabled Students Programs and Services (DSPS), Student Counseling, Registration, Financial Aid, Learning Center and Library. It will also include a renovated exterior quad area to include an amphitheater, water feature and sculpture. This portion of the project is scheduled to be completed by Fall 2007.

Following is a partial list of site-specific activities which have recently been completed or are currently in progress:

Cañada College	Design	Construction	Completion
Library & Student Resource Center (Bldg. 9) and Quad Landscaping	Fall 2004	Fall 2005	Summer 2007
Bookstore Modernization	Fall 2006	Winter 2006	Spring 2007
Athletic Facilities Upgrades, Phase 2	Fall 2006	Spring 2007	Spring 2007
Modernization of Building 17	Spring 2006	Winter 2006	Spring 2007
Modernization of Buildings 16 and 18	Spring 2006	2007	Winter 2007
Facilities Maintenance Center	Fall 2006	Fall 2007	Fall 2008
Animation Studio	Fall 2006	Winter 2006	Winter 2006



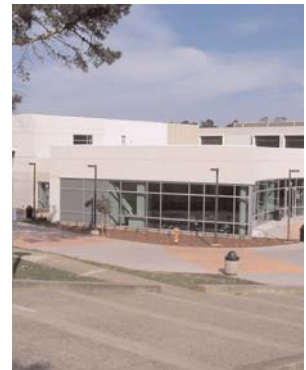
Cañada Building 9 Under Construction

College of San Mateo	Design	Construction	Completion
Planetarium (Bldg. 36)	Fall 2004	Fall 2005	Fall 2006
Modernization of Building 14/16	Spring 2007	Fall 2007	Spring 2008
East Campus Gateway and Athletics Facilities Upgrades, Phase 2	Fall 2006	Fall 2006	Spring 2007



CSM Softball Field

Skyline College	Design	Construction	Completion
Student Support and Community Services Center & Science Annex (Bldg. 6 & 7A)	Winter 2004	Spring 2005	Spring 2007
Facilities Maintenance Center	Fall 2006	Summer 2007	Summer 2008
Seismic Retrofit & Modernization of Bldg. 8	Winter 2005	Summer 2005	Fall 2006
Allied Health Vocational & Technical Training Center (building 7)	Spring 2006	Summer 2007	Spring 2008



Skyline Building 6

The District has conducted strategic planning sessions on the implementation plan for the next phase of the Capital Improvement Program, and has identified design-build as the preferred delivery method for the following projects:

Capital Improvement Program (continued)

College of San Mateo Design-Build Project

- Demolition of Bldgs. 5, 6, 10, 11, 15, and 17
- Construction of a new Student Center
- Construction of a new Wellness/Workforce/Aquatic Center
- Construction of a new Faculty Center
- Construction of a new Instructional Building
- Landmark Entries, Pedestrian and Vehicular Circulation, and Landscaping Improvements

Skyline College Design-Build Project

- Demolition of Buildings 3A-E, 4, 16 and the Pacific Heights School
- Construction of a new Administration/Instructional Building
- Construction of a new Cosmetology/Wellness/Athletic Center
- Construction of a new Automotive Technology Transmission Building
- Landmark Entries, Pedestrian and Vehicular Circulation, and Landscaping Improvements

The design-build projects at College of San Mateo and Skyline College are currently in the planning stages. The District is partnering with design-build entities early in the design process to identify sequencing, campus safety logistics, swing space strategies, incorporation of the Board of Trustees' goals for the Capital Improvement Program, holistic campus exterior solutions, and accelerated schedules. Design-build teams will be selected during design and cost competitions to be completed by September 2007.

At Cañada College, the Buildings 5/6 and 8 modernization and Gateways/Circulation/Parking projects are currently in design phase. At College of San Mateo, space planning began in December 2006 and Buildings 2, 4, 14, 16 modernization projects are currently in pre-design phase. At Skyline College, space planning for Buildings 1, 2 and 5 is in progress.



*New Library and Student Resource Center
(Building 9) Under Construction
at Cañada College*



*New Library and Student Resource Center
(Building 9) Under Construction
at Cañada College*



On May 29, 2002, the Board of Trustees approved an annual allocation of \$50,000 to continue Museum of Tolerance training and follow-up activities for District employees and trustees.

Since 2000, the San Mateo County Community College District has sent 13 groups of employees to the Museum of Tolerance training in Los Angeles. A 14th group of employees is scheduled to visit the Museum of Tolerance on April 29-May 1 and a 15th group will visit in October 2007.

GASB 45

Governmental Accounting Standards Board Statement 45 (GASB 45) establishes uniform financial reporting standards for Other Post-Employment Benefits other than pensions and requires school districts to financially recognize their liabilities for retiree health and welfare benefits. For the District, this includes the cost of post retirement medical benefits for its current and future retirees.

Like many governmental employers, the District pays for medical insurance for retirees. Unlike PERS and STRS, these retirement costs are not pre-funded. Instead, the District pays each year's cost out of the current year's budget. This is sometimes called the "pay as you go" approach.

GASB 45 does not require districts to fund its retiree health and welfare benefits, but it does require systematic, accrual-based measurement and recognition of the expense over employees' years of service and requires districts to provide information regarding the progress being made to fund the plan.

Many districts have utilized cash accounting methods but will now need to implement full accrual accounting that creates the ongoing expense plus "catch up" liability. Expense and liability are based on annual required contribution (ARC) as calculated by an actuary. ARC consists of the normal cost or expense, the amortization of unfunded accrual liability for up to 30 years, and the interest adjustment if there is no funding through a plan.

The effective date for implementation of GASB 45 for the San Mateo County Community College District is fiscal year 2008-2009. During the Fall semester, the District contracted with an actuary to calculate the estimated post employment liability and information needed to manage the liability. The actuary estimated the amount of the postemployment liability based on the District's contract language, the number of employees (retired and active), other information about District employees and the District's health benefits, and assumptions based on industry standards. The actuarial study is complex as it projects the District's future cash flows for benefits over the course of 30 years. The results of the actuarial study follow.

Post-Retirement Benefit Actuarial Study

Total Compensation Systems has performed an actuarial study of the District's obligations, assessing the liabilities for current retirees, current employees who have already become eligible for post-retirement benefits and current employees who are not yet eligible but may become eligible.

The total amount of the District's liability is estimated to be \$149,530,877. If one thinks of this as a long-term savings plan, the District could set aside funds every year for this purpose. These funds would accrue interest, but at the same time, they would be used to make the pay-as-you-go payments each year. The amount the District would need to set aside this year (assuming we wanted it all paid off within 30 years) would be \$9,056,503.

While this sounds like a daunting amount, the District is already paying over \$6 million each year in the pay-as-you-go payments for current retirees. In addition, the District is setting aside \$1.5M every year towards this liability, and the Reserve for Post-Retirement Benefits (Fund 8) will have accrued over \$26 million by the end of June, including interest. If one were to add the current costs for retirees, plus the \$1.5 million set aside, plus the interest on the funds already set aside (over \$1 million per year), the District would be about \$160,000 short of funding this year's portion of the liability.

The actuarial study will be presented to the Board of Trustees on February 28, 2007. This subject will be under discussion throughout the District over the next several months. The complete study is available at: www.smccd.edu/portal/dcbf.

Insurance Programs



The District belongs to several insurance collectives designed to pool resources and cover risks common to community colleges. The District contracted for an actuarial study and review of its losses and risk exposures. Based on the actuarial report and analysis, the District withdrew from two of these collectives on July 1, 2006 so that it might structure a risk program more suited to its size, loss experience, and coverage needs.

The District withdrew from the Bay Area Community College Districts Joint Powers Agency (BAJPA), which covers property and general liability risks. It replaced this coverage with a standard insurance policy covering risks above a self-insured retention appropriate for the loss history evaluated by the actuary. The District reinsures for losses above \$5 million through SELF (School Excess Liability Fund).

The District also withdrew from the Protected Insurance Program for Schools (PIPS), which is a statewide pool to cover workers' compensation risks and exposures. Similar to property and liability, the District replaced the workers' compensation coverage with a standard workers' compensation insurance policy and a self-insured retention. The self-insured retention program is administered by a local workers' compensation claim administration company.

Each year the administration considers options and alternatives to its Risk Management program. The District made the changes as noted above, but it did not change the other aspects of its Risk Management program including its health benefit, and student insurance programs. While the District is engaged in a nearly \$1 billion Capital Improvement Program, it has engaged an Owner Controlled Insurance Program (OCIP) to insure the workers' compensation and general liability of the contractors and their sub-contractors. This way, coverage is with one firm with a common coverage scheme that reduces the District's exposure that might arise out of disparate coverage, and it minimizes administrative tasks that might occur due the need to monitor numerous insurance policies of contractors and sub-contractors.

District Housing

The District built College Vista, a faculty and staff residential complex at College of San Mateo, offering high quality, below-market rental housing for employees of the District. The project, which has been open for more than one year, has been a success and the District is now considering building a second residential community either at Skyline College or at Cañada College.

Like College Vista, the new development would be a top-quality construction project, comparable to other new developments in the area and rents are expected to be 40-50% below market rates. District employees could live in these apartments at below market rents and, during that time, bank the rent savings for an eventual down payment on a home purchase. When the employee is ready to purchase a home, the District could provide down payment assistance with very favorable loan terms to assist in that purchase.

In order to assess the feasibility of building a second residential community, the District is conducting a survey of employees' interest in such a housing project. The responses to the survey will be used to guide planning.



College Vista

Accreditation

Each of the three Colleges has been working diligently and independently on Accreditation Self-Studies in preparation for Accreditation site visits during the week of October 22, 2007. The Self-Studies will be presented to the Board of Trustees in July before being printed and sent to the Accrediting Commission for Community and Junior Colleges.

The Accreditation standards have specific questions that relate to the role of a multi-college district office; thus District employees have served on College writing teams and have participated in providing information and drafting portions of the responses to the standards.

The District has facilitated meetings for the three College Steering Committee Co-chairs and Accreditation Liaison Officers (ALOs) to collaborate on the progress of Self-Studies. An inventory of materials has been compiled along with lists of individuals with their specific contribution to the College writing teams so that information is readily available for reference checking. To adequately reflect upon the role of the District Office as described by the Standards, a functional map has been developed in collaboration with the ALOs and the writing teams of the colleges. The functional map will be reviewed by the Board of Trustees and submitted with the final Self-Studies.

Concurrent Enrollment

In response to a San Mateo County Grand Jury recommendation and growing national trends, the District has paid particular attention to curriculum articulation with feeder public high schools and the related strategy of offering classes on high school sites.

High school district superintendents, internal management teams, union representatives and faculty and staff from the three Colleges attended a Board of Trustees Study Session in September 2006. The goal of the meeting was to expand upon the existing course offerings in high schools, while maintaining curriculum rigor and adequate resource demands. Research and meetings regarding this work are ongoing.

The Academic Senate and AFT received preliminary briefings on the concepts of expanding existing course offerings in high schools, and additional meetings are planned to collect ideas and concerns from all involved.

Since articulation between high school and college is primarily of concern to the partnership of each of the three Colleges and their feeder high schools, work is underway between College of San Mateo and San Mateo Unified High School District to examine select courses offered at high schools and college course equivalencies. The purpose is to determine how best to give students earlier exposure to the rigor of a college course and to earn college credits. Since the three Colleges have different feeder high schools, the structure of coordinating these issues will be to establish college level task forces consisting of faculty and staff. The Vice Chancellor for Education Services & Planning, Jing Luan, is coordinating this effort with the leadership of the task force groups.

Distance Education

The California Community College System Strategic Plan and our own research demonstrate a clear need for expanding our access to a population that is increasingly mobile, technically savvy and desirous of alternative access to learning. One of the best ways to satisfy student demands is to expand our existing technology-assisted learning.

A Distance Education Advisory Committee (DEAC) has been established with three subcommittees reviewing three categories of key issues: curriculum standards, resource allocation, and selection of technology platforms. The co-chairs of the DEAC will work closely with the subcommittee co-chairs to establish goals and enrollment projections. The committee plans to complete the majority of its work by late Summer.

SMCCCD 2007-08 Budget Planning

The District Committee on Budget & Finance is currently reviewing preliminary income assumptions and expenditure plans for 2007-08.

The District's 2006-07 first Principal Apportionment (P1) report is a useful tool for projecting current and future revenue. Although the District will not receive the P1 until late February, the State has made available a worksheet for districts to use in estimating their current year revenues. Based on the District's reported enrollment and the worksheet provided, the tool projects State revenues at \$102,829,892. This projected revenue assumes the shift of Summer 2007 FTES into 2006-07.

As previously reported, this shift would increase funding for 2006-07 and, because of the one-year declining enrollment mechanism, would allow the District to stay at that same level for 2007-08. These funds should be treated as one-time funds and used for one-time purposes or reserved for future deficits because at any time the State could eliminate the mechanism for allowing districts to shift FTES between years.

One of the components contained in the resource allocation model is enrollment growth. Incorporated into the preliminary resource allocation model is a 2% increase in enrollment over 2006-07. Until the District knows its actual enrollment for 2006-07, we will not know if adjustments to the resource allocation model for 2006-07 will be required.

Tax Revenue Anticipation Notes (TRAN)

Property taxes to support the District's operation are received in December and April of each year. Every year, the District issues Tax Revenue Anticipation Notes (TRANs) to provide the necessary cash flow to fund District operations prior to the receipt of property tax revenues. In prior years, the District has issued \$14 to \$20 million in tax exempt notes to cover the District's needs.

Due to the triple flip and consequent ERAF shortfall in San Mateo County, the portion of the District's revenues coming from State funds has increased from \$0

to almost \$33 million. That means that some funds are coming from the state every month. That has reduced the District's reliance on property tax funds and lessened the amount of TRANs issued. The District anticipates issuing between \$10 and \$15 million for 2007-08.

Increased Costs

In addition to the increased cost of employee compensation settlement agreements, movements on the salary schedule for all employees generally adds a 1% cost to the budget.

Increased expenditures for employee benefits will be included in the 2007-08 expenditure plan as budget planning commences. On January 1, 2007 health care premiums increased an average of 12.5%.

The Department of Finance has not yet estimated the employer contribution rate for the Public Employees Retirement System (PERS) for 2007-08. The 2005-06 rate was 9.124%. Changes to the rate can significantly increase District costs, and this issue remains unknown at this time. The PERS Board will not adopt an official rate until their May 2007 Board meeting.

The State Teachers Retirement System (STRS) rate has remained consistent for several years at 8.25%; however, as previously indicated in this report, the rate is projected to increase beginning in 2009 by one-half of 1% per year and will continue to a maximum of 13 to 14.25%.

Utilities costs are also projected to increase over the next several years as new facilities are added at the campuses. During the next several months, the utilities budget for 2007-08 will be thoroughly reviewed and projected for inclusion in the District's expenditure plan.

2006-07 Mid-Year Budget Status

Revenues

The District's revenue received to date is \$50,417,484, which is 48.61% of the total revenue budget. The following chart provides a revenue summary for the Unrestricted General Fund:

Unrestricted General Fund Revenue	2006-07 Budget	12/31/06 Actuals	% of Total Budget
Base Revenue	\$94,901,976	\$45,364,818	47.80%
One-Time General Purpose	1,533,300	1,555,351	101.44%
Lottery	2,400,000	0	0%
State PT Fac. Comp.	1,208,079	0	0%
Apprenticeship	382,170	152,511	39.91%
Non Resident Tuition	1,552,000	1,453,775	93.67%
Interest Income	958,000	840,666	87.75%
Miscellaneous	782,216	1,050,363	134.28%
Total Projected Revenue	\$103,717,741	\$50,417,484	48.61%

Expenditures

The District's expenditures to date are \$50,556,968, which is 46.17% of the total expenditure budget. A summary of expenditures and transfers by site for the Unrestricted General Fund is included in the chart below.

Unrestricted General	2006-07 Budget	12/31/06 Actuals	% of Total Budget
Cañada College	\$14,811,295	\$7,399,834	49.96%
College of San Mateo	32,141,409	16,635,349	51.76%
Skyline College	22,677,457	12,253,164	54.03%
District Office	14,289,334	6,486,693	45.40%
Central Services	25,590,573	7,781,928	30.41%
Total Expense Budget	\$109,510,068	\$50,556,968	46.17%

The financial tables included in this report include actual expenditures for each fund and location as of December 31,

as well as comparisons to three previous years.

Note that in addition to Districtwide expenditures, Central Services also serves as a holding account for some allocations to be transferred to the sites at the end of the fiscal year (i.e. formula adjustments).

Transfer of Funds

Title 5 regulations require the Board to approve transfers between expenditure classifications made after final adoption of the budget. District Rules and Regulations, Section 8.11, specifies that budgetary transfers will be authorized only when expenditures in certain object accounting classifications are in excess of the amounts budgeted and when there are amounts in other object classifications that will not be required for expenditures in those classifications. In addition, District Rules and Regulations, Section 8.02, requires a report on funds accepted on behalf of the District. The resulting changes to the final adopted budget are submitted to the Board semi-annually.

The paragraphs which follow summarize transfers submitted by the District units to realign individual line-item account classifications and to provide flexibility within budget allocations. All budget transfer detail is maintained on the Banner finance system, providing necessary documentation to support the summary report submitted to the Board for approval.

Increases and decreases in major line item object accounts are shown for both income and expenditures. Explanations for changes made after the adoption of the final budget are provided.

General Fund (Unrestricted) – Fund 1

Adjust the **EXPENDITURE** amounts in the following classifications:

1000	Academic Salaries	\$1,231,574
2000	Classified Salaries	(185,188)
3000	Employee Benefits	(388)
4000	Supplies & Materials	(479,686)
5000	Operating Expenses	(473,096)
6000	Capital Outlay	19,861
7000	Other Outgo	<u>9,504</u>
Total		\$122,581

Large changes in expenditure budgets are a result of the transfer of site ending balance and staff development funds to hourly teaching accounts at the campus.

Adjust the **REVENUE** amounts in the following classifications:

8800	Local Revenues	\$67,700
8900	Other Sources	<u>54,881</u>
Total		\$122,581

Changes in revenue budgets are primarily the result of moving Peninsula Library Service contract revenue from the Restricted General Fund, surplus sale proceeds, and a transfer from the Capital Projects Fund.

General Fund (Restricted) – Fund 3

Adjust the **EXPENDITURE** amounts in the following classifications:

1000	Academic Salaries	\$(70,545)
2000	Classified Salaries	263,447
3000	Employee Benefits	23,438
4000	Supplies & Materials	618,544
5000	Operating Expenses	1,809,571
6000	Capital Outlay	(524,028)
7000	Other Outgo	<u>21,691</u>
Total		\$2,142,118

Increases in the Restricted General Fund budget occurred as a result of new external programs and grants. A list of new grants and augmentations to specially funded programs in the Restricted General Fund is located on Page 48.

Adjust the **REVENUE** amounts in the following classifications:

8100	Federal Revenues	\$12,500
8600	State Revenues	1,937,909
8800	Local Revenues	151,610
8900	Other Sources	<u>40,099</u>
Total		\$2,142,118

Capital Outlay Projects Fund – Fund 4

Adjust the **EXPENDITURE** amounts in the following classifications:

1000	Certificated Salaries	\$95,000
2000	Classified Salaries	\$100,569
3000	Employee Benefits	111,894
4000	Supplies & Materials	(3,051,242)
5000	Operating Expenses	(492,839)
6000	Capital Outlay	<u>8,394,424</u>
Total		\$5,157,806

The increase in the expenditure budget relates to the redefinition of various projects as well as a shift in when and how expenses are accrued. The increase in revenue in the Capital Projects Outlay fund relates to the issuance of the 2005 General Obligation Bond (Series B) in December 2006.

Adjust the **REVENUE** amounts in the following classifications:

8800	Local Revenues	<u>\$340,798,772</u>
	Total	\$340,798,772

Child Development Fund – Fund 6

Adjust the **EXPENDITURE** amounts in the following classifications:

4000	Supplies & Materials	<u>\$4,982</u>
	Total	\$4,982

Adjust the **REVENUE** amounts in the following classifications:

8100	Federal Revenues	<u>\$4,982</u>
	Total	\$4,982

Increases in the Child Development Fund budget occurred as a result of new one-time Federal contracts for instructional materials and other resources for the on-campus Child Development Centers.

Trust Fund (Student Aid) – Fund 7

Adjust the **EXPENDITURE** amounts in the following classifications:

7600	Payments to Students	<u>\$64,158</u>
	Total	\$64,158

Adjust the **REVENUE** amounts in the following classifications:

8900	Other Sources	<u>\$64,158</u>
	Total	\$64,158

Increases in the Trust Fund budget occurred as a result of transfers from the Restricted General Fund (specially funded programs) to pay Federal and State Financial Aid awards to eligible students.

Other Funds

Restricted General Fund

The Restricted General Fund (Pages 47-53) includes all specially funded programs which are restricted in their use by law, regulations, donors, or other outside Federal, State, and Local agencies. Included in the Restricted General Fund are Health Services and Parking Programs:

Health Services Fund

Mid-year Health Services Fee revenue increased from \$530,217 in 2005-06 to \$670,946 in 2006-07. In addition to an enrollment increase, AB 982 (Laird) removed from the Education Code the BOG student fee waiver program for low-income students. Low-income students are now required to pay the Health Services fee, but many low income students receive financial aid which covers the fee.

Health Services operational costs exceed revenues, and while the State should provide the difference through mandated cost reimbursements, the State has continued its suspension of all mandated cost reimbursements. Health Services operations currently rely on donations and College support to assist in maintaining services to students.



Parking Fund

The current Parking Fee is \$30 for a full semester and \$20 for summer. Mid-year Parking fee revenue decreased from \$826,916 in 2005-06 to \$763,785 in 2006-07. Student parking permit fee revenue decreased by 25%, which was partially offset by an increase of 38% in parking citation fee revenue.

Parking revenue does not currently cover all eligible parking-related expenses. Raising the parking fee to \$40, as permitted by the Education Code, would help the District to cover more of the related expenses. A fee increase proposal is being considered.

Capital Projects Fund

The Capital Projects fund (Pages 55-64) consists of all capital improvement projects funded through a variety of sources. Included in this fund is a sub-account called the Bond Construction Fund, which was established for deposit of proceeds from the sale of bonds.

The adjusted budget for the total Capital Projects Fund is \$89,843,564. Project expenditures for all capital projects funds as of December 31, 2006 were \$34,477,614, and transfers totaled \$5,845,000.

Enterprise Fund

Bookstore

The San Mateo County Community College District recently received the 2006-07 National Association of College Stores (NACS) Foundation Innovation Achievement Award. Out of 32 entries, the SMCCCD Bookstores received the highest rating by a panel of industry judges for its Textbook Rental Program. The Bookstores will receive a \$5,000 award for this innovation and will be featured in the College Store Magazine in an upcoming issue.

The following data reflects Bookstore operations for the first six months of the fiscal year beginning July 1, 2006 through December 31, 2006, including Summer 2006 and Fall 2006 semester sales.

Bookstore Sales	2006-07	2005-06	\$ Change	% Change
Regular Merchandise Sales	\$3,106,473	\$3,307,478	\$(201,005)	-6.08%
Computer Products Sales	537,069	127,581	409,488	320.96%
Total Merchandise Sales	\$3,643,542	\$3,435,059	\$208,483	6.07%

Regular merchandise sales have decreased this year compared to last year; however, computer product sales continue to skyrocket over the same period last year with a \$409,488 increase in sales. A strategic partnership with Apple Computer, coupled with a focus on marketing in all stores, continues to fuel this increase.

The decrease in regular merchandise sales can be attributed in some part to the success of the textbook rental program. To date, the Bookstores have collected rental fees of



New Skyline College Bookstore

\$33,703. Had these books been sold instead of rented, the resulting sales volume would have been \$134,812. The program has been very successful and provides students with a low cost alternative to buying textbooks at full retail.

Comparative figures are shown below:

Bookstore Recap	2006-07	2005-06	\$ Change	% Change
Total Merchandise Sales	\$3,609,296	\$3,416,352	\$192,944	5.65%
Textbook Rental Fees	34,246	18,707	15,539	83.07%
Cost of Goods Sold	2,683,267	2,651,028	32,239	1.22%
Gross Profit	960,275	784,031	176,244	22.48%
Total Operating Expenses	1,120,361	917,831	202,530	22.07%
Net Income from Operations	-160,086	-133,800	-26,286	-19.65%
Interest and Other Income	191,565	102,430	89,135	87.02%
Net Income Before Other	31,479	-31,370	62,849	200.35%
Other Expense: Administrative Salary & Benefits	41,751	68,522	-26,771	-39.07%
Other Expense: District Support	33,780	33,980	-200	-0.59%
Other Expense: COP Interest	0	105,891	-105,891	-100.00%
Net Change in Fund Balance	-\$44,052	-\$239,763	-\$195,711	81.63%

Bookstore financial statements are located on Pages 66-68.

Cafeteria

The District contracted with The School Chef for the operation of food services for the District, effective July, 2006. The District's vending services contractors are Pepsi Bottling Group and Action Vending.

Second Quarter comparisons are noted below:

Cafeteria Fund	2006-07	2005-06	\$ Change	% Change
Food Service Income	\$43,838	\$41,360	\$2,478	5.99%
Vending Income	32,963	37,602	-4,639	-12.34%
Interest Income	9,918	10,659	-741	-6.95%
Expenditures	88,546	71,474	17,072	23.89%
Net Addition to Capital (includes restricted vending income)	-\$1,828	\$18,147	-\$19,975	-\$110.07%

Compared to the second quarter 2005-06 there has been significant increase in depreciation expense in 2006-07 due to addition of cafeteria equipment and renovation during the summer of 2006.

Income from food service and vending contracts enables the District to provide food and beverage services to the students. These combined resources, along with interest income, also provides a stable Cafeteria fund not requiring support from the general fund. The fund is also responsible for the long-term maintenance and upgrading of aging facilities and equipment, as well as all expenses relating to the ongoing operational requirements under the food service and vending contracts.

Cafeteria financial statements are located on Pages 69-70.

In an effort to provide healthier snacks in our vending machines for our students, faculty and staff, the District reached out to our vending partner, Action Vending, to make this possible. As a result of this request, Action Vending worked with Healthy Silicon Valley, which provided Action Vending with the standards necessary to meet this goal. The standards below are based on research by the National Consensus Panel of School Food Nutrition of the California Center for Public Health Advocacy. Fifty percent (50%) of the snacks/food offered in each vending machine shall meet the following criteria:

1. Not more than 35% calories from fat with the exception of nuts and seeds; snack mixes and other foods of which nuts are a part must meet the 35% standard.
2. Not more than 10% calories from saturated fat.
3. Does not contain trans-fats added during processing (hydrogenated oils and partially hydrogenated oils)
4. Not more than 35% total weight from sugar and caloric sweeteners with the exception of fruits and vegetables that have not been processed with added sweeteners and fats.
5. Not more than 360 mg of sodium per servings.

The partnership with Health Silicon Valley allowed Action Vending to bring to the campuses vending products that represent a healthier choice. Over the holiday break, all machines in the District were converted; items marked with an HSV sticker are a healthier choice meeting the standards noted above. Further, placards have been posted in each snack machine that helps educate the customer about living a well balanced lifestyle that includes: fruits, vegetables, whole grains, fiber, physical activity, and water.

Self-Insurance Fund

The Self-Insurance Fund (Page 44) provides for the payment of claims, deductible amounts, administrative costs and related services; purchase of excess insurance; and other purposes as defined by the Education Code. Mid-year expenditures of \$326,527 include salary costs and insurance premiums, and transfers into the fund are from Workers' Compensation benefits.

Debt Service Fund

The purpose of a Debt Service Fund (Page 46) is to account for the accumulation of resources for, and the payment of, general long-term debt and long-term leases. Revenue to this fund comes from the general obligation bonds as well as the recently issued certificates of participation. Certificates of participation were issued for the purpose of funding improvements to the District's athletic facilities, construction of College Vista (the faculty and staff housing complex), and construction of Bookstore facilities. The certificates of participation will be paid back from rent proceeds, Bookstore revenue, and redevelopment funds received each year.

Child Development Fund

The Child Development Fund (Pages 71-76) is a special revenue fund that is used to account for the activities of on-campus preschool programs that serve children of students, faculty, and staff. The primary source of revenue is State funding for children who qualify for subsidized care and Board-approved fees assessed for non-subsidized children. College of San Mateo and Skyline College each operate a Child Development Center under a single General Center Child Development agreement from the California Department of Education. Cañada College has subcontracted its portion of the General Center agreement to the City of Pacifica for 2006-07.

Trust Fund (Student Aid)

Awards for Fall 2006 are reflected in this report and total \$2,818,451, a decrease of \$175,697 over the same period last year. Additional Fall 2006 awards, along with those for Spring 2007, will be processed during the second half of the year. The Student Financial Aid Fund can be found on Pages 77-82.

Retirement Reserve

With adoption of the 2006-07 budget, the Board approved a transfer of \$1,500,000 from the general fund into the retirement reserve account. It is expected that the fund balance will be approximately \$26 million at the end of the current fiscal year.

Currently, all retirement medical premiums are funded from the Unrestricted General Fund. The benefits provided to the District's retirees are not affected by the balance in this account. The fund was established to meet future needs and to lessen the burden on the general fund. The Retirement Reserve Fund can be found on Page 83.

Associated Students

Total income and expense for the Associated Student Body at each College for the second quarter are listed below:

ASB Income	2006-07	2005-06	\$ Change	% Change
Cañada College	\$51,022	\$50,918	-\$104	0.21%
College of San Mateo	129,015	74,267	54,748	73.72%
Skyline College	81,432	30,120	51,312	170.36%

ASB Expenditures	2006-07	2005-06	\$ Change	% Change
Cañada College	\$16,425	\$17,064	-\$6398	-3.74%
College of San Mateo	63,194	62,110	1,084	1.75%
Skyline College	20,645	34,538	-13,893	-40.23%

Activity card sales are the major source of income for the Associated Students. The activity card sales at both CSM and Skyline include significant increases due to ongoing account reconciliation, while the activity card sales at Cañada have increased by only 9%. The District Accounting Office is working to correct the accounting method of the activity card sales. It is anticipated that all necessary changes and corrections will be finalized by the end of this fiscal year.

With the exception of activity fund expenses at Skyline, which has decreased by 80% over the prior year, the overall expenditures at all three Colleges are about the same compared to the prior year.

Expenditures of the ASBs include normal operating expenses (office supplies, activity card and other miscellaneous expenses) as well as student programs, scholarships and club assistance supporting campus life.

Following is a comparison of the second quarter Net Income from ASB Operations:

ASB Net Income	2006-07	2005-06	\$ Change	% Change
Cañada College	\$34,597	\$33,854	\$743	2.19%
College of San Mateo	65,821	12,158	53,663	441.40%
Skyline College	60,787	-4,418	65,205	+1,475.89%

The Associated Student Body financial statements and summaries of College ASB activities, as submitted by the Colleges, are included on Pages 91-103 of this report.



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Budget Tables

Page 29 – **SMCCCD Funds Chart**

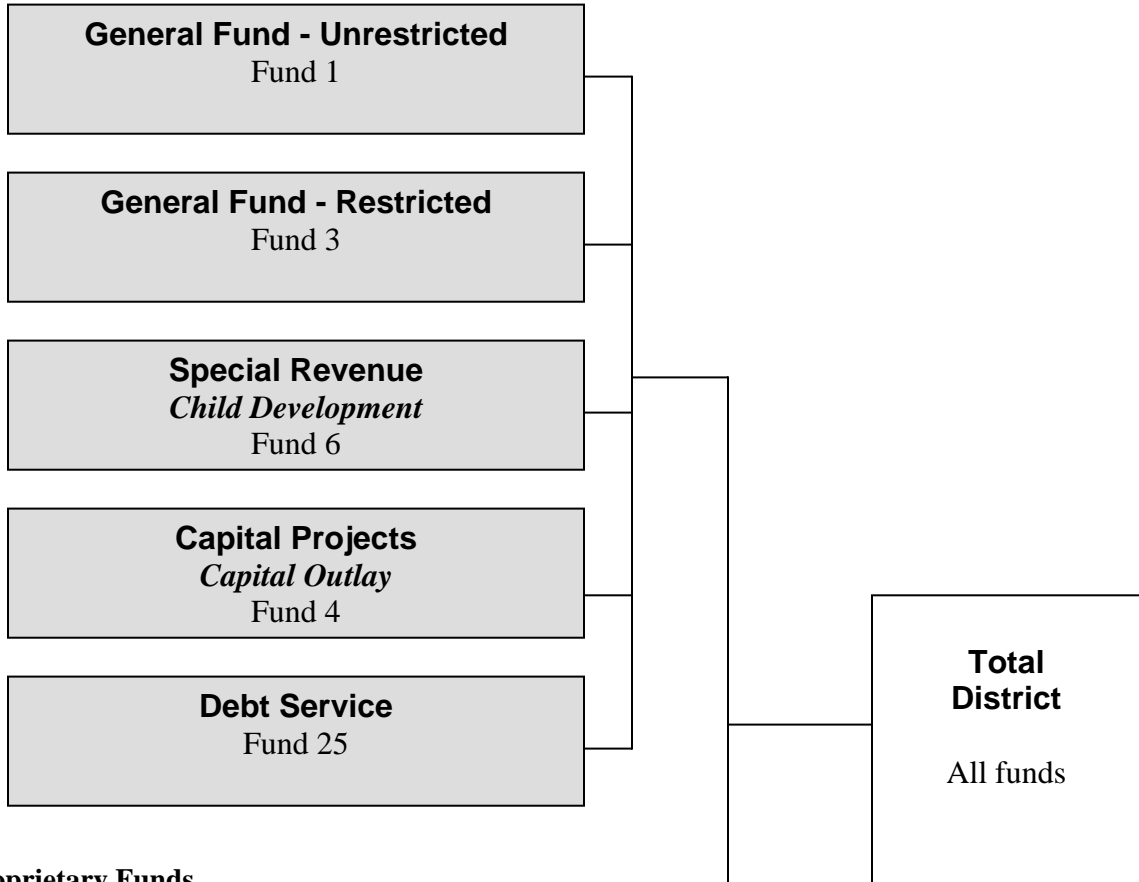
Page 30 – **2006-07 Adoption Budget**

Page 32 – **2006-07 Second Quarter
Actuals**

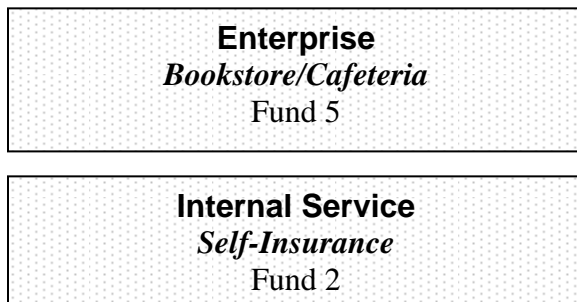
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San Mateo County Community College District Funds

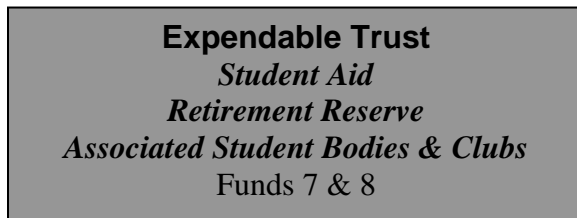
Governmental Funds



Proprietary Funds



Fiduciary Funds



**San Mateo County Community College District
2006-2007
Final Budget - All Funds**



Governmental Funds				
Total General Fund		Special Revenue	Capital Projects	Debt Service
Unrestricted	Restricted	Child Development	Capital Outlay	Debt Service

Revenue

1	Federal Revenue	0	2,798,162	42,245	0	0
2	State Revenue	38,395,173	11,441,845	532,171	11,575,305	65,000
3	Local Revenue	65,322,567	11,457,691	160,272	70,862,603	10,294,144
4	Total Revenue	103,717,741	25,697,698	734,688	82,437,908	10,359,144

Expenses

5	Cost of Sales	0	0	0	0	0
6	Certificated Salaries	44,040,935	3,927,104	170,709	0	0
7	Classified Salaries	23,017,830	7,398,076	420,028	1,274,291	0
8	Employee Benefits	22,570,663	2,813,609	229,003	319,354	0
9	Materials & Supplies	3,534,676	4,453,398	60,000	13,241,614	0
10	Operating Expenses	13,123,081	4,639,293	111,498	14,353,008	0
11	Capital Outlay	320,045	2,343,783	0	55,497,491	0
12	Total Expenses	106,607,230	25,575,262	991,237	84,685,758	0

Transfers & Other

13	Transfers In	0	799,741	294,374	0	0
14	Other Sources	0	0	0	0	0
15	Transfers out	(2,926,115)	0	0	0	0
16	Contingency	23,276	0	0	0	0
17	Other Out Go	0	(922,177)	0	0	(9,933,018)
18	Total Transfers/Other	(2,902,839)	(122,435)	294,374	0	(9,933,018)

Fund Balance

19	Net Change in Fund Balance	(5,792,328)	0	37,825	(2,247,850)	426,126
20	Beginning Balance, 7/1/06	9,879,705	2,016,772	272,565	213,940,712	5,669,093
21	Adjustments to Beginning Balance	0	0	0	0	0
22	Net Fund Balance, 6/30/07	4,087,377	2,016,772	310,390	211,692,862	6,095,219

**San Mateo County Community College District
2006-07
Final Budget - All Funds**

Proprietary Funds			Fiduciary Funds			Total District All Funds	
Enterprise Funds		Internal Service	Expendable Trusts				
Bookstore	Cafeteria	Self- Insurance	Trust Fund (Student Aid)	Retirement Reserve			
0	0	0	5,951,598	0	8,792,005	1	
0	0	0	545,021	0	62,554,515	2	
8,018,655	150,000	0	0	1,020,000	167,285,932	3	
8,018,655	150,000	0	6,496,619	1,020,000	238,632,452	4	
5,306,957	0	0	0	0	5,306,957	5	
0	0	0	0	0	48,138,747	6	
1,343,221	0	38,968	0	0	33,492,414	7	
351,723	0	12,662	0	0	26,297,013	8	
25,880	0	10,000	0	0	21,325,568	9	
690,935	133,000	2,805,000	0	0	35,855,815	10	
0	0	0	0	0	58,161,318	11	
7,718,716	133,000	2,866,629	0	0	228,577,833	12	
					0		
					0		
0	0	332,000	0	1,500,000	2,926,114	13	
0	0	1,380,000	0	0	1,380,000	14	
					0		
0	0	0	0	0	(2,926,115)	15	
0	0	0	0	0	23,276	16	
0	0	0	(6,496,619)	0	(17,351,814)	17	
0	0	1,712,000	(6,496,619)	1,500,000	(15,948,537)	18	
					0		
					0		
299,939	17,000	(1,154,629)	0	2,520,000	(5,893,918)	19	
5,697,412	630,858	3,321,926	126,701	24,219,353	265,775,098	20	
0	0	0	0	0	0	21	
5,997,350	647,858	2,167,297	126,701	26,739,353	259,881,180	22	

**San Mateo County Community College District
2006-2007
Second Quarter Actuals - All Funds**



Governmental Funds				
Total General Fund		Special Revenue	Capital Projects	Debt Service
Unrestricted	Restricted	Child Development	Capital Outlay	Debt Service

Revenue

1	Federal Revenue	24	1,376,881	10,629	0	0
2	State Revenue	19,233,394	3,620,058	235,424	830,943	0
3	Local Revenue	31,127,513	3,948,482	87,562	337,322,652	25,304,699
4	Total Revenue	50,360,931	8,945,420	333,616	338,153,595	25,304,699

Expenses

5	Cost of Sales	0	0	0	0	0
6	Certificated Salaries	22,188,465	1,706,682	79,639	47,472	0
7	Classified Salaries	10,832,791	3,478,702	238,033	493,564	0
8	Employee Benefits	10,593,320	1,278,131	108,966	157,464	0
9	Materials & Supplies	1,044,611	799,415	28,728	1,638,183	0
10	Operating Expenses	3,819,622	2,097,564	1,065	4,734,630	400
11	Capital Outlay	130,851	242,953	0	27,406,301	0
12	Total Expenses	48,609,660	9,603,446	456,431	34,477,614	400

Transfers & Other

13	Transfers In	\$45,000	9,898	108,966	5,800,000	0
14	Other Sources	11,553	0	0	25,000	0
15	Transfers out	(1,940,967)	(74,056)	0	(5,845,000)	0
16	Contingency	0	0	0	0	0
17	Other Out Go	(6,341)	(313,621)	0	0	(5,101,657)
18	Total Transfers/Other	(1,890,755)	(377,779)	108,966	(20,000)	(5,101,657)

Fund Balance

19	Net Change in Fund Balance	(139,484)	(1,035,805)	(13,849)	303,655,981	20,202,642
20	Beginning Balance, 7/1/06	9,879,705	2,016,772	272,565	213,940,712	5,669,094
21	Adjustments to Beginning Balance	0	0	0	0	0
22	Net Fund Balance, 6/30/07	9,740,221	980,967	258,716	517,596,693	25,871,736

**San Mateo County Community College District
2006-07
Second Quarter Actuals - All Funds**

Proprietary Funds			Fiduciary Funds			Total District All Funds	
Enterprise Funds		Internal Service	Expendable Trusts				
Bookstore	Cafeteria	Self- Insurance	Trust Fund (Student Aid)	Retirement Reserve			
0	0	0	2,450,169	0	3,837,703	1	
0	0	0	267,186	0	24,187,005	2	
3,835,108	86,718	0	165,662	261,684	402,140,080	3	
3,835,108	86,718	0	2,883,017	261,684	430,164,788	4	
					0		
					0		
2,683,268	0	0	0	0	2,683,268	5	
0	0	0	0	0	24,022,258	6	
669,183	0	19,407	0	0	15,731,680	7	
185,125	0	5,898	0	0	12,328,904	8	
15,556	0	0	0	0	3,526,493	9	
307,804	85,262	301,222	0	0	11,347,568	10	
0	0	0	0	0	27,780,105	11	
3,860,936	85,262	326,527	0	0	97,420,276	12	
0	0	332,000	64,158	1,500,000	7,860,023	13	
0	0	876,371	0	0	912,924	14	
					0		
0	0	0	0	0	(7,860,023)	15	
0	0	0	0	0	0	16	
(33,780)	(3,284)	0	(2,818,451)	0	(8,277,134)	17	
(33,780)	(3,284)	1,208,371	(2,754,293)	1,500,000	(7,364,211)	18	
(59,608)	(1,828)	881,844	128,724	1,761,684	325,380,301	19	
5,697,412	630,858	3,321,926	126,701	24,219,353	265,775,098	20	
0	0	0	0	0	0	21	
5,637,804	629,030	4,203,770	255,425	25,981,037	591,155,399	22	

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SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Unrestricted General Fund (Fund 1)

*The **Unrestricted General Fund** is maintained to account for those monies that are not restricted in their use by external sources. This is one of the largest of the funds and the one we most commonly think of when discussing the budget.*

In general, there are no external restrictions imposed on the use of these monies; however the District's Board of Trustees may designate portions of this fund as special allocations or set-asides for specific purposes. An example of resources designated in this manner is the set aside for Trustee's Program Improvement projects, which provides financing for efforts to improve programs and services.

San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - Cañada College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	1,059,914	1,466,641	1,502,439	1,766,545	1,766,545	1,276,207	72%	3
4 Total Revenue	\$1,059,914	\$1,466,641	\$1,502,439	\$1,766,545	\$1,766,545	\$1,276,207	72%	4
Expenses								
5 Certificated Salaries	\$3,388,396	\$3,613,476	\$4,012,828	\$8,197,516	\$9,155,458	\$4,309,996	47%	5
6 Classified Salaries	1,001,782	1,077,073	1,191,860	2,966,037	3,002,578	1,489,629	50%	6
7 Employee Benefits	931,653	1,007,719	1,135,023	2,677,227	2,713,489	1,261,186	46%	7
8 Materials & Supplies	100,271	86,572	82,522	327,750	348,787	100,603	29%	8
9 Operating Expenses	186,465	233,315	232,127	641,024	760,080	238,420	31%	9
10 Capital Outlay	21,079	19,977	536	831	831	0	0%	10
11 Total Expenses	\$5,629,646	\$6,038,133	\$6,654,897	\$14,810,385	\$15,981,223	\$7,399,834	46%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	1,962	20	0	0	0	0%	13
14 Transfers out	(7,696)	0	0	(910)	(10,414)	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	(351)	0	0	0	0	0%	16
17 Total Transfers/Other	(\$7,696)	\$1,611	\$20	(\$910)	(\$10,414)	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	(\$4,577,428)	(\$4,569,881)	(\$5,152,438)	(\$13,044,750)	(\$14,225,092)	(\$6,123,627)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$4,577,428)	(\$4,569,881)	(\$5,152,438)	(\$13,044,750)	(\$14,225,092)	(\$6,123,627)		21

Net Fund Balances totals do not include all State and Local revenue, most of which is located in the Central Services budget.

San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - College of San Mateo



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$24	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	3,498,851	3,865,885	3,853,327	4,109,208	4,109,208	3,416,342	83%	3
4 Total Revenue	\$3,865,885	\$3,865,885	\$3,853,327	\$4,109,208	\$4,109,208	\$3,416,366	83%	4
Expenses								
5 Certificated Salaries	\$8,628,310	\$8,771,100	\$9,196,110	\$18,170,794	\$20,084,138	\$10,333,687	51%	5
6 Classified Salaries	2,577,708	2,437,533	2,476,894	\$6,008,084	\$6,016,510	2,856,946	47%	6
7 Employee Benefits	2,350,399	2,407,700	2,601,056	\$5,646,096	\$5,753,128	2,839,374	49%	7
8 Materials & Supplies	71,415	132,381	166,489	\$415,691	\$416,863	167,995	40%	8
9 Operating Expenses	368,058	466,197	530,304	\$1,664,842	\$1,689,378	425,921	25%	9
10 Capital Outlay	15,334	25,418	10,104	\$17,399	\$16,399	11,426	70%	10
11 Total Expenses	\$14,011,224	\$14,240,329	\$14,980,957	\$31,922,906	\$33,976,416	\$16,635,349	49%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$5,571	\$0	\$0	\$0	0%	12
13 Other Sources	0	497	48,432	0	4,302	4,302	100%	13
14 Transfers out	0	0	0	(218,503)	(218,503)	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$497	\$54,003	(\$218,503)	(\$214,201)	\$4,302	-2%	17
Fund Balance								
18 Net Change in Fund Balance	(\$10,145,339)	(\$10,373,947)	(\$11,073,627)	(\$28,032,201)	(\$30,081,409)	(\$13,214,681)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$10,145,339)	(\$10,373,947)	(\$11,073,627)	(\$28,032,201)	(\$30,081,409)	(\$13,214,681)		21

Net Fund Balances totals do not include all State and Local revenue, most of which is located in the Central Services budget.



San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - Skyline College

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	2,338,043	2,738,986	2,726,873	2,946,980	2,946,980	2,499,473	85%	3
4 Total Revenue	\$2,338,043	\$2,738,986	\$2,726,873	\$2,946,980	\$2,946,980	\$2,499,473	85%	4
Expenses								
5 Certificated Salaries	\$6,085,824	\$6,317,221	\$6,816,622	\$12,472,670	\$13,466,000	\$7,351,605	55%	5
6 Classified Salaries	1,892,718	1,807,178	1,885,177	4,585,108	4,584,568	2,204,116	48%	6
7 Employee Benefits	1,681,471	1,738,958	1,913,461	3,906,888	3,982,356	2,027,078	51%	7
8 Materials & Supplies	135,778	186,618	173,881	365,445	367,644	199,172	54%	8
9 Operating Expenses	266,848	333,868	377,290	1,132,659	1,141,339	438,279	38%	9
10 Capital Outlay	13,003	90,261	2,109	92,808	100,494	32,914	33%	10
11 Total Expenses	\$10,075,642	\$10,474,104	\$11,168,539	\$22,555,578	\$23,642,401	\$12,253,164	52%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	927	0%	13
14 Transfers out	0	0	(6,000)	(121,880)	(121,880)	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	(\$6,000)	(\$121,880)	(\$121,880)	\$927	-1%	17
Fund Balance								
Net Change in								
18 Fund Balance	(\$7,737,599)	(\$7,735,117)	(\$8,447,665)	(\$19,730,478)	(\$20,817,301)	(\$9,752,764)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
Net Fund Balance,								
21 Dec. 31	(\$7,737,599)	(\$7,735,117)	(\$8,447,665)	(\$19,730,478)	(\$20,817,301)	(\$9,752,764)		21

Net Fund Balances totals do not include all State and Local revenue, most of which is located in the Central Services budget.

San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - District Office

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	8,530	0	0	0	0%	2
3 Local Revenue	2,314	54,737	58,557	0	0	(357,419)	0%	3
4 Total Revenue	\$54,737	\$54,737	\$67,087	\$0	\$0	(\$357,419)	0%	4
Expenses								
5 Certificated Salaries	\$155,448	\$158,295	\$168,942	\$366,776	\$355,776	\$124,765	35%	5
6 Classified Salaries	3,660,789	3,729,809	3,977,495	8,805,367	8,803,867	4,033,189	46%	6
7 Employee Benefits	1,242,180	1,284,460	1,402,193	3,198,577	3,198,577	1,364,051	43%	7
8 Materials & Supplies	233,504	254,060	364,632	550,762	855,850	550,509	64%	8
9 Operating Expenses	438,815	439,783	370,478	1,052,338	1,096,395	348,047	32%	9
10 Capital Outlay	7,995	101,558	64,474	119,043	115,251	59,790	52%	10
11 Total Expenses	\$5,738,730	\$5,967,966	\$6,348,214	\$14,092,863	\$14,425,716	\$6,480,351	45%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	3,100	0	0	40	0	0%	13
14 Transfers out	0	0	0	(196,472)	(196,472)	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	(6,341)	0%	16
17 Total Transfers/Other	\$0	\$3,100	\$0	(\$196,472)	(\$196,432)	(\$6,341)	3%	17
Fund Balance								
18 Net Change in Fund Balance	(\$5,683,993)	(\$5,910,129)	(\$6,281,127)	(\$14,289,334)	(\$14,622,147)	(\$6,844,111)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$5,683,993)	(\$5,910,129)	(\$6,281,127)	(\$14,289,334)	(\$14,622,147)	(\$6,844,111)		21

Net Fund Balances totals do not include all State and Local revenue, most of which is located in the Central Services budget.

San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - Central Services*

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	2,860,499	3,245,332	11,568,360	38,395,173	38,395,173	19,233,394	50%	2
3 Local Revenue	45,042,133	37,459,094	21,003,584	56,499,834	56,567,534	24,292,910	43%	3
4 Total Revenue	\$47,902,632	\$40,704,426	\$32,571,944	\$94,895,007	\$94,962,707	\$43,526,304	46%	4
Expenses								
5 Certificated Salaries	\$39,001	\$27,023	\$89,657	\$4,833,179	\$2,211,136	\$68,412	3%	5
6 Classified Salaries	185,921	77,962	234,968	653,235	425,120	248,911	59%	6
7 Employee Benefits	2,934,799	3,178,549	3,071,410	7,141,875	6,922,725	3,101,631	45%	7
8 Materials & Supplies	2,300	14,939	12,871	1,875,028	1,065,848	26,332	2%	8
9 Operating Expenses	2,075,149	2,379,443	2,189,989	8,632,218	7,962,792	2,368,955	30%	9
10 Capital Outlay	126,525	9,120	15,299	89,964	106,931	26,721	25%	10
11 Total Expenses	\$5,363,696	\$5,687,036	\$5,614,194	\$23,225,499	\$18,694,552	\$5,840,962	31%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$45,000	\$45,000	0%	12
13 Other Sources	0	0	1,780	0	5,539	6,324	114%	13
14 Transfers out	(1,860,000)	(1,866,697)	0	(2,388,351)	(2,388,351)	(1,940,967)	81%	14
15 Contingency	0	0	0	23,277	23,277	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	(\$1,860,000)	(\$1,866,697)	\$1,780	(\$2,365,074)	(\$2,314,535)	(\$1,889,643)	82%	17
Fund Balance								
18 Net Change in Fund Balance	\$40,678,936	\$33,150,693	\$26,959,530	\$69,304,434	\$73,953,620	\$35,795,699		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$40,678,936	\$33,150,693	\$26,959,530	\$69,304,434	\$73,953,620	\$35,795,699		21

**Central Services includes most of the general fund revenue, contingency, funds for transfer (e.g. capital outlay, reserve for retiree benefits), retiree benefits and special allocation holding accounts. It does not include the District Office.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Unrestricted General Fund (Fund 1) - Total District



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$24	0%	1
2 State Revenue	2,860,499	3,245,332	11,576,890	38,395,173	38,395,173	19,233,394	50%	2
3 Local Revenue	51,941,256	45,585,343	29,144,780	65,322,567	65,390,267	31,127,513	48%	3
4 Total Revenue	\$54,801,755	\$48,830,675	\$40,721,670	\$103,717,740	\$103,785,440	\$50,360,931	49%	4
Expenses								
5 Certificated Salaries	\$18,296,978	\$18,887,116	\$20,284,159	\$44,040,935	\$45,272,508	\$22,188,465	49%	5
6 Classified Salaries	9,318,918	9,129,555	9,766,394	\$23,017,831	\$22,832,643	10,832,791	47%	6
7 Employee Benefits	9,140,502	9,617,387	10,123,143	\$22,570,663	\$22,570,275	10,593,320	47%	7
8 Materials & Supplies	543,269	674,571	800,394	\$3,534,676	\$3,054,992	1,044,611	34%	8
9 Operating Expenses	3,335,335	3,852,606	3,700,189	\$13,123,081	\$12,649,984	3,819,622	30%	9
10 Capital Outlay	183,937	246,333	92,522	\$320,045	\$339,906	130,851	38%	10
11 Total Expenses	\$40,818,939	\$42,407,568	\$44,766,800	\$106,607,231	\$106,720,308	\$48,609,660	46%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$5,571	\$0	\$45,000	\$45,000	100%	12
13 Other Sources	0	5,560	50,232	0	9,881	11,553	117%	13
14 Transfers out	(1,867,696)	(1,866,697)	(6,000)	(2,926,116)	(2,935,620)	(1,940,967)	66%	14
15 Contingency	0	0	0	23,277	23,277	0	0%	15
16 Other Out Go	0	(351)	0	0	0	(6,341)	0%	16
17 Total Transfers/Other	(\$1,867,696)	(\$1,861,488)	\$49,803	(\$2,902,839)	(\$2,857,462)	(\$1,890,755)	66%	17
Fund Balance								
18 Net Change in Fund Balance	\$12,115,120	\$4,561,619	(\$3,995,327)	(\$5,792,329)	(\$5,792,329)	(\$139,484)		18
19 Beginning Balance, July 1	9,632,469	9,947,691	9,927,385	9,879,705	9,879,705	9,879,705		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$21,747,589	\$14,509,310	\$5,932,058	\$4,087,376	\$4,087,376	\$9,740,221		21

Includes combined total of Central Services, District Office, Cañada College, College of San Mateo, and Skyline College.

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SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Internal Service Fund (Fund 2)

*This fund is used to account for the financing of tangible goods provided by one department or agency to other departments or agencies on a cost-reimbursement basis. The **Self-Insurance Fund** is the fund designated to account for revenue and expense of the District's self-insurance programs, including both Property and Liability and Workers' Compensation insurance needs.*

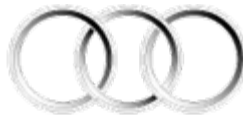
An amount is transferred into this fund each year from the Unrestricted General Fund in anticipation of estimated losses. This is a reserve for current and future losses; it may or may not be depleted during the year.

**San Mateo County Community College District
2006-2007 Mid-Year Budget**

Internal Service - Self-Insurance Fund (Fund 2) - Total District



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	3,871	3,729	1,258	0	0	0	0%	3
4 Total Revenue	\$3,871	\$3,729	\$1,258	\$0	\$0	\$0	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	38,968	38,968	19,407	50%	6
7 Employee Benefits	0	0	0	12,833	12,833	5,898	46%	7
8 Materials & Supplies	0	0	0	10,000	10,000	0	0%	8
9 Operating Expenses	16,318	11,854	2,179	2,805,000	2,805,000	301,222	11%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$16,318	\$11,854	\$2,179	\$2,866,801	\$2,866,801	\$326,527	11%	11
Transfers & Other								
12 Transfers In	\$60,000	\$60,000	\$0	\$1,712,000	\$1,712,000	\$332,000	19%	12
13 Other Sources	0	0	0	0	0	876,371	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$60,000	\$60,000	\$0	\$1,712,000	\$1,712,000	\$1,208,371	71%	17
Fund Balance								
18 Net Change in Fund Balance	\$47,553	\$51,875	(\$920)	(\$1,154,801)	(\$1,154,801)	\$881,844		18
19 Beginning Balance, July 1	383,153	488,061	528,892	3,321,926	3,321,926	3,321,926		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$430,706	\$539,936	\$527,972	\$2,167,125	\$2,167,125	\$4,203,770		21



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Debt Service Fund (Fund 25)

The Debt Services Fund is used to account for the accumulation of resources for, and the payment of, general long-term debt and long-term leases.

*The two primary components of this fund are the **Bond Interest and Redemption Fund** and **Other Debt Service**.*

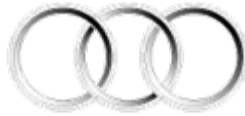
*The **Bond Interest Redemption Fund** is used only to record transactions related to the receipt and expenditure of the general obligation bond.*

*The **Other Debt Service Fund** is used to record and report accounting for Certificates of Participation.*

San Mateo County Community College District
2006-2007 Mid-Year Budget
Internal Service - Debt Service Fund (Fund 25) - Total District



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	61	0	0	0	0	0%	2
3 Local Revenue	44,770,221	3,215,977	43,219	10,359,144	10,359,144	25,304,699	244%	3
4 Total Revenue	\$44,770,221	\$3,216,038	\$43,219	\$10,359,144	\$10,359,144	\$25,304,699	244%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	681,389	0	0	0	0	400	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$681,389	\$0	\$0	\$0	\$0	\$400	0%	11
Transfers & Other								
12 Transfers In	\$0	\$258,641	0	\$0	\$0	\$0	0%	12
13 Other Sources	0	72,947	\$105,891	0	0	0	0%	13
14 Transfers out	(26,787,806)	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(8,405,827)	(515,790)	(481,338)	(9,933,018)	(9,933,018)	(5,101,657)	51%	16
17 Total Transfers/Other	(\$35,193,633)	(\$184,202)	(\$375,447)	(\$9,933,018)	(\$9,933,018)	(\$5,101,657)	51%	17
Fund Balance								
18 Net Change in Fund Balance	\$8,895,199	\$3,031,836	(\$332,228)	\$426,126	\$426,126	\$20,202,642		18
19 Beginning Balance, July 1	0	8,895,199	10,019,899	5,669,094	5,669,094	5,669,094		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$8,895,199	\$11,927,035	\$9,687,671	\$6,095,220	\$6,095,220	\$25,871,736		21



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Restricted General Fund (Fund 3)

*The **Restricted General Fund** is maintained to account for those monies that are restricted in their use by law, regulations, donors, or other outside Federal, State, and Local agencies.*

Examples of restricted sources of monies include Extended Opportunity Programs and Services (EOPS), Matriculation, Disabled Students Programs & Services (DSPS), State Instructional Equipment, Federal Work-Study Program, KCSM grants and donations, Parking (includes parking permit and parking citation revenue), and Health Services.

A complete list of these specially funded programs follows.

San Mateo County Community College District

**2006-07 FUND 3 BUDGET REVENUE ADJUSTMENTS - SPECIALLY FUNDED PROGRAMS
July 1, 2006 - December 31, 2006**

<u>Fund</u>	<u>Program</u>	<u>Source</u>	<u>College of San Mateo</u>	<u>Cañada College</u>	<u>Skyline College</u>	<u>Chancellor's Office</u>	<u>Total</u>
30038	Child Dev Consortium - Yosemite CCD	Federal		12,500			12,500
30071	VTEA 1B Regional Consortium	Federal		5,000			5,000
31002	Disabled Students Prog & Services	State	58,238	16,223	41,564		116,025
31003	Extended Opportunity Prog & Services	State	47,080	26,006	31,269		104,355
31004	EOP&S/Coop Agencies Resources for Ed	State	(94)	1,255	(165)		996
31009	Matriculation	State	159,308	99,972	101,132		360,412
31012	Foster Care Education Program	State		8,332			8,332
31013	Foster Care Regional Coordinator	State		6,000			6,000
31031	CalWORKs	State		22,463			22,463
31035	Econ Dev - Center for Int'l Trade Dev	State			102,500		102,500
31054	Statewide Leadership Multimedia	State	15,000				15,000
31065	Redwood City SD - English Tutoring	State		(170)			(170)
31080	Sequoia UHSD - English Tutoring	State		4,192			4,192
31092	IDRC Insurance Instructor Training	State	244,995				244,995
31093	IDRC Judicial Career Training	State	306,794				306,794
31094	IDRC International Logistics Training	State			292,313		292,313
31095	JDIT Calibration Technician Training	State	285,716				285,716
31096	IDRC West Valley-Mission CCD	State	46,070				46,070
31097	Garfield School - English Tutoring	State		7,000			7,000
32003	Public Broadcasting-CSG-TV	Local	42,038				42,038
32004	Public Broadcasting-CSG-FM	Local	1,951				1,951
32005	Public Broadcasting-Interconnect	Local	804				804
32015	SM Co JPA/Genentech Science	Local		4,000			4,000
32049	SMCCC Fdtn-Jump Start	Local			1,845		1,845
32066	Kaiser Foundation - CSM Nursing Lab	Local	9,640				9,640
35001	Miscellaneous Donations	Local	6,606	9,742	14,175	35,099	65,622
35005	Toyota T-Ten	Local			5,187		5,187
35041	Center for Int'l Trade Match	Local			55,364		55,364
37011	MANEX-United Airlines Contract Ed	Local	7,360			640	8,000
38001	Corp/Continuing Ed Indirect	Local				431	431
38163	Terra Firma Diversion Contract Ed	Local	6,745				6,745
Total 2006-2007 Fund 3 Budget Revenue Adjustments			<u>1,238,251</u>	<u>222,515</u>	<u>645,184</u>	<u>36,169</u>	<u>2,142,118</u>



San Mateo County Community College District
2006-2007 Mid-Year Report
Restricted General Fund (Fund 3) - Cañada College

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$363,247	\$401,425	\$667,117	\$818,903	\$831,403	\$383,401	46%	1
2 State Revenue	1,007,332	798,894	928,026	2,428,658	2,621,672	994,022	38%	2
3 Local Revenue	564,207	623,720	551,444	1,062,213	1,074,213	483,922	45%	3
4 Total Revenue	\$1,934,785	\$1,824,039	\$2,146,587	\$4,309,773	\$4,527,288	\$1,861,345	41%	4
Expenses								
5 Certificated Salaries	\$386,617	\$478,417	\$493,874	\$993,872	\$1,083,030	\$492,838	46%	5
6 Classified Salaries	468,112	640,300	632,304	1,262,107	1,323,562	557,048	42%	6
7 Employee Benefits	190,264	241,320	254,896	462,189	463,113	215,008	46%	7
8 Materials & Supplies	34,153	65,053	250,678	642,053	863,605	186,827	22%	8
9 Operating Expenses	124,323	144,464	178,793	380,978	586,858	117,668	20%	9
10 Capital Outlay	21,512	179,442	48,646	108,869	212,960	10,876	5%	10
11 Total Expenses	\$1,224,982	\$1,748,996	\$1,859,190	\$3,850,069	\$4,533,128	\$1,580,266	35%	11
Transfers & Other								
12 Transfers In	\$1,696	\$0	\$0	\$103,066	\$108,066	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	(6,111)	(6,671)	(9,065)	0	(36,164)	(36,164)	100%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(183,212)	(147,696)	(173,579)	(424,890)	(365,033)	(137,593)	38%	16
17 Total Transfers/Other	(\$187,627)	(\$154,367)	(\$182,644)	(\$321,823)	(\$293,130)	(\$173,756)	59%	17
Fund Balance								
18 Net Change in Fund Balance	\$522,176	(\$79,325)	\$104,753	\$137,881	(\$298,971)	\$107,323		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$522,176	(\$79,325)	\$104,753	\$137,881	(\$298,971)	\$107,323		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Restricted General Fund (Fund 3) - College of San Mateo



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$74,281	(\$169,723)	\$355,195	\$722,041	\$722,041	\$409,837	57%	1
2 State Revenue	1,077,105	745,607	1,318,714	3,104,198	4,274,665	1,431,771	33%	2
3 Local Revenue	2,823,502	2,856,604	2,634,199	8,105,012	8,172,795	2,698,020	33%	3
4 Total Revenue	\$3,974,888	\$3,432,488	\$4,308,109	\$11,931,250	\$13,169,501	\$4,539,628	34%	4
Expenses								
5 Certificated Salaries	\$443,851	\$507,638	\$524,143	\$1,212,899	\$1,457,854	\$558,446	38%	5
6 Classified Salaries	1,406,573	1,551,796	1,698,146	3,976,980	4,023,125	1,862,031	46%	6
7 Employee Benefits	492,789	566,012	609,670	1,402,363	1,442,289	637,100	44%	7
8 Materials & Supplies	282,206	319,622	357,978	1,770,667	1,883,261	484,551	26%	8
9 Operating Expenses	1,508,943	1,558,873	1,430,743	3,051,146	4,148,938	1,693,649	41%	9
10 Capital Outlay	38,333	123,873	3,076	411,214	981,689	222,514	23%	10
11 Total Expenses	\$4,172,696	\$4,627,815	\$4,623,756	\$11,825,271	\$13,937,157	\$5,458,291	39%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$409,745	\$409,745	\$0	0%	12
13 Other Sources	0	11,100	0	0	0	0	0%	13
14 Transfers out	(10,376)	0	(2,001)	0	(51,661)	(22,100)	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(95,255)	(67,586)	(88,793)	(249,723)	(227,623)	(83,402)	37%	16
17 Total Transfers/Other	(\$105,631)	(\$56,486)	(\$90,795)	\$160,022	\$130,461	(\$105,502)	-81%	17
Fund Balance								
18 Net Change in Fund Balance	(\$303,438)	(\$1,251,813)	(\$406,442)	\$266,001	(\$637,195)	(\$1,024,165)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$303,438)	(\$1,251,813)	(\$406,442)	\$266,001	(\$637,195)	(\$1,024,165)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Restricted General Fund (Fund 3) - Skyline College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$404,934	\$150,688	\$542,780	\$1,249,471	\$1,249,471	\$577,968	46%	1
2 State Revenue	886,471	566,257	1,118,873	2,515,861	3,089,649	1,141,739	37%	2
3 Local Revenue	537,893	632,385	541,388	907,172	978,568	597,150	61%	3
4 Total Revenue	\$1,829,298	\$1,349,330	\$2,203,041	\$4,672,504	\$5,317,688	\$2,316,857	44%	4
Expenses								
5 Certificated Salaries	\$571,896	\$522,368	\$584,313	\$1,247,148	\$1,297,642	\$642,843	50%	5
6 Classified Salaries	579,682	740,453	824,925	1,664,610	1,815,231	824,760	45%	6
7 Employee Benefits	255,631	311,153	342,808	731,149	763,738	346,709	45%	7
8 Materials & Supplies	79,170	52,623	123,523	540,048	798,067	89,932	11%	8
9 Operating Expenses	120,643	71,756	156,560	358,825	890,354	161,869	18%	9
10 Capital Outlay	33,634	50,001	16,265	6,126	330,288	9,563	3%	10
11 Total Expenses	\$1,640,657	\$1,748,353	\$2,048,393	\$4,547,907	\$5,895,320	\$2,075,675	35%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$286,930	\$286,930	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	(23,419)	(3,135)	0	0	(4,392)	(15,792)	360%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(114,284)	(113,533)	(86,185)	(247,564)	(258,356)	(92,626)	36%	16
17 Total Transfers/Other	(\$137,703)	(\$116,668)	(\$86,185)	\$39,366	\$24,182	(\$108,418)	-448%	17
Fund Balance								
18 Net Change in Fund Balance	\$50,939	(\$515,691)	\$68,463	\$163,963	(\$553,450)	\$132,764		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$50,939	(\$515,691)	\$68,463	\$163,963	(\$553,450)	\$132,764		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Restricted General Fund (Fund 3) - District Office

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$155,246	\$310,400	\$0	\$7,747	\$7,747	\$5,674	73%	1
2 State Revenue	2,228,307	2,888,241	39,702	3,393,129	3,393,769	52,526	2%	2
3 Local Revenue	1,784,559	1,432,418	115,765	1,383,295	1,383,726	169,390	12%	3
4 Total Revenue	\$4,168,112	\$4,631,059	\$155,467	\$4,784,171	\$4,785,241	\$227,591	5%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$1,073	\$473,184	\$23,184	\$12,555	54%	5
6 Classified Salaries	155,864	211,541	220,501	494,378	494,378	234,863	48%	6
7 Employee Benefits	44,017	71,482	78,302	217,907	167,907	79,314	47%	7
8 Materials & Supplies	22,092	16,926	60,817	1,500,630	1,527,159	38,104	2%	8
9 Operating Expenses	54,583	113,848	56,913	848,344	822,639	124,378	15%	9
10 Capital Outlay	101,914	490,839	0	1,817,573	294,817	0	0%	10
11 Total Expenses	\$378,471	\$904,636	\$417,607	\$5,352,016	\$3,330,084	\$489,215	15%	11
Transfers & Other								
12 Transfers In	55,586	9,806	11,066	\$0	\$35,099	9,898	28%	12
13 Other Sources	\$0	\$15,773	\$0	0	0	0	0%	13
14 Transfers out	(35,000)	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	(640)	0	0%	16
17 Total Transfers/Other	\$20,586	\$25,579	\$11,066	\$0	\$34,459	\$9,898	29%	17
Fund Balance								
18 Net Change in Fund Balance	\$3,810,227	\$3,752,001	(\$251,073)	(\$567,845)	\$1,489,616	(\$251,726)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$3,810,227	\$3,752,001	(\$251,073)	(\$567,845)	\$1,489,616	(\$251,726)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Restricted General Fund (Fund 3) - Total District



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$997,708	\$692,790	\$1,565,093	\$2,798,162	\$2,810,662	\$1,376,881	49%	1
2 State Revenue	5,199,215	4,998,999	3,405,316	11,441,845	13,379,754	3,620,058	27%	2
3 Local Revenue	5,710,161	5,545,126	3,842,796	11,457,691	11,609,301	3,948,482	34%	3
4 Total Revenue	\$11,907,084	\$11,236,915	\$8,813,205	\$25,697,698	\$27,799,717	\$8,945,420	32%	4
Expenses								
5 Certificated Salaries	\$1,402,365	\$1,508,423	\$1,603,403	\$3,927,104	\$3,861,710	\$1,706,682	44%	5
6 Classified Salaries	2,610,231	3,144,090	3,375,875	7,398,076	7,656,296	3,478,702	45%	6
7 Employee Benefits	982,701	1,189,967	1,285,676	2,813,609	2,837,047	1,278,131	45%	7
8 Materials & Supplies	417,621	454,224	792,995	4,453,398	5,072,092	799,415	16%	8
9 Operating Expenses	1,808,493	1,888,941	1,823,009	4,639,293	6,448,789	2,097,564	33%	9
10 Capital Outlay	195,394	844,155	67,987	2,343,783	1,819,755	242,953	13%	10
11 Total Expenses	\$7,416,806	\$9,029,800	\$8,948,946	\$25,575,262	\$27,695,689	\$9,603,446	35%	11
Transfers & Other								
12 Transfers In	\$57,282	\$9,806	\$11,066	\$799,741	\$839,840	\$9,898	1%	12
13 Other Sources	0	26,873	0	0	0	0	0%	13
14 Transfers out	(74,906)	(9,806)	(11,066)	0	(92,217)	(74,056)	80%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(392,751)	(328,815)	(348,557)	(922,177)	(851,652)	(313,621)	37%	16
17 Total Transfers/Other	(\$410,375)	(\$301,942)	(\$348,557)	(\$122,435)	(\$104,028)	(\$377,779)	363%	17
Fund Balance								
18 Net Change in Fund Balance	\$4,079,903	\$1,905,173	(\$484,298)	\$0	\$0	(\$1,035,805)		18
19 Beginning Balance, July 1	758,916	599,466	(32,392)	2,016,772	2,016,772	2,016,772		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$4,838,819	\$2,504,639	(\$516,690)	\$2,016,772	\$2,016,772	\$980,967		21

Includes combined total of District Office, Cañada College, College of San Mateo, and Skyline College, as well as entire beginning balance.

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SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Capital Projects Fund (Fund 4)

*The District's **Capital Outlay Fund** is used to account for construction and acquisition of major capital improvements. Included are the acquisition or construction of all major fixed assets. In addition, site improvements, buildings, and equipment purchased as part of a large facility project are included.*

*The **Revenue Bond Construction Fund**, which is included as a sub-account of the Capital Projects Fund, has been established for the deposit of proceeds from the sale of revenue bonds. The deposits are used to meet the costs of property acquisition, facilities planning, inspections, surveys, new construction, modernization, and new equipment.*

**2006-07 Capital Projects Financial Summary
Budget Expenditures as of December 31, 2006**

LOCATION	PROJECT NAME	FUND NUMBER	ORIGINAL BUDGET	2006-07 BUDGET	EXPENDITURE YTD	ENCUMBRANCE	AVAILABLE BALANCE
CAÑADA	Haz Asbestos Removal	41314	123,800.00	0.00	0.00	0.00	0.00
CAÑADA	Library & Student Resource Ctr (Bldg 9)	41315	8,114,041.40	8,114,041.40	6,896,660.14	1,217,381.26	0.00
CAÑADA	CAN Facilities Maintenance Center	41316	0.00	36,000.00	0.00	0.00	36,000.00
CAÑADA	Science Lab Upgrade	44329	15,737.20	15,737.20	0.00	0.00	15,737.20
CAÑADA	Facilities Maint Ctr	44335	104,466.42	0.00	0.00	0.00	0.00
CAÑADA	Arts Project	44343	8,500.00	8,500.00	0.00	0.00	8,500.00
CAÑADA	CAN Bldg 13	47301	1,000,000.00	1,000,000.00	0.00	0.00	1,000,000.00
CAÑADA	CAN Bldg 16/17/18	47302	817,736.00	4,720,131.00	119,980.75	222,663.41	4,377,486.84
CAÑADA	CAN FMC	47303	0.00	1,479,426.00	0.00	0.00	1,479,426.00
CAÑADA	CAN Bldg 3 Modernization	47309	0.00	0.00	0.00	0.00	0.00
CAÑADA	CAN Gateways, Circulation & Parking	47312	0.00	0.00	0.00	0.00	0.00
CAÑADA	Bookstore Project	48300	100,000.00	100,000.00	15,960.69	32,024.31	52,015.00
CAÑADA	CAN Bldg 6	49302	529.42	0.00	0.00	0.00	0.00
CAÑADA	CAN Bldg 9	49303	6,509,248.70	6,509,248.70	62,141.74	4,734,564.43	1,712,542.53
CAÑADA	CAN Space Programming	49304	60,913.65	60,913.65	6,371.44	19,712.10	34,830.11
CAÑADA	CAN Exterior Improvements	49305	4,510.11	14,922.16	4,950.00	0.00	9,972.16
CAÑADA	CAN Swing Space	49306	1,653,297.40	153,297.40	0.00	0.00	153,297.40
CAÑADA	CAN Utility Infrastructure Upgrade	49308	69,859.63	91,724.15	29,434.75	28,262.13	34,027.27
CAÑADA	CAN Bldg 13	49309	328.49	2,600.00	0.00	2,600.00	0.00
CAÑADA	CAN Bldg 5	49310	61,439.22	11,263.18	11,263.18	0.00	0.00
CAÑADA	CAN Fire/Life Safety	49311	45,071.43	45,071.43	45,459.28	0.00	(387.85)
CAÑADA	CAN Bldg 2	49312	492,372.50	1,153,472.50	139.09	123,536.00	1,029,797.41
CAÑADA	CAN Bldg 22	49313	54,589.98	1,055,023.78	4,444.20	158,254.21	892,325.37
CAÑADA	CAN Wayfinding Signage	49315	341,052.50	341,166.50	5,678.92	3,972.11	331,515.47
CAÑADA	CAN Bldg 1 Gym	49316	161,989.84	10,903.42	1,351.00	9,552.42	0.00
CAÑADA	CAN Landscape Upgrades	49317	3,139,259.72	1,982,151.30	1,264,655.73	579,146.92	138,348.65
CAÑADA	CAN Parking/Sidewalk Upgrades	49318	25,098.83	0.00	0.00	0.00	0.00
CAÑADA	CAN Bldgs 16/17/18	49320	668,876.56	2,000,738.88	725,724.72	1,096,015.74	178,998.42
CAÑADA	CAN Bldg 8	49321	17,942.15	0.00	0.00	0.00	0.00
CAÑADA	CAN Bldgs 3/18	49322	2,454.05	0.00	0.00	0.00	0.00
CAÑADA	CAN ADA Accessibility Plan	49323	0.00	0.00	0.00	0.00	0.00
CAÑADA	CAN Emerg. Bldg Repairs Allow.	49324	183,453.05	70,369.13	0.00	0.00	70,369.13
CAÑADA	CAN Access Controls	49326	348,652.40	348,652.40	36,115.91	172,036.37	140,500.12
CAÑADA	CAN Classroom Smart	49327	58,547.31	58,547.31	31,008.64	7,618.44	19,920.23
CAÑADA	CAN Construction Management	49328	317,020.00	317,020.00	107,164.00	209,856.00	0.00
CAÑADA	CAN CIP1 Contingency	49329	0.00	0.00	0.00	0.00	0.00
CAÑADA	CAN Bldgs 20 and 21	49330	0.00	0.00	0.00	0.00	0.00
CSM	COP Investment	40001	250,361.03	250,361.03	0.00	0.00	250,361.03
CSM	CSM Bldg 6 Removal of ACBM	41410	215,021.00	0.00	0.00	0.00	0.00
CSM	CSM Bldg 10 Hazardous Materials	41413	0.00	530,821.00	1,360.66	101,839.00	427,621.34
CSM	Repair Water System/Fire Pump	43472	0.00	0.00	0.00	0.00	0.00
CSM	Replace Roof Bldg 7	43476	0.00	0.00	0.00	0.00	0.00
CSM	CSM Bldg 19 Roof Repair	43478	3,254.60	3,254.60	3,254.60	0.00	0.00
CSM	Reading for Success	44427	14,512.44	14,512.44	0.00	0.00	14,512.44
CSM	DSPS / A&R Remodel	44428	1,243.92	1,243.92	0.00	0.00	1,243.92
CSM	CSM Regional Public Safety Center	44433	73,293.93	73,293.93	20,967.58	1,413.99	50,912.36
CSM	Ergonomic office furniture (completion)	44435	77,848.69	77,848.69	0.00	0.00	77,848.69
CSM	Trash receptacle directional signs	44436	13,323.59	13,323.59	0.00	0.00	13,323.59
CSM	Haz. Mat. clean-up/disposal	44438	2,594.97	2,594.97	0.00	0.00	2,594.97
CSM	Window blinds for Bldg. 1 & other depts.	44448	18,638.13	18,638.13	4,583.00	0.00	14,055.13
CSM	Facilities Projects Contingency Fund	44449	368,132.38	368,132.38	0.00	0.00	368,132.38
CSM	Replace South Cafeteria chairs (200)	44450	3,554.66	3,554.66	0.00	0.00	3,554.66
CSM	Shipping/Receiving Improvements	44451	2,535.12	2,535.12	0.00	0.00	2,535.12
CSM	Technology Improvements	44452	43,925.08	43,925.08	0.00	0.00	43,925.08
CSM	Emergency Preparedness	44453	12,441.43	12,441.43	0.00	0.00	12,441.43
CSM	CSM Bldgs 21-29 Demo	47401	12,389.00	12,389.00	4,179.00	0.00	8,210.00
CSM	CSM Bldg 14 Modernization	47402	0.00	6,513,342.00	0.00	0.00	6,513,342.00
CSM	CSM Bldg 36 Completion	47417	0.00	0.00	0.00	0.00	0.00
CSM	Bookstore Project	48400	1,247,958.40	1,247,958.40	33,135.55	9,359.39	1,205,463.46
CSM	CSM Bldg 18	49401	37,086.96	19,970.96	3,817.09	16,761.74	(607.87)
CSM	CSM Bldg 33	49402	9,383.28	9,383.28	0.00	0.00	9,383.28
CSM	CSM Integrated Science Center	49403	4,777,279.40	4,829,579.40	3,348,938.04	763,252.13	717,389.23
CSM	CSM Regional Public Safety Ctr	49404	42,501.54	45,891.04	0.00	0.00	45,891.04
CSM	CSM Swing Space	49405	685,402.62	681,603.62	127,031.42	5,716.75	548,855.45
CSM	CSM Space Programming	49406	18,867.98	38,867.98	32,478.62	11,656.18	(5,266.82)
CSM	CSM Exterior Walkway Lighting	49407	2,546.94	20,026.94	17,480.00	1,294.43	1,252.51
CSM	CSM Bldgs 25-29	49408	15,000.00	15,000.00	4,222.00	10,380.00	398.00

**2006-07 Capital Projects Financial Summary
Budget Expenditures as of December 31, 2006**

LOCATION	PROJECT NAME	FUND NUMBER	ORIGINAL BUDGET	2006-07 BUDGET	EXPENDITURE YTD	ENCUMBRANCE	AVAILABLE BALANCE
CSM	KCSM Digital Project	49409	1,608,089.50	1,608,089.50	0.60	0.00	1,608,088.90
CSM	CSM Bldg 1/5/6	49410	309,845.85	68,632.08	44,745.51	1,342.73	22,543.84
CSM	CSM Bldg 34	49411	0.00	72,499.55	0.00	2,500.00	69,999.55
CSM	CSM Utility Infrastructure Upgrade	49413	673,944.91	841,436.44	504,309.40	167,101.69	170,025.35
CSM	CSM Bldg 8	49414	162,275.32	155,514.28	72,189.30	53,503.36	29,821.62
CSM	CSM Bldg 14	49415	0.00	2,660.25	2,590.12	0.00	70.13
CSM	CSM Bldg 19	49417	56,873.16	51,795.72	6,950.00	48,445.72	(3,600.00)
CSM	CSM Fire/Life Safety	49418	29,493.90	69,662.19	44,798.75	509.83	24,353.61
CSM	CSM Bldg 7	49419	2,204.00	10,855.50	10,855.50	0.00	0.00
CSM	CSM Bldg 10/11/12	49420	0.00	7,756.25	7,756.25	0.00	0.00
CSM	CSM Bldg 9	49421	2,346,335.05	2,030,593.05	821,581.85	179,197.72	1,029,813.48
CSM	CSM Landscape Upgrades	49423	2,125.00	10,000.00	5,550.00	4,450.00	0.00
CSM	CSM Parking/Sidewalk Upgrades	49424	63,326.40	43,326.80	0.00	0.00	43,326.80
CSM	CSM Bldg 3	49426	7,497.80	20,077.88	10,497.78	7,080.02	2,500.08
CSM	CSM Bldg 16	49427	85,950.41	395,320.37	263,343.09	3,118.81	128,858.47
CSM	CSM ADA Accessibility Plan	49428	705.78	6.12	6.12	0.00	0.00
CSM	CSM Emergency Building Repairs	49429	169,564.11	21,396.42	0.00	0.00	21,396.42
CSM	CSM Bldgs 21-24	49433	64,000.00	64,000.00	6,414.99	4,908.00	52,677.01
CSM	CSM Bldg 21 Cosmetology	49436	173.00	173.00	0.00	0.00	173.00
CSM	CSM Wayfinding	49437	86,450.73	0.00	0.00	0.00	0.00
CSM	CSM Classroom Technology	49438	1,000,000.00	1,000,000.00	162,312.32	112,196.55	725,491.13
CSM	CSM Access Controls	49440	2,172.19	2,172.19	1,023.75	0.00	1,148.44
CSM	CSM Construction Management	49441	481,403.00	481,403.00	162,729.00	318,674.00	0.00
DISTRICTWIDE	General Capital Projects	40000	3,401,900.25	8,876,900.25	0.00	0.00	8,876,900.25
DISTRICTWIDE	College Housing Project	40003	200,000.00	430,000.00	1,500.00	0.00	428,500.00
DISTRICTWIDE	Construction Planning Internal Svc Fund	40009	0.00	25,000.00	1,956.67	0.00	23,043.33
DISTRICTWIDE	College Art	42003	12,645.00	12,645.00	720.00	720.00	11,205.00
DISTRICTWIDE	Redevelopment Program	43001	3,846,029.48	3,546,029.48	1,245.00	3,388.75	3,541,395.73
DISTRICTWIDE	Dist Exterior Waterproofing	43111	7,085.61	7,085.61	0.00	0.00	7,085.61
DISTRICTWIDE	Property Management Study	44001	687,346.92	642,346.92	(108,003.00)	2,324.00	748,025.92
DISTRICTWIDE	District Facilities Projects	44102	803,211.04	1,004,896.28	(113,915.05)	3,389.60	1,115,421.73
DISTRICTWIDE	Dist Funded FCI Contingency	44103	644.99	644.99	0.00	0.00	644.99
DISTRICTWIDE	District Office Improvements	44106	28,117.50	28,117.50	3,856.79	538.62	23,722.09
DISTRICTWIDE	Energy Efficiency Projects Fund	44108	2,500,281.67	2,500,281.67	(55,428.60)	0.00	2,555,710.27
DISTRICTWIDE	Ugrd. Tank Mandated Monitor	46106	11,488.20	11,488.20	0.00	0.00	11,488.20
DISTRICTWIDE	Facilities Excellence (Foundation)	46112	1,810.49	1,810.49	2,544.73	0.00	(734.24)
DISTRICTWIDE	DW CIP2 Planning	47001	1,446,950.25	1,446,950.25	1,068,106.96	776,600.44	(397,757.15)
DISTRICTWIDE	DW Legal Services	47002	300,000.00	300,000.00	0.00	484.24	299,515.76
DISTRICTWIDE	DW Energy Efficiency Projects	47004	7,000,000.00	1,500,000.00	539,765.25	26,380.23	933,854.52
DISTRICTWIDE	DW FF&E Showroom	47005	0.00	250,000.00	38,446.98	20,696.33	190,856.69
DISTRICTWIDE	C.O.P. Projects	48001	852,248.33	852,248.33	1,500.00	0.00	850,748.33
DISTRICTWIDE	Faculty/Staff Housing-College Vista	48100	874,210.13	874,210.13	268,919.18	2,457.69	602,833.26
DISTRICTWIDE	DW Athletic Facilities	48101	209,034.45	509,034.45	286,179.30	42,236.94	180,618.21
DISTRICTWIDE	DW Athletic Facilities, Phase 2	48102	0.00	5,500,000.00	454,935.59	3,699,277.88	1,345,786.53
DISTRICTWIDE	DW Energy Efficiency Projects	49001	1,138,885.69	1,633,885.69	133,592.84	548,733.24	951,559.61
DISTRICTWIDE	DW Signage	49003	0.39	0.39	0.00	0.00	0.39
DISTRICTWIDE	DW Program and Project Management	49004	2,880,468.41	2,880,468.41	951,420.48	1,899,273.24	29,774.69
DISTRICTWIDE	DW Existing Blueprint Conversion	49008	37,967.42	37,967.42	0.00	0.00	37,967.42
DISTRICTWIDE	DW Legal Services	49009	193,256.19	193,256.19	1,224.70	18,255.93	173,775.56
DISTRICTWIDE	DW Environmental Testing & Abatement						
DISTRICTWIDE	Design Services	49013	0.00	0.00	0.00	0.00	0.00
DISTRICTWIDE	DW Teledata Upgrade	49015	1,126,340.68	926,340.68	170,503.08	17,725.41	738,112.19
DISTRICTWIDE	DW Comp. Maint. Mgmt. System	49016	220,270.67	220,270.67	0.00	0.00	220,270.67
DISTRICTWIDE	DW CIP Contingency	49017	1,329,918.36	1,298,318.52	0.00	0.00	1,298,318.52
SKYLINE	Library/Learn Ctn-2nd effects	41211	1,829.36	0.00	0.00	0.00	0.00
SKYLINE	Seismic Retrofit (Bldgs 7/8)	41216	4,638.06	4,638.06	104.05	4,534.01	0.00
SKYLINE	Seismic Retrofit (Bldgs 3)	41217	7,316.14	7,316.14	2,766.50	4,549.49	0.15
SKYLINE	Allied Health (Bldg 7)	41221	74,135.00	193,135.00	193,135.00	0.00	0.00
SKYLINE	SKY Facilities Maintenance Center	41222	0.00	43,000.00	0.00	0.00	43,000.00
SKYLINE	Pacific Heights Project	42202	27,259,670.95	27,259,670.95	0.00	0.00	27,259,670.95
SKYLINE	Reroof Bldg 3	43230	0.00	0.00	0.00	0.00	0.00
SKYLINE	Replace Roof Bldg 9	43232	0.00	0.00	0.00	0.00	0.00
SKYLINE	Replace Roof Bldg 10	43233	0.00	0.00	0.00	0.00	0.00
SKYLINE	SKY Bldg 7/8 Roof Repair	43234	0.00	0.00	0.00	0.00	0.00
SKYLINE	SKY Bldg 3 Mechanical	43235	0.00	0.00	0.00	0.00	0.00
SKYLINE	Facilities Maint Ctr Upgrade	44228	94,993.58	0.00	0.00	0.00	0.00
SKYLINE	Avon Damages Repair	44241	77,728.98	77,728.98	0.00	0.00	77,728.98

**2006-07 Capital Projects Financial Summary
Budget Expenditures as of December 31, 2006**

LOCATION	PROJECT NAME	FUND NUMBER	ORIGINAL BUDGET	2006-07 BUDGET	EXPENDITURE YTD	ENCUMBRANCE	AVAILABLE BALANCE
SKYLINE	SKY Bldg 3	47201	471,362.43	1,803,939.58	453,563.08	17,799.50	1,332,577.00
SKYLINE	SKY Bldg 7 Allied Health	47202	0.00	1,995,268.00	0.00	0.00	1,995,268.00
SKYLINE	SKY Bldg 8 Modernization	47203	0.00	1,083,129.85	100,027.52	96,317.49	886,784.84
SKYLINE	SKY Bldg 12 FMC	47204	0.00	2,216,000.00	0.00	0.00	2,216,000.00
SKYLINE	SKY Portable Restroom	47205	0.00	215,819.00	0.00	0.00	215,819.00
SKYLINE	SKY Utility Infrastructure	47207	0.00	0.00	0.00	0.00	0.00
SKYLINE	SKY Wayfinding	47208	0.00	0.00	0.00	0.00	0.00
SKYLINE	SKY CIP2 DB Project	47209	0.00	0.00	0.00	0.00	0.00
SKYLINE	SKY Bldg 2 Modernization	47211	0.00	450,000.00	0.00	0.00	450,000.00
SKYLINE	Sky Bldg 6/7A Completion	47214	0.00	0.00	0.00	0.00	0.00
SKYLINE	Bookstore Project	48200	0.00	0.00	0.00	0.00	0.00
SKYLINE	Sky Bldg 3	49202	2,046,234.09	2,085,931.22	1,471,145.96	400,257.36	214,527.90
SKYLINE	Sky Bldg 6/7A	49203	12,470,315.97	12,470,315.97	7,130,875.19	3,302,366.82	2,037,073.96
SKYLINE	Sky Bldgs 7/8	49204	3,813,794.58	3,813,794.58	3,025,791.22	755,956.55	32,046.81
SKYLINE	Sky Bldg 5	49205	45,208.12	50,726.12	8,108.79	27,289.36	15,327.97
SKYLINE	SKY Space Programming	49206	24,675.35	16,222.35	497.36	14,100.00	1,624.99
SKYLINE	SKY Swing Space	49207	109,193.44	175,279.43	62,479.02	66,319.52	46,480.89
SKYLINE	SKY Exterior Walkway Lighting	49208	79,619.65	79,619.65	0.00	0.00	79,619.65
SKYLINE	SKY Bldg 1	49209	50,287.99	22,571.81	10,254.18	12,317.63	0.00
SKYLINE	SKY Bldg 2	49210	193,252.38	27,472.59	25,090.59	2,382.00	0.00
SKYLINE	SKY Utility Infrastructure Upgrade	49211	34,611.99	28,057.99	656.41	0.00	27,401.58
SKYLINE	SKY Parking/Sidewalk Upgrade	49213	7,253.24	0.00	0.00	0.00	0.00
SKYLINE	SKY Landscape Upgrade	49214	0.05	0.05	0.00	0.00	0.05
SKYLINE	SKY Exterior Painting	49215	18,529.22	18,529.22	1,856.00	4,757.05	11,916.17
SKYLINE	SKY Roofing/Waterproofing	49218	92,179.33	92,179.33	73,301.02	18,878.31	0.00
SKYLINE	SKY Bldgs 9/10	49219	2.21	812.21	810.00	0.00	2.21
SKYLINE	SKY Access Controls	49223	50,261.88	50,261.88	4,160.17	45,310.91	790.80
SKYLINE	SKY Emerg. Bldg. Repair Allow.	49224	199,999.19	147,624.00	0.00	0.00	147,624.00
SKYLINE	SKY Bldg 7 Allied Health	49225	259,155.60	264,001.79	85,890.17	171,757.53	6,354.09
SKYLINE	SKY Construction Management	49226	375,726.00	375,726.00	127,006.00	248,720.00	0.00
TOTAL			116,574,402.06	142,087,754.94	31,524,195.20	22,697,993.96	87,865,565.78



San Mateo County Community College District
2006-2007 Mid-Year Report
Capital Projects Fund (Fund 4) - Cañada College

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	2006-07 Actual To Date	%	
							To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	10,197,694	10,197,694	0	0%	2
3 Local Revenue	8,509	2,980	5,379	13,793,870	13,793,870	0	0%	3
4 Total Revenue	\$8,509	\$2,980	\$5,379	\$23,991,564	\$23,991,564	\$0	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	(1,380)	3,108	0	0	0	0%	6
7 Employee Benefits	0	632	426	0	0	0	0%	7
8 Materials & Supplies	0	8,135	361,872	2,143,054	1,770,732	73,504	4%	8
9 Operating Expenses	0	73,528	1,201,859	1,929,564	2,242,851	162,863	7%	9
10 Capital Outlay	1,676	2,324,542	4,239,244	20,168,946	17,489,800	9,132,137	52%	10
11 Total Expenses	\$1,676	\$2,405,457	\$5,806,509	\$24,241,564	\$21,503,383	\$9,368,504	44%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	\$0	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$6,833	(\$2,402,477)	(\$5,801,130)	(\$250,000)	\$2,488,181	(\$9,368,504)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
Adjustments to Beginning								
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$6,833	(\$2,402,477)	(\$5,801,130)	(\$250,000)	\$2,488,181	(\$9,368,504)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Capital Projects Fund (Fund 4) - College of San Mateo



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	2006-07 Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	29,988	192,000	192,000	101,655	53%	2
3 Local Revenue	30,223	11,229	0	25,017,865	25,017,865	20,000	0%	3
4 Total Revenue	\$30,223	\$11,229	\$29,988	\$25,209,865	\$25,209,865	\$121,655	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	284	9,145	0	0	0	0	0%	6
7 Employee Benefits	28	1,271	0	0	0	0	0%	7
8 Materials & Supplies	4,683	5,589	989,982	5,461,310	4,182,419	721,981	17%	8
9 Operating Expenses	19,996	100,767	268,914	6,310,961	5,848,984	368,331	6%	9
10 Capital Outlay	0	6,370,936	10,917,798	14,320,042	16,148,731	4,638,790	29%	10
11 Total Expenses	\$24,991	\$6,487,708	\$12,176,694	\$26,092,313	\$26,180,134	\$5,729,102	22%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	1,000	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	\$1,000	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$5,231	(\$6,476,479)	(\$12,145,706)	(\$882,448)	(\$970,269)	(\$5,607,447)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$5,231	(\$6,476,479)	(\$12,145,706)	(\$882,448)	(\$970,269)	(\$5,607,447)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Capital Projects Fund (Fund 4) - Skyline College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	2006-07 Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	194,304	334,997	334,997	0	0%	2
3 Local Revenue	12,110	4,705	4,575,770	22,849,640	22,849,640	0	0%	3
4 Total Revenue	\$12,110	\$4,705	\$4,770,074	\$23,184,637	\$23,184,637	\$0	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	4,683	0	0	0	0	0%	6
7 Employee Benefits	0	704	0	0	0	0	0%	7
8 Materials & Supplies	0	22,032	240,980	4,871,250	3,870,477	732,268	19%	8
9 Operating Expenses	0	795,152	289,974	3,347,847	4,325,498	369,087	9%	9
10 Capital Outlay	0	3,405,805	10,313,081	15,182,540	22,826,823	11,676,164	51%	10
11 Total Expenses	\$0	\$4,228,376	\$10,844,035	\$23,401,637	\$31,022,798	\$12,777,519	41%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	\$0	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$12,110	(\$4,223,671)	(\$6,073,961)	(\$217,000)	(\$7,838,161)	(\$12,777,519)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$12,110	(\$4,223,671)	(\$6,073,961)	(\$217,000)	(\$7,838,161)	(\$12,777,519)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Capital Projects Fund (Fund 4) - Districtwide Projects

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	2006-07 Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	\$0	\$393,110	\$0	850,614	850,614	\$729,288	86%	2
3 Local Revenue *	3,946,794	1,735,793	910,289	9,201,228	350,000,000	337,302,652	97%	3
4 Total Revenue	\$3,946,794	\$2,128,903	\$910,289	\$10,051,842	\$350,850,614	\$338,031,940	96%	4

Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$95,000	\$47,472	50%	5
6 Classified Salaries	4,850	422	4,955	1,274,291	1,374,860	493,564	36%	6
7 Employee Benefits	1,693	71	600	319,354	431,248	157,464	37%	7
8 Materials & Supplies	27,123	2,763	137,317	766,000	366,744	110,430	30%	8
9 Operating Expenses	1,798,602	1,853,998	975,105	2,764,636	1,442,836	3,834,349	266%	9
10 Capital Outlay	9,143,292	8,909,050	11,220,690	5,825,963	7,426,561	1,959,210	26%	10
11 Total Expenses	\$10,975,560	\$10,766,304	\$12,338,667	\$10,950,244	\$11,137,249	\$6,602,489	59%	11

Transfers & Other								
12 Transfers In	\$11,166,503	\$611,282	\$0	\$0	\$0	\$5,800,000	0%	12
13 Other Sources	0	7,377,894	0	0	0	25,000	0%	13
14 Transfers out	(781,943)	(869,923)	(5,571)	0	0	(5,845,000)	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(3,748,287)	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$6,636,272	\$7,119,253	(\$5,571)	\$0	\$0	(\$20,000)	0%	17

Fund Balance								
18 Net Change in Fund Balance	(\$392,494)	(\$1,518,148)	(\$11,433,949)	(\$898,402)	\$339,713,365	\$331,409,451		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$392,494)	(\$1,518,148)	(\$11,433,949)	(\$898,402)	\$339,713,365	\$331,409,451		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

** 2006-07 Actual to Date includes \$332M of 2005 General Obligation Bond, Series B issued December 2006.*

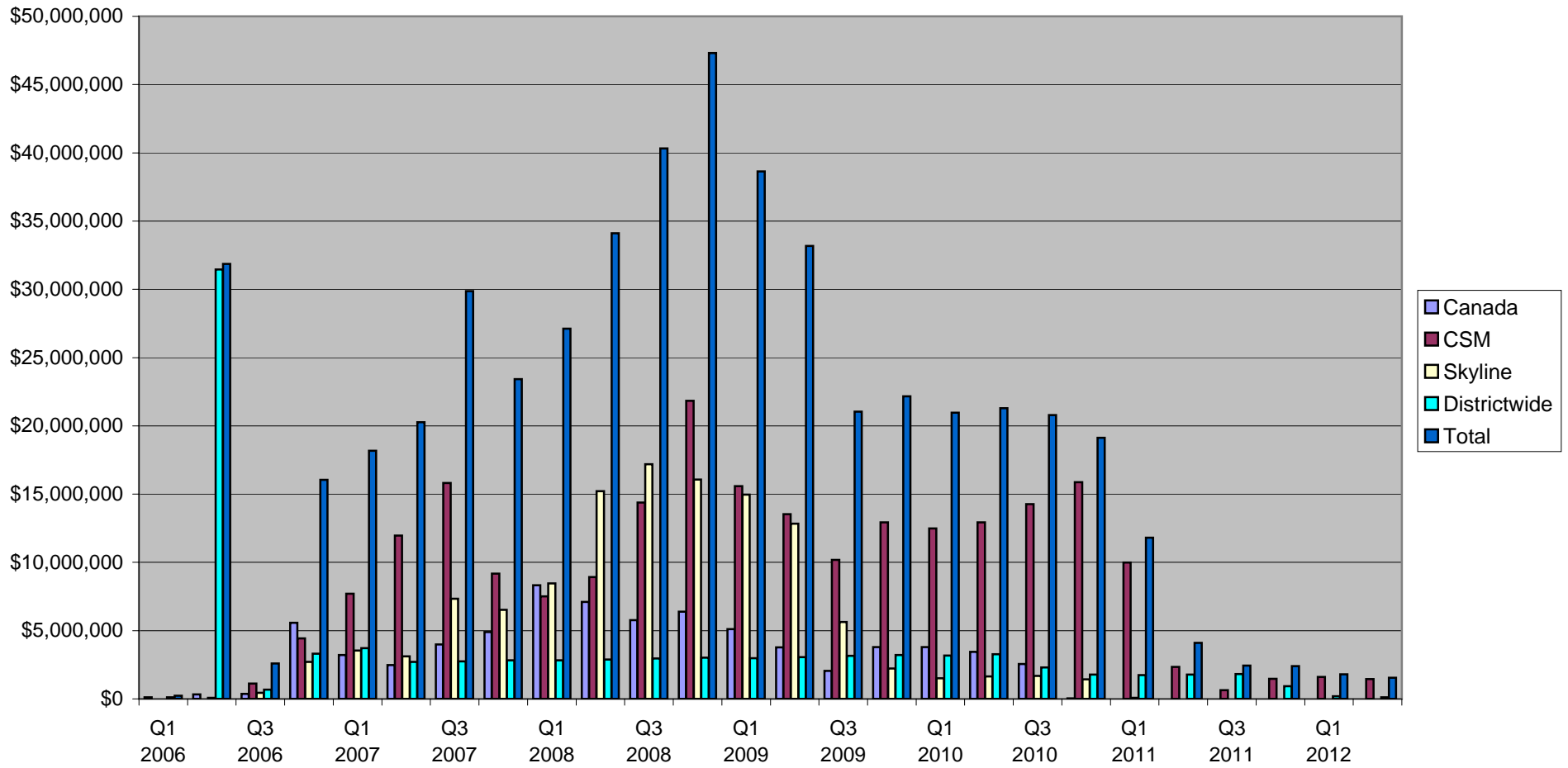
**San Mateo County Community College District
2006-2007 Mid-Year Report
Capital Projects Fund (Fund 4) - Total District**

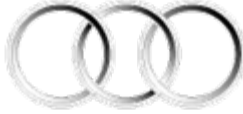


	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	2006-07 Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	\$0	\$393,110	\$224,292	\$11,575,305	\$11,575,305	\$830,943	7%	2
3 Local Revenue	\$3,997,635	\$1,754,707	\$5,491,438	\$70,862,603	\$411,661,375	\$337,322,652	82%	3
4 Total Revenue	\$3,997,635	\$2,147,817	\$5,715,730	\$82,437,908	\$423,236,680	\$338,153,595	80%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$95,000	\$47,472	50%	5
6 Classified Salaries	\$5,134	\$12,870	\$8,063	\$1,274,291	\$1,374,860	\$493,564	36%	6
7 Employee Benefits	\$1,721	\$2,678	\$1,026	\$319,354	\$431,248	\$157,464	37%	7
8 Materials & Supplies	\$31,806	\$38,519	\$1,730,151	\$13,241,614	\$10,190,372	\$1,638,183	16%	8
9 Operating Expenses	\$1,818,598	\$2,823,445	\$2,735,852	\$14,353,008	\$13,860,169	\$4,734,630	34%	9
10 Capital Outlay	\$9,144,968	\$21,010,333	\$36,690,813	\$55,497,491	\$63,891,915	\$27,406,301	43%	10
11 Total Expenses	\$11,002,227	\$23,887,845	\$41,165,905	\$84,685,758	\$89,843,564	\$34,477,614	38%	11
Transfers & Other								
12 Transfers In	\$11,166,503	\$611,282	\$0	\$0	\$0	\$5,800,000	0%	12
13 Other Sources	\$0	\$7,377,894	\$1,000	\$0	\$0	\$25,000	0%	13
14 Transfers out	(\$781,943)	(\$869,923)	(\$5,571)	\$0	\$0	(\$5,845,000)	0%	14
15 Contingency	\$0	\$0	\$0	\$0	\$0	\$0	0%	15
16 Other Out Go	(\$3,748,287)	\$0	\$0	\$0	\$0	\$0	0%	16
17 Total Transfers/Other	\$6,636,272	\$7,119,253	(\$4,571)	\$0	\$0	(\$20,000)	0%	17
Fund Balance								
18 Net Change in Fund Balance	(\$368,320)	(\$14,620,775)	(\$35,454,746)	(\$2,247,850)	\$333,393,116	\$303,655,981		18
19 Beginning Balance, July 1	97,628,732	7,900,433	129,362,713	213,940,712	213,940,712	213,940,712		19
20 Adjustments to Beginning Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$97,260,412	(\$6,720,342)	\$93,907,967	\$211,692,862	\$547,333,828	\$517,596,693		21

Includes combined total of District Office, Cañada College, College of San Mateo, and Skyline College, as well as entire beginning balance.

Capital Improvement Program (All Funds) Cash Flow by Quarter





SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Enterprise Fund
(Auxiliary Fund)
(Fund 5)

*The District maintains two enterprise funds. These funds account for operations that the Board requires to be self-supporting via user charges. The **Bookstore Fund** is used to account for revenues received and expenses made to operate the District's bookstores. The **Cafeteria Fund** is used to account for revenues received and expenses related to the contracted food service and vending operations of the District. Both of these funds are maintained independently of other District funds to facilitate the entrepreneurial nature of the activities involved. This also provides the necessary flexibility to report the retail and operational requirements of these self-supporting services.*



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

**San Mateo County Community College District
2006-2007 Mid-Year Report
Enterprise Fund - Bookstore (Fund 5)**

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2005-06 Adoption Budget	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Income								
1 Federal Income	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Income	0	0	0	0	0	0	0%	2
3 Local Income	4,167,597	4,198,344	7,485,459	8,018,655	8,018,655	3,835,108	48%	3
4 Total Income	\$4,167,597	\$4,198,344	\$7,485,459	\$8,018,655	\$8,018,655	\$3,835,108	48%	4
Expenses								
5 Cost of Sales	\$3,070,685	\$3,101,035	\$5,040,851	\$5,306,957	\$5,306,957	\$2,683,268	51%	5
6 Certificated Salaries	0	0	0	0	0	0	0%	6
7 Classified Salaries	617,339	638,513	1,244,506	1,275,268	1,275,268	669,183	52%	7
8 Employee Benefits	140,487	161,613	356,887	331,790	331,790	185,125	56%	8
9 Materials & Supplies	15,885	18,552	38,322	25,880	25,880	15,556	60%	9
10 Operating Expenses	183,699	111,981	562,060	778,823	778,823	307,804	40%	10
11 Capital Outlay	0	0	0	0	0	0	0%	11
12 Total Expenses	\$4,028,095	\$4,031,694	\$7,242,626	\$7,718,718	\$7,718,718	\$3,860,936	50%	12
Transfers & Other								
13 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	13
14 Other Sources	0	0	0	0	0	0	0%	14
15 Transfers out	0	0	0	0	0	0	0%	15
16 Contingency	0	0	0	0	0	0	0%	16
17 Other Out Go	0	(72,947)	(211,781)	0	0	(33,780)	0%	17
18 Total Transfers/Other	\$0	(\$72,947)	(\$211,781)	\$0	\$0	(\$33,780)	0%	18
Fund Balance								
19 Net Change in Fund Balance	\$139,502	\$93,703	\$31,052	\$299,937	\$299,937	(\$59,608)		19
20 Beginning Balance, June 1	5,565,321	5,547,244	5,298,468	5,697,412	5,697,412	5,697,412		20
21 Balance	(561)	(11)	0	0	0	0		21
22 Net Fund Balance, Dec. 31	\$5,704,262	\$5,640,936	\$5,329,520	\$5,997,349	\$5,997,349	\$5,637,804		22



BOOKSTORES
Balance Sheet
December 31, 2006

ASSETS

Cash for Operations and Investments	\$3,878,127
Accounts Receivable	505,580
Inventory	1,991,200
Furniture, Fixtures & Equipment (Net)	469,318
TOTAL ASSETS	\$6,844,225

LIABILITIES AND CAPITAL

Liabilities	\$1,377,591
Capital-Reserved	5,466,634
TOTAL LIABILITIES AND CAPITAL	\$6,844,225



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

BOOKSTORES
Income Statement
For the Quarter Ending December 31, 2006

	<u>Year to Date</u> <u>Actual</u>		<u>2006-2007</u> <u>Budget</u>
INCOME			
Merchandise Sales	\$3,643,543	100.00%	\$7,704,945
COST OF GOODS SOLD			
Merchandise Purchases	<u>2,683,268</u>	<u>73.64%</u>	<u>5,306,957</u>
GROSS PROFIT	<u>\$960,275</u>	<u>26.36%</u>	<u>\$2,397,988</u>
OPERATING EXPENSES			
Salaries & Benefits	\$812,557		\$1,607,058
Other Inventory Expenses	\$154,784		\$290,800
Equipment Maintenance & Rental	9,911		27,350
Travel, Conference	3,521		14,880
Dues & Membership	3,690		10,230
Insurance	3,300		13,320
Utilities	14,208		26,128
Contracted Services	17,683		37,909
Legal, Audit and Bad Debts	-		1,800
Other Expenses	<u>100,707</u>		<u>226,699</u>
TOTAL OPERATING EXPENSES	<u>\$1,120,361</u>	<u>30.75%</u>	<u>\$2,256,174</u>
NET INCOME FROM OPERATIONS	(\$160,086)	-4.39%	\$141,814
OTHER INCOME			
Interest & Other Income	\$191,565		\$313,710
TOTAL OTHER INCOME	<u>\$191,565</u>	<u>5.26%</u>	<u>\$313,710</u>
NET INCOME BEFORE OTHER EXPENSES	\$31,479	0.86%	\$455,524
OTHER EXPENSES			
Administrative Salary and Benefits	\$41,751		\$87,887
Rent	33,780		67,700
TOTAL OTHER EXPENSES	<u>\$75,531</u>	<u>2.07%</u>	<u>\$155,587</u>
Net Change in Fund Balance	(\$44,052)	-1.21%	<u>\$299,937</u>
Capital, July 1, 2006	5,697,412		
Prior Year Adjustment	<u>(186,726)</u>		
Capital, December 31, 2006	<u><u>\$5,466,634</u></u>		

San Mateo County Community College District
2006-2007 Mid-Year Report
Enterprise Fund - Cafeteria (Fund 5)



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	89,215	65,722	89,622	150,000	150,000	86,718	58%	3
4 Total Revenue	\$89,215	\$65,722	\$89,622	\$150,000	\$150,000	\$86,718	58%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	83,539	62,908	71,475	133,000	133,000	85,262	64%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$83,539	\$62,908	\$71,475	\$133,000	\$133,000	\$85,262	64%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	(3,284)	0%	16
17 Total Transfers/Other	\$0	\$0	\$0	\$0	\$0	(\$3,284)	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$5,676	\$2,813	\$18,147	\$17,000	\$17,000	(\$1,828)		18
19 Beginning Balance, July 1	811,566	746,416	692,808	630,858	630,858	630,858		19
20 Adjustments to Beginning Balance	1	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$817,243	\$749,229	\$710,955	\$647,858	\$647,858	\$629,030		21



**CAFETERIAS
Balance Sheet
December 31, 2006**

ASSETS

Cash for Operations and Investments	\$510,060
Cash Reserve for Equipment	0
Accounts Receivable	5,464
Furniture, Fixtures & Equipment (Net)	236,916
TOTAL ASSETS	\$752,440

LIABILITIES AND CAPITAL

Liabilities	\$123,410
Capital, July 1, 2006	\$630,858
Adjustment to Capital	(1,828)
Capital, December 31, 2006	\$629,030
TOTAL LIABILITIES AND CAPITAL	\$752,440



**SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT**

**CAFETERIAS
Income Statement
For the Quarter Ending December 31, 2006**

	<u>Year to Date Actual</u>	<u>2006-2007 Budget</u>
INCOME		
Special Service Income	\$0	\$0
Vending Income	32,963	65,000
Food Service Income	43,837	70,000
Interest	9,918	15,000
Other Income	0	0
TOTAL INCOME	\$86,718	\$150,000
EXPENSES		
Depreciation Expense	\$24,000	48,000
Service Contracts & Repairs	16,679	32,000
College Support	44,583	46,600
Unrealized Loss from Investments	-	-
Other	3,284	6,400
TOTAL EXPENSES	\$88,546	133,000
NET INCOME FROM OPERATIONS	(\$1,828)	17,000
Capital, July 1, 2006	\$630,858	\$630,858
Capital, December 31, 2006	\$629,030	\$647,858



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Special Revenue Fund (Fund 6)

*This fund is used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes. Special Revenue Funds encompass activities not directly related to the educational program of the College but that provide a service to students—and which may provide non-classroom instructional or laboratory experience for students and incidentally produce revenue and non instructional expense. The District maintains one such fund, the **Child Development Fund**, which is used to account for the activities of the child care centers at the Colleges.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Child Development Fund (Fund 6) - Cañada College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	(103,797)	19,593	120,107	120,107	33,982	28%	2
3 Local Revenue	129	17	(85)	0	0	7	0%	3
4 Total Revenue	\$129	(\$103,780)	\$19,508	\$120,107	\$120,107	\$33,989	28%	4
Expenses								
5 Certificated Salaries	\$0	\$13,986	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	2,769	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	1,360	(8,844)	110,498	110,498	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$18,114	(\$8,844)	\$110,498	\$110,498	\$0	0%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	\$0	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$129	(\$121,894)	\$28,352	\$9,609	\$9,609	\$33,989		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$129	(\$121,894)	\$28,352	\$9,609	\$9,609	\$33,989		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Child Development Fund (Fund 6) - College of San Mateo



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$5,950	\$5,950	\$3,427	\$17,182	\$18,836	\$3,197	17%	1
2 State Revenue	8,765	(11,539)	114,930	135,221	135,221	73,939	55%	2
3 Local Revenue	57,457	46,476	47,261	138,937	138,937	73,246	53%	3
4 Total Revenue	\$72,173	\$40,887	\$165,618	\$291,340	\$292,994	\$150,382	51%	4
Expenses								
5 Certificated Salaries	\$33,451	\$33,890	\$35,850	\$95,574	\$95,574	\$41,403	43%	5
6 Classified Salaries	83,056	82,614	82,050	196,920	196,920	111,944	57%	6
7 Employee Benefits	34,517	35,959	39,845	89,546	89,546	46,210	52%	7
8 Materials & Supplies	10,639	11,082	12,894	35,000	36,654	14,813	40%	8
9 Operating Expenses	21	17	7	1,000	1,000	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$161,683	\$163,562	\$170,646	\$418,041	\$419,695	\$214,370	51%	11
Transfers & Other								
12 Transfers In	\$53,000	\$73,222	\$0	\$154,917	\$154,917	\$46,210	30%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$53,000	\$73,222	\$0	\$154,917	\$154,917	\$46,210	30%	17
Fund Balance								
18 Net Change in Fund Balance	(\$36,510)	(\$49,453)	(\$5,027)	\$28,217	\$28,217	(\$17,778)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$36,510)	(\$49,453)	(\$5,027)	\$28,217	\$28,217	(\$17,778)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Child Development Fund (Fund 6) - Skyline College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$25,063	\$28,391	\$7,432	26%	1
2 State Revenue	0	(1,803)	0	276,843	276,843	127,503	46%	2
3 Local Revenue	10,386	12,157	5,533	21,336	21,336	14,309	67%	3
4 Total Revenue	\$10,386	\$10,354	\$5,533	\$323,242	\$326,570	\$149,245	46%	4
Expenses								
5 Certificated Salaries	\$30,757	\$31,955	\$34,068	\$75,134	\$75,134	\$38,236	51%	5
6 Classified Salaries	94,630	86,265	96,252	223,108	223,108	126,089	57%	6
7 Employee Benefits	40,403	42,308	46,249	139,456	139,456	62,756	45%	7
8 Materials & Supplies	16,842	11,503	17,068	25,000	28,328	13,915	49%	8
9 Operating Expenses	327	781	981	0	0	1,065	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$182,959	\$172,812	\$194,618	\$462,698	\$466,026	\$242,061	52%	11
Transfers & Other								
12 Transfers In	\$47,000	\$233,475	\$0	\$139,456	\$139,456	\$62,756	45%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$47,000	\$233,475	\$0	\$139,456	\$139,456	\$62,756	45%	17
Fund Balance								
18 Net Change in Fund Balance	(\$125,572)	\$71,018	(\$189,085)	\$0	\$0	(\$30,060)		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$125,572)	\$71,018	(\$189,085)	\$0	\$0	(\$30,060)		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Child Development Fund (Fund 6) - District Office

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	0	0	0	0	0	0	0%	3
4 Total Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	10,500	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$10,500	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$200,000	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$200,000	\$0	\$0	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$200,000	\$0	(\$10,500)	\$0	\$0	\$0		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$200,000	\$0	(\$10,500)	\$0	\$0	\$0		21

*All District activity relates to repair/construction projects at CSM & Skyline managed by Facilities department.
Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Child Development Fund (Fund 6) - Total District



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$5,950	\$5,950	\$3,427	\$42,245	\$47,227	\$10,629	23%	1
2 State Revenue	8,765	(117,139)	134,523	532,171	532,171	235,424	44%	2
3 Local Revenue	67,973	58,651	52,708	160,272	160,272	87,562	55%	3
4 Total Revenue	\$82,689	(\$52,538)	\$190,659	\$734,689	\$739,671	\$333,616	45%	4
Expenses								
5 Certificated Salaries	\$64,207	\$79,831	\$69,918	\$170,709	\$170,709	\$79,639	47%	5
6 Classified Salaries	177,686	168,879	178,302	420,028	420,028	238,033	57%	6
7 Employee Benefits	74,920	81,035	86,094	229,003	229,003	108,966	48%	7
8 Materials & Supplies	27,481	22,585	29,963	60,000	64,982	28,728	44%	8
9 Operating Expenses	348	2,159	(7,857)	111,498	111,498	1,065	1%	9
10 Capital Outlay	0	0	10,500	0	0	0	0%	10
11 Total Expenses	\$344,642	\$354,488	\$366,919	\$991,237	\$996,219	\$456,431	46%	11
Transfers & Other								
12 Transfers In	\$300,000	\$306,697	\$0	\$294,374	\$294,374	\$108,966	37%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency/Reserve	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$300,000	\$306,697	\$0	\$294,374	\$294,374	\$108,966	37%	17
Fund Balance								
18 Net Change in Fund Balance	\$38,047	(\$100,329)	(\$176,260)	\$37,826	\$37,826	(\$13,849)		18
19 Beginning Balance, July 1	2,684	93,855	250,125	272,565	272,565	272,565		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$40,731	(\$6,474)	\$73,864	\$310,391	\$310,391	\$258,716		21

Includes combined total of District Office, Cañada College, College of San Mateo, and Skyline College, as well as entire beginning balance.



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Expendable Trust Fund

Financial Aid

(Fund 7)

Funds of this type account for assets held by the District as trustee. Funds in this category include financial aid such as Federal Student Aid PELL/SEOG, Federal Student Aid Perkins, Cal Grants, and EOP&S Direct Aid to Students.



San Mateo County Community College District
2006-2007 Mid-Year Report
Student Aid Fund (Fund 7) - Cañada College

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	%	To Date
Revenue								
1 Federal Revenue	\$406,321	\$469,022	\$492,546	\$1,181,799	\$1,181,799	\$535,508	45%	1
2 State Revenue	42,002	43,896	44,678	94,196	94,196	45,752	49%	2
3 Local Revenue	6,434	8,123	36,677	0	0	38,573	0%	3
4 Total Revenue	\$454,757	\$521,041	\$573,901	\$1,275,995	\$1,275,995	\$619,833	49%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$30,008	\$30,008	100%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(454,839)	(532,607)	(590,990)	(1,275,995)	(1,306,003)	(621,043)	48%	16
17 Total Transfers/Other	(\$454,839)	(\$532,607)	(\$590,990)	(\$1,275,995)	(\$1,275,995)	(\$591,035)	46%	17
Fund Balance								
18 Net Change in Fund Balance	(\$82)	(\$11,566)	(\$17,089)	\$0	\$0	\$28,798		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	(\$82)	(\$11,566)	(\$17,089)	\$0	\$0	\$28,798		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Student Aid Fund (Fund 7) - College of San Mateo



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$897,780	\$909,183	\$880,390	\$2,194,248	\$2,194,248	\$877,302	40%	1
2 State Revenue	61,437	74,964	90,349	198,809	198,809	110,626	56%	2
3 Local Revenue	42,663	16,843	77,331	0	0	68,649	0%	3
4 Total Revenue	\$1,001,880	\$1,000,990	\$1,048,070	\$2,393,057	\$2,393,057	\$1,056,577	44%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$10,376	\$0	\$0	\$0	\$22,100	\$22,100	100%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(1,001,562)	(1,032,152)	(1,077,945)	(2,393,057)	(2,415,157)	(1,000,231)	41%	16
17 Total Transfers/Other	(\$991,186)	(\$1,032,152)	(\$1,077,945)	(\$2,393,057)	(\$2,393,057)	(\$978,131)	41%	17
Fund Balance								
18 Net Change in Fund Balance	\$10,694	(\$31,162)	(\$29,875)	\$0	\$0	\$78,446		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$10,694	(\$31,162)	(\$29,875)	\$0	\$0	\$78,446		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Student Aid Fund (Fund 7) - Skyline College



	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$1,305,505	\$1,176,252	\$1,022,941	\$2,575,551	\$2,575,551	\$1,037,359	40%	1
2 State Revenue	67,836	92,013	119,175	252,016	252,016	110,808	44%	2
3 Local Revenue	199,943	270,097	119,670	0	0	58,440	0%	3
4 Total Revenue	\$1,573,284	\$1,538,362	\$1,261,786	\$2,827,567	\$2,827,567	\$1,206,607	43%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$8,944	\$0	\$0	\$0	\$12,050	\$12,050	100%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(1,450,506)	(1,308,825)	(1,325,213)	(2,827,567)	(2,839,617)	(1,197,177)	42%	16
17 Total Transfers/Other	(\$1,441,562)	(\$1,308,825)	(\$1,325,213)	(\$2,827,567)	(\$2,827,567)	(\$1,185,127)	42%	17
Fund Balance								
18 Net Change in Fund Balance	\$131,722	\$229,537	(\$63,427)	\$0	\$0	\$21,480		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$131,722	\$229,537	(\$63,427)	\$0	\$0	\$21,480		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Student Aid Fund (Fund 7) - District Office

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	846	1,649	0	0	0	0	0%	3
4 Total Revenue	\$846	\$1,649	\$0	\$0	\$0	\$0	0%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$0	\$0	\$0	\$0	\$0	\$0	0%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$0	\$0	\$0	\$0	\$0	\$0	0%	17
Fund Balance								
18 Net Change in Fund Balance	\$846	\$1,649	\$0	\$0	\$0	\$0		18
19 Beginning Balance, July 1	0	0	0	0	0	0		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$846	\$1,649	\$0	\$0	\$0	\$0		21

*Net Fund Balance totals do not include all Federal, State, and Local revenue or beginning balance.
See Districtwide page for complete fund totals.*

San Mateo County Community College District
2006-2007 Mid-Year Report
Student Aid Fund (Fund 7) - Total District



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-07 Adoption Budget	2006-07 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$2,609,606	\$2,554,457	\$2,395,877	\$5,951,598	\$5,951,598	\$2,450,169	41%	1
2 State Revenue	171,275	210,873	254,202	545,021	545,021	267,186	49%	2
3 Local Revenue	249,885	296,712	233,677	0	0	165,662	0%	3
4 Total Revenue	\$3,030,766	\$3,062,043	\$2,883,757	\$6,496,619	\$6,496,619	\$2,883,017	44%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$19,320	\$0	\$0	\$0	\$64,158	\$64,158	100%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	(2,906,907)	(2,873,584)	(2,994,148)	(6,496,619)	(6,560,777)	(2,818,451)	43%	16
17 Total Transfers/Other	(\$2,887,587)	(\$2,873,584)	(\$2,994,148)	(\$6,496,619)	(\$6,496,619)	(\$2,754,293)	42%	17
Fund Balance								
18 Net Change in Fund Balance	\$143,179	\$188,458	(\$110,391)	\$0	\$0	\$128,724		18
19 Beginning Balance, July 1	133,309	127,386	127,962	126,701	126,701	126,701		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$276,488	\$315,844	\$17,571	\$126,701	\$126,701	\$255,425		21

Includes combined total of District Office, Cañada College, College of San Mateo, and Skyline College, as well as entire beginning balance.



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Retirement Reserve Expendable Trust (Fund 8)

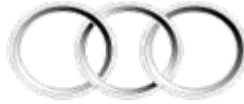
*Also an Expendable Trust, the **Reserve for Post-Retirement Benefits** was established to reflect the District liability that has already incurred and continues to incur as employees earn the right to health benefits at retirement.*

This Fund will increase with transfers made from the Unrestricted General Fund and other sources and decrease when benefits are paid out. Because this reserve is relatively new and is small compared to the total liability already incurred, current retiree benefits continue to be paid from the General Fund on a “pay as you go” basis. Eventually, however, an increasing portion of retiree benefits will be paid directly from the Reserve Fund.



**San Mateo County Community College District
2006-2007 Mid-Year Report
Retirement Reserve (Fund 8) - Total District**

	2nd Quarter 2003-04 Actuals	2nd Quarter 2004-05 Actuals	2nd Quarter 2005-06 Actuals	2006-2007 Adoption Budget	2006-2007 Adjusted Budget	Actual To Date	% To Date	
Revenue								
1 Federal Revenue	\$0	\$0	\$0	\$0	\$0	\$0	0%	1
2 State Revenue	0	0	0	0	0	0	0%	2
3 Local Revenue	137,365	133,463	91,056	1,020,000	1,020,000	261,684	26%	3
4 Total Revenue	\$137,365	\$133,463	\$91,056	\$1,020,000	\$1,020,000	\$261,684	26%	4
Expenses								
5 Certificated Salaries	\$0	\$0	\$0	\$0	\$0	\$0	0%	5
6 Classified Salaries	0	0	0	0	0	0	0%	6
7 Employee Benefits	0	0	0	0	0	0	0%	7
8 Materials & Supplies	0	0	0	0	0	0	0%	8
9 Operating Expenses	0	0	0	0	0	0	0%	9
10 Capital Outlay	0	0	0	0	0	0	0%	10
11 Total Expenses	\$0	\$0	\$0	\$0	\$0	\$0	0%	11
Transfers & Other								
12 Transfers In	\$1,500,000	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	100%	12
13 Other Sources	0	0	0	0	0	0	0%	13
14 Transfers out	0	0	0	0	0	0	0%	14
15 Contingency	0	0	0	0	0	0	0%	15
16 Other Out Go	0	0	0	0	0	0	0%	16
17 Total Transfers/Other	\$1,500,000	\$1,500,000	\$0	\$1,500,000	\$1,500,000	\$1,500,000	100%	17
Fund Balance								
18 Net Change in Fund Balance	\$1,637,365	\$1,633,463	\$91,056	\$2,520,000	\$2,520,000	\$1,761,684		18
19 Beginning Balance, July 1	18,440,962	16,139,901	21,961,007	24,219,353	24,219,353	24,219,353		19
20 Balance	0	0	0	0	0	0		20
21 Net Fund Balance, Dec. 31	\$20,078,327	\$17,773,364	\$22,052,063	\$26,739,353	\$26,739,353	\$25,981,037		21



SAN MATEO COUNTY
COMMUNITY COLLEGE DISTRICT

Supplemental Information

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12/31/06)**

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12/31/06)**

Page 108 – **Expenditure Comparison by Major
Account Code**

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Budget Activity**

Page 112 – **Expenditure Comparison of Academic
Salaries**



**San Mateo County Community College District
FTES Analysis**

	<u>Actual 1997-98</u>	<u>Actual 1998-99</u>	<u>Actual 1999-2000</u>	<u>Actual 2000-2001</u>	<u>Actual 2001-2002</u>	<u>Actual 2002-2003</u>	<u>Actual 2003-2004</u>	<u>Actual 2004-2005</u>	<u>Actual 2005-2006</u>	<u>1st Period Actual 2006-2007</u>
<i>College of San Mateo</i>										
Resident										
Fall & Spring	7,135	7,756	7,611	7,263	7,336	8,041	8,059	7,561	7,311	7,395
Summer	<u>764</u>	<u>822</u>	<u>925</u>	<u>883</u>	<u>911</u>	<u>1,026</u>	<u>1,122</u>	<u>989</u>	<u>945</u>	<u>903</u>
Total, Resident	7,899	8,578	8,536	8,146	8,247	9,067	9,181	8,550	8,256	8,298
Total, Apprenticeship	212	209	171	173	171	165	131	140	146	159
Flex-time	12	14	15	14	10	9	14	9	12	9
Non-Resident										
Fall & Spring	370	335	360	315	327	288	245	223	234	232
Summer	<u>33</u>	<u>25</u>	<u>31</u>	<u>32</u>	<u>28</u>	<u>33</u>	<u>26</u>	<u>19</u>	<u>21</u>	<u>20</u>
Total, Non-Resident	403	360	391	347	355	321	271	242	255	252
College of San Mateo Total	8,525	9,161	9,113	8,680	8,783	9,562	9,597	8,941	8,669	8,718
<i>Canada College</i>										
Resident										
Fall & Spring	2,752	2,773	2,816	2,988	3,358	3,489	3,606	3,631	3,707	3,709
Fall & Spring (N/C)	7	5	6	6	25	8	43	50	43	25
Summer (N/C)										
Summer	<u>318</u>	<u>347</u>	<u>359</u>	<u>381</u>	<u>392</u>	<u>466</u>	<u>18</u>	<u>298</u>	<u>359</u>	<u>378</u>
Total, Resident	3,076	3,125	3,181	3,375	3,775	3,964	3,667	3,981	4,113	4,115
Flex-time	7	11	11	7	4	3	6	3	3	3
Non-Resident										
Fall & Spring	190	157	152	155	152	116	76	73	71	62
Fall & Spring (N/C)	1	1	1	1	4	2	3	2	1	1
Summer (N/C)										
Summer	<u>14</u>	<u>13</u>	<u>11</u>	<u>8</u>	<u>12</u>	<u>10</u>	<u>1</u>	<u>2</u>	<u>7</u>	<u>8</u>
Total, Non-Resident	205	171	164	164	169	128	80	77	79	71
Canada College Total	3,289	3,307	3,356	3,546	3,948	4,095	3,753	4,061	4,195	4,189
<i>Skyline College</i>										
Resident										
Fall & Spring	5,318	5,541	5,470	5,222	5,780	6,375	6,107	6,014	5,912	5,995
Fall & Spring (N/C)		14	-	-	-	-	-	-	-	-
Summer (N/C)										
Summer	<u>634</u>	<u>749</u>	<u>828</u>	<u>1,021</u>	<u>897</u>	<u>1,010</u>	<u>865</u>	<u>826</u>	<u>853</u>	<u>849</u>
Total, Resident	5,952	6,304	6,298	6,243	6,677	7,385	6,972	6,840	6,765	6,844
Total, Apprenticeship	32	45	43	43	42	31	9	4	4	3
Flex-time	7	10	16	10	4	4	5	4	9	6
Non-Resident										
Fall & Spring	100	121	166	203	159	154	124	109	97	106
Summer	<u>11</u>	<u>16</u>	<u>18</u>	<u>23</u>	<u>26</u>	<u>22</u>	<u>18</u>	<u>13</u>	<u>12</u>	<u>10</u>
Total, Non-Resident	111	137	184	226	185	176	142	122	109	116
Skyline College Total	6,103	6,496	6,541	6,522	6,908	7,596	7,128	6,970	6,887	6,969



**San Mateo County Community College District
FTES Analysis**

	<u>Actual 1997-98</u>	<u>Actual 1998-99</u>	<u>Actual 1999-2000</u>	<u>Actual 2000-2001</u>	<u>Actual 2001-2002</u>	<u>Actual 2002-2003</u>	<u>Actual 2003-2004</u>	<u>Actual 2004-2005</u>	<u>Actual 2005-2006</u>	1st Period Actual 2006-2007
<i>District</i>										
Resident										
Fall & Spring	15,205	16,070	15,897	15,473	16,474	17,905	17,772	17,206	16,930	17,099
Fall & Spring (N/C)	7	19	6	6	25	8	43	50	43	25
Summer (N/C)	0	0	0	0	0	1	0	2	4	3
Summer	<u>1,716</u>	<u>1,918</u>	<u>2,112</u>	<u>2,285</u>	<u>2,200</u>	<u>2,502</u>	<u>2,005</u>	<u>2,113</u>	<u>2,157</u>	<u>2,130</u>
Total, Resident	16,927	18,007	18,015	17,764	18,699	20,416	19,820	19,371	19,134	19,257
Total, Apprenticeship	244	254	214	216	213	196	140	144	150	162
Flex-time	26	35	42	31	18	16	25	16	24	18
Non-Resident										
Fall & Spring	660	613	678	673	638	558	445	405	402	400
Fall & Spring (N/C)	1	1	1	1	4	2	3	2	1	1
Summer (N/C)	0	0	0	0	0	0	0	0	0	0
Summer	<u>58</u>	<u>54</u>	<u>60</u>	<u>63</u>	<u>66</u>	<u>65</u>	<u>45</u>	<u>34</u>	<u>40</u>	<u>38</u>
Total, Non-Resident	719	668	739	737	709	625	493	441	443	439
District Total	17,917	18,964	19,010	18,748	19,639	21,253	20,478	19,972	19,751	19,876

BOARD REPORT NO. 07-1-1CA

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: James W. Keller, Executive Vice Chancellor, 358-6790

APPROVAL OF 2007-08 BUDGET AND PLANNING CALENDAR

The budget development process for 2007-08 requires formulation of a budget calendar. Included in the 2007-08 calendar is consultation with the Committee for Budget and Finance, which is a subcommittee of the District Shared Governance Council in matters relating to finance.

The calendar provides timelines for planning, discussions and decisions by the Board, and concludes with adoption of the Final Budget for 2007-08 on September 5, 2007.

RECOMMENDATION

It is recommended that the Board of Trustees approve the attached 2007-08 Budget and Planning Calendar.

Budget and Planning Calendar, 2007-08

<u>Date</u>	<u>Campus & District Review/Action</u>	<u>Committee for Budget and Finance Consultation</u>	<u>Board Review/Action</u>
September	Campuses Finalize Spring 2007 Schedule of Classes		
November –December		Review of Budget and Planning Calendar, discussion of budget strategies and resource allocation, and budget development process	
January 10	Governor’s Budget Proposal		
January	Chancellor’s Council review/revise draft of Budget and Planning Calendar and budget development process; discussion of Governor’s Budget; District revenue/expenditure implications.	Review of Governor’s Budget and discussion of District revenue and expenditure implications (inform DSGC at its next meeting). Finalize resource allocation recommendation.	Approval of 2007-08 Budget and Planning Calendar, review of Governor’s Budget, review of State and District revenue and expenditure implications, and discussion of program and operational priorities.
January/ February	Chancellor’s Council discussions of budget strategies and allocations. Approve resource allocation.	Continuing discussion of State budget and District revenue/expenditure options.	Board policy discussions/decision regarding budget adjustments which impact existing positions.
February	Legislative Analyst’s Office Review of Governor’s Proposed Budget		
February	Campuses Finalize Summer Session 2007 Schedule of Classes	Review of preliminary District revenue assumptions and expenditure plans.	Review of preliminary District revenue assumptions and expenditure plans.
February/ March	Discussion of budget priorities at Colleges and with Chancellor’s Cabinet.	Review of 2006-07 Mid-Year Budget Report	Review of 2006-07 Mid-Year Budget Report
March	Campuses Finalize Fall 2007 Schedule of Classes	Review of Board budget priorities and Districtwide allocations (inform DSGC at its next meeting).	Review/approval of 2007-08 budget priorities and Districtwide allocations.
April			Budget workshop with Board; review budget assumptions for Tentative budget.
May 11	Site Tentative Budgets completed. Work resumes to develop final budget after tentative budget is loaded.		

<u>Date</u>	<u>Campus & District Review/Action</u>	<u>Committee for Budget and Finance Consultation</u>	<u>Board Review/Action</u>
Mid-May	Governor's May Revise		
May	Review of Governor's May Revise	Review of Governor's May Revise (inform DSGC at its next meeting).	Governor's May Revise; budget priorities, goals and objectives.
June	District Office completes budget input and prepares Tentative Budget document	Review of 2007-08 Tentative Budget	
June 27			Adoption of 2007-08 Tentative Budget and 2007-08 Gann Limit.
June-August	Final adjustments to budget are made.		
July	Enactment of 2007-08 State Budget		
August	Legislative Trailer Bills		
August	2006-07 books are closed. District Office completes budget input and prepares Final Budget document.		
Sept.5			Public Hearing/Adoption of 2007-08 Final Budget.

Associated Students of Cañada College
2nd Quarter Report (October-December)
Fall 2006

Prepared by: Aja Butler
Coordinator of Student Activities
Cañada College

In October the ASCC coordinated a party and costume contest for Halloween. The event was well attended by the student body and members of the staff.

In an attempt to encourage student participation in the November Election members of the Political Awareness Club coordinated workshops to educate students about the propositions. The Political Awareness Club also held a voter registration drive.

For the month of November members of the ASCC attended the California Community College State Student Senate General Assembly in San Francisco. The United Nations Association of Cañada College hosted its first UN Day Celebration. The event included a keynote address on Maternal Health, cultural performances by members of the Russian, Tongan, and Filipino community. The event was enjoyed by more than 200 members of the Cañada community.

In December the ASCC sponsored a food drive with 2nd Harvest; through their efforts the students were able to donate 3 barrels full of food to 2nd Harvest Food Bank. The Young Latino Leaders held their annual Posada Celebration. Students, staff, and faculty participated in the event which included such traditional performances as a Mariachi, Aztec dancers, and a ballet folklórico performance by a talented youth group. Some members of the Young Latino Leaders also performed during the event; showcasing the many talents of Cañada Students.

December also marked the unveiling of the Cañada Cheer and Dance Team. With a squad of four dedicated and talented members; the Cañada Cheer and Dance Team began showing their school spirit at the Men's Basketball games.

**Associated Students
Cañada College
BALANCE SHEET
December 31, 2006**

	<u>Dec 31, '06</u>	<u>Dec 31, '05</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
1050-3 · CASH/CHECKING-WELLS FARGO	164,221.24	219,680.49	-55,459.25	-25.25%
1060-3 · CASH/CHECKING - UNION BANK	40,000.00	0.00	40,000.00	100.0%
1080-3 · CASH/CD-WESTERN FIN. BANK	30,000.00	30,000.00	0.00	0.0%
Total Checking/Savings	<u>234,221.24</u>	<u>249,680.49</u>	<u>-15,459.25</u>	<u>-6.19%</u>
Other Current Assets				
1200-3 · EOPS LOAN RECEIVABLE	3,056.91	3,056.91	0.00	0.0%
1220-3 · DEAN'S EMERGENCY LOAN RECEIVABL	7,110.06	4,312.00	2,798.06	64.89%
1410-3 · ACCOUNTS REC.- STUDENT BODY FEE	56,089.20	0.00	56,089.20	100.0%
1411-3 · A/R STUD.FEE-BAD DEBT ALLOWANCE	-1,134.36	0.00	-1,134.36	-100.0%
1450-3 · INTEREST RECEIVABLE	95.55	63.19	32.36	51.21%
Total Other Current Assets	<u>65,217.36</u>	<u>7,432.10</u>	<u>57,785.26</u>	<u>777.51%</u>
Total Current Assets	<u>299,438.60</u>	<u>257,112.59</u>	<u>42,326.01</u>	<u>16.46%</u>
Fixed Assets				
1800-3 · FURNI/FIX & EQUIP	40,051.54	40,051.54	0.00	0.0%
1810-3 · ACCUM. DEPRECIATION/F&F - EQUIP	-35,071.26	-32,899.48	-2,171.78	6.6%
Total Fixed Assets	<u>4,980.28</u>	<u>7,152.06</u>	<u>-2,171.78</u>	<u>-30.37%</u>
TOTAL ASSETS	<u><u>304,418.88</u></u>	<u><u>264,264.65</u></u>	<u><u>40,154.23</u></u>	<u><u>15.2%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Other Current Liabilities				
CLUB ACCOUNTS - CANADA	31,827.25	22,513.83	9,313.42	41.37%
TRUST ACCOUNTS - CANADA	131,285.97	151,723.09	-20,437.12	-13.47%
2850-3 · STUDENT CASH CLEARING	72.00	72.00	0.00	0.0%
Total Other Current Liabilities	<u>163,185.22</u>	<u>174,308.92</u>	<u>-11,123.70</u>	<u>-6.38%</u>
Total Current Liabilities	<u>163,185.22</u>	<u>174,308.92</u>	<u>-11,123.70</u>	<u>-6.38%</u>
Long Term Liabilities				
2100-3 · EOPS LOAN FUND	7,744.00	7,744.00	0.00	0.0%
2120-3 · DEANS' EMERGENCY LOAN FUND	9,565.00	9,565.00	0.00	0.0%
2140-3 · LATIN AMERICAN LOAN FUND	351.28	351.28	0.00	0.0%
2145-3 · MISCELLANEOUS LOAN FUNDS	84.95	84.95	0.00	0.0%
Total Long Term Liabilities	<u>17,745.23</u>	<u>17,745.23</u>	<u>0.00</u>	<u>0.0%</u>
Total Liabilities	<u>180,930.45</u>	<u>192,054.15</u>	<u>-11,123.70</u>	<u>-5.79%</u>
Equity				
3100-3 · CAPITAL-COLLEGE	88,891.41	38,356.44	50,534.97	131.75%
Net Income	34,597.02	33,854.06	742.96	2.2%
Total Equity	<u>123,488.43</u>	<u>72,210.50</u>	<u>51,277.93</u>	<u>71.01%</u>
TOTAL LIABILITIES & EQUITY	<u><u>304,418.88</u></u>	<u><u>264,264.65</u></u>	<u><u>40,154.23</u></u>	<u><u>15.2%</u></u>

**Associated Students
Cañada College
INCOME STATEMENT
July 1, 2006 - Dec. 31, 2006**

	<u>Jul - Dec '06</u>	<u>Jul - Dec '05</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
4115-3 · ATM	645.50	820.50	-175.00	-21.33%
4120-3 · PROGRAM INCOME	0.00	978.94	-978.94	-100.0%
4130-3 · INTEREST EARNED	567.12	375.05	192.07	51.21%
4135-3 · MISCELLANEOUS INCOME	30.00	1,472.00	-1,442.00	-97.96%
4138-3 · SPACE RENTAL - VENDOR'S FEES	435.00	1,220.00	-785.00	-64.34%
4145-3 · STUDENT ACTIVITY CARD SALES	44,369.60	40,418.00	3,951.60	9.78%
4155-3 · VENDING INCOME	4,975.09	5,633.09	-658.00	-11.68%
Total Income	<u>51,022.31</u>	<u>50,917.58</u>	<u>104.73</u>	<u>0.21%</u>
Expense				
5023-3 · CENTRAL DUPLICATING EXPENSE	255.02	322.30	-67.28	-20.88%
5060-3 · CONFERENCE EXPENSE	1,606.60	208.46	1,398.14	670.7%
5070-3 · DEPRECIATION/F & F	1,065.68	1,238.99	-173.31	-13.99%
5120-3 · EQUIPMENT EXPENSE	432.99	2,045.91	-1,612.92	-78.84%
5130-3 · MISCELLANEOUS EXPENSES	0.00	1,852.46	-1,852.46	-100.0%
5140-3 · OFFICE SUPPLIES EXPENSE	1,630.09	990.55	639.54	64.56%
5155-3 · PROGRAM ASSISTANCE EXPENSE	613.55	3,865.57	-3,252.02	-84.13%
5160-3 · PROGRAMS EXPENSE	1,751.01	3,837.00	-2,085.99	-54.37%
5180-3 · PUBLICITY	468.88	10.00	458.88	4,588.8%
5185-3 · SPACE RENTAL EXPENSE	435.00	1,220.00	-785.00	-64.34%
5210-3 · STUDENT ACTIVITY CARD EXPENSES	2,383.95	-3,170.16	5,554.11	-175.2%
5220-3 · VENDING EXPENSE	5,782.52	4,642.44	1,140.08	24.56%
Total Expense	<u>16,425.29</u>	<u>17,063.52</u>	<u>-638.23</u>	<u>-3.74%</u>
Net Income	<u>34,597.02</u>	<u>33,854.06</u>	<u>742.96</u>	<u>2.2%</u>

Associated Students of College of San Mateo 2nd Quarter Report, October 2006 – December 2006

The Associated Students of College of San Mateo (ASCSM) has had a productive second half of the fall 2006 semester. This year's Student Senate is full of passionate individuals who are interested in making substantive contributions to the life of the College and governance of the College and District. Some of the highlights of the October, November and December 2006 quarter are:

Ongoing Activities

In addition to participating in their weekly Student Senate meetings, the members of the ASCSM have also been actively involved with each of their standing committees, including the Academic Enhancement Committee, the Finance & Administration Committee, the Programs & Services Committee, the Public Relations Committee, the Inter Club Council, the Legislative & Governmental Affairs Committee, the Café International Advisory Board, the Volunteer & Community Service Committee and the Ambassadors & Mentors Outreach Program Committee.

New and returning members of the ASCSM Student Senate continued to participate in College and District governance committees. At the College level, student leaders are attending numerous committee meetings, including the College Council, the Faculty Academic Senate, the Committee on Instruction, the Enrollment Management Committee, the Diversity in Action Group, the College Auxiliary Services Advisory Committee and the CSM Connects Service Learning Advisory Committee. At the District level, students are also involved in the District Shared Governance Council, the District Auxiliary Services Advisory Committee and the District Student Council.

During the months of October, November, and December, representatives of the Associated Students also actively participated in the College's search for a new President and Vice President of Student Services. Students were also well represented at the two open forums held for the final candidates for CSM President.

At the statewide and national levels, CSM student leaders are involved with the Student Senate for the California Community Colleges (SSCCC), and the American Student Association of Community College (ASACC).

The ASCSM, in cooperation with the Student Activities Office, continued to issue credit card style Student and Staff ID Cards to the College community. To date, the AS has issued thousands of ID Cards to Students, Faculty, Staff and Administrators.

To further increase the value of the CSM ID Card, the ASCSM has continued to expand and sponsor the Merchant Discount Program. This program provides a list of discount opportunities available to students, faculty, staff and administrators at on-campus AS-sponsored events, club events, local merchants, national chains and on the Internet, and includes movie theaters, restaurants, museums, art galleries, travel agencies and cultural centers.

The AS has continued to support the CSM Ambassadors Program, which coordinates and provides tours of the campus for individuals and groups interested in attending College of San Mateo.

Events and Activities:

October 2006

On Wednesday, October 11, the Associated Students and the Inter Club Council sponsored Club Day. This event provides an opportunity for CSM students to learn about and join the many student clubs and organizations available on campus. The groups participating included the Body & Brain Club, the Gay-Straight Alliance, the Inter Nations Club, Latinos Unidos, the Transfer Club, and the Hip-Hop Club.

On Wednesday, October 11, and throughout the month of October, the Gay-Straight Alliance (GSA), an ASCSM Club, and the Diversity in Action Group (DIAG) co-sponsored a series of campus events commemorating National Coming Out Day and Gay & Lesbian Pride month. These events included a lecture by Dr. Amity Buxton from the Straight Spouses Network and showings of *Brokeback Mountain*, *Capote*, and *Transamerica* in the campus theatre.

Between Friday, October 20, and Sunday, October 22, members of the Associated Students attended the California Community College Student Affairs Association (CCCSAA) Leadership Conference in Southern California. This annual event provides an opportunity for new and returning student leaders from around the state to network, share ideas, and develop leadership skills.

On Thursday, October 26, the Associated Students and the Diversity in Action Group (DIAG) co-sponsored a screening of the first half of Spike Lee's *When the Levees Broke*, a documentary covering the devastation in the wake of Hurricane Katrina. A member of the CSM Faculty, Erin Scholnick, and a CSM Student, Chris Eden, led a discussion at the conclusion of the film.

On the evening of Friday, October 27, the Inter Nations Club, with support from the Associated Students, sold refreshments during a performance by Ballet Afsaneh. The performance, which was held in the campus theatre, featured dances from Afghanistan.

Also on the evening of Friday, October 27, the CSM chapter of Phi Theta Kappa (PTK) hosted a dinner and screened *The Constant Gardener* in the campus Choral Room. The event was a fundraiser in support of the group's holiday food and clothing drive.

To celebrate Halloween, the Associated Students hosted a campus costume contest and pumpkin carving contest on Tuesday, October 31. The Associated Students also converted the Gallery Room in Building 5 into a haunted house and distributed candy to the campus community.

The Inter Nations Club, with support from the Associated Students, also celebrated Halloween, but with an international flair. Members of the club, many of whom were celebrating their first Halloween, shared their native dress and food.

November 2006

On Thursday, November 2, the second half of Spike Lee's *When the Levees Broke* was screened, co-sponsored by the Diversity in Action Group (DIAG) and the Associated Students. Once again, a discussion was led by Professor Erin Scholnick and CSM Student Chris Eden after the film.

On Saturday, November 4, and Sunday, November 5, representatives from the ASCSM participated in the first General Assembly for the Student Senate for the California Community Colleges (SSCCC). The General Assembly provided an opportunity for student leaders from around the state to come together and vote on various resolutions regarding issues facing community college students. Student leaders also began drafting bylaws for the new organization.

On Wednesday, November 8, and Wednesday, November 15, the Transfer Club, with support from the Associated Students, held fundraisers. The fundraisers are intended to support future club events, including trips to transfer colleges and universities.

On the evening of Wednesday, November 8, the Diversity in Action Group (DIAG) and the Associated Students sponsored a performance of the one-person play *Horizon Line*. The play, which focuses on issues of diversity, is a mainstay of the Museum of Tolerance experience that District employees have the opportunity to attend.

On Friday, November 17, the CSM Music Department, with support from the Associated Students, sponsored the annual CSM Jazz Festival. The festival featured bands from 13 local high schools, a free noontime concert, and instrument workshops for the high school students.

On Thursday, November 30, the CSM Performance Dance Ensemble, an ASCSM Club, held its annual fall dance showcase. The showcase provides an opportunity for members of CSM's dance classes to choreograph and perform their own dances for the campus community.

December 2006

On Wednesday, December 6, Alpha Gamma Sigma and the Transfer Club, both ASCSM Clubs, held a joint fundraiser. The event was intended to provide support for the future activities of both groups.

On Wednesday, December 6, and Thursday, December 7, the Associated Students hosted a holiday gift fair. The fair, which included vendors from around the Bay Area, was an opportunity for students, faculty, staff, and administrators to do some last-minute holiday shopping before the end of the semester.

On the evening of Friday, December 8, the Hip Hop Club, an ASCSM student group, sponsored an evening of performances and fashion. The show, which featured local hip hop performers, highlighted the positives of hip hop music and culture.

The Associated Students have already begun extensive planning for events during the spring 2007 semester. Upcoming events include the annual Service & Leadership Conference (Saturday, Feb. 10); the annual Get Linked Job & Volunteer Fair (Wednesday, March 14); and the annual Spring Fling event (late April/early May).

Steve Robison
Coordinator of Student Activities & ASCSM Advisor
College of San Mateo

**Associated Students
College of San Mateo
BALANCE SHEET
December 31, 2006**

	<u>Dec 31, 06</u>	<u>Dec 31, 05</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
1050-4 · WELLS FARGO CHECKING ACCT	68,132.53	221,565.07	-153,432.54	-69.25%
1051-4 · UNION BANK OF CALIFORNIA	125,473.04	0.00	125,473.04	100.0%
1150-4 · PETTY CASH ASCSM	25.00	25.00	0.00	0.0%
Total Checking/Savings	<u>193,630.57</u>	<u>221,590.07</u>	<u>-27,959.50</u>	<u>-12.62%</u>
Other Current Assets				
1210.4 · ACCOUNTS RECEIVABLE - MISC	3,523.50	20,330.75	-16,807.25	-82.67%
1220.4 · A/R-Student Body Card Fee	136,551.00	0.00	136,551.00	100.0%
1221-4 · Allowance for Bad Debts-S.B.C.F	-3,440.89	0.00	-3,440.89	-100.0%
1280-4 · LOAN RECEIVABLE-SPECIAL PROGRAM	0.00	350.00	-350.00	-100.0%
1310-4 · EMERGENCY LOAN RECEIVABLE	3,700.00	7,915.00	-4,215.00	-53.25%
1320-4 · LUCILE KOSHLAND E- LOAN REC.	350.00	750.00	-400.00	-53.33%
1330-4 · DISTRICT INVESTMENT POOL	361,992.27	350,242.09	11,750.18	3.36%
1340-4 · INVESTMT.MARK TO MARKET ADJMT.	-5,567.02	-2,353.72	-3,213.30	136.52%
Total Other Current Assets	<u>497,108.86</u>	<u>377,234.12</u>	<u>119,874.74</u>	<u>31.78%</u>
Total Current Assets	690,739.43	598,824.19	91,915.24	15.35%
Fixed Assets				
1800.4 · FURNITURE & FIXTURE-ASCSM	224.00	1,360.40	-1,136.40	-83.53%
1820.4 · OFFICE EQUIPMENT	0.00	1,256.35	-1,256.35	-100.0%
1840.4 · FURNITURE & FIXTURE - CAFE	462.27	2,274.38	-1,812.11	-79.68%
1860.4 · STUDENT CARD EQPT- ASCSM	0.00	0.00	0.00	0.0%
1870.4 · GAME & RECREATION FURNITURE	0.00	0.00	0.00	0.0%
Total Fixed Assets	<u>686.27</u>	<u>4,891.13</u>	<u>-4,204.86</u>	<u>-85.97%</u>
TOTAL ASSETS	<u>691,425.70</u>	<u>603,715.32</u>	<u>87,710.38</u>	<u>14.53%</u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 · Accounts Payable	14,578.52	20,425.77	-5,847.25	-28.63%
Total Accounts Payable	<u>14,578.52</u>	<u>20,425.77</u>	<u>-5,847.25</u>	<u>-28.63%</u>
Other Current Liabilities				
2010-4 · EMERGENCY LOAN FUND	11,251.95	14,116.95	-2,865.00	-20.3%
2015-4 · LUCILE KOSHLAND - LOAN FUND	4,600.00	5,000.00	-400.00	-8.0%
2020-4 · PEACHES WINSTON BOOK FUND	3,974.13	3,974.13	0.00	0.0%
2030-4 · FOREIGN STUDENT LOAN FUND	1,524.00	1,524.00	0.00	0.0%
2100-CL · CLUB ACCOUNTS	101,307.69	102,509.44	-1,201.75	-1.17%
2500-TR · TRUST ACCOUNT	268,688.30	300,762.69	-32,074.39	-10.66%
Total Other Current Liabilities	<u>391,346.07</u>	<u>427,887.21</u>	<u>-36,541.14</u>	<u>-8.54%</u>
Total Current Liabilities	<u>405,924.59</u>	<u>448,312.98</u>	<u>-42,388.39</u>	<u>-9.46%</u>
Total Liabilities	405,924.59	448,312.98	-42,388.39	-9.46%

**Associated Students
College of San Mateo
BALANCE SHEET
December 31, 2006**

Equity				
3100 · CAPITAL-ASCSM	88,085.20	88,085.20	0.00	0.0%
3150 · CAPITAL-CSM CAFE	31,915.13	31,915.13	0.00	0.0%
3160 · CAPITAL-CSM VENDING	30,768.12	30,768.12	0.00	0.0%
3900 · Fund Balance	-66,404.02	-66,404.02	0.00	0.0%
3901 · Fund Balance - ASCSM	175,028.12	93,571.56	81,456.56	87.05%
3902 · Fund Balance - CSM Cafe	-3,319.13	-1,704.68	-1,614.45	94.71%
3950 · PRIOR YEAR ADJUSTMENTS	-36,393.25	-32,986.48	-3,406.77	10.33%
Net Income	<u>65,820.94</u>	<u>12,157.51</u>	<u>53,663.43</u>	<u>441.4%</u>
Total Equity	<u><u>285,501.11</u></u>	<u><u>155,402.34</u></u>	<u><u>130,098.77</u></u>	<u><u>83.72%</u></u>
TOTAL LIABILITIES & EQUITY	<u><u>691,425.70</u></u>	<u><u>603,715.32</u></u>	<u><u>87,710.38</u></u>	<u><u>14.53%</u></u>

**Associated Students
College of San Mateo
INCOME STATEMENT
July 1, 2006 - Dec. 31, 2006**

	<u>Jul - Dec 06</u>	<u>Jul - Dec 05</u>	<u>\$ Change</u>	<u>% Change</u>
Ordinary Income/Expense				
Income				
4115 - ATM	2,098.00	1,609.00	489.00	30.39%
4125 - GAMES/RECREATION	456.76	0.00	456.76	100.0%
4135 - MISC INCOME	380.00	30.00	350.00	1,166.67%
4145 - STUDENT BODY CARD FEE	103,449.00	51,273.50	52,175.50	101.76%
4154 - VENDING-PEPSI	11,950.44	11,830.18	120.26	1.02%
4155 - VENDING-ACTION	4,446.17	2,729.04	1,717.13	62.92%
4156 - CAFE CONTRACT COMMISSION	230.78	1,135.03	-904.25	-79.67%
Total Income	<u>123,011.15</u>	<u>68,606.75</u>	<u>54,404.40</u>	<u>79.3%</u>
Expense				
5070 - DEPRECIATIONS				
5071 - FURNITURE & FIXTURE - ASCSM	180.00	971.28	-791.28	-81.47%
5072 - OFFICE EQUIPMENT	128.64	313.08	-184.44	-58.91%
5073 - FURNITURE & FIXTURE - CAFE	906.06	906.06	0.00	0.0%
Total 5070 - DEPRECIATIONS	<u>1,214.70</u>	<u>2,190.42</u>	<u>-975.72</u>	<u>-44.55%</u>
5078 - Loss on Disposal of Equipment	814.63	0.00	814.63	100.0%
5090 - EQUIPMENT REPAIR/MAINTENANCE	0.00	785.89	-785.89	-100.0%
5120 - Bad Debts Expense-Std. B. C. F.	1,965.54	0.00	1,965.54	100.0%
5140 - OFFICE SUPPLIES	520.20	828.71	-308.51	-37.23%
5160 - OPERATING	780.28	252.29	527.99	209.28%
5165 - HOSPITALITY	626.65	0.00	626.65	100.0%
5166 - AWARDS & AWARDS CEREMONIES	0.00	-100.00	100.00	100.0%
5170 - PROGRAMS	1,273.97	3,531.45	-2,257.48	-63.93%
5172 - PUBLICATION EXPENSE	59.94	59.94	0.00	0.0%
5175 - CLUB ASSISTANCE/ICC	1,245.76	4,459.82	-3,214.06	-72.07%
5177 - COLLEGE PROGRAM ASSISTANCE	300.00	0.00	300.00	100.0%
5178 - SCHOLARSHIP-SMCCCD FOUNDATION	0.00	500.00	-500.00	-100.0%
5180 - STUDENT EXPRESS CARD	2,114.97	946.20	1,168.77	123.52%
5200 - STUDENT ASSISTANT ASCSM	35,649.94	32,960.60	2,689.34	8.16%
6999 - VOID CHECKS	0.00	0.00	0.00	0.0%
Total Expense	<u>46,566.58</u>	<u>46,415.32</u>	<u>151.26</u>	<u>0.33%</u>
Net Ordinary Income	<u>76,444.57</u>	<u>22,191.43</u>	<u>54,253.14</u>	<u>244.48%</u>
Other Income/Expense				
Other Income				
4130 - INTEREST EARNED-DIST.INVESTMENT	6,003.76	5,660.33	343.43	6.07%
4132 - UNREALIZED G/LOSS FRM.INVESTMT.	0.00	0.00	0.00	0.0%
Total Other Income	<u>6,003.76</u>	<u>5,660.33</u>	<u>343.43</u>	<u>6.07%</u>
Other Expense				
6554 - CAFE CONT.COMM.exp. to Reserve	230.78	1,135.03	-904.25	-79.67%
6555 - Vending Inc. Exp. to VP Trust	16,396.61	14,559.22	1,837.39	12.62%
Total Other Expense	<u>16,627.39</u>	<u>15,694.25</u>	<u>933.14</u>	<u>5.95%</u>
Net Other Income	<u>-10,623.63</u>	<u>-10,033.92</u>	<u>-589.71</u>	<u>5.88%</u>
Net Income	<u><u>65,820.94</u></u>	<u><u>12,157.51</u></u>	<u><u>53,663.43</u></u>	<u><u>441.4%</u></u>

**Associated Students of Skyline College
Summary of Programs and Activities
2nd Quarter Report, October – December 2006**

The following is a summary highlighting the events and activities of this quarter.

Shared Governance: The students continue to serve on the following committees at Skyline College and the District:

Art on Campus Committee
Bookstore RFP Committee
Campus Auxiliary Services Advisory Committee
College Council
Curriculum Committee
District Auxiliary Services Advisory Committee
District Associated Students Governing Board
District Budget Committee
District Shared Governance Council
Educational and Facilities Master Plan Committee
Ed Policy Committee
Fresh Look Advisory Committee
Health and Safety Committee
Intercampus Planning Committee
Planning and Budget Committee
Student Union Planning Committee
WASAC Accreditation Committees

Student Handbook and Academic Planners: The ASSC continues to work with the Student Activities Office to distribute the Student Handbooks and Academic Planners. Current copies of the handbook are available in the Student Activities Office.

Recruitment of Students: The ASSC continues to encourage student participation in activities, events and student government, using handouts, flyers and giveaways to increase participation and attendance.

Student Identification Cards: The Student Activities Office continues to produce student ID cards for the student body with assistance from the ASSC. A new camera is needed to improve the ID card quality. This issue will be placed on a future ASSC agenda.

Skyline Organizations and Club SOCC: The ASSC members always encourage other students to become active on campus by their work through SOCC. They also encourage students who do not find a club that interests them to start their own. The Club Manual and instructions on how to start a club are available in the Student Activities Office.

Program and Events:

October 31, 2006

Halloween Event

The ASSC gave goodie bags to the Children's Center (approximately 50 students).

November 1-17, 2006

Can Food Drive

As incentive for participation and a great turn out, ASSC, in conjunction with SOCC, held a contest for clubs to generate donations for the food drive. The club that had the most donations collected for the food drive won a Boston Market meal and Marie Calendar pies to be served on campus.

November 7, 2006

Honors Transfer Program

The ASSC contributed funds in conjunction with the Honors Transfer program to send students to UCLA for a campus tour visit.

November 8-15, 2006

Latino Film Festival

ASSC funded facilities and technical aspects for the show.

November 2006

EOPS

In conjunction with EOPS, the ASSC funded a UC Berkeley Campus tour visit.

If you need additional information or have any questions regarding this report, please contact me.

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Skyline College
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**Associated Students
Skyline College
BALANCE SHEET
December 31, 2006**

	<u>Dec 31, '06</u>	<u>Dec 31, '05</u>	<u>\$ Change</u>	<u>% Change</u>
ASSETS				
Current Assets				
Checking/Savings				
101 - Change Fund	25.00	25.00	0.00	0.0%
100 - Cash in Bank	134,529.13	105,606.69	28,922.44	27.39%
103 - District Investment Pool	428,013.76	421,432.96	6,580.80	1.56%
Total Checking/Savings	<u>562,567.89</u>	<u>527,064.65</u>	<u>35,503.24</u>	<u>6.74%</u>
Accounts Receivable				
1200 - *Accounts Receivable	463,062.90	287,429.00	175,633.90	61.11%
Total Accounts Receivable	<u>463,062.90</u>	<u>287,429.00</u>	<u>175,633.90</u>	<u>61.11%</u>
Other Current Assets				
Accounts Receivable	33,486.51	3,948.89	29,537.62	748.0%
Total Other Current Assets	<u>33,486.51</u>	<u>3,948.89</u>	<u>29,537.62</u>	<u>748.0%</u>
Total Current Assets	1,059,117.30	818,442.54	240,674.76	29.41%
Fixed Assets				
160.0 - Fixed Assets	6,383.05	7,839.06	-1,456.01	-18.57%
Total Fixed Assets	<u>6,383.05</u>	<u>7,839.06</u>	<u>-1,456.01</u>	<u>-18.57%</u>
TOTAL ASSETS	<u><u>1,065,500.35</u></u>	<u><u>826,281.60</u></u>	<u><u>239,218.75</u></u>	<u><u>28.95%</u></u>
LIABILITIES & EQUITY				
Liabilities				
Current Liabilities				
Accounts Payable				
2000 - Accounts Payable	1,099.28	-550.64	1,649.92	-299.64%
Total Accounts Payable	<u>1,099.28</u>	<u>-550.64</u>	<u>1,649.92</u>	<u>-299.64%</u>
Other Current Liabilities				
Club Accounts	111,750.05	99,420.46	12,329.59	12.4%
Loan Funds	3,182.66	3,182.66	0.00	0.0%
Trust Accounts	621,555.33	510,792.47	110,762.86	21.69%
Total Other Current Liabilities	<u>736,488.04</u>	<u>613,395.59</u>	<u>123,092.45</u>	<u>20.07%</u>
Total Current Liabilities	<u>737,587.32</u>	<u>612,844.95</u>	<u>124,742.37</u>	<u>20.36%</u>
Total Liabilities	737,587.32	612,844.95	124,742.37	20.36%
Equity				
400 - Opening Bal Equity	137,292.05	137,292.05	0.00	0.0%
450 - Retained Earnings	129,834.11	80,563.44	49,270.67	61.16%
Net Income	60,786.87	-4,418.84	65,205.71	-1,475.63%
Total Equity	<u>327,913.03</u>	<u>213,436.65</u>	<u>114,476.38</u>	<u>53.64%</u>
TOTAL LIABILITIES & EQUITY	<u><u>1,065,500.35</u></u>	<u><u>826,281.60</u></u>	<u><u>239,218.75</u></u>	<u><u>28.95%</u></u>

**Associated Students
Skyline College
INCOME STATEMENT
July 1, 2006 - Dec. 31, 2006**

	<u>Jul - Dec 06</u>	<u>Jul - Dec 05</u>	<u>\$ Change</u>	<u>% Change</u>
Income				
Revenues from Operations				
508 - Interest Income	7,222.59	6,438.58	784.01	12.18%
510 - Miscellaneous Income	50.00	30.00	20.00	66.67%
520 - Student Activity Card Income	69,508.90	20,003.00	49,505.90	247.49%
528 - Vending Income	4,650.21	3,647.50	1,002.71	27.49%
Total Revenues from Operations	<u>81,431.70</u>	<u>30,119.08</u>	<u>51,312.62</u>	<u>170.37%</u>
Total Income	81,431.70	30,119.08	51,312.62	170.37%
Expense				
Operating Expenses				
601 - Payroll Expense	3,440.50	2,710.48	730.02	26.93%
602 - Employee Benefits	73.08	54.52	18.56	34.04%
620 - Depreciation	1,292.82	1,188.54	104.28	8.77%
622 - General Fund Expenditures	130.00	201.35	-71.35	-35.44%
623 - Office Supplies	3,772.07	3,841.36	-69.29	-1.8%
624 - Activities Fund	3,771.01	19,029.67	-15,258.66	-80.18%
625 - Chartered Clubs/Org. Fund	1,000.00	7,500.00	-6,500.00	-86.67%
626 - Scholarships&NonProfit Donation	759.88	0.00	759.88	100.0%
642 - Conference & Travel	6,405.47	0.00	6,405.47	100.0%
650 - Publicity Expense	0.00	12.00	-12.00	-100.0%
Total Operating Expenses	<u>20,644.83</u>	<u>34,537.92</u>	<u>-13,893.09</u>	<u>-40.23%</u>
Total Expense	20,644.83	34,537.92	-13,893.09	-40.23%
Net Income	<u><u>60,786.87</u></u>	<u><u>-4,418.84</u></u>	<u><u>65,205.71</u></u>	<u><u>-1,475.63%</u></u>

California Community Colleges
 Quarterly Financial Status Report, CCFS-311Q

Fiscal Year : 2006-07

District: 370 San Mateo County Community College District

Quarter Ended: 31-Dec

Line	Description	As of June 30 for the fiscal year specified			
		Actual 2003-04	Actual 2004-05	Actual 2005-06	Projected 2006-07
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	88,595,220	90,654,782	106,151,800	103,792,744
A.2	Other Financing Sources (Object 8900)	4,054	121,817	78,404	10,000
A.3	Total Unrestricted Revenues (A.1 + A.2)	88,599,274	90,776,599	106,230,204	103,802,744
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	83,466,565	87,847,388	92,651,889	101,039,212
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	4,817,487	2,949,516	13,625,995	2,912,343
B.3	Total Unrestricted Expenditures (B.1 + B.2)	88,284,052	90,796,904	106,277,884	103,951,555
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	315,222	-20,305	-47,680	-148,811
D.	Fund Balance, Beginning	9,632,469	9,947,691	9,927,386	9,879,706
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	9,632,469	9,947,691	9,927,386	9,879,706
E.	Fund Balance, Ending (C. + D.2)	9,947,691	9,927,386	9,879,706	9,730,895
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	11.3%	10.9%	9.3%	9.4%

II. Annualized Attendance FTES:					
G.1	Annualized FTES (excluding apprentice and non-resident)	19,872	20,287		21,375

Line	Description	As of the specified quarter ended for each fiscal year presented			
		2003-04	2004-05	2005-06	2006-07
III. Total General Fund Cash Balance (Unrestricted and Restricted)					
H.1	Cash, excluding borrowed funds				12,444,121
H.2	Cash, borrowed funds only				0
H.3	Total Cash (H.1+ H.2)	27,112,430	17,459,816	8,261,141	12,444,121

Line	Description	Adopted Budget	Annual Current Budget	Year-to-Date Actuals	Percentage
		(Col. 1)	(Col. 2)	(Col. 3)	(Col. 3/Col. 2)
IV. Unrestricted General Fund Revenues and Expenditures: 2006-07 Budget to Year-to-Date Actuals					
I.	Revenues:				
I.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	103,717,741	103,785,441	50,360,931	49%
I.2	Other Financing Sources (Object 8900)	0	54,881	56,553	103%
I.3	Total Unrestricted Revenues (I.1 + I.2)	103,717,741	103,840,322	50,417,484	49%
J.	Expenditures:				
J.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	106,607,230	106,720,307	48,609,661	46%
J.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	2,902,838	2,912,342	1,947,308	67%
J.3	Total Unrestricted Expenditures (J.1 + J.2)	109,510,068	109,632,649	50,556,969	46%
K.	Revenues Over(Under) Expenditures (I.3 - J.3)	-5,792,327	-5,792,327	-139,485	
L.	Adjusted Fund Balance, Beginning	9,879,706	9,879,706	9,879,706	
L.1	Fund Balance, Ending	4,087,379	4,087,379	9,740,221	
M.	Percentage of UGF Fund Balance to UGF Expenditures (L.1 / J.3)	3.7%	3.7%	19.3%	

IV. Has the district settled any employee contracts during this quarter? **No**

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify YYYY-YY)	Management		Academic				Classified	
	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase	%*	Total Cost Increase	%*
a. SALARIES:								
Year 1: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 2: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 3: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
b. BENEFITS:								
Year 1: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 2: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%
Year 3: 0	0	0.0%	0	0.0%	0	0.0%	0	0.0%

*: As specified in Collective Bargaining Agreement or other Employment Contract.

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San Mateo County Community College District
DISTRICT CASH FLOW SUMMARY
FOR THE QUARTER ENDING DECEMBER 30, 2006

	<u>GENERAL FUND</u>	<u>GENERAL RESTRICTED FUND</u>	<u>INSURANCE & Debt Services FUND</u>	<u>CAPITAL OUTLAY FUND</u>	<u>CHILD CARE FUND</u>	<u>STUDENT AID FUND</u>	<u>POST- RETIREMENT RESERVES</u>
Beg. Cash Balance in County Treasury	\$16,699,837	\$5,273,328	\$6,305,369	\$216,420,371	\$200,818	\$206,345	\$0
Cash inflow from operations:							
Year-to-date Income	50,417,484	8,955,318	26,513,071	344,208,991	442,582	2,947,175	1,761,684
Accounts Receivable	5,264,571	507,221	2,747,824	13,707,447	86,618	244,474	63,789
Deferred Income	-3,628,413	25,458		-13,780	-10,418	-117,977	
Cash awaiting for deposit	313,465						
Total Income	69,066,945	14,761,325	35,566,263	574,323,029	719,600	3,280,017	1,825,473
Cash outflow for operations:							
Year to date expenditure	50,556,969	9,991,123	5,428,585	40,347,614	456,431	2,818,451	0
Advances / Prepaid	-547,909	-96,768	-547	-56,513	-8,640	0	
Account Payable	11,947,177	-660,413	3,611	8,785,536	14,016	66,106	<u>130,712</u>
Cash Balance From Operations	7,110,708	5,527,382	30,134,615	525,246,392	257,793	395,460	1,694,761
Other Cash inflow							
Medical Flex Plan / Revolv. Fund	-50,300						
TRANS	3,500,000						
Trusts (JPA & 3CBG)							
Beg. Investment Balance							
LAIF Balance	\$5,133,681						10,280,392
County Pool Balance	1,322,000						11,729,869
Special Bond			79,708	5,000			2,298,963
C.O.P.	<u>0</u>						
Total Beg. Balance	\$6,455,680		79,708	5,000			24,309,224
Y.T.D. Investment Balance							
LAIF Balance	\$5,264,356						10,542,075
County Pool Balance	1,334,993						13,162,947
Special Bond			79,708	5,000			2,298,963
C.O.P.	<u>0</u>			<u>0</u>			
Y.T.D. Balance	\$6,599,349		79,708	5,000			26,003,985
Net Cash changes from Investment	-143,669		0	0			-1,694,761
Net changes from unrealized gain / (loss)							
Cash Balance in County Treasury	10,416,739	5,527,382	30,134,615	525,246,392	257,793	395,460	0
Net Cash (Excluding TRANS & Trusts)	\$6,916,739	\$5,527,382	\$30,134,615	\$525,246,392	\$257,793	\$395,460	\$0

San Mateo County Community College District
ACTUAL SITE EXPENDITURE COMPARISON BY MAJOR ACCOUNT CODE

Page 1

	TOTAL GEN'L FUND EXPENSES	FTES	PER FTES	ACADEMIC SALARIES			CLASSIFIED SALARIES		
				1000		PER FTES	2000		PER FTES
				AMOUNT	%		AMOUNT	%	
1999-00									
Cañada College	\$10,951,026	3,356	\$3,263	\$6,818,265	62.26%	\$2,032	\$2,146,328	19.60%	\$640
College of San Mateo	\$25,953,221	9,113	\$2,848	\$15,974,783	61.55%	\$1,753	\$4,711,998	18.16%	\$517
Skyline College	\$18,734,291	6,541	\$2,864	\$11,638,174	62.12%	\$1,779	\$3,016,198	16.10%	\$461
Central Svcs/District Office	\$18,488,550	0	\$0	\$505,338	2.73%	\$0	\$5,794,296	31.34%	\$0
Total	\$74,127,088	19,010	\$3,899	\$34,936,560	47.13%	\$1,838	\$15,668,820	21.14%	\$824
2000-2001									
Cañada College	\$11,808,658	3,546	\$3,330	\$7,181,138	60.81%	\$2,025	\$2,190,884	18.55%	\$618
College of San Mateo	\$27,940,102	8,680	\$3,219	\$16,860,441	60.34%	\$1,942	\$4,906,389	17.56%	\$565
Skyline College	\$20,003,626	6,522	\$3,067	\$11,770,621	58.84%	\$1,805	\$3,431,499	17.15%	\$526
Central Svcs/District Office	\$20,860,800	0	\$0	\$971,335	4.66%	\$0	\$5,661,786	27.14%	\$0
Total	\$80,613,186	18,748	\$4,300	\$36,783,535	45.63%	\$1,962	\$16,190,558	20.08%	\$864
2001-2002									
Cañada College	\$12,632,803	3,948	\$3,200	\$7,853,008	62.16%	\$1,989	\$2,310,446	18.29%	\$585
College of San Mateo	\$29,955,660	8,783	\$3,411	\$18,156,582	60.61%	\$2,067	\$5,515,589	18.41%	\$628
Skyline College	\$21,496,139	6,908	\$3,112	\$12,639,227	58.80%	\$1,830	\$4,136,010	19.24%	\$599
Central Svcs/District Office	\$22,580,021	0	\$0	\$515,388	2.28%	\$0	\$6,976,608	30.90%	\$0
Total	\$86,664,623	19,639	\$4,413	\$39,164,205	45.19%	\$1,994	\$18,938,653	21.85%	\$964
2002-2003									
Cañada College	\$12,914,050	4,095	\$3,154	\$7,938,949	61.48%	\$1,939	\$2,466,168	19.10%	\$602
College of San Mateo	\$30,361,237	9,562	\$3,175	\$18,624,825	61.34%	\$1,948	\$5,930,211	19.53%	\$620
Skyline College	\$21,601,746	7,596	\$2,844	\$12,985,438	60.11%	\$1,710	\$4,224,624	19.56%	\$556
Central Svcs/District Office	\$24,579,650	0	\$0	\$1,061,516	4.32%	\$0	\$7,816,635	31.80%	\$0
Total	\$89,456,683	21,253	\$4,209	\$40,610,728	45.40%	\$1,911	\$20,437,638	22.85%	\$962
2003-2004									
Cañada College	\$11,792,286	3,754	\$3,141	\$7,098,066	60.19%	\$1,891	\$2,090,852	17.73%	\$557
College of San Mateo	\$28,985,348	9,598	\$3,020	\$17,502,322	60.38%	\$1,824	\$5,157,683	17.79%	\$537
Skyline College	\$20,325,148	7,128	\$2,851	\$12,208,467	60.07%	\$1,713	\$3,783,320	18.61%	\$531
Central Svcs/District Office	\$27,181,269	0	\$0	\$574,914	2.12%	\$0	\$7,823,285	28.78%	\$0
Total	\$88,284,051	20,480	\$4,311	\$37,383,769	42.34%	\$1,825	\$18,855,140	21.36%	\$921
2004-2005									
Cañada College	\$13,075,199	4,061	\$3,220	\$7,522,047	57.53%	\$1,852	\$2,320,706	17.75%	\$571
College of San Mateo	\$29,993,932	8,942	\$3,354	\$18,130,378	60.45%	\$2,028	\$5,125,054	17.09%	\$573
Skyline College	\$21,488,221	6,970	\$3,083	\$12,940,296	60.22%	\$1,857	\$3,773,824	17.56%	\$541
Central Svcs/District Office	\$26,239,553	0	\$0	\$556,323	2.12%	\$0	\$8,142,280	31.03%	\$0
Total	\$90,796,905	19,973	\$4,546	\$39,149,044	43.12%	\$1,960	\$19,361,863	21.32%	\$969
2005-06									
Cañada College	\$13,755,589	4,195	\$3,279	\$8,025,133	58.34%	\$1,913	\$2,548,605	18.53%	\$608
College of San Mateo	\$31,692,633	8,669	\$3,656	\$19,075,209	60.19%	\$2,200	\$5,370,121	16.94%	\$619
Skyline College	\$22,945,013	6,887	\$3,332	\$13,556,860	59.08%	\$1,968	\$4,053,691	17.67%	\$589
Central Svcs/District Office	\$37,884,646	0	\$0	\$684,157	1.81%	\$0	\$8,810,570	23.26%	\$0
Total	\$106,277,881	19,751	\$5,381	\$41,341,359	38.90%	\$2,093	\$20,782,987	19.56%	\$1,052

Notes:

- Expenditures represent unrestricted general fund (Fund 1) for all activity centers
- Spreadsheet continued on next page

San Mateo County Community College District
ACTUAL SITE EXPENDITURE COMPARISON BY MAJOR ACCOUNT CODE

Page 2

EMPLOYEE BENEFITS 3000			SUPPLIES/SERVICES 4000-5000			CAPITAL OUTLAY 6000			OTHER OUTGO 7000		
AMOUNT	%	PER FTES	AMOUNT	%	PER FTES	AMOUNT	%	PER FTES	AMOUNT	%	PER FTES
\$1,366,798	12.48%	\$407	\$525,097	4.79%	\$156	\$94,375	0.86%	\$28	\$163	0.00%	\$0
\$3,174,206	12.23%	\$348	\$1,610,982	6.21%	\$177	\$286,686	1.10%	\$31	\$194,566	0.75%	\$21
\$2,254,973	12.04%	\$345	\$1,466,108	7.83%	\$224	\$358,011	1.91%	\$55	\$827	0.00%	\$0
\$3,568,987	19.30%	\$0	\$5,205,713	28.16%	\$0	\$1,175,066	6.36%	\$0	\$2,239,150	12.11%	\$0
\$10,364,964	13.98%	\$545	\$8,807,900	11.88%	\$463	\$1,914,138	2.58%	\$101	\$2,434,706	3.28%	\$128
\$1,477,846	12.51%	\$417	\$849,738	7.20%	\$240	\$109,052	0.92%	\$31	\$0	0.00%	\$0
\$3,381,767	12.10%	\$390	\$1,549,140	5.54%	\$178	\$349,089	1.25%	\$40	\$893,275	3.20%	\$103
\$2,411,962	12.06%	\$370	\$1,504,845	7.52%	\$231	\$586,994	2.93%	\$90	\$297,705	1.49%	\$46
\$4,197,159	20.12%	\$0	\$5,375,003	25.77%	\$0	\$1,255,583	6.02%	\$0	\$3,399,934	16.30%	\$0
\$11,468,734	14.23%	\$612	\$9,278,726	11.51%	\$495	\$2,300,718	2.85%	\$123	\$4,590,914	5.69%	\$245
\$1,641,808	13.00%	\$416	\$621,208	4.92%	\$157	\$48,445	0.38%	\$12	\$157,888	1.25%	\$40
\$3,779,836	12.62%	\$430	\$1,591,167	5.31%	\$181	\$360,865	1.20%	\$41	\$551,621	1.84%	\$63
\$2,722,326	12.66%	\$394	\$1,359,202	6.32%	\$197	\$460,671	2.14%	\$67	\$178,703	0.83%	\$26
\$4,649,086	20.59%	\$0	\$6,028,644	26.70%	\$0	\$724,435	3.21%	\$0	\$3,685,858	16.32%	\$0
\$12,793,056	14.76%	\$651	\$9,600,221	11.08%	\$489	\$1,594,416	1.84%	\$81	\$4,574,070	5.28%	\$233
\$1,865,192	14.44%	\$455	\$554,146	4.29%	\$135	\$31,230	0.24%	\$8	\$58,365	0.45%	\$14
\$4,411,303	14.53%	\$461	\$1,193,566	3.93%	\$125	\$103,905	0.34%	\$11	\$97,427	0.32%	\$10
\$3,064,203	14.18%	\$403	\$1,200,784	5.56%	\$158	\$121,793	0.56%	\$16	\$4,904	0.02%	\$1
\$5,824,556	23.70%	\$0	\$6,920,699	28.16%	\$0	\$305,539	1.24%	\$0	\$2,650,705	10.78%	\$0
\$15,165,254	16.95%	\$714	\$9,869,195	11.03%	\$464	\$562,467	0.63%	\$26	\$2,811,401	3.14%	\$132
\$1,942,156	16.47%	\$517	\$579,130	4.91%	\$154	\$26,203	0.22%	\$7	\$55,879	0.47%	\$15
\$4,761,950	16.43%	\$496	\$1,075,809	3.71%	\$112	\$105,309	0.36%	\$11	\$382,275	1.32%	\$40
\$3,393,849	16.70%	\$476	\$836,728	4.12%	\$117	\$35,212	0.17%	\$5	\$67,572	0.33%	\$9
\$7,234,924	26.62%	\$0	\$6,894,239	25.36%	\$0	\$342,145	1.26%	\$0	\$4,311,762	15.86%	\$0
\$17,332,879	19.63%	\$846	\$9,385,906	10.63%	\$458	\$508,869	0.58%	\$25	\$4,817,488	5.46%	\$235
\$2,186,184	16.72%	\$538	\$949,290	7.26%	\$234	\$70,109	0.54%	\$17	\$26,863	0.21%	\$7
\$5,131,569	17.11%	\$574	\$1,396,104	4.65%	\$156	\$43,686	0.15%	\$5	\$167,140	0.56%	\$19
\$3,674,519	17.10%	\$527	\$925,656	4.31%	\$133	\$71,598	0.33%	\$10	\$102,326	0.48%	\$15
\$7,964,149	30.35%	\$0	\$6,693,121	25.51%	\$0	\$230,493	0.88%	\$0	\$2,653,187	10.11%	\$0
\$18,956,422	20.88%	\$949	\$9,964,172	10.97%	\$499	\$415,886	0.46%	\$21	\$2,949,516	3.25%	\$148
\$2,426,386	17.64%	\$578	\$741,963	5.39%	\$177	\$1,662	0.01%	\$0	\$11,840	0.09%	\$3
\$5,502,772	17.36%	\$635	\$1,526,260	4.82%	\$176	\$32,953	0.10%	\$4	\$185,318	0.58%	\$21
\$3,965,764	17.28%	\$576	\$1,175,846	5.12%	\$171	\$5,192	0.02%	\$1	\$187,660	0.82%	\$27
\$8,353,451	22.05%	\$0	\$6,570,316	17.34%	\$0	\$224,975	0.59%	\$0	\$13,241,177	34.95%	\$0
\$20,248,373	19.05%	\$1,025	\$10,014,385	9.42%	\$507	\$264,782	0.25%	\$13	\$13,625,995	12.82%	\$690

Notes:

- Expenditures represent unrestricted general fund (Fund 1) for all activity centers

San Mateo County Community College District
ACTUAL EXPENDITURE COMPARISON FOR THE SMCCCD BY MAJOR BUDGET ACTIVITY

Page 1

	TOTAL GEN'L FUND EXPENSES	FTES	INSTRUCTION & INSTRUCTIONAL SERVICES			STUDENT SERVICES		
			AMOUNT	%	PER FTES	AMOUNT	%	PER FTES
2000-2001								
Cañada College	\$11,550,021	3,546	\$8,679,050	75.14%	\$2,448	\$1,748,623	15.14%	\$493
College of San Mateo	\$26,504,681	8,507	\$21,352,508	80.56%	\$2,510	\$3,322,116	12.53%	\$391
Skyline College	\$19,575,700	6,479	\$15,389,868	78.62%	\$2,375	\$2,234,003	11.41%	\$345
Central Svcs/District Office	\$20,155,962	0	\$4,585,189	22.75%	\$0	\$2,199	0.01%	\$0
Total	\$77,786,364	18,532	\$50,006,615	64.29%	\$2,698	\$7,306,941	9.39%	\$394
2001-2002								
Cañada College	\$12,337,984	3,948	\$9,300,549	75.38%	\$2,356	\$1,824,057	14.78%	\$462
College of San Mateo	\$28,326,892	8,783	\$22,824,753	80.58%	\$2,599	\$3,564,453	12.58%	\$406
Skyline College	\$21,052,322	6,908	\$16,332,449	77.58%	\$2,364	\$2,640,226	12.54%	\$382
Central Svcs/District Office	\$20,917,912	0	\$4,492,050	21.47%	\$0	\$1,071	0.01%	\$0
Total	\$82,635,110	19,639	\$52,949,801	64.08%	\$2,696	\$8,029,807	9.72%	\$409
2002-2003								
Cañada College	\$12,568,099	4,095	\$9,462,639	75.29%	\$2,311	\$1,814,555	14.44%	\$443
College of San Mateo	\$28,608,707	9,559	\$23,215,700	81.15%	\$2,429	\$3,396,281	11.87%	\$355
Skyline College	\$21,190,072	7,585	\$16,576,214	78.23%	\$2,185	\$2,520,121	11.89%	\$332
Central Svcs/District Office	\$22,991,850	0	\$5,849,476	25.44%	\$0	\$400,752	1.74%	\$0
Total	\$85,358,728	21,239	\$55,104,029	64.56%	\$2,594	\$8,131,709	9.53%	\$383
2003-2004								
Cañada College	\$11,527,638	3,753	\$8,863,921	76.89%	\$2,362	\$1,466,925	12.73%	\$391
College of San Mateo	\$26,917,388	9,597	\$21,243,979	78.92%	\$2,214	\$3,554,627	13.21%	\$370
Skyline College	\$19,951,945	7,127	\$15,620,283	78.29%	\$2,192	\$2,289,664	11.48%	\$321
Central Svcs/District Office	\$24,932,870	0	\$6,062,452	24.32%	\$0	\$234,218	0.94%	\$0
Total	\$83,329,841	20,477	\$51,790,635	62.15%	\$2,529	\$7,545,434	9.05%	\$368
2004-2005								
Cañada College	\$12,766,997	4,061	\$9,884,468	77.42%	\$2,434	\$1,578,171	12.36%	\$389
College of San Mateo	\$28,153,518	8,942	\$22,304,783	79.23%	\$2,494	\$3,657,969	12.99%	\$409
Skyline College	\$21,141,029	6,970	\$16,707,797	79.03%	\$2,397	\$2,461,809	11.64%	\$353
Central Svcs/District Office	\$25,456,582	0	\$6,316,373	24.81%	\$0	\$332,869	1.31%	\$0
Total	\$87,518,126	19,973	\$55,213,421	63.09%	\$2,764	\$8,030,818	9.18%	\$402
2005-20065								
Cañada College	\$13,433,034	4,195	\$10,429,502	77.64%	\$2,486	\$1,732,452	12.90%	\$413
College of San Mateo	\$29,641,602	8,669	\$23,696,737	79.94%	\$2,734	\$3,653,820	12.33%	\$421
Skyline College	\$22,541,883	6,887	\$17,500,735	77.64%	\$2,541	\$2,710,112	12.02%	\$394
Central Svcs/District Office	\$29,071,627	0	\$6,420,495	22.09%	\$0	\$138,270	0.48%	\$0
Total	\$94,688,147	19,751	\$58,047,469	61.30%	\$2,939	\$8,234,654	8.70%	\$417

Notes:

1. Expenditures represent unrestricted general fund (Fund 1) for activity centers 0100 through 6700 only.
2. Instruction/Instructional Services includes activity centers 0100 through 6100
3. Student Services includes activity centers 6200 through 6400
4. Plant Operations includes activity center 6500
5. Institutional Support includes activity centers 6600 through 6700
6. Totals do **not** include Ancillary Services in activity centers 6800 through 7000

San Mateo County Community College District
ACTUAL EXPENDITURE COMPARISON FOR THE SMCCCD BY MAJOR BUDGET ACTIVITY

Page 2

	TOTAL GEN'L FUND EXPENSES	FTES	PLANT OPERATIONS			INSTITUTIONAL SUPPORT		
			AMOUNT	%	PER FTES	AMOUNT	%	PER FTES
2000-2001								
Cañada College	\$11,550,021	3,546	\$10,813	0.09%	\$3	\$1,111,535	9.62%	\$313
College of San Mateo	\$26,504,681	8,507	\$51,241	0.19%	\$6	\$1,778,816	6.71%	\$209
Skyline College	\$19,575,700	6,479	\$66,097	0.34%	\$10	\$1,885,732	9.63%	\$291
Central Svcs/District Office	\$20,155,962	0	\$7,482,178	37.12%	\$0	\$8,086,396	40.12%	\$0
Total	\$77,786,364	18,532	\$7,610,329	9.78%	\$411	\$12,862,479	16.54%	\$694
2001-2002								
Cañada College	\$12,337,984	3,948	\$3,882	0.03%	\$1	\$1,209,496	9.80%	\$306
College of San Mateo	\$28,326,892	8,783	\$50,182	0.18%	\$6	\$1,887,504	6.66%	\$215
Skyline College	\$21,052,322	6,908	\$63,849	0.30%	\$9	\$2,015,798	9.58%	\$292
Central Svcs/District Office	\$20,917,912	0	\$7,421,023	35.48%	\$0	\$9,003,768	43.04%	\$0
Total	\$82,635,110	19,639	\$7,538,936	9.12%	\$384	\$14,116,566	17.08%	\$719
2002-2003								
Cañada College	\$12,568,099	4,095	\$14,410	0.11%	\$4	\$1,276,495	10.16%	\$312
College of San Mateo	\$28,608,707	9,559	\$91,980	0.32%	\$10	\$1,904,746	6.66%	\$199
Skyline College	\$21,190,072	7,585	\$92,136	0.43%	\$12	\$2,001,601	9.45%	\$264
Central Svcs/District Office	\$22,991,850	0	\$7,622,870	33.15%	\$0	\$9,118,752	39.66%	\$0
Total	\$85,358,728	21,239	\$7,821,396	9.16%	\$368	\$14,301,594	16.75%	\$673
2003-2004								
Cañada College	\$11,527,638	3,753	\$22,774	0.20%	\$6	\$1,174,018	10.18%	\$313
College of San Mateo	\$26,917,388	9,597	\$25,548	0.09%	\$3	\$2,093,234	7.78%	\$218
Skyline College	\$19,951,945	7,127	\$34,393	0.17%	\$5	\$2,007,605	10.06%	\$282
Central Svcs/District Office	\$24,932,870	0	\$8,099,486	32.49%	\$0	\$10,536,714	42.26%	\$0
Total	\$83,329,841	20,477	\$8,182,201	9.82%	\$400	\$15,811,571	18.97%	\$772
2004-2005								
Cañada College	\$12,766,997	4,061	\$26,358	0.21%	\$6	\$1,277,999	10.01%	\$315
College of San Mateo	\$28,153,518	8,942	\$52,632	0.19%	\$6	\$2,138,134	7.59%	\$239
Skyline College	\$21,141,029	6,970	\$30,015	0.14%	\$4	\$1,941,408	9.18%	\$279
Central Svcs/District Office	\$25,456,582	0	\$8,298,369	32.60%	\$0	\$10,508,972	41.28%	\$0
Total	\$87,518,126	19,973	\$8,407,373	9.61%	\$421	\$15,866,514	18.13%	\$794
2005-2006								
Cañada College	\$13,433,034	4,195	\$18,700	0.14%	\$4	\$1,252,381	9.32%	\$299
College of San Mateo	\$29,641,602	8,669	\$67,045	0.23%	\$8	\$2,224,001	7.50%	\$257
Skyline College	\$22,541,883	6,887	\$39,579	0.18%	\$6	\$2,291,457	10.17%	\$333
Central Svcs/District Office	\$29,071,627	0	\$9,178,140	31.57%	\$0	\$13,334,722	45.87%	\$0
Total	\$94,688,147	19,751	\$9,303,463	9.83%	\$471	\$19,102,561	20.17%	\$967

Notes:

1. Expenditures represent unrestricted general fund (Fund 1) for activity centers 0100 through 6700 only.
2. Instruction/Instructional Services includes activity centers 0100 through 6100
3. Student Services includes activity centers 6200 through 6400
4. Plant Operations includes activity center 6500
5. Institutional Support includes activity centers 6600 through 6700
6. Totals do **not** include Ancillary Services in activity centers 6800 through 7000

San Mateo County Community College District

ACTUAL EXPENDITURE COMPARISON OF ACADEMIC SALARIES--ACCOUNT CODE 1000

Page 1

	TOTAL GEN'L FUND EXPENSES 1000 only	REGULAR TEACHING SALARIES		HOURLY TEACHING SALARIES		REGULAR NON TEACHING SALARIES	
		AMOUNT	%	AMOUNT	%	AMOUNT	%
1999-00							
Cañada College	\$6,818,265	\$3,063,150	44.93%	\$2,401,599	35.22%	\$458,877	6.73%
College of San Mateo	\$15,974,783	\$7,440,368	46.58%	\$4,768,076	29.85%	\$2,036,558	12.75%
Skyline College	\$11,638,174	\$5,561,758	47.79%	\$3,504,387	30.11%	\$1,089,464	9.36%
Central Svcs/District Office	\$505,338	\$13,357	2.64%	\$169	0.03%	\$213,370	42.22%
Total	\$34,936,560	\$16,078,633	46.02%	\$10,674,231	30.55%	\$3,798,269	10.87%
2000-2001							
Cañada College	\$7,181,138	\$3,169,536	44.14%	\$2,262,946	31.51%	\$647,262	9.01%
College of San Mateo	\$16,860,442	\$7,638,107	45.30%	\$5,031,408	29.84%	\$2,374,979	14.09%
Skyline College	\$11,770,621	\$5,822,017	49.46%	\$3,169,580	26.93%	\$1,239,044	10.53%
Central Svcs/District Office	\$971,334	\$0	0.00%	\$0	0.00%	\$543,410	55.94%
Total	\$36,783,535	\$16,629,660	45.21%	\$10,463,934	28.45%	\$4,804,695	13.06%
2001-2002							
Cañada College	\$7,853,008	\$3,232,830	41.17%	\$2,634,411	33.55%	\$747,935	9.52%
College of San Mateo	\$18,156,582	\$8,334,112	45.90%	\$5,405,488	29.77%	\$2,452,138	13.51%
Skyline College	\$12,639,227	\$6,009,572	47.55%	\$3,662,685	28.98%	\$1,307,260	10.34%
Central Svcs/District Office	\$515,389	\$0	0.00%	\$0	0.00%	\$61,896	12.01%
Total	\$39,164,206	\$17,576,514	44.88%	\$11,702,584	29.88%	\$4,569,229	11.67%
2002-2003							
Cañada College	\$7,938,949	\$3,467,519	43.68%	\$2,615,205	32.94%	\$805,999	10.15%
College of San Mateo	\$18,624,825	\$8,518,979	45.74%	\$5,604,672	30.09%	\$2,409,304	12.94%
Skyline College	\$12,985,437	\$6,069,969	46.74%	\$4,062,460	31.28%	\$1,257,087	9.68%
Central Svcs/District Office	\$1,061,515	\$0	0.00%	\$391,050	36.84%	\$211,944	19.97%
Total	\$40,610,726	\$18,056,467	44.46%	\$12,673,387	31.21%	\$4,684,334	11.53%
2003-2004							
Cañada College	\$7,098,066	\$3,144,684	44.30%	\$2,302,158	32.43%	\$760,360	10.71%
College of San Mateo	\$17,502,322	\$8,577,689	49.01%	\$5,012,198	28.64%	\$1,823,505	10.42%
Skyline College	\$12,208,468	\$6,112,291	50.07%	\$3,334,618	27.31%	\$1,119,031	9.17%
Central Svcs/District Office	\$628,339	\$0	0.00%	\$112,740	17.94%	\$130,975	20.84%
Total	\$37,437,195	\$17,834,664	47.64%	\$10,761,714	28.75%	\$3,833,871	10.24%
2004-2005							
Cañada College	\$7,522,047	\$3,276,153	43.55%	\$2,656,401	35.31%	\$546,918	7.27%
College of San Mateo	\$18,130,378	\$8,676,777	47.86%	\$5,535,593	30.53%	\$1,864,834	10.29%
Skyline College	\$12,940,296	\$6,088,589	47.05%	\$3,795,455	29.33%	\$1,288,737	9.96%
Central Svcs/District Office	\$556,323	\$0	0.00%	\$0	0.00%	\$130,512	23.46%
Total	\$39,149,044	\$18,041,520	46.08%	\$11,987,449	30.62%	\$3,831,002	9.79%
2005-2006							
Cañada College	\$8,025,133	\$3,505,905	43.69%	\$2,853,363	35.56%	\$542,219	6.76%
College of San Mateo	\$19,075,209	\$9,146,227	47.95%	\$5,821,588	30.52%	\$1,867,996	9.79%
Skyline College	\$13,556,860	\$6,550,140	48.32%	\$3,977,735	29.34%	\$1,312,030	9.68%
Central Svcs/District Office	\$684,157	\$0	0.00%	\$0	0.00%	\$184,560	26.98%
Total	\$41,341,359	\$19,202,272	46.45%	\$12,652,686	30.61%	\$3,906,806	9.45%

Notes:

1. Regular Non Teaching Salaries includes counselors, Librarians, Psychologists, Nurses, Coordinators, and other reassigned time
2. Expenditures represent certificated salary expenses in the unrestricted general fund (Fund 1) for all activity centers

San Mateo County Community College District

ACTUAL EXPENDITURE COMPARISON OF ACADEMIC SALARIES--ACCOUNT CODE 1000

Page 2

	TOTAL GEN'L FUND EXPENSES 1000 only	HOURLY NON TEACHING SALARIES		ACADEMIC ADMINISTRATIVE SALARIES		ACADEMIC SUPERVISORY SALARIES	
		AMOUNT	%	AMOUNT	%	AMOUNT	%
1999-00							
Cañada College	\$6,818,265	\$211,566	3.10%	\$619,125	9.08%	\$63,948	0.94%
College of San Mateo	\$15,974,783	\$356,203	2.23%	\$1,160,066	7.26%	\$213,512	1.34%
Skyline College	\$11,638,174	\$405,757	3.49%	\$936,770	8.05%	\$140,038	1.20%
Central Svcs/District Office	\$505,338	\$27,159	5.37%	\$251,283	49.73%	\$0	0.00%
Total	\$34,936,560	\$1,000,685	2.86%	\$2,967,244	8.49%	\$417,498	1.20%
2000-2001							
Cañada College	\$7,181,138	\$141,102	1.96%	\$693,578	9.66%	\$266,714	3.71%
College of San Mateo	\$16,860,442	\$419,276	2.49%	\$1,161,731	6.89%	\$234,939	1.39%
Skyline College	\$11,770,621	\$487,859	4.14%	\$901,089	7.66%	\$151,032	1.28%
Central Svcs/District Office	\$971,334	\$70,628	7.27%	\$357,298	36.78%	\$0	0.00%
Total	\$36,783,535	\$1,118,865	3.04%	\$3,113,696	8.46%	\$652,685	1.77%
2001-2002							
Cañada College	\$7,853,008	\$92,711	1.18%	\$842,565	10.73%	\$302,556	3.85%
College of San Mateo	\$18,156,582	\$532,656	2.93%	\$1,219,820	6.72%	\$212,368	1.17%
Skyline College	\$12,639,227	\$530,632	4.20%	\$963,653	7.62%	\$165,426	1.31%
Central Svcs/District Office	\$515,389	\$106,633	20.69%	\$346,859	67.30%	\$0	0.00%
Total	\$39,164,206	\$1,262,632	3.22%	\$3,372,897	8.61%	\$680,350	1.74%
2002-2003							
Cañada College	\$7,938,949	\$91,244	1.15%	\$740,766	9.33%	\$218,216	2.75%
College of San Mateo	\$18,624,825	\$516,423	2.77%	\$1,337,925	7.18%	\$237,522	1.28%
Skyline College	\$12,985,437	\$442,875	3.41%	\$978,686	7.54%	\$174,360	1.34%
Central Svcs/District Office	\$1,061,515	\$155,679	14.67%	\$302,842	28.53%	\$0	0.00%
Total	\$40,610,726	\$1,206,221	2.97%	\$3,360,219	8.27%	\$630,098	1.55%
2003-2004							
Cañada College	\$7,098,066	\$107,055	1.51%	\$638,217	8.99%	\$145,592	2.05%
College of San Mateo	\$17,502,322	\$383,720	2.19%	\$1,458,659	8.33%	\$246,551	1.41%
Skyline College	\$12,208,468	\$408,556	3.35%	\$1,039,982	8.52%	\$193,990	1.59%
Central Svcs/District Office	\$628,339	\$69,631	11.08%	\$314,993	50.13%	\$0	0.00%
Total	\$37,437,195	\$968,962	2.59%	\$3,451,851	9.22%	\$586,133	1.57%
2004-2005							
Cañada College	\$7,522,047	\$135,800	1.81%	\$860,529	11.44%	\$46,245	0.61%
College of San Mateo	\$18,130,378	\$380,334	2.10%	\$1,411,863	7.79%	\$260,976	7.79%
Skyline College	\$12,940,296	\$474,803	3.67%	\$1,094,725	8.46%	\$197,987	1.53%
Central Svcs/District Office	\$556,323	\$24,801	4.46%	\$401,010	72.08%	\$0	0.00%
Total	\$39,149,044	\$1,015,739	2.59%	\$3,768,127	9.63%	\$505,209	1.29%
2005-2006							
Cañada College	\$8,025,133	\$203,198	2.53%	\$910,945	11.35%	\$9,502	0.12%
College of San Mateo	\$19,075,209	\$418,873	2.20%	\$1,546,789	8.11%	\$273,736	8.11%
Skyline College	\$13,556,860	\$508,931	3.75%	\$1,019,490	7.52%	\$188,533	1.39%
Central Svcs/District Office	\$684,157	\$6,460	0.94%	\$493,137	72.08%	\$0	0.00%
Total	\$41,341,359	\$1,137,462	2.75%	\$3,970,361	9.60%	\$471,771	1.14%

Notes:

1. Regular Non Teaching Salaries includes counselors, Librarians, Psychologists, Nurses, Coordinators, and other reassigned time
2. Expenditures represent certificated salary expenses in the unrestricted general fund (Fund 1) for all activity centers

BOARD REPORT NO. 07-2-11C

TO: Members of the Board of Trustees
FROM: Ron Galatolo, Chancellor-Superintendent
PREPARED BY: Linda da Silva, Executive Director, Construction Planning Department, 358-6726

**INFORMATION REPORT REGARDING SUSTAINABLE
CONSTRUCTION PRACTICES IN THE DISTRICT**

Background

Sustainable construction practices is one of the Board's goals for 2006 and one of the guiding principles identified in the 2006 Facilities Master Plan (Board Report No. 06-08-101B). The District recognizes that stewardship of the built environment can be an intrinsic component of the campus experience. To achieve these goals, the District is requiring its consultants and contractors to employ sustainable strategies in the projects included in the District's Capital Improvement Program, Phase 2 (CIP2). The District is proactively and constantly looking for opportunities to employ such strategies in the areas of energy management, waste reduction/waste management, water conservation, use of renewables and green construction materials, and building orientation and design. Moreover, the District is seeking LEED certification (Leadership in Energy and Environmental Design) of the new buildings planned in CIP2.

Discussion

Following are specific examples of what the District is doing to achieve the goal of sustainable construction practices:

1. Energy Management

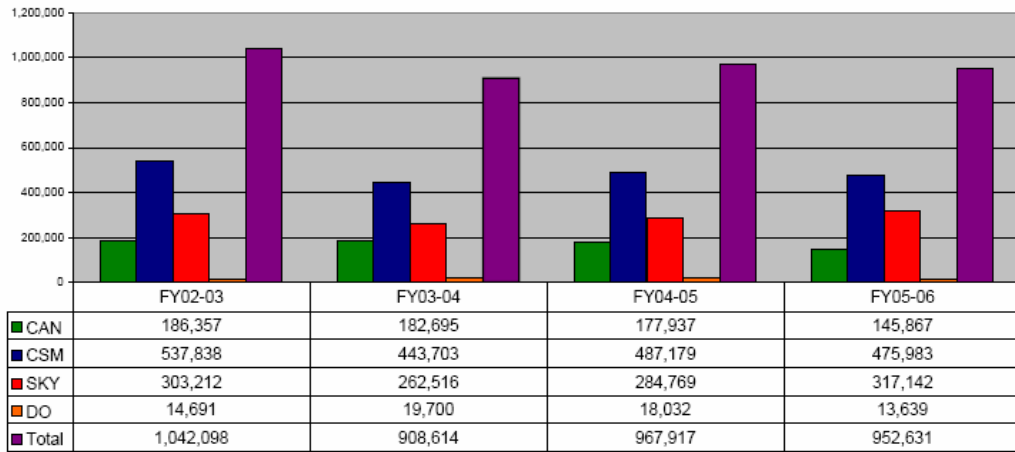
Our college campuses were constructed between 38 and 44 years ago. The mechanical and electrical service systems had exceeded their useful service life and were inefficient. Their aged condition left many system components inoperable, resulting in uncomfortable and ineffective learning and working environments for students, faculty and staff. In 2002, SMCCCD commissioned Chevron Energy Solution (CES, formerly Viron Energy Services) to analyze our energy consuming systems (electrical, mechanical, water) to identify energy efficiency opportunities. As a result of that comprehensive energy analysis, the District identified over \$20 million of energy conservation measures that have been implemented over the past 4 years, including lighting retrofits, mechanical system repairs and replacements, a digital building management control system, and conversion to variable speed pumping and fan systems. The annual operating cost avoidance, including utility cost and maintenance costs savings, are estimated in excess of \$1 million.

Natural gas and electricity usage per square foot has been decreasing in the past years, as a result of significant energy efficiency measures. However, despite these award-winning energy efficiency measures, our gas and electricity expenditures continue to grow as a result of rising

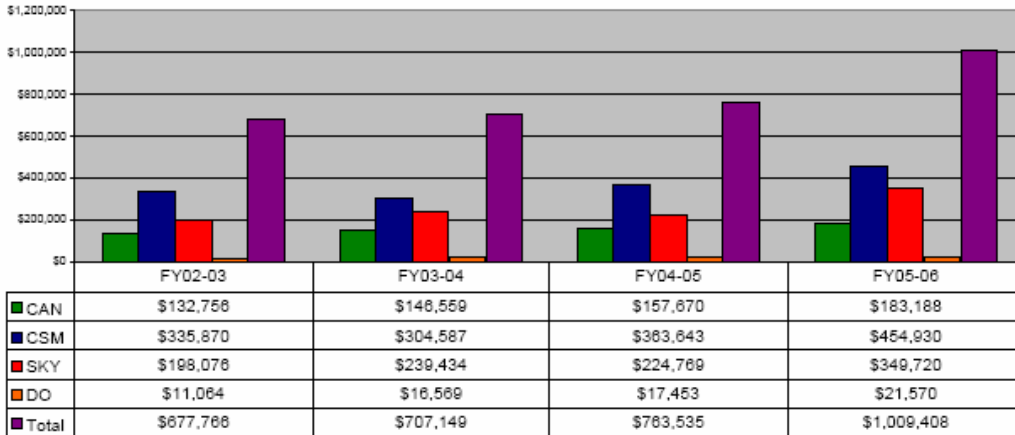
energy rates and the additional buildings that have been brought on line. The District has mitigated the increasing energy rate trend by procuring its electricity and natural gas directly through commodity providers at fixed costs over contract periods. This has enabled the District to obtain favorable market rates for the commodities, as well as lock in costs for budgeting purposes.

Please refer to the graphs below to see annual expenditures for gas and electricity in recent years.

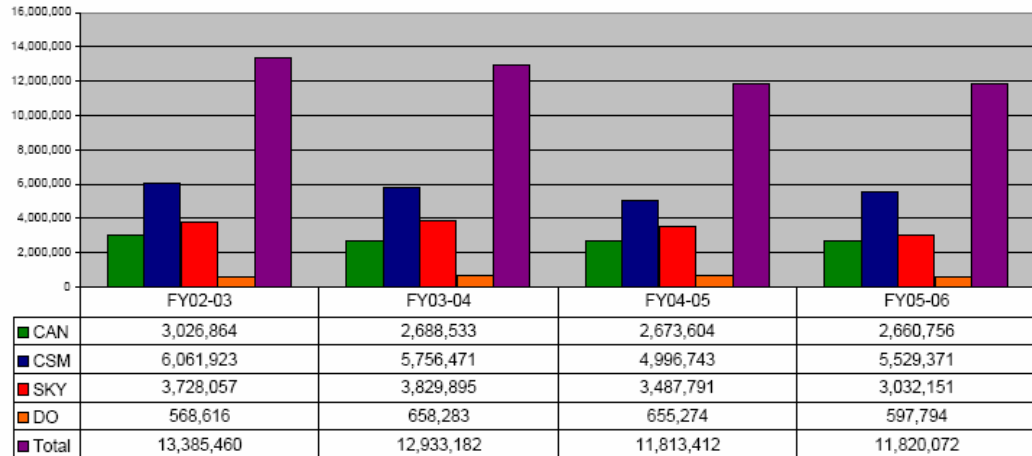
Natural Gas Usage by Site (in therms)



Natural Gas Expense by Site

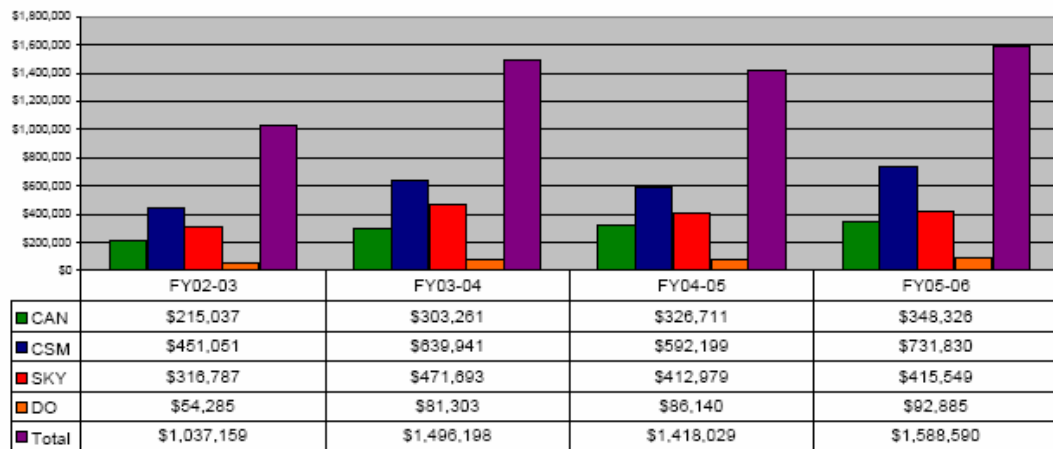


Electricity Usage by Site (in kWh)



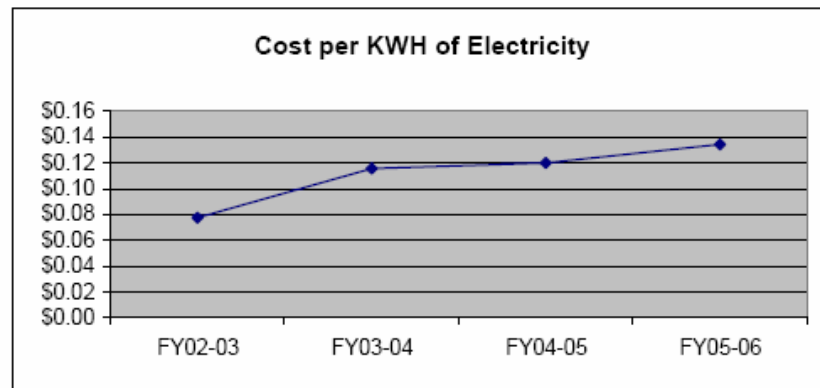
Note: Electricity usage does not include KCSM transmission usage at Sutro Tower.

Electricity Expense by Site



Note: Electricity expense does not include KCSM Sutro Tower usage.

Cost per KWH of Electricity



In order to reduce demand on the State's power grid, the District installed two co-generation units which generate 56.5% of our peak electricity needs on-site more efficiently and cleanly than utility company generation, and the waste heat is captured and used in our central heating system – reducing the load on our central heating plant. Self-generation of power will reduce our annual electric grid consumption by over 6,700,000 kilowatt-hours, the equivalent of approximately 1,800 residences. In addition, the digital controls system, together with the newly installed UtilityVision energy information system, allows the District to shed or shift demand for improved power load management.

The co-generation units have not been without operating issues. The units have experienced downtime due to heat exchanger and transfer switch malfunctions. As a result, the District has not self-generated as much electricity and heat as anticipated in fiscal years 2005-06 and 2006-07. The units have been re-engineered (at the contractor's expense) and are back in operation.

The District has received over \$900,000 from PG&E in energy rebates for its lighting retrofit and cogeneration system initiatives. In addition, the District has received over \$750,000 in State support for its energy efficiency measures. Our commitment to energy efficiency has allowed us to leverage our bond funds, increasing the number of projects we can afford to do now but also resulting in significant operating cost avoidance annually.

2. Waste Reduction

The District has successfully implemented waste management measures that have diminished the volume of trash being generated, increased the amount of waste being recycled, and reduced the amount of garbage going to landfills.

Removal of recyclable materials is no less costly than removal of landfill-bound garbage. Since 2005, garbage quantities have been increasing as a result of focused cleaning efforts in anticipation of major occupancy changes associated with the construction program. Garbage removal rates have been steady in recent years. As a result of these trends, garbage-related expenditures have been stable, but are anticipated to increase slightly in the coming years.

Waste consists of mixed garbage, along with recyclables such as beverage containers, paper products, toner cartridges, unwanted furniture/fixtures/equipment, used batteries, unwanted food, dirty paper towels and tissues, hazardous waste (such as asbestos-containing material such as vinyl asbestos floor tiles), burned-out light bulbs, demolished or unusable construction materials, etc. For years, most of this waste was trucked to landfills and buried. Waste reduction measures have lowered the amount of waste which is sent to landfills.

In January 2000, the State mandated that State agencies such as SMCCCD develop and implement an integrated waste management plan that reduces the amount of waste that goes into landfills. This legislation (AB75) mandated that we divert a percentage of waste, rising over time, from being sent to landfills. The goal was achieved by reducing the amount of material we use, recycling or reusing what we can, composting organic waste and other efforts.

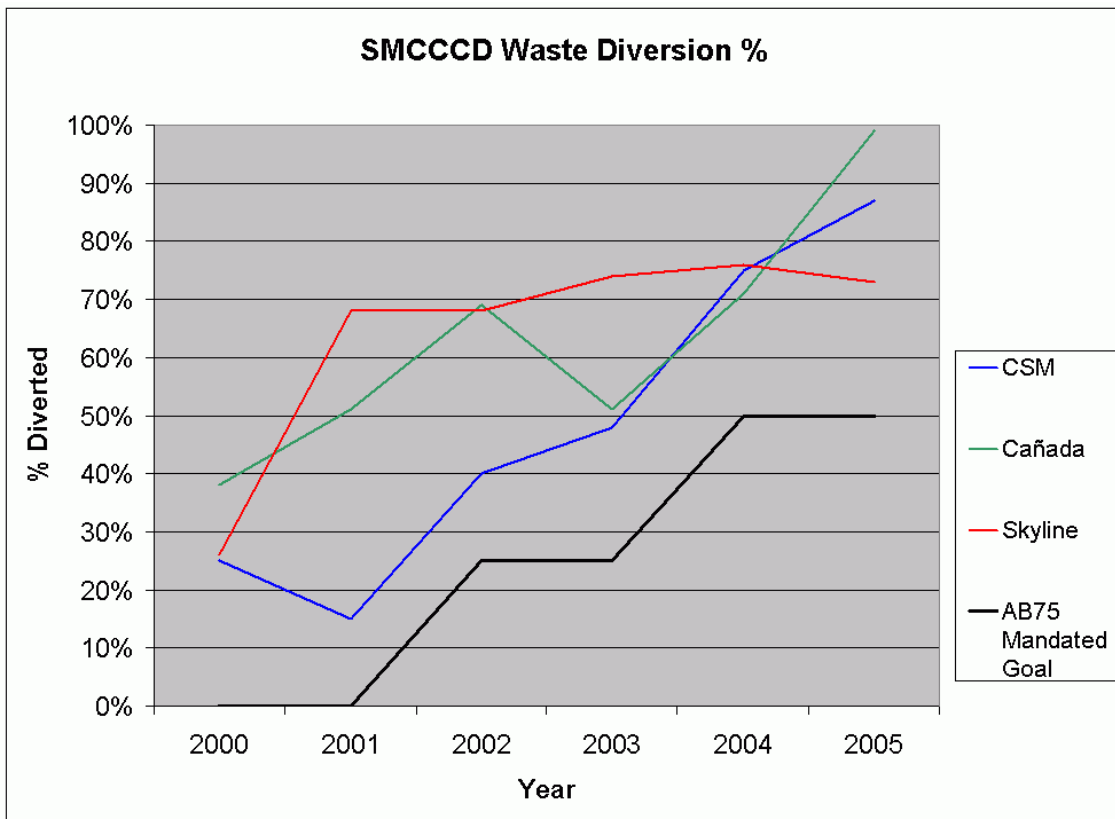
Our waste reduction measures have included but are not limited to the following:

- We've placed copiers that have the ability to make double-sided copies.
- We've implemented recycling programs by placing recycling containers around the campuses, and modified our waste collection activities to keep recyclables separate from garbage.

- We've developed and encouraged the use of information technology for electronic processing of business transactions and communications.
- We're changing the kinds of plants used in landscaping to reduce trimmings. For example, instead of planting areas of grass, we're using more groundcovers that don't take as much maintenance effort, and don't generate grass clippings. We've converted many of our natural turf athletic fields to synthetic turf, resulting in a dramatic decrease of grass clippings. We chip our tree trimmings and place the chips as mulch – reducing the amount of organic material entering the waste stream as well as resulting in healthier landscaped areas.
- We've developed a donation and resale program to identify downstream users for our unwanted furniture and equipment. Our surplus efforts include our own online auction site for sale of unwanted assets with residual value, and development of a network of nonprofit agencies that need and appreciate our old items.

These efforts and much more have resulted in our exceeding State mandated waste reduction goals.

The chart below shows the percentage of our waste that is no longer sent to landfills, benchmarked against our mandated goals. The hard work, dedication and environmental stewardship demonstrated by the college community, ITS, General Services and the Facilities Department have more than achieved our goals, as the chart demonstrates.



3. Water Conservation

Water usage has decreased dramatically since 2004 as a result of the conversion of most of our natural turf athletic fields to synthetic turf. The synthetic turf conversion has eliminated the need for irrigation, mowing, weeding, top dressing, aerating, fertilization, game line striping, and pest control. Most importantly, our synthetic athletic fields can be used many more hours each day since they don't need recovery and maintenance time, the fields are a safer playing surface that results in fewer sports injuries, and the superior drainage systems below the fields have all but eliminated rain delays and game schedule slippage.

4. Use of Green Construction Materials and Renewables

Window Treatments. The District has begun installing new window treatments in classrooms that offer solar shading, glare reduction, thermal insulation, and provision of privacy. These shades allow a visual connection to our beautiful exterior environments, while reducing eye strain associated with glare. They reduce heat gain when it's hot outside and heat loss when it's cold, improving occupant comfort. Their flat surface and washable fabric are easy to clean, allowing for ease of maintenance and ensuring that dust is minimized in our indoor environments. Damaged fabric can be easily replaced by local staff over the coming decades, reducing the total cost of ownership. The roller shade's level of transparency provides adequate light control to allow for visual projection in our classrooms that will have ever-increasing reliance on technology to support modern pedagogy.

Carpet. The District has selected carefully to ensure healthy indoor environmental quality. Some carpets and adhesives can off-gas for years, causing health risks, including headaches, allergies and respiratory problems. Carpets can also be breeding grounds for mold, bacteria and dust mites, which can cause severe allergic reactions. In addition, most carpets are made of synthetic fibers from petroleum sources, which are neither renewable nor biodegradable. The carpeting products we use have a patented Powerbond® backing. This backing is resistant to fluids, which makes spot cleaning of spills easier and more effective. This backing allows the carpet to be applied to the floor using dry adhesives, thereby avoiding the volatile organic compound off-gasses associated with traditional wet adhesives. The carpet's cushion is produced without harmful hydrochloroflourocarbons (HCFC's) or CFC's. The manufacturer's production processes have achieved recognition for sustainability, by requiring suppliers to eliminate carcinogens and toxins in the raw materials supplied, providing reusable packaging, and sending all scrap to recycling centers. After its useful service life, our carpeting will be collected and processed into other products, including parking stops and industrial flooring. Finally, special carbon-core filaments are embedded in the carpet fibers, which provide permanent static control – making the carpeted environment friendly for people as well as electronic equipment.

Acoustical ceiling panels. The District is using ceiling panels and other acoustic attenuation techniques to control and enhance the sound quality in our learning and working spaces. In addition to enhancing acoustics, the ceiling tile products we use have high light reflectance properties – so they actually help to bounce available light (whether daylight or mechanical light) and softly reflect it around the classrooms, lessening the need for more energy-consuming mechanical lighting as well as eliminating the additional heat load from light fixtures (which would then have to be mechanically cooled). The manufacturer is committed to environmentally sound production processes, including the use of recycled and recyclable materials (wool, cellulose, steel), corn and wheat starch (non-petroleum based) binders, production water and heat reuse, water treatment equipment, clean fuels, and the use of environmental control equipment since before the Clean Air Act was passed in 1969.

Flooring. The resilient flooring products selected for many of our new and renovated spaces is linoleum floor tile by Tarkett. Due to a new surface treatment called “Extreme xf Finish”, Tarkett has managed to reduce the cleaning and care effort for linoleum dramatically. The result is a product that offers high comfort and long product life and that is easy to clean and maintain.

The new surface protection from Tarkett offers not only excellent resistance against abrasion, stains and chemicals, but also allows for a reduction of maintenance costs by up to 30 percent. The cost of water, detergents and energy is reduced by 50 percent. Initial care such as waxing or polishing is no longer required. As a result, linoleum floors offer low lifecycle costs.

Furniture. The District’s commitment to comfortable, functional, durable and healthy interior environments includes well-considered furniture selection. In 2003 – 2004, extensive research was done to identify furniture manufacturers whose products are suitable for our varied applications, whose manufacturing processes met our sustainability goals, and who would provide value-added services over and above simply selling their goods to us. Furniture fairs provided an extensive and inclusive process by which faculty, staff, students and administrators were able to assist in selection of standard furniture items.

There is a great awareness of ergonomics in the working and learning environment. Ergonomics was an important criterion in selection of standard furniture items. Many standard furniture pieces have ergonomic features built in, such as manual crank height adjustability for working surfaces which allows for greater individual comfort, contributing to a healthier work environment. To supplement the ergonomic features of furniture, ergonomic tools – such as keyboard trays and monitor arms – are also available.

We sought furniture manufacturers who are committed to environmental sustainability. We were pleased to find furniture manufacturers who use recycled and recyclable products, who are members of the Sustainable Forestry Initiative program and work with landowners to ensure that any forestry activity is responsibly conducted to protect the ability of the landowner to continue to grow forests for future generations, whose particleboard and medium density fiberboard manufacturing practices have been certified for use of 100% recycled and recovered fiber, whose primary adhesives are water-based and contain less than 0.4% volatile organic compounds, whose decorative chromium electroplating systems have been optimized to reduce air emissions, reduce the hazardous and solid waste, recover and reuse nickel, whose powdercoating process lines use water-based cleaning systems prior to powder painting to clean parts as opposed to solvent-based cleaning systems, and whose laminates contain approximately 10% waste paper by-product.

The District receives very favorable pricing from its furniture vendors, based on our volume. Additionally, the furniture vendors provide rebates, student scholarships, and provide other value-added services such as design and training.

5. Building design

In 2006, the District inaugurated a new science building at College of San Mateo; this building includes efficient heating, ventilating and air conditioning systems, occupancy and daylight sensors for lighting control, high efficiency windows and a cool roof – all resulting in a building that is 42% more energy efficient than required by California’s building code. Other new buildings include the Skyline College Student and Community Center, which is 28% more energy efficient than called for by California’s building code, and Cañada College’s Library and Student Resource Center, to be inaugurated in Fall 2007, which will be 30% more efficient than required by code. The District’s commitment to energy efficiency has made us eligible to participate in

PG&E's Savings By Design program, which provided approximately \$100,000 in incentives for the energy efficient design of these new buildings.

The District's design standards are being more fully developed for CIP2, including robust requirements on sustainability. The District is requiring the design/build teams to deliver LEED certified buildings. LEED (Leadership in Energy and Environmental Design) is a voluntary sustainable building code developed by the U.S. Green Building Council.

In addition to LEED certification, the District is encouraging designers to incorporate sustainable design into new or renovated buildings. Some of the criteria presented to designers include:

- Decrease carbon emissions to meet the AIA "2030 Challenge"—a position statement that calls for the immediate energy reduction of all new and renovated buildings to half the national average for that building type, with increased reductions of 10 percent every five years so that all buildings designed by the year 2030 will be carbon-neutral (meaning that they will use no fossil fuel energy).
- Achieve double digit savings over October, 2005 Title 24 energy requirements
- Renewable energy sources
- Recovery of waste heat

The attached Appendix A, Table of Sustainable Considerations for Buildings at SMCCCD, delineates the design concepts that the District is presenting to our designers and encouraging them to utilize in CIP2, to the extent reasonably possible within the project constraints.

Cost – Benefits Analysis

The District finds that the case for sustainable design and construction is compelling. In addition to the obvious benefits to the environment, building green also has its financial and social benefits. Studies show that green buildings have resulted in reduced operating and maintenance costs and improved building values. Greater occupant comfort leads to improved productivity, decreased turnover and increased retention. Also, "green building" and "sustainability" have been found to be potent marketing and public relations tools. The District strongly believes that green buildings can help create the image of a progressive campus which can help attract top students and faculty and enhance alumni relations.

The costs associated with incorporating sustainability into construction projects can be anywhere from 0% – 20%, depending on the measures that are incorporated. It should be noted that there is a cost associated with *not* incorporating sustainable measures into a project, including diminished indoor air quality, higher energy and operating costs, lost productivity, lost public relations opportunities, diminished occupant health, decreased productivity and performance, and increased employee turnover.

Awards and Recognition

For its efforts, the District's construction practices have earned it several recent awards including:

- 2005 Flex Your Power Award for continuing commitment to saving energy, money and protecting the natural environment, presented by Flex Your Power, California's statewide energy efficiency campaign. The District, by implementing a variety of energy efficiency projects, has reduced energy consumption by 56 percent, saving more than \$1 million in energy costs annually.
- 2005 San Mateo County Grand Jury Commendation for construction management practices. The Grand Jury report recommended that schools in the County base their construction policies and procedures on those employed by the San Mateo County Community College District.
- Commendation in the Environment California newsletter.

Summary

The green future is here. As the District prepares to embark on Phase 2 of the Capital Improvement Program, we affirm our commitment to the Board's goal of sustainability and to encourage sustainability in all campuses.

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Solar Income				
Building Integrated PV's	<ul style="list-style-type: none"> • Renewable Energy • Incorporate into Shading Device • No Impact to Roof • Reduce Long Term Energy Costs 	When Integrated, payback can be reduced significantly	Mature	<ul style="list-style-type: none"> • Locate Along South Façade. • Applicable to all Buildings in the CSM Bridging Documents.
Building Integrated Solar Water Heating	<ul style="list-style-type: none"> • Renewable Energy • No Impact to Roof • Can be used as a Double Façade • Reduce Energy Costs 	Low	Mature	<ul style="list-style-type: none"> • Locate with South Orientation and Either Integrate into Shading or Penthouse Wall. • Could Have Roofing System with Domestic Water Heating. • Applicable to all Buildings in the CSM Bridging Documents. • Consider utilizing for new swimming pools.
Outside Air Preheating	<ul style="list-style-type: none"> • Renewable Energy • Double as a Penthouse Wall • Reduce Energy Costs 	Low	Mature	<ul style="list-style-type: none"> • Integrate into Façade or Penthouse Walls. • Applicable to all Buildings in the CSM Bridging Documents with 100% outside air requirements.
Wind Income				
Wind Turbine	<ul style="list-style-type: none"> • Renewable Energy • Reduce Energy Costs 	High	Emerging For Small System Application	<ul style="list-style-type: none"> • Utilize Vertical Axis Type Wind Turbines into the Campus.

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Natural Ventilation	<ul style="list-style-type: none"> • Renewable Energy • Potentially Gives Occupant Control Over Their Space • Reduce Energy Costs • Potentially Reduce Ductwork, Fans, Shafts, Floor to Floor Heights 	Low to None	Mature	<ul style="list-style-type: none"> • Operable Windows • Lobby Areas • Transient Spaces • Consider Wind Direction is 80% of the time out of the West
Ground Water	•	•	•	
Rain				
Rain Water Harvesting	<ul style="list-style-type: none"> • Reduce Campus Wide Water Use 	Medium to High	Mature	<ul style="list-style-type: none"> • Applicable to all Buildings in the CSM Bridging Documents. • Could be used for: landscape, grey water, CUP make up water
Architectural				
Double Facade	<ul style="list-style-type: none"> • Reduce Heat Gain • More Even Year-round Temperature (Better Occupant Comfort) • Can Double For Solar Wall or Solar Water Heating • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Medium to High	Mature	<ul style="list-style-type: none"> • South Atrium or Facades for Water Heating, Preheating OSA, Shed Cooling Load, and Recycle Building Heat Loss • Applicable to all Buildings in the CSM Bridging Documents.

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Daylighting	<ul style="list-style-type: none"> • Natural Light Improves Productivity • Reduced Lighting Demand • Reduced Energy Costs • Can Double as Shading Device 	Low	Mature	<ul style="list-style-type: none"> • Utilize Double Shading Device (See CHPS) with Daylighting • Incorporate into skylights. • Applicable to all Buildings in the CSM Bridging Documents.
High Levels of Insulation	<ul style="list-style-type: none"> • Reduce Heat Gain / Heat Loss • More Even Year-round Temperature (Better Occupant Comfort) • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Low, When Considering Mechanical Savings	Mature	<ul style="list-style-type: none"> • At walls and Roofs (Also Applies if Using Radiant Slabs) • Applicable to all Buildings in the CSM Bridging Documents.
Efficient Visible Glass	<ul style="list-style-type: none"> • Reduce Heat Gain / Heat Loss • More Even Year-round Temperature (Better Occupant Comfort) • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Low, When Considering Mechanical Savings	Mature	

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Orientation	<ul style="list-style-type: none"> • Reduce Heat Gain / Heat Loss • Reduce Glare, Better Daylighting • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Low to None	No Technology	<ul style="list-style-type: none"> • North/South Work Spaces and East West Spaces for Transient/Unoccupied Spaces as Much as Possible
Programming (Relaxed Temperatures)	<ul style="list-style-type: none"> • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	None	No Technology	<ul style="list-style-type: none"> • Review Opportunities to Relax Temperature Constraints in Transient Spaces. • SMCCD and SA and IEI to determine all spaces allowed temperature relaxation
Thermal Mass	<ul style="list-style-type: none"> • Reduce Heat Gain / Heat Loss • More Even Year-round Temperature (Better Occupant Comfort) • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Low to None	No Technology	<ul style="list-style-type: none"> • Use of high levels of Thermal Mass Integrated with Radiant Floor, Wall, or Ceilings

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Green Roof	<ul style="list-style-type: none"> • Reduce Heat Gain / Heat Loss • Makes Roof a Useable Outdoor Space • Will Reduce Mechanical Equipment Sizes and Space Requirements • Reduced Energy Costs 	Medium	Emerging Products/Mature	<ul style="list-style-type: none"> • Along Accessible Roofs, Do not incorporate where utilizing Rainwater Harvesting Strategies. • Applicable to all Buildings in the CSM Bridging Documents.
Engineering				
Central Utility Plant for Chilled Water Production	<ul style="list-style-type: none"> • Lower Maintenance Cost than Distributed Plants • Larger System Allows for More Efficient Technologies • Reduction in Electrical Demand Charges • Reduction in Energy Charges • Single Location for CUP Effluents 	Minimal Cost Increase over Decentralized Plants	Mature	<ul style="list-style-type: none"> • Centrifugal Chiller with VFD's • Ice Storage • Cooling Tower with VFD's • Primary Constant Volume Pumping with Variable Secondary Pumping

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Heating Only Energy Recovery with Run-Around Coils	<ul style="list-style-type: none"> • Allows for 100% Outside Air Delivery Without Energy Deficit • Simple Controls • Less Mechanical Equipment / Piping • Smaller Boiler Plant • Reduced Energy Costs 	None, Less than Conventional	Mature, Will Require Detailed Engineering	<ul style="list-style-type: none"> • All 100% Outside Air Locations
Variable Volume Diffusers	<ul style="list-style-type: none"> • Allows for Better Temperature Control (Better Occupant Comfort) • Simple Controls • Less Mechanical Equipment • Reduced Energy Costs 	None, Less than Conventional	Mature	<ul style="list-style-type: none"> • Where there are offices or rooms that require a lot of single exposure VAV boxes.
Microturbine	<ul style="list-style-type: none"> • Reduced Grid Losses to Campus • Reduced Energy Costs • Reduced Boiler Plant Size 	Low to Medium	Mature	<ul style="list-style-type: none"> • Locate at Buildings where heat rejection warrants the use.

Appendix A: Table of Sustainable Considerations for Buildings at SMCCCD

APPROACH	BENEFIT	COST INCREASE	TECHNOLOGY STATUS	APPLICATION
Displacement Ventilation	<ul style="list-style-type: none"> • Reduced Chiller Plant Requirements / More Hours of Economizer Use • Reduced Boiler Plant Requirements, Less Reheat • Better Contaminant Control 	Low to None	Mature, Will Require Detailed Engineering and Modeling	<ul style="list-style-type: none"> • In locations that could be accompanied with radiant slabs, high odor locations (locker rooms, etc.), high occupant areas (bookstores, café, etc.)
Thermal Storage Systems	<ul style="list-style-type: none"> • Reduced Chiller Plant Space and Equipment • Reduced Energy Costs and Demand Costs 	Low	Mature	<ul style="list-style-type: none"> • CUP for Chilled Water
Fan Wall Systems	<ul style="list-style-type: none"> • Reduced Air Handler Space and Equipment • Reduced Energy Costs • Better Sound Control 	Low to None	Emerging Product	<ul style="list-style-type: none"> • All Large Air Handling Units
Heat and Mass Exchange	<ul style="list-style-type: none"> • Reduced Chiller Plant Space and Equipment • No Cooling Penalty Due to 100% Outside Air System • Reduced Energy Costs 	Low to None	Emerging Product	<ul style="list-style-type: none"> • All 100% Outside Air Units
Low Flow Fixtures	<ul style="list-style-type: none"> • Reduced Water Use • Reduced Energy Costs 	Low	Mature	Throughout All Facilities
Lighting	<ul style="list-style-type: none"> • Reduced Energy Use 	Low to None	Mature	Energy Efficient Lighting and Lighting Controls Throughout all Facilities

BOARD REPORT NO. 07-2-12C

February 28, 2007

ACTUARIAL STUDY OF RETIREE HEALTH LIABILITIES

**San Mateo Community College District
Actuarial Study of
Retiree Health Liabilities**

*Prepared by:
Total Compensation Systems, Inc.*

Date: January 4, 2007

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**San Mateo Community College District
Actuarial Study of Retiree Health Liabilities**

PART I: EXECUTIVE SUMMARY

A. Introduction

San Mateo Community College District engaged Total Compensation Systems, Inc. (TCS) to analyze liabilities associated with its current retiree health program as of September 1, 2006 (the valuation date).

This actuarial study is intended to serve the following purposes:

- » To provide information to enable San Mateo CCD to manage the costs and liabilities associated with its retiree health benefits.
- » To provide information to enable San Mateo CCD to communicate the financial implications of retiree health benefits to internal financial staff, the Board, employee groups and other affected parties.
- » To provide information needed to comply with Governmental Accounting Standards Board Accounting Standard 12 (GASB 12) and with the forthcoming GASB accounting standards 43 and 45 related to "other postemployment benefits" (OPEB's). (See Appendix E)
- » To provide information needed to charge retiree health costs to categorical programs under Community Colleges Accounting Advisory 96-02

Because this report was prepared in compliance with GASB 43 and 45, as appropriate, San Mateo CCD should not use this report for any other purpose without discussion with TCS. This means that any discussions with employee groups, governing Boards, etc. should be restricted to the implications of GASB 43 and 45 compliance.

This actuarial report includes several estimates for San Mateo CCD's retiree health program. In addition to the tables included in this report, we also performed cash flow adequacy tests as required under Actuarial Standard of Practice 6 (ASOP 6). Our cash flow adequacy testing covers a twenty-year period. We would be happy to make this cash flow adequacy test available to San Mateo CCD in spreadsheet format upon request.

We calculated the following estimates separately for active employees and retirees. As requested, we also separated results by the following employee classifications: Faculty, AFSCME, CSEA and Management. We estimated the following:

- the total liability created. (The actuarial present value of total projected benefits or APVTPB)
- the ten year "pay-as-you-go" cost to provide these benefits.
- the "actuarial accrued liability (AAL)." (The AAL is the portion of the APVTPB attributable to employees' service prior to the valuation date.)

Total Compensation Systems, Inc.

- the amount necessary to amortize the UAAL over a period of 30 years.
- the annual contribution required to fund retiree benefits over the working lifetime of eligible employees (the "normal cost").
- The Annual Required Contribution (ARC) which is the basis of calculating the annual OPEB cost and net OPEB obligation under GASB 43 and 45.

We summarized the data used to perform this study in Appendix A. No effort was made to verify this information beyond brief tests for reasonableness and consistency.

All cost and liability figures contained in this study are estimates of future results. Future results can vary dramatically and the accuracy of estimates contained in this report depends on the actuarial assumptions used. Normal costs and liabilities could easily vary by 10 - 20% or more from estimates contained in this report. The best way to respond to this uncertainty of future results is to have an actuarial study performed regularly - no less frequently than every two or three years as provided by GASB 43 and 45.

B. General Findings

We estimate the "pay-as-you-go" cost of providing retiree health benefits in the year beginning September 1, 2006 to be \$6,373,149 (see Section IV.A.). The "pay-as-you-go" cost is the cost of benefits for current retirees. However, this cost would increase over the next ten years at an annual rate of 3.8%. Until GASB 43/45 become effective, the "pay-as-you-go" cost is the only amount that must be reflected as a retiree health program expense on accrual basis accounting statements.

There are several reasons why it is important for community college districts to evaluate retiree health costs and liabilities. The Governmental Accounting Standards Board (GASB) will soon require accounting for the costs and liabilities associated with retiree health benefits on an accrual basis -- i.e. over the working lifetime of eligible employees. (The effective date of the GASB accounting standard will range from 2007 to 2009, depending on the annual revenue of the College during the 1998-99 fiscal year.) Auditors may require an actuarial study for an unqualified audit based on AICPA Statement of Position 92-06.

Community College Districts may have additional reasons to obtain a retiree health valuation. Accreditation teams have been instructed to look for an actuarial valuation when district-paid retiree health benefits are provided. Also, charging any part of retiree benefit costs to categorical programs requires an actuarial valuation and funding on an actuarial basis.

Complying with accounting and regulatory requirements will require employers to expense more than what is required to simply pay retiree health benefit costs. These excess expenses over time – plus interest – will accumulate a liability related to retiree health benefits. These expenses and liabilities will be lower and more stable for employers that establish irrevocable trusts. By funding retiree benefits through such a trust, there will be enough funds available at retirement (on average) that, with interest, will be sufficient to pay all promised retiree health benefits without the need for any post-retirement College contributions.

For current employees, the value of benefits "accrued" in the year beginning September 1, 2006 (the normal cost) is \$2,433,320. This normal cost would increase each year based on covered payroll. Had San Mateo CCD begun accruing retiree health benefits when each current employee and retiree was hired, a substantial liability would have accumulated. We estimate the amount that would have accumulated to be \$149,530,877. This amount is called the "actuarial accrued liability" (AAL).

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We calculated the annual cost to amortize the unfunded actuarial accrued liability using a 5% discount rate. We used a 30 year amortization period. The current year cost to amortize the unfunded "actuarial accrued liability" is \$6,623,183. This amortization payment would increase each year based on covered payroll. Payments would continue for 30 years, after which time amortization payments would end.

Combining the normal cost and UAAL amortization costs in the first year produces a total first year annual required contribution (ARC) of \$9,056,503. The ARC is used as the basis for determining expenses and liabilities under GASB 43/45. The ARC is used in lieu of (rather than in addition to) the "pay-as-you-go" cost. The additional cost of compliance with GASB 43 and 45 is therefore \$2,683,354.

Accruing retiree benefits over employees' working lifetime would add to total compensation an average of \$3,023 per year per employee from each employee's hire date until the employee reaches retirement. This normal cost would increase each year based on covered payroll. This estimate of additional compensation is based on the normal cost and does not include the UAAL amortization payments which result from underaccrual of benefits earned in past years.

We based all of the above estimates on employees as of August, 2006. Over time, liabilities and cash flow will vary based on the number and demographic characteristics of employees and retirees. It will be important to periodically revalue costs and liabilities.

C. Description of Retiree Benefits

Following is a description of the current retiree benefit plan:

	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>
Benefit types provided	Medical, Part B	Medical, Part B	Medical, Part B	Medical, Part B
Duration of Benefits	Lifetime	Lifetime	Lifetime	Lifetime
Required Service	Age + Service = 75	Age + Service = 75	Age + Service = 75	Age + Service = 75
Minimum Age	55	50	50	50
Dependent Coverage	Yes	Yes	Yes	Yes
College Contribution %	100%	100%	100%	100%
College Cap	\$450 per month	\$450 per month	\$450 per month	\$450 per month

D. Recommendations

It is outside the scope of this report to make specific recommendations of actions San Mateo CCD should take to manage the substantial liability created by the current retiree health program. Total Compensation Systems, Inc. can assist in identifying and evaluating options once this report has been studied. The following recommendations are intended only to allow the College to get more information from this and future studies. Because we have not conducted a comprehensive administrative audit of San Mateo CCD's practices, it is possible that San Mateo CCD is already complying with some or all of our recommendations.

- We recommend that San Mateo CCD inventory all benefits and services provided to retirees – whether contractually or not and whether retiree-paid or not. For each, San Mateo CCD should determine whether the benefit is material and subject to GASB 43 and/or 45.
- We recommend that San Mateo CCD conduct a study whenever events or contemplated

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actions significantly affect present or future liabilities, but no less frequently than every two or three years, as will be required under GASB 43/45.

- We recommend that the College communicate the magnitude of these costs to employees and include employees in discussions of options to control the costs.
- Because of the significant liabilities created by the current retiree health program, the College should consider earmarking funds to pay future benefits. It should be noted that the upcoming GASB accounting standard will require assets sufficient to offset retiree health liabilities. Accrual basis costs under GASB 43/45 will be lower and more stable to the extent liabilities are funded under an irrevocable trust that qualifies under GASB 43/45 as a “plan.”
- Under GASB 45, it is important to isolate the cost of retiree health benefits. We strongly urge San Mateo CCD to have all premiums, claims and expenses for retirees separated from active employee premiums, claims, expenses, etc. To the extent any retiree benefits are made available to retirees over the age of 65 – *even on a retiree-pay-all basis* – all premiums, claims and expenses for post-65 retiree coverage should be segregated from those for pre-65 coverage. Furthermore, San Mateo CCD should arrange for the rates or prices of all retiree benefits to be set on what is expected to be a self-sustaining basis.
- San Mateo CCD should establish a way of designating employees as eligible or ineligible for future OPEB benefits. Ineligible employees can include those in ineligible job classes; those hired after a designated date restricting eligibility; those who, due to their age at hire cannot qualify for College-paid OPEB benefits; employees who exceed the termination age for OPEB benefits, etc.
- Several assumptions were made in estimating costs and liabilities under San Mateo CCD's retiree health program. Further studies may be desired to validate any assumptions where there is any doubt that the assumption is appropriate. (See Appendices B and C for a list of assumptions and concerns.) For example, San Mateo CCD should maintain a retiree database that includes – in addition to date of birth, gender and employee classification – retirement date and (if applicable) dependent date of birth, relationship and gender. It will also be helpful for San Mateo CCD to maintain employment termination information – namely, the number of OPEB-eligible employees in each employee class that terminate employment each year for reasons other than death, disability or retirement.
- Segregating plan assets will allow taking advantage of California Government Code Sections 53620 through 53622 to achieve greater investment income on plan assets. This study assumes an investment return net of all investment and plan expenses of 5%. We recommend San Mateo CCD take actions to achieve a long term rate of return that reflects the long term nature of the liabilities.

Respectfully submitted,

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PART II: BACKGROUND

A. Summary

Accounting principles have long held that the cost of retiree benefits should be “accrued” over employees' working lifetime. For this reason, the Governmental Accounting Standards Board (GASB) issued in 2004 Accounting Standards 43 and 45 for retiree health benefits. These standards will apply to all public employers that pay any part of the cost of retiree health benefits for current or future retirees (including early retirees).

The GASB standards will become effective on a phased basis based on revenue during the 1998-99 fiscal year. For employers, the first phase will be \$100 million or more in revenue. The effective date will be the first fiscal year on or after December 15, 2006. Successive annual phases will sweep in “\$10 to \$100 million” and “less than \$10 million” employers. The effective date for “plans” will be one year earlier than the dates for employers. A “plan” is a trust or other arrangement that is exclusively for retiree health benefits and the assets of which are protected from creditors.

Until the new GASB standards take effect, the Governmental Accounting Standards Board (GASB) currently requires public employers to disclose the existence and/or cost of retiree health benefits. GASB requirements are contained in GASB 12.

Prudent fiscal management of retiree health costs and liabilities requires establishment of a long-term plan. For most public employers, the magnitude of the accrued liability makes it difficult to immediately begin to fully accrue retiree health benefits on an actuarial basis. Fortunately, the current absence of stringent accounting or regulatory funding requirements allows public employers flexibility to transition into full actuarial accrual over the next few years. Transitioning into full actuarial accrual provides public employers with the time to establish fiscal management plans that

- protect retiree benefit security to the greatest possible extent;
- involve employee groups in discussions of benefit design and funding options; and
- minimize disruptions to core services that could result from rapidly increasing retiree benefit costs.

Waiting to address retiree health benefit funding until the GASB accounting standards become effective will dramatically reduce employers' fiscal options. By then, unfunded actuarial accrued liabilities will be bigger, thereby increasing the expenses needed to amortize the unfunded liability. Higher future amortization expenses would squeeze financial resources for vital services. Waiting to address these issues until required by GASB will result in less time to evaluate options and take action to protect benefits for future retirees and/or reduce benefit costs. To the extent retiree benefits are subject to collective bargaining, the timing and extent of benefit and funding changes may be constrained.

B. Actuarial Accrual

To actuarially accrue retiree health benefits requires determining the amount to expense each year so that the liability accumulated at retirement is, on average, sufficient (with interest) to cover all retiree health expenditures without the need for additional expenses. There are many different ways to determine the annual accrual amount. The calculation method used is called an “actuarial cost method.”

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Conceptually, there are two components of actuarial cost - a “normal cost” and amortization of something called the “unfunded actuarial accrued liability.” Both accounting standards and actuarial standards usually address these two components separately (though alternative terminology is sometimes used).

The normal cost can be thought of as the value of the benefit earned each year if benefits are accrued during the working lifetime of employees. This report will not discuss differences between actuarial cost methods or their application. Instead, following is a description of a commonly used, generally accepted actuarial cost method that will be permitted under GASB 43 and 45. This actuarial cost method is called the “entry age normal” method.

Under the entry age normal cost method, an average age at hire and average retirement age are determined for eligible employees. Then, the actuary determines what amount needs to be expensed each year from hire until retirement to fully accrue the expected cost of retiree health benefits. This amount is the normal cost. Under GASB 43 and 45, the normal cost can be expressed either as a level dollar amount or as a level percentage of payroll.

The normal cost is determined using several key assumptions:

- The current ***cost of retiree health benefits*** (often varying by age, Medicare status and/or dependent coverage). The higher the current cost of retiree benefits, the higher the normal cost.
- The “***trend***” rate at which retiree health benefits are expected to increase over time. A higher trend rate increases the normal cost. A “cap” on College contributions can reduce trend to zero once the cap is reached thereby dramatically reducing normal costs.
- ***Mortality rates*** that vary by age and sex. (Unisex mortality rates are not usually used because an individual’s OPEB benefits do not depend on the mortality table used.) If employees die prior to retirement, contributions attributable to deceased employees are available to fund benefits for employees who live to retirement. After retirement, death results in benefit termination. Although higher mortality rates reduce normal costs, the mortality assumption is not likely to vary from employer to employer.
- ***Employment termination rates*** have the same effect as mortality inasmuch as higher termination rates reduce normal costs. Employment termination can vary considerably between community college districts.
- ***Vesting rates*** reflect years of service required to earn full or partial retiree benefits. While longer vesting periods reduce costs, cost reductions are not usually substantial unless full vesting requires more than 20 years of service.
- ***Retirement rates*** determine what proportion of employees retire at each age (assuming employees reach the requisite length of service). Retirement rates often vary by employee classification and implicitly reflect the minimum retirement age required for eligibility. Higher retirement rates increase normal costs but, except for differences in minimum retirement age, retirement rates tend to be consistent between community college districts for each employee type.
- ***Participation rates*** indicate what proportion of retirees are expected to elect retiree health benefits if a significant retiree contribution is required. Higher participation rates increase costs.
- The ***discount rate*** estimates investment earnings for assets earmarked to cover retiree health benefit liabilities. The discount rate depends on the nature of underlying assets. For example, earmarked

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funds earning money market rates in the county treasury are likely to earn far less than a diversified portfolio including stocks, bonds, etc. A higher discount rate can dramatically lower normal costs. GASB 43 and 45 require the interest assumption to reflect likely *long term* investment return.

The assumptions listed above are not exhaustive, but are the most common assumptions used in actuarial cost calculations. The actuary selects the assumptions which - taken together - will yield reasonable results. It's not necessary (or even possible) to predict individual assumptions with complete accuracy.

If all actuarial assumptions were exactly met and an employer had expensed the normal cost every year for all past and current employees and retirees, the funds would have accumulated to a sizeable amount (after adding interest and subtracting retiree benefit costs from the accumulated funds). The fund that would have accumulated is called the actuarial accrued liability or AAL. The excess of the AAL over funds earmarked for retiree health benefits is called the *unfunded* actuarial accrued liability (or UAAL). Under GASB 43 and 45, in order for assets to count toward offsetting the AAL, the assets have to be held in an irrevocable trust that is safe from creditors and can only be used to provide OPEB benefits to eligible participants.

The actuarial accrued liability (AAL) can arise in several ways. First, at the inception of actuarial funding, there is usually a substantial UAAL. Under GASB 43 and 45, some portion of this amount can be established as the "transition obligation" subject to certain constraints. UAAL can also increase as the result of operation of a retiree health plan - e.g., as a result of plan changes or changes in actuarial assumptions. Finally, AAL can arise from actuarial gains and losses. Actuarial gains and losses result from differences between actuarial assumptions and actual plan experience.

Under GASB 43 and 45, employers have several options on how the UAAL can be amortized as follows:

- The employer can select an amortization period of 1 to 30 years. (For certain situations that result in a reduction of the AAL, the amortization period must be at least 10 years.)
- The employer may apply the same amortization period to the total combined UAAL or can apply different periods to different components of the UAAL.
- The employer may elect a "closed" or "open" amortization period.
- The employer may choose to amortize on a level dollar or level percentage of payroll method.

UAAL amortization payments can be higher than the normal cost. The magnitude of the UAAL depends not only on all the assumptions discussed earlier, but also on the average age of employees. The higher employees' average age, the greater the AAL.

PART III: LIABILITIES AND COSTS FOR RETIREE BENEFITS

A. Introduction.

We calculated the actuarial present value of projected benefits (APVPB) separately for each employee. We determined eligibility for retiree benefits based on information supplied by San Mateo CCD. We then selected assumptions for the factors discussed in the above Section that, based on plan experience and our training and experience, represent our best prediction of future plan experience. For each employee, we applied the appropriate factors based on the employee's age, sex and length of service.

We summarized actuarial assumptions used for this study in Appendix C.

B. Medicare

The extent of Medicare coverage can affect projections of retiree health costs. The method of coordinating Medicare benefits with the retiree health plan's benefits can have a substantial impact on retiree health costs. We will be happy to provide more information about Medicare integration methods if requested.

C. Liability for Retiree Benefits.

For each employee, we projected future premium costs using an assumed trend rate (see Appendix C). A constant trend rate was used for all years. This rate may understate trend in some years but might overstate it in others. As long as trend averages the assumed rate over a long period, it is not critical the rate be correct in any one year. To the extent San Mateo CCD uses contribution caps, the influence of the trend factor is further reduced.

We multiplied each year's projected cost by the probability that premium will be paid; i.e. based on the probability that the employee is living, has not terminated employment and has retired. The probability that premium will be paid is zero if the employee is not eligible. The employee is not eligible if s/he has not met minimum service, minimum age or, if applicable, maximum age requirements.

The product of each year's premium cost and the probability that premium will be paid equals the expected cost for that year. We discounted the expected cost for each year to the valuation date September 1, 2006 at 5% interest.

Finally, we multiplied the above discounted expected cost figures by the probability that the retiree would elect coverage. A retiree may not elect to be covered if retiree health coverage is available less expensively from another source (e.g. Medicare risk contract) or the retiree is covered under a spouse's plan.

For current retirees, the approach used was similar. The major difference is that the probability of payment for current retirees depends only on mortality and age restrictions (i.e. for retired employees the probability of being retired and of not being terminated are always both 1.0000).

We added the APVPB for all employees to get the actuarial present value of total projected benefits (APVTPB). The APVTPB (sometimes called the expected postemployment benefit obligation or EPBO) is the estimated present value of all future retiree health benefits for all **current** employees and retirees. The APVTPB is the liability on September 1, 2006 so that, if all actuarial assumptions are exactly right, it would be sufficient to expense all promised benefits until the last current employee or retiree dies or reaches the maximum eligibility age.

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Actuarial Present Value of Total Projected Benefits

September 1, 2006

	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>	<u>Classified Retirees</u>
Active: Pre-65	\$13,283,205	\$6,689,378	\$1,035,673	\$3,446,525	\$2,111,629	\$0
Post-65	\$71,608,926	\$33,081,604	\$4,938,600	\$22,902,147	\$10,686,575	\$0
Subtotal	\$84,892,131	\$39,770,982	\$5,974,273	\$26,348,672	\$12,798,204	\$0
Retiree: Pre-65	\$4,070,569	\$1,549,310	\$0	\$0	\$302,335	\$2,218,924
Post-65	\$79,761,046	\$47,743,750	\$0	\$0	\$3,927,098	\$28,090,198
Subtotal	\$83,831,615	\$49,293,060	\$0	\$0	\$4,229,433	\$30,309,122
Grand Total	\$168,723,746	\$89,064,043	\$5,974,273	\$26,348,672	\$17,027,636	\$30,309,122
Subtotal Pre-65	\$17,353,774	\$8,238,689	\$1,035,673	\$3,446,525	\$2,413,963	\$2,218,924
Subtotal Post-65	\$151,369,972	\$80,825,354	\$4,938,600	\$22,902,147	\$14,613,673	\$28,090,198

The APVTPB should be accrued over the working lifetime of employees. At any time much of it has not been "earned" by employees. The APVTPB is used to develop expense and liability figures. To do so, the APVTFB is divided into two parts: the portions attributable to service rendered prior to the valuation date (the past service liability or actuarial accrued liability under GASB 43 and 45) and to service after the valuation date but prior to retirement (the future service liability).

The past service and future service liabilities are each funded in a different way. We will start with the future service liability which is funded by the normal cost.

D. Cost to Prefund Retiree Benefits

1. Normal Cost

The average hire age for eligible employees is 37. To accrue the liability by retirement, the College would accrue the retiree liability over a period of about 23 years (assuming an average retirement age of 60). We applied an "entry age normal" actuarial cost method to determine funding rates for active employees. The table below summarizes the calculated normal cost.

Normal Cost Year Beginning

September 1, 2006	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>
# of Employees	805	319	60	303	123
Per Capita Normal Cost					
Pre-65 Benefit	N/A	\$358	\$304	\$316	\$304
Post-65 Benefit	N/A	\$2,611	\$2,392	\$2,776	\$2,847
First Year Normal Cost					
Pre-65 Benefit	\$265,582	\$114,202	\$18,240	\$95,748	\$37,392
Post-65 Benefit	\$2,167,738	\$832,909	\$143,520	\$841,128	\$350,181
Total	\$2,433,320	\$947,111	\$161,760	\$936,876	\$387,573

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Accruing retiree health benefit costs using normal costs would level out the cost of retiree health benefits over time and more fairly reflect the value of benefits "earned" each year by employees. This normal cost would increase each year based on covered payroll.

2. Amortization of Unfunded Actuarial Accrued Liability (UAAL)

If actuarial assumptions are borne out by experience, the College could fully accrue retiree benefits by expensing an amount each year that equals the normal cost. If no accruals had taken place in the past, there would be a shortfall of many years' contributions, accumulated interest and forfeitures for terminated or deceased employees. This shortfall is called the actuarial accrued liability (AAL). We calculated the AAL as the APVTPB minus the present value of future normal costs.

The College can amortize the UAAL over many years. The table below shows the annual amount necessary to amortize the UAAL over a period of 30 years at 5% interest. (Thirty years is the longest amortization period allowable under GASB 43 and 45.) GASB 43 and 45 will allow amortizing the UAAL using either payments that stay the same as a dollar amount, or payments that are a flat percentage of covered payroll over time. The figures below reflect the level percentage of payroll method. This amortization payment would increase each year based on covered payroll. Payments would continue for 30 years, after which time amortization payments would end.

Actuarial Accrued Liability as of September 1, 2006

	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>	<u>Classified Retirees</u>
Active: Pre-65	\$11,208,511	\$5,943,408	\$873,705	\$2,544,170	\$1,847,228	\$0
Post-65	\$54,490,750	\$27,641,024	\$3,664,165	\$14,975,135	\$8,210,426	\$0
Subtotal	\$65,699,261	\$33,584,432	\$4,537,870	\$17,519,305	\$10,057,654	\$0
Retiree: Pre-65	\$4,070,569	\$1,549,310	\$0	\$0	\$302,335	\$2,218,924
Post-65	\$79,761,046	\$47,743,750	\$0	\$0	\$3,927,098	\$28,090,198
Subtotal	\$83,831,615	\$49,293,060	\$0	\$0	\$4,229,433	\$30,309,122
Subtot Pre-65	\$15,279,080	\$7,492,719	\$873,705	\$2,544,170	\$2,149,562	\$2,218,924
Subtot Post-65	\$134,251,795	\$75,384,774	\$3,664,165	\$14,975,135	\$12,137,523	\$28,090,198
Grand Total	\$149,530,877	\$82,877,493	\$4,537,871	\$17,519,305	\$14,287,086	\$30,309,122
Funded at September 1, 2006	\$0	\$0	\$0	\$0	\$0	\$0
Unfunded AAL	\$149,530,877	\$82,877,493	\$4,537,871	\$17,519,305	\$14,287,086	\$30,309,122
1st Year UAAL Amortization at 5.0% over 30 Years	\$6,623,183	\$3,670,900	\$200,996	\$775,984	\$632,819	\$1,342,484

3. Annual Required Contributions (ARC)

If the College determines retiree health plan expenses in accordance with GASB 43 and 45, first year costs

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will include both normal cost and UAAL amortization costs. The sum of normal cost and UAAL amortization costs is called the Annual Required Contribution (ARC) and is shown below.

Annual Required Contribution (ARC) Year

Beginning

September 1, 2006

	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>	<u>Classified Retirees</u>
Normal Cost	\$2,433,320	\$947,111	\$161,760	\$936,876	\$387,573	\$0
UAAL Amortization	\$6,623,183	\$3,670,900	\$200,996	\$775,984	\$632,819	\$1,342,484
ARC	\$9,056,503	\$4,618,011	\$362,756	\$1,712,860	\$1,020,392	\$1,342,484
Pay-As-You-Go Cost	\$6,373,149	\$3,881,408	\$9,732	\$37,146	\$300,276	\$2,144,587
Added Cost of GASB 43/45	\$2,683,354	\$736,603	\$353,024	\$1,675,714	\$720,116	-\$802,103

This amortization payment would increase each year based on covered payroll. Payments would continue for 30 years, after which time amortization payments would end. The normal cost remains as long as there are active employees who may some day qualify for College-paid retiree health benefits. This normal cost would increase each year based on covered payroll.

Should San Mateo CCD decide to fund retiree health benefits as shown above, the cost of current retiree benefits would be deducted from earmarked funds. This means the true cost is the difference between the ARC and “pay-as-you-go” costs. The above table shows the additional cost necessary to fund retiree health benefits.

4. Other Components of Annual OPEB Cost (AOC)

Once GASB 43 and 45 are implemented, the expense and liability amounts may include more components of cost than the normal cost plus amortization of the UAAL. This will apply to employers that don’t fully fund the Annual Required Cost (ARC) through an irrevocable trust.

- The annual OPEB cost (AOC) will include assumed interest on the net OPEB obligation (NOO). The annual OPEB cost will also include an amortization adjustment for the net OPEB obligation. (It should be noted that there is no NOO if the ARC is fully funded through a qualifying “plan”.)
- The net OPEB obligation will equal the accumulated differences between the (AOC) and qualifying “plan” contributions.

PART IV: "PAY AS YOU GO" FUNDING OF RETIREE BENEFITS

We used the actuarial assumptions shown in Appendix C to project ten year cash flow under the retiree health program. Because these cash flow estimates reflect average assumptions applied to a relatively small number of employees, estimates for individual years are **certtain** to be *in*accurate. However, these estimates show the size of needed cash flow and also the rate of increase in annual costs. Because we have used trend rates that are constant over time, it is likely that medical costs will be understated in some years and overstated in others.

We have estimated that over the next ten years, pay-as-you-go retiree health costs will increase at an average rate of about 3.8% per year. This average annual increase reflects the trend factor shown in Appendix C, the operation of any plan limitations on the employer's contributions to pay for retiree health benefits, and changes in the number of retirees receiving employer-paid benefits.

The following table shows a projection of annual amounts needed to pay the College share of retiree health premiums.

Year Beginning September 1	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>	<u>Classified Retirees</u>
2006	\$6,373,149	\$3,881,408	\$9,732	\$37,146	\$300,276	\$2,144,587
2007	\$6,619,509	\$4,064,736	\$19,465	\$74,294	\$313,850	\$2,147,164
2008	\$6,941,814	\$4,262,572	\$35,338	\$141,294	\$355,287	\$2,147,323
2009	\$7,242,649	\$4,448,990	\$50,002	\$210,189	\$399,175	\$2,134,293
2010	\$7,630,603	\$4,698,947	\$62,715	\$288,533	\$457,252	\$2,123,156
2011	\$7,991,691	\$4,901,736	\$74,107	\$364,714	\$552,425	\$2,098,709
2012	\$8,305,397	\$5,055,358	\$90,322	\$465,622	\$618,210	\$2,075,885
2013	\$8,550,980	\$5,179,051	\$115,335	\$529,122	\$671,604	\$2,055,868
2014	\$8,737,763	\$5,241,242	\$138,926	\$602,908	\$724,603	\$2,030,084
2015	\$8,924,275	\$5,320,287	\$169,901	\$684,155	\$747,662	\$2,002,270

PART V: RECOMMENDATIONS FOR FUTURE VALUATIONS

To effectively manage benefit costs, an employer must periodically examine the existing liability for retiree benefits as well as future annual expected premium costs. We recommend every two or three years as will be required under GASB 43/45. In addition, a valuation should be conducted whenever plan changes, changes in actuarial assumptions or other employer actions are likely to cause a material change in accrual costs and/or liabilities.

Following are examples of actions that could trigger a new valuation.

- An employer should perform a valuation whenever the employer considers or puts in place an early retirement incentive program.
- An employer should perform a valuation whenever the employer adopts a retiree benefit plan for some or all employees.
- An employer should perform a valuation whenever the employer considers or implements changes to retiree benefit provisions or eligibility requirements.
- An employer should perform a valuation whenever the employer introduces or changes retiree contributions.

We recommend San Mateo CCD take the following actions to ease future valuations.

- We have used our training, experience and information available to us to establish the actuarial assumptions used in this valuation. We have no information to indicate that any of the assumptions do not reasonably reflect future plan experience. However, the College should review the actuarial assumptions in Appendix C carefully. If the College has any reason to believe that any of these assumptions do not reasonably represent the expected future experience of the retiree health plan, the College should engage in discussions or perform analyses to determine the best estimate of the assumption in question.

PART VI: APPENDICES

APPENDIX A: MATERIALS USED FOR THIS STUDY

We relied on the following materials to complete this study.

- We used paper reports and digital files containing employee demographic data from the College personnel records.
- We used relevant sections of collective bargaining agreements provided by the College.

APPENDIX B: EFFECT OF ASSUMPTIONS USED IN CALCULATIONS

While we believe the estimates in this study are reasonable overall, it was necessary for us to use assumptions which inevitably introduce errors. We believe that the errors caused by our assumptions will not materially affect study results. If the College wants more refined estimates for decision-making, we recommend additional investigation. Following is a brief summary of the impact of some of the more critical assumptions.

1. Where actuarial assumptions differ from expected experience, our estimates could be overstated or understated. One of the most critical assumptions is the medical trend rate. The College may want to commission further study to assess the sensitivity of liability estimates to our medical trend assumptions. For example, it may be helpful to know how liabilities would be affected by using a trend factor 1% higher than what was used in this study.
2. We used an "entry age normal" actuarial cost method to estimate the actuarial accrued liability and normal cost. GASB will allow this as one of several permissible methods under its upcoming accounting standard. Using a different cost method could result in a somewhat different recognition pattern of costs and liabilities.

APPENDIX C: ACTUARIAL ASSUMPTIONS AND METHODS

Following is a summary of actuarial assumptions and methods used in this study. The College should carefully review these assumptions and methods to make sure they reflect the College's assessment of its underlying experience. It is important for San Mateo CCD to understand that the appropriateness of all selected actuarial assumptions and methods are San Mateo CCD's responsibility. Unless otherwise disclosed in this report, TCS believes that all methods and assumptions are within a reasonable range based on the provisions of GASB 43 and 45, applicable actuarial standards of practice, San Mateo CCD's actual historical experience, and TCS's judgement based on experience and training.

ACTUARIAL METHODS AND ASSUMPTIONS:

ACTUARIAL COST METHOD: Entry age normal. The allocation of OPEB cost is based on years of service. We used the level percentage of payroll method to allocate OPEB cost over years of service.

Entry age is based on the average age at hire for eligible employees. The attribution period is determined as the difference between the average retirement age and the average age at hire. The present value of future benefits and present value of future normal costs are determined on an employee by employee basis and then aggregated.

To the extent that different benefit formulas apply to different employees of the same class, the normal cost is based on the benefit plan applicable to the most recently hired employees (including future hires if a new benefit formula has been agreed to and communicated to employees).

AMORTIZATION METHODS: We used the level percentage of payroll method to allocate amortization cost by year. We used a 30 year amortization period. Because there has not been a previous valuation to comply with GASB 43 and/or 45, it was not necessary at this time for San Mateo CCD to make an election with respect to whether to use an "open" or "closed" amortization period; or whether to use different amortization periods for different sources of the UAAL.

SUBSTANTIVE PLAN: As required under GASB 43 and 45, we based the valuation on the substantive plan. The formulation of the substantive plan was based on a review of written plan documents as well as historical information provided by San Mateo CCD regarding practices with respect to employer and employee contributions and other relevant factors.

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ECONOMIC ASSUMPTIONS:

Economic assumptions are set under the guidance of Actuarial Standard of Practice 27 (ASOP 27). Among other things, ASOP 27 provides that economic assumptions should reflect a consistent underlying rate of general inflation. For that reason, we show our assumed long-term inflation rate below.

INFLATION: We assumed 3% per year.

INVESTMENT RETURN / DISCOUNT RATE: We assumed 5% per year. This is based on assumed long-term return on plan assets or employer assets, as appropriate. We used the “Building Block Method” as described in ASOP 27 Paragraph 3.6.2. Our assessment of long-term returns for employer assets is based on long-term historical returns for surplus funds invested pursuant to California Government Code Sections 53601 et seq.

TREND: We assumed 4% per year. Our long-term trend assumption is based on the conclusion that, while medical trend will continue to be cyclical, the average increase over time cannot continue to outstrip general inflation by a wide margin. Trend increases in excess of general inflation result in dramatic increases in unemployment, the number of uninsured and the number of underinsured. These effects are nearing a tipping point which will inevitably result in fundamental changes in health care finance and/or delivery which will bring increases in health care costs more closely in line with general inflation. We do not believe it is reasonable to project historical trend vs. inflation differences several decades into the future.

PAYROLL INCREASE: We assumed 3% per year. This assumption applies only to the extent that either or both of the normal cost and/or UAAL amortization use the level percentage of payroll method. For purposes of applying the level percentage of payroll method, payroll increase must not assume any increases in staff or merit increases.

ACTUARIAL ASSET VALUATION: We used asset values provided by San Mateo CCD. Because there has not been a previous valuation to comply with GASB 43 and/or 45, it was not necessary at this time for San Mateo CCD to make an election with respect to whether to use an asset smoothing formula and, if so, what smoothing method to use.

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NON-ECONOMIC ASSUMPTIONS:

Economic assumptions are set under the guidance of Actuarial Standard of Practice 35 (ASOP 35).

MORTALITY: We used the 1983 Group Annuity Mortality Table (sex distinct), with male ages set back 5 years and female ages set back 3 years.

RETIREMENT RATES: These rates are applied to the number of employees still working at the age shown.

<u>Age</u>	<u>Faculty Rate</u>	<u>Non-Faculty Rate</u>
50	0%	2%
51	0%	2%
52	0%	3%
53	0%	3%
54	0%	5%
55	8%	5%
56	10%	7%
57	15%	7%
58	20%	7%
59	25%	10%
60	30%	10%
61	30%	20%
62	35%	40%
63	35%	40%
64	35%	40%
65	50%	60%
66	35%	30%
67	35%	30%
68	98%	90%
69	98%	90%
70	98%	90%
71	98%	90%

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VESTING RATES:

	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>
Vesting Percentage	100%	100%	100%	100%
Vesting Period	Age + Service = 75	Age + Service = 75	Age + Service = 75	Age + Service = 75

COSTS FOR RETIREE COVERAGE:

Based on ASOP 6, we have concluded that premiums are “community-rated” and can be used directly to calculate OPEB expenses and liabilities. However, San Mateo CCD should recognize that costs and liabilities in this report could change significantly if either the current insurer changes rating practices or if San Mateo CCD changes insurers.

First Year costs are as shown below. Subsequent years’ costs are based on first year costs adjusted for trend and limited by any College contribution caps.

	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>
Current Retirees: based on actual costs				
<u>Current Plan*</u>				
Future Retirees Pre-65	\$5,400	\$5,400	\$5,400	\$5,400
Future Retirees Post-65	\$4,598	\$4,598	\$4,598	\$4,598

*Applies to most recently hired employees. Different costs assumed for grandfathered groups.

RETIREE CONTRIBUTIONS: Amounts in excess of District caps.

PARTICIPATION RATES: 100%

TURNOVER: We used a unisex table developed by TCS based on community college district data. Rates are based on length of service as follows:

<u>Length of Service</u>	<u>Turnover Rate</u>
0 – 1	10.2%
2 – 6	5.1%
7 – 12	3.7%
13 – 14	1.7%
15 – 19	0.9%
20+	0.0%

Certain terminated employees with vested pension benefits can enroll in the CalPERS health plan upon commencement of pension benefits. We were not provided with a census of these terminated, vested participants. Based on information available to us for current retirees, we increased the active employee expenses and liabilities by 1.57% for faculty, 9.17% for classified, and 5% for management to reflect the impact of vested terminated

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employees.

SPOUSE PREVALENCE: To the extent not provided and when needed to calculate benefit liabilities, 80% of retirees assumed to be married at retirement. After retirement, the percentage married is adjusted to reflect mortality.

SPOUSE AGES: To the extent spouse dates of birth are not provided and when needed to calculate benefit liabilities, female spouse assumed to be three years younger than male.

AGING FACTORS:

<u>Attained Age</u>	<u>Medical Annual Increases</u>
50-64	3.5%
65-69	3.0
70-74	2.5
75-79	1.5
80-84	0.5
85+	0.0

APPENDIX D: DISTRIBUTION OF ELIGIBLE PARTICIPANTS BY AGE

ELIGIBLE ACTIVE EMPLOYEES:

<u>Age</u>	<u>Total</u>	<u>Faculty</u>	<u>AFSCME</u>	<u>CSEA</u>	<u>Management</u>
Under 25	6	1	0	5	0
25-29	33	1	4	24	4
30-34	54	14	1	34	5
35-39	80	32	6	32	10
40-44	102	39	8	36	19
45-49	108	33	16	47	12
50-54	162	61	11	63	27
55-59	138	73	7	33	25
60-64	83	43	7	15	18
65 and older	39	22	0	14	3
Total	805	319	60	303	123

ELIGIBLE RETIREES:

<u>Age</u>	<u>Total</u>	<u>Faculty</u>	<u>Management</u>	<u>Classified Retirees</u>
Under 50	2	0	0	2
50-54	4	1	0	3
55-59	27	8	0	19
60-64	93	39	14	40
65-69	128	80	8	40
70-74	127	86	3	38
75-79	136	94	0	42
80-84	109	56	0	53
85-89	60	36	0	24
90 and older	30	18	0	12
Total	716	418	25	273

Certain terminated employees with vested pension benefits can enroll in the CalPERS health plan upon commencement of pension benefits. We were not provided with a census of these terminated, vested participants.

APPENDIX E: GASB 12 COMPLIANCE INFORMATION

GASB 12 specifies disclosure requirements for employers that provide postemployment benefits other than pension (OPEB).

If San Mateo CCD chooses to prefund retiree health benefits using figures in this report, the following information will assist in compiling the expanded disclosure required by GASB 12.

Actuarial cost method:	Entry age normal
Interest rate assumption:	5%
Projected salary increase assumption:	3%
Health inflation assumption:	4%
Actuarially required contributions Year Beginning September 1, 2006	
Normal cost:	\$2,433,320
Unfunded Actuarial accrued liability amortization:	\$6,623,183
Actuarial accrued liability as of September 1, 2006:	\$149,530,877

The unfunded actuarial accrued liability should be calculated as the actuarial accrued liability shown above minus the amount of net assets available for OPEB.

APPENDIX F: RETIREE HEALTH EXPENSES CHARGEABLE TO CATEGORICAL PROGRAMS

California Community Colleges Accounting Advisory 96-02 allows districts to charge retiree health costs to categorical programs subject to certain restrictions. First, the charges must be based on a recent actuarial valuation. Second, only costs associated with current employees may be so charged.

The College may charge normal costs at the rates shown on page 11 to categorical programs. In addition, the College may charge the portion of the actuarial accrued liability amortization payment attributable to active employees. These amortization payments are as follows:

\$3,350 per AFSCME employee
\$2,561 per CSEA employee
\$4,663 per faculty member
\$3,622 per management employee

APPENDIX G: GLOSSARY OF RETIREE HEALTH VALUATION TERMS

Note: The following definitions are intended to help a *non-actuary* understand concepts related to retiree health valuations. Therefore, the definitions may not be actuarially accurate.

Actuarial Accrued Liability: The amount of the actuarial present value of total projected benefits attributable to employees' past service based on the actuarial cost method used.

Actuarial Cost Method: A mathematical model for allocating OPEB costs by year of service.

Actuarial Present Value of Total Projected Benefits: The projected amount of all OPEB benefits to be paid to current and future retirees discounted back to the valuation date.

Actuarial Value of Assets: Market-related value of assets which may include an unbiased formula for smoothing cyclical fluctuations in asset values.

Annual OPEB Cost: This is the amount employers must recognize as an expense each year. The annual OPEB expense is equal to the Annual Required Contribution plus interest on the Net OPEB obligation minus an adjustment to reflect the amortization of the net OPEB obligation.

Annual Required Contribution: The sum of the normal cost and an amount to amortize the unfunded actuarial accrued liability. This is the basis of the annual OPEB cost and net OPEB obligation.

Closed Amortization Period: An amortization approach where the original ending date for the amortization period remains the same. This would be similar to a conventional, 30-year mortgage, for example.

Discount Rate: Assumed investment return net of all investment expenses. Generally, a higher assumed interest rate leads to lower normal costs and actuarial accrued liability.

Implicit Rate Subsidy: The estimated amount by which retiree rates are understated in situations where, for rating purposes, retirees are combined with active employees.

Mortality Rate: Assumed proportion of people who die each year. Mortality rates always vary by age and often by sex. A mortality table should always be selected that is based on a similar "population" to the one being studied.

Net OPEB Obligation: The accumulated difference between the annual OPEB cost and amounts contributed to an irrevocable trust exclusively providing retiree OPEB benefits and protected from creditors.

Normal Cost: The dollar value of the "earned" portion of retiree health benefits if retiree health benefits are to be fully accrued at retirement.

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<u>OPEB Benefits:</u>	Other PostEmployment Benefits. Generally medical, dental, prescription drug, life, long-term care or other postemployment benefits that are not pension benefits.
<u>Open Amortization Period:</u>	Under an open amortization period, the remaining unamortized balance is subject to a new amortization schedule each valuation. This would be similar, for example, to a homeowner refinancing a mortgage with a new 30-year conventional mortgage every two or three years.
<u>Participation Rate:</u>	The proportion of retirees who elect to receive retiree benefits. A lower participation rate results in lower normal cost and actuarial accrued liability. The participation rate often is related to retiree contributions.
<u>Retirement Rate:</u>	The proportion of active employees who retire each year. Retirement rates are usually based on age and/or length of service. (Retirement rates can be used in conjunction with vesting rates to reflect both age and length of service). The more likely employees are to retire early, the higher normal costs and actuarial accrued liability will be.
<u>Transition Obligation:</u>	The amount of the unfunded actuarial accrued liability at the time actuarial accrual begins in accordance with an applicable accounting standard.
<u>Trend Rate:</u>	The rate at which the cost of retiree benefits is expected to increase over time. The trend rate usually varies by type of benefit (e.g. medical, dental, vision, etc.) and may vary over time. A higher trend rate results in higher normal costs and actuarial accrued liability.
<u>Turnover Rate:</u>	The rate at which employees cease employment due to reasons other than death, disability or retirement. Turnover rates usually vary based on length of service and may vary by other factors. Higher turnover rates reduce normal costs and actuarial accrued liability.
<u>Unfunded Actuarial Accrued Liability:</u>	This is the excess of the actuarial accrued liability over assets irrevocably committed to provide retiree health benefits.
<u>Valuation Date:</u>	The date as of which the OPEB obligation is determined. Under GASB 43 and 45, the valuation date does not have to coincide with the statement date.
<u>Vesting Rate:</u>	The proportion of retiree benefits earned, based on length of service and, sometimes, age. (Vesting rates are often set in conjunction with retirement rates.) More rapid vesting increases normal costs and actuarial accrued liability.