

**WEST KERN COMMUNITY COLLEGE DISTRICT
AGENDA FOR REGULAR MEETING**

January 13, 2016

Cougar Room
(Access Through the Library Entrance)

5:00 p.m.

29 Cougar Court
Taft, California 93268

A. Accessibility. *In compliance with the Americans with Disabilities Act, if you need special assistance to access the meeting room or to otherwise participate in this meeting, including auxiliary aids or services, please contact Shelley Klein at (661) 763-7711. Notification at least 48 hours prior to the meeting will enable the Governing Board to make reasonable arrangements to ensure accessibility to the meeting.*

B. Obtaining Public Records. *A copy of the Board packet, including documents relating to any open session item are available to members of the public at the District Office. Any writings or documents that are public records and are provided to a majority of the Governing Board regarding an open session item on this agenda will be made available for public inspection in the District Office located at 29 Cougar Court, Taft, California, during normal business hours. These documents will be made available to the public at the same time that they are made available to a majority of the Board.*

C. Language Assistance. *The District welcomes Spanish and other language speakers to Board meetings. Anyone planning to attend and needing an interpreter should call Shelley Klein at (661) 763-7711 forty-eight (48) hours in advance of the meeting so that arrangements can be made for an interpreter. El Distrito da la bienvenida a las personas de habla hispana a las juntas de la Mesa Directiva. Si planea asistir y necesita interpretacion llame al (661) 763-7711 (48) horas antes de la junta, para poder hacer arreglos de interpretacion.*

D. Addressing the District Board. *The Board encourages public participation and involvement. Community members will therefore have several opportunities to address the Board. However, please respect the Board's time and the need for efficient board meetings. The Board also requests that comments be respectful and professional.*

1. **Agenda Items.** *If you wish to address the Board on an agenda item, please do so when that item is called. Presentations will be limited to a maximum of three (3) minutes. Time limitations are at the discretion of the Board President.*
2. **Non-Agenda Items.** *Individuals have an opportunity to address the Board during the period set aside for Public Comment on Items of General Interest on topics within the subject matter jurisdiction of the Board **not** listed on the agenda. Presentations will be limited to a maximum of three (3) minutes, with a total of thirty (30) minutes designated for this portion of the agenda.*

E. Questions for the Board. *Individuals with questions on District issues may submit them in writing. The Board will refer such requests to the Superintendent, who will endeavor to respond to your questions after the meeting.*

F. Placing issues on the Board Agenda. *Items from the public pertaining directly to College business may be placed on the Board agenda by submitting the request in writing to the Office of the Superintendent. The proposed agenda item will be reviewed and placed, if appropriate, on the Board's agenda within a reasonable period of time. Please contact the Office of the Superintendent at (661) 763-7711 for further information.*

1. CALL TO ORDER
2. PUBLIC COMMENT ON CLOSED SESSION ITEMS

3. ADJOURN TO CLOSED SESSION
 - A. Public Employee Appointment/Employment, Government Code Section 54957
 - B. Public Employee Performance Evaluations, Government Code Section 54957
 - C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957
 - D. Conference with Labor Negotiators, Government Code Section 54957
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management /Supervisory/Classified Confidential Employees
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS
5. PLEDGE OF ALLEGIANCE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
 - A. Announcement for Trustee Nominations for the 2016 CCCT Board Elections
 - B. CCLC Annual Legislative Conference – January 31 – February 1, 2016, Sheraton Grand Sacramento
8. APPROVAL OF MINUTES - Regular Meeting Held December 9, 2015
9. NEW BUSINESS:
 - A. Request for Approval – Employment Agreement with Brock McMurray to Serve as Interim Superintendent/President Effective February 1, 2016, \$190,292.00/Yr., (Pro-rated as Necessary) Plus \$600.00/Mo. Auto Allowance
 - B. Request for Approval – Consulting Agreement with Dr. Roe Darnell for Professional Services Related to the 2016 Presidential Search and Recruitment for the Position of Administrative Assistant to the Superintendent/President, Effective 1/14/16 Until Selection of the New Superintendent/President; or, Consultant has Earned Maximum Amount Allowable by CalSTRS and Applicable Law; or, a date Mutually Designated by Both Parties, \$950.00/8-Hour Day Plus Necessary Expenses (Travel)
 - C. Request for Approval – Discontinuance of the Automotive Program
 - D. Request for Approval – Proposition 39 Measure A General Obligation Bonds Audit Report for Year Ended June 30, 2015

NEW BUSINESS (continued):

- E. Request for Approval – Nomination of Interim Superintendent/President to Serve as the District’s Representative to the City of Taft Redevelopment Successor Agency
- F. Request for Approval – Official Title Change of the English Division to the English Language Arts Division
- G. Request for Approval – Appointment of VP of Instruction Mark Williams as the West Kern Community College District Official Representative for the West Kern Adult Education Consortium
- H. Request for Approval – First Reading of New & Revised Board Policies:
 - BP #3225 – (New) Institutional Effectiveness
 - BP #3570 – (New) Smoking on Campus
 - BP #5020 – (Revised) Non-Resident Tuition
 - BP #5400 – (Revised) Associated Students Organization
 - BP #5410 – (Revised) ASB Elections
 - BP #5420 – (Revised) ASB and Club Organization Finance
 - BP #5510 – (New) Off Campus Student Organizations
 - BP #5800 – (New) Prevention of Identity Theft in Student Financial Aid Transactions
 - BP #6700 – (Revised) Civic Center and Other Facilities Use

10. CONSENT AGENDA (Items A - T)

- A. Request for Approval – Resolution #2015/16-06 Authorizing the Kern County Auditor-Controller to Release Excess Impound Local Tax Revenues in the Amount of \$2,770,826.29
- B. Request for Approval – Letter of Engagement with Vavrinek, Trine, Day & Co. LLP, to Perform the Audit Services for the Year Ending June 30, 2015 (Including Prop 10 Audit), \$58,110.00
- C. Request for Approval – Amendment #4 for Year 5 of the Agreement with the University of La Verne to Facilitate the STEM Pathways V Cooperative Grant Through the U.S. Department of Education, 10/1/15 – 9/30/16, \$270,270.00
- D. Request for Approval – Course Inactivations:
 - BIOL 2204 – Introduction to Vertebrate Zoology
 - BIOL 2280 – Biotechnology
 - CHEM 2108 – Organic Chemistry
 - CHEM 2109 – Organic Chemistry Laboratory

CONSENT AGENDA (continued):

- E. Request for Approval – Course Updates:

Applied Technologies Division

WKEX 1514 – General Education Work Experience

Math and Science Division

GEOG 1510 – Physical Geography

- F. Request for Approval – Nonresident Tuition for 2016/17, \$211.00/Unit
(Increase from \$200.00/Unit in 2015/16)
- G. Request for Ratification – 2015-16 Child Development Training Consortium
Agreement with the Yosemite Community College District to Provide Services,
Training, Technical Assistance and Resources to Students and Professionals
Working with and for Children, \$7,500.00 to TC to Provide Support for Students
Taking up to 300 Units of College Credit and Supplement Childhood Education
Instructor Salaries
- H. Request for Ratification – Agreement with the RP Group to Provide TIL/TPSID
Evaluation and Grant Proposal Development, 11/2/15 – 4/30/16, \$150.00/Hr.,
Not to Exceed \$38,400.00, May Stanley & TIL Program Foundation Funds
- I. Request for Approval – Purchase of Engineering Materials Science (ENGR 1530)
Equipment from LAB Corporation, \$11,441.26, Grant Funds
- J. Request for Approval - Purchase of Engineering Materials Science (ENGR 1530)
Equipment from Qualitest, \$32,353.63, Grant Funds
- K. Request for Approval – Annual Renewal of the 3Lumen Software License for 2016
for Student Learning Outcomes (SLOs) Assessment Data, \$10,542.00
- L. Request for Approval – Agreement with the Strata Information Group (SIG) to
provide Consulting Services for Customization of Self Service Banner Software,
Effective Upon Approval, \$170.00/Hr., Estimated Cost: \$6,800.00/SSSP Funds
- M. Request for Approval – Three Year Renewal Agreement with Blackboard Connect
for Electronic Emergency Outreach Messaging Services, 2/14/16 – 2/13/19,
\$3,900.00
- N. Request for Approval – Agreement with Redrock Software Corporation for
Annual TutorTrac (Web-Based Tutoring Management Software) Hosting and
Technical Support, 3/1/16 – 2/28/17, \$1,999.00, Grant Funds

CONSENT AGENDA (continued):

- O. Request for Ratification – Maintenance Renewal Agreement with MTS to Track Phone Calls Made and Received by the College Phone System, 11/28/15 to 11/27/16, \$995.00
- P. Request for Approval – Purchase of Canon imageRunner iR-AC5235 Digital System from Ray Morgan Co., for the Energy Technology & Engineering Center (ETEC), \$8,740.02, Plus \$.01/BW Copy and \$.0553/Color Copy
- Q. Request for Ratification – Agreement with Converjint Technologies to Provide Fire Alarm Monitoring of the Ash Street Dormitories, 1/1/16 – 12/31/16, \$575.00
- R. Request for Approval – Event Rental Contract with the Fort Preservation Society for the 3rd Annual Triple Play Dinner & Auction, 1/22/16, \$1,200.00, ASB Baseball Club Funding
- S. Ratification of the December 2015 Vendor Check & Purchase Order Registers
- T. Routine Personnel Items:
 - 1. Request for Conference Attendance and Expenses as of January 6, 2016

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

12. REPORTS:

- A. Financial Reports (for information):
 - 1. Revenue Accounts (Account Level 1) FY 2015/16
 - 2. Expenditure Accounts (Account Level 1) FY 2015/16
 - 3. Expenditure Detail of \$10,000.00 or Greater, December 2015
 - 4. Student Organization and Special Accounts, December 2015
 - 5. Funds Deposited in County Treasury, December 2015
- B. Trustee Reports
- C. Associated Student Body Report
- D. Academic Senate Report
- E. Reports from Staff and Student Organizations

13. REPORT OF THE SUPERINTENDENT

14. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Classified Supervisory Employment (Appendix II)
- C. Classified Employment (Appendix II)
- D. Resignations and Retirements (Appendix II)
- E. Request to Recruit Open Positions (Appendix II)

15. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, February 10, 2016, at 5:00 p.m.

16. CONTINUATION OF CLOSED SESSION (If Necessary)

17. ADJOURNMENT

**WEST KERN COMMUNITY COLLEGE DISTRICT
MINUTES OF THE BOARD OF TRUSTEES**

REGULAR MEETING

December 9, 2015

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:01 p.m. by President Billy White. Trustees Emmanuel Campos, Dawn Cole, Michael Long and Kal Vaughn were also present. Superintendent/President Dr. Dena Maloney and Executive Secretary Shelley Klein were also in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

At 5:02 p.m. it was moved by Trustee Cole, seconded by Trustee Campos and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Public Employee Appointment/Employment, Government Code Section 54957
- B. Public Employee Performance Evaluations, Government Code Section 54957
- C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957
- D. Conference with Labor Negotiators, Government Code Section 54957
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 &
Management /Supervisory/Classified Confidential Employees

RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:05 p.m., it was moved by Trustee Vaughn, seconded by Trustee Cole and unanimously carried, to reconvene in Public Session. President White reported that the Board considered a separation and general release agreement with a faculty employee. On a motion by Trustee Cole, seconded by Trustee Campos and unanimously carried, the agreement was approved. President White also announced that Closed Session would continue following the Open Session portion of the meeting.

PLEDGE OF ALLEGIANCE

President White led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

GENERAL COMMUNICATIONS

No communications were presented.

APPROVAL OF MINUTES

On a motion by Trustee Campos, seconded by Trustee Long and unanimously carried, the minutes of the Regular Meeting held November 11, 2015 and the Special Meeting held December 1, 2015 were approved.

NEW BUSINESS

Organization of the Board of Trustees - Election of President and Secretary

Trustee Cole thanked Board President Billy White and Secretary Kal Vaughn for their prior years of service and announced that, in view of the upcoming change in leadership with Superintendent/President Dr. Maloney assuming a position in another district, it is important to maintain continuity of the officers of the Board. Accordingly, she nominated President White to serve another term as President which was seconded by Trustee Long and carried unanimously.

President White nominated Secretary Kal Vaughn for an additional term, which was seconded by Trustee Cole and unanimously carried.

Setting of a Regular Monthly Meeting as Required by Law

On a motion by Trustee Cole, seconded by Trustee Campos and unanimously carried, it was approved to continue to hold the regular monthly meetings of the Board on the second Wednesday of each month - Closed Session at 5:00 p.m. and Open Session at 6:00 p.m.

Election of Trustee Representative to the Kern County Committee on School District Organization

Trustee Cole made a motion to elect Secretary Kal Vaughn as Trustee Representative to the Kern County Committee on School District Organization. The motion was seconded by Trustee Campos and unanimously carried.

2015-17 Student Equity Program

Dr. Maloney reported that this year the College will receive \$476,006 to support the further implementation of the Student Equity Plan, designed to ensure equal educational opportunities and the promotion of student success for all students. The Plan was developed by the Access Committee which is part of the Governance Council. Vice President of Instruction Mark Williams reported that development of the Plan included detailed analysis of student achievement data that identified areas of

Student Equity Program (continued):

disproportionate impact in student achievement outcomes. The data was disaggregated by ethnicity, gender and specific program subpopulations. Student achievement outcomes were examined for ESL/Basic Skills courses, Degree Courses and Transfer population. Analysis was also conducted with regard to Associate Degree attainment, Certificate attainment and transfer preparation. Specific strategies for improving the student achievement outcomes for student populations showing disproportionate impact are included in the Plan. These strategies include adopting a case management approach to each disproportionately impacted group of students, employing student mentors to assist students in achieving better outcomes and adopting new technology communication tools to enhance student outreach and build connections to learning support resources so that students access the tools needed to succeed. On a motion by Trustee Cole, seconded by Trustee Vaughn and unanimously carried, the 2015-17 Student Equity Program was approved.

Split of the Liberal Arts Division into the Liberal Arts Division and the English Division, Effective Spring 2016 Semester

Dr. Maloney reviewed that for many years the Liberal Arts Division, which includes 14 departments, has operated under a co-chair leadership structure. Each co-chair receives one-half of the Division Chair stipend and one-half of the Division Chair release time. However, both co-chairs attend all meetings required of Division Chairs and in all aspects operate as two distinct divisions. The co-chairs have recommended that the District recognize that the divisions are, in fact, distinct and separate. The recommendation was discussed in the Academic Senate and in the Governance Council. Both bodies have supported the recommendation. On a motion by Trustee Long, seconded by Trustee Cole and unanimously carried, the split of the Liberal Arts Division into the Liberal Arts Division and the English Division was approved effective Spring 2016 semester.

Proposal to Add Two New Sports - Men's & Women's Golf, Projected Cost - \$50,000.00/Year

Vice President of Student Services Darcy Bogle reported that the proposal to add women's and men's golf to the Taft College Athletic Program has been included in the Athletic Department's Program Review for several years. The proposal has both an instructional component (classes relating to the sport) and an Athletic Program component (intercollegiate sports). The proposal has been discussed in the Academic Senate and in the Governance Council and received support from both entities. Buena Vista Golf Course has agreed to provide the use of the facility for the team. Since men's golf is a spring sport and women's golf is a fall sport it is proposed that the teams will begin in spring 2017 and fall 2017 respectively. This timeline will also provide the opportunity to recruit athletes and hire a part-time coach. The estimated cost is \$50,000.00 per year and the sport may add up to 20 FTES, which will contribute to the

NEW BUSINESS (continued):

overall enrollment management goal to grow FTES by 1.00%. On a motion by Trustee Cole, seconded by Trustee Campos and unanimously carried, the proposal was approved.

Second Reading - Updated Board Policy #6250 - Budget Management

Dr. Maloney reported that Board Policy #6250 - Budget Management - has been updated to reflect current legal references and legal standards as recommended by the CCLC Board Policy and Procedure Service. The policy also reflects the long-standing goal of the Board to target a minimum unrestricted general fund reserve of at least 12%, but not less than 5% as established by the State Chancellor's Office. The goal of the 12% reserve confirms the Board's commitment to fiscal responsibility and prudent savings to protect the District during times of fiscal uncertainty. On a motion by Trustee Vaughn, seconded by Trustee Cole and unanimously carried, the updated Board Policy #6250 was approved (copy attached to official minutes).

Second Reading - Updated Board Policy #3550 - Drug Free Environment and Drug Prevention Program

Dr. Maloney reported that, similar to BP #6250, Board Policy #3550 - Drug Free Environment and Drug Prevention Program is being updated to reflect current legal references and legal standards. The update includes a section on health risks and information on controlled substances. On a motion by Trustee Long, seconded by Trustee Campos and unanimously carried, the updated Board Policy #3550 was approved (copy attached to official minutes).

Presidential Search Services Agreement with PPL Incorporated, Effective 12/10/15, \$26,000.00, Plus Travel Expenses Not to Exceed \$3,500.00

The proposed contract with PPL Incorporated was distributed and reviewed by Dr. Maloney. She noted that four firms were contacted to provide proposals for presidential search services from which two were received. On Tuesday, December 1st, the Board held a special meeting to review the proposals and approved the engagement with PPL. PPL is aware and has indicated their agreement to achieve the District's interest to identify a Superintendent/President in May 2016 so that the final contract can be approved at the Board's June meeting. PPL's contract has been reviewed and approved by legal counsel. On a motion by Trustee Vaughn, seconded by Trustee Long and unanimously carried, the contract with PPL Incorporated was approved (copy attached to official minutes).

Resignation of Superintendent/President Dr. Dena Maloney, Effective January 31, 2016

Dr. Maloney reported that her letter of resignation, effective January 31, 2016, is included in the Board packet. She shared that it has been an honor for her to serve the

NEW BUSINESS (continued):

District as the Superintendent/President and it is with regret that she is leaving but that she was proud to have been part of the Taft College team.

President White thanked Dr. Maloney for her leadership and many accomplishments as the District CEO. His only regret was that he would have liked to have had her serve as Superintendent/President for a longer term.

Trustee Cole, Campos, Long and Vaughn commended Dr. Maloney for her service and noted her accomplishments as well and added that the District benefited greatly from her hard work and dedication.

CONSENT AGENDA:

A. Request for Approval – Course Updates:

Liberal Arts Division

ARTH 2040 – Survey of African, Oceanic, and Indigenous North American Art

ENGL 0800 – Introductory Writing and Grammar

READ 0805 – Introductory Reading

Math & Science Division

BIOL 2203 – General Botany

B. Request for Approval – Distance Learning Offering:

Learning Support Division

STSU 1016 – College Survival

C. Request for Approval – Program Updates:

Liberal Arts Division

AA-T English

Liberal Arts: Arts and Humanities

D. Request for Approval – Course Inactivations:

Liberal Arts Division

ENGL 2300 – Women’s Literature through the Ages

ENGL 2500 – Chicano Literature

E. Request for Approval – Removal of Course from Taft College’s Local Transfer Pattern, CSU Breadth and IGETC: BIOL 2203 – General Biology

F. Request for Approval – Agreement with Social Solutions Global Inc. for Efforts to Outcomes (ETO) Subscription/Portal Access and Consulting Support for the Student Mentor/Mentee Program, 12 Months, Effective Upon Approval, \$46,224.00 for 50 User Minimum, and One Dashboard Portal Participant Licenses, Up to \$15,372.00 for Professional Services As Needed, Total - \$61,596.00, Plus Applicable Travel Expenses (Student Equity Funding)

CONSENT AGENDA (continued):

- G. Request for Approval - Agreement with Insight Assessment for California Critical Thinking Disposition Inventory E-Testing System for Student Equity Research, Effective 12 Months from Date of Purchase, \$7,704.00 (Includes E-Testing System Orientation and Use of Online CCTDI) (Student Equity Funding)
- H. Request for Approval - PASCO Quote #Q1246102 for the Purchase of Lab Equipment for New Physics Course - PHYS 2223 (Physics III), \$31,113.48 (Grant Funding)
- I. Request for Approval - Agreement with CampusQuad for Mobile Communication Platform Services and Support to Provide Social Networking Online Context in Support of Student Success, 12 Months, Effective Upon Approval, \$15,000.00 (Student Equity Funding)
- J. Request for Approval - Educational Practicum Affiliation Agreement with Idaho State University to Provide a Dental Hygiene Practicum for an Idaho State University Master's of Science in Dental Hygiene Student, Effective Upon Approval with Continuous One-Year Renewals (No Expense)
- K. Request for Approval - Agreement with Quicksilver Software, Inc., to Update the TC-Stats Computer Software Application (Utilized by STAT 1510 Course) to Operate with Apple iOS 7, iOS 8 and iOS 9 Versions, 12/10/15 - 3/1/16, \$2,500.00 (Foundation STEM Funding)
- L. Request for Approval - Residence Hall/Dormitory and Meal Plan Fee Adjustments for 2016/17:
 - Ash Street & Cougar Dorms:
Dorms - From \$1,800.00/Yr. (No Change)
Meals: \$2,907.00/Yr. to (No Change)
 - TIL Program:
Dorms - From \$2,750.00Yr. to \$3,025.00/Yr. (\$25.00/Mo. Increase)
Meals: \$3,591.00/Yr. (No Change)
- M. Request for Approval - Addendum to Agreement with Credentials, Inc., to Accept TC Transcript Orders (Including the first two free copies) via the Internet Through a Secure Website, Effective January 1, 2016, \$1.75 Plus Postage/ Transcript, Effective January 1, 2016
- N. Request for Approval - Renewal of Eureka Agency/User Site License Contract to Provide Online Career Assessment Tools, 1/1/16 - 12/31/16, \$1,499.63

CONSENT AGENDA (continued):

- O. Request for Approval - ABTECH Technologies Quote #ADV-1021-2063-2980 for the Purchase of a Lenovo Computer Server, \$5,446.72
- P. Request for Approval - Amendment to the Current Ellucian Software Maintenance Agreement for the Banner (5 yrs.) and Oracle (4 Yrs.) Database Systems, 1/1/16 to 12/31/20, \$163,758.00
- Q. Request for Approval - Firefly Quote #621346 for the Purchase of 75 Smart Client (Computers) and Monitors to Replace Existing Classroom Equipment, \$30,365.00 (State Equipment Funding)
- R. Request for Approval - Agreement with Pacific West Sound Inc. for the Sound System for the 2015-16 Taft College Graduation Ceremony, 5/20/16, \$3,100.00
- S. Request for Approval - Facilities Use Agreement with Taft Union High School District for the Use of the Football Stadium, 5/20/15 (No Fee)
- T. Request for Approval - Purchase of a 2015 Chevrolet Silverado 1500 for the Maintenance & Operations Department from Rio Vista Chevrolet, Buellton, CA, \$34,504.52 (Including Taxes & Fees)
- U. Request for Approval - Agreement with Liebert Cassidy Legal Firm to Provide Recruitment Screening/Selection Committee Training, 1/7/16, \$2,000.00
- V. Request for Approval - Renewal of Consulting Services Agreement with RPM Consulting Group to Provide Professional Services Related to Health Benefits Cost Containment, 1/1/16 - 12/31/16, \$275.00/Hour, Not to Exceed 112 Hours, Plus \$2,000.00 in Travel Expenses (\$32,800.00)
- W. Request for Approval - Garden Pathways Invoice #363 for Provide Startup Training and Consulting on an Efforts to Outcomes System Related to the TC Student Mentor Program, \$75.00/Hour, Effective 12/10/15, Not to Exceed 30 Hours (Student Equity Funding)
- X. Ratification of the November 2015 Vendor Check & Purchase Order Registers
- Y. Routine Personnel Items:
 - 1. Request for Conference Attendance and Expenses as of December 2, 2015

On a motion by Trustee Vaughn, seconded by Trustee Long and unanimously carried, Consent Agenda Items A - Y were approved as presented (materials related to items A - Y are attached to official minutes).

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

No comments were presented.

REPORTS FROM STAFF AND STUDENT ORGANIZATIONS

Financial Reports

The following financial reports were presented for information (copies attached to official minutes):

1. Revenue Accounts (Account Level 1) FY 2015/16
2. Expenditure Accounts (Account Level 1) FY 2015/16
3. Expenditure Detail of \$10,000.00 or Greater, November 2015
4. Student Organization and Special Accounts, November 2015
5. Funds Deposited in County Treasury, November 2015

Associated Student Body

Student Trustee Shoshanna Kukuliev reported that the ASB activity schedule for the month of December was light due to the end of the semester and related final exam schedule. However, the traditional canned goods drive for Thanksgiving took place in November and was a huge success. Over 1,000 cans were collected and donations funded 25 turkeys which were delivered to families in need. Holiday related events included a Menorah candle lighting ceremony and a secret Santa gift exchange. Lastly, Shoshanna reported that a group of officers from Taft College attended a meeting of the Chancellor's Office Advisory Group on counseling in Sacramento. She related that it was interesting to observe the group in action and learn what's happening at the community college state level.

Academic Senate

Senate President Geoffrey Dyer reported that the Senate met on November 18 and December 7. Topics of discussion included Equal Employment Opportunity (EEO) Training; Accreditation; Distance Education; tutoring; accessibility; and dual enrollment. The Senate has taken action on the following items:

1. Approval of the creation of a new Distance Education Committee
2. Approval of revisions to the SLOASC Charter
3. Approval of the proposal to add men's and women's golf
4. Creation of draft constitution and bylaws
5. Approval of the first reading of new policy on SLOs

Instruction

Vice President of Instruction Mark Williams wished Dr. Maloney well in her new

REPORTS (continued):

position as Superintendent/President at El Camino Community College and also related that he has enjoyed working with her very much.

Faculty Association

Faculty Association President Diane Jones reported that she attended the recent EEO training provided by Dr. Robert Meteau, Associate Vice President of Human Resources. She added that the training was informative and well presented. She added that the campus looks very festive with the holidays drawing near and the final exam schedule takes place the week of December 14.

Student Services

Vice President of Student Services Darcy Bogle thanked Vice President of Instruction Mark Williams for his hard work on the Student Equity Plan. She announced the Fall Sports Banquet that is scheduled for Sunday, December 13th, at 11:30 a.m. at OT's Cookhouse. Those interested in attending may contact the Athletic Department at 763-7829.

Human Resources

Associate Vice President of Human Resources Dr. Robert Meteau reported that the staff Thanksgiving luncheon was a huge success. It was very well attended and everyone enjoyed the festivities. He noted that a second EEO training is scheduled during spring inservice.

Administrative Services

Executive Vice President of Administrative Services Brock McMurray reported that he will be attending the annual budget meeting in January in Sacramento to hear the "early" news regarding the 2016-17 state budget. It appears to be a strong budget year but the next few months will tell more.

Facilities

Principal Architect Jose Vargas provided the following status of current facilities projects:

Energy Technology Engineering Center

Minor loose ends are being completed at the ETEC and the facility will be ready for staff to move into the facility the week before the spring semester begins.

REPORTS (continued):

Alley Infrastructure Project

The Alley project is 90% complete. AP Architects are working with the contractor to resolve punch list items regarding paving.

Student Center Project

AP Architects are reviewing the original plans for the project to prepare to go to bid. Plans are to include all project options at bid time to control the opportunity for value engineering. The goal is to get the bid out in January.

PG&E

The PG&E project is an upgrade of our utility infrastructure. The plans are ready and the project will go out to bid in January.

Scheduled Maintenance - Gym HVAC

The bid package for the replacement of the gym heating and air conditioning is being finalized and will be sent out within two weeks.

Gym Interiors - Phase II

Additional sound panels are being installed and the project is scheduled to be completed by the end of January.

Proposition 39 - Energy Efficiency

AP Architects are currently working on the bid package to retrofit the lighting in the campus courtyard to LED lighting. This is the last phase of the retrofit project.

REPORT OF THE SUPERINTENDENT

Institutional Effectiveness Partnership Initiative

Dr. Maloney reported that the College's Accreditation Self Study indicated an actionable plan in Standard II relating to Student Learning Outcomes assessments. The College requested a team through the Institutional Effectiveness Partnership Initiative (IEPI) to assist us with our SLO assessment and they visited on November 17th. The group spent the day talking with faculty and staff gathering information to make their recommendations. Their preliminary report has been received and options for improvement will be formulated.

REPORT of the SUPERINTENDENT (continued):

ETEC Ribbon Cutting Ceremony

The Energy Technology & Engineering Center (ETEC) ribbon cutting ceremony was held Thursday, November 19th. The program included comments by administration, faculty and students followed by a luncheon. The facility is a great complement to the campus.

Adult Education

Dr. Maloney reported that she has met with representatives from United Way to discuss adult education services. From that meeting, a meeting with the Kern Literacy Foundation was scheduled to further discuss services such as English as a second language, literacy, high school education and citizenship preparation. The Kern Literacy director plans to visit the campus to explore the service possibilities.

EMPLOYMENT

A revised Appendix I (Academic Employment) was distributed which reflected a correction on item 3 - Division Chair Assignments. The change indicates the salary related to the split of the Liberal Arts Division into two - The Liberal Arts Division and the English Division.

On a motion by Trustee Cole and seconded by Trustee Long, Employment Items A - E were approved by the following vote (Employment Items A - D (*Appendix I & II*) are attached to official minutes):

Yes: Emmanuel Campos, Dawn Cole, Michael Long, Kal Vaughn and Billy White
No: None
Abstain: None
Absent: None

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, January 13, 2016, at 5:00 p.m.

CONTINUATION OF CLOSED SESSION

At 6:50 p.m. it was moved by Trustee Vaughn, seconded by Trustee Campos and unanimously carried, that the Board convene in Closed Session to discuss the District's position regarding the following matters:

- A. Public Employee Appointment/Employment, Government Code Section 54957
- B. Public Employee Performance Evaluations, Government Code Section 54957
- C. Public Employee Discipline/Dismissal/Release/Reassignment, Government Code Section 54957

CONTINUATION OF CLOSED SESSION (continued):

- D. Conference with Labor Negotiators, Government Code Section 54957
Agency Designated Representative: Superintendent/President
Employee Organizations: TC Faculty Association, CSEA Chapter #543 &
Management /Supervisory/Classified Confidential Employees

RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 7:50 p.m. it was moved by Trustee Cole, seconded by Trustee Long and unanimously carried, to reconvene in Public Session. President White reported that during Closed Session the Board deliberated on the designation of an Interim Superintendent/President until such time as a new Superintendent/President is approved for hire by the District. On a motion by Trustee Campos, seconded by Trustee Long and unanimously carried, the Board designated Mr. Brock McMurray as the Interim Superintendent/President, subject to agreement upon the terms of employment as Interim Superintendent/President. An employment contract will be prepared and presented to the Board at the January 13, 2016 meeting.

ADJOURNMENT

At 7:51 p.m., on a motion by Trustee Cole, seconded by Trustee Vaughn and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Kal Vaughn, Secretary

BOARD AGENDA ITEM

Date: January 4, 2016
Submitted by: Dr. Dena Maloney
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item: Request for Approval: Employment Agreement with Mr. Brock McMurray, Interim Superintendent/President

Background:

Board Policy 2432 establishes the Board's responsibility to appoint an Interim Superintendent President if the position is vacant for more than 30 days. Further, the Eligibility Requirements for accreditation requires a full time Chief Executive Officer to lead the college at all times, even during periods of executive transition. The Board of Trustees has designated Mr. Brock McMurray to serve as the Interim Superintendent/President while it conducts a search for a permanent CEO.

The proposed employment agreement details the additional duties as the Interim Superintendent/President as prescribed by law by the State of California, Board policy, and this agreement. The agreement stipulates base salary compensation in the amount of \$190,292 which reflects an increase of 10% in Mr. McMurray's annual compensation as of January 13, 2016, as well as a \$600 per month auto allowance. The agreement includes the provision that Mr. McMurray has the right to apply for the permanent CEO position, and the right to retreat to his former position as the Executive Vice President of Administrative Services and CFO at the end of this assignment as the Interim Superintendent/President.

Terms (if applicable):

This agreement is in effect from February 1, 2016 and unless terminated earlier in accordance with Section 7, shall terminate on the date when the permanent Superintendent/President begins his/her duties.

Expense (if applicable):

Annual base compensation of \$190,292 (10% above current compensation as of January 13, 2016) plus a \$600/month auto allowance.

Fiscal Impact Including Source of Funds (if applicable):

Funding will come from the District's unrestricted general fund.

Approved: 
Dr. Dena Maloney, Superintendent/President

WEST KERN COMMUNITY COLLEGE DISTRICT
Interim Superintendent/President Contract

This Interim Superintendent/President Employment Agreement (“Agreement”) is made and entered into by and between the Governing Board of the West Kern Community College District (“District”) and Mr. Brock McMurray (“Interim Superintendent/President”).

The parties agree as follows:

1. **Term/Termination.** District hereby employs Interim Superintendent/President for a period beginning on February 1, 2016 and, unless terminated earlier in accordance with section 7, this Agreement shall terminate on the date when a permanent Superintendent/President begins his/her duties.

2. **Employment Duties and Obligations.** Superintendent/President is hereby employed as Superintendent/President and shall satisfactorily perform the duties of Superintendent/President as prescribed by the laws of the State of California, Board Policy, this Agreement, and the District’s job description for Superintendent/President, if any. In addition, Superintendent/President shall perform the following services in a manner satisfactory to the Board:

2.1. **Board Policies.** Interim Superintendent/President shall have primary responsibility for executing all Board Policies. Interim Superintendent/President, or a designee under Interim Superintendent/President’s control and supervision, shall periodically review all policies adopted by the Board with a report and recommendations for modifications to the Board.

2.2. **Administrative Organization.** The Board delegates to Interim Superintendent/President the power to make decisions concerning internal operations of the District. Interim Superintendent/President shall have the primary responsibility for organizing

and establishing administrative and supervisory staff for instructional business, and operational affairs in such a manner as will, in Interim Superintendent/President's judgment, best serve the needs of the District.

2.3. **Employee Evaluation.** Interim Superintendent/President shall ensure that employees of the District are evaluated as provided for by California law, any applicable collective bargaining agreements and Board Policy.

2.4. **Employee Selection.** Interim Superintendent/President shall have primary responsibility in making recommendations to the Board regarding all personnel matters including employment, assignment, transfer and dismissal of employees. Interim Superintendent/President shall examine potential employees and present recommendations for hiring to the Board.

2.5. **Labor Relations.** As directed by the Board, Interim Superintendent/President shall serve as the District's labor representative with respect to all collective bargaining matters and shall make recommendations to the Board concerning those matters.

2.6. **Funding Sources.** Interim Superintendent/President shall investigate and advise the Board of possible sources of funding that might be available to implement present or contemplated District programs.

2.7. **Chief Executive Officer.** Interim Superintendent/President shall act as Chief Executive Officer and shall perform all duties necessary in that connection, including ensuring the proper preparation of agenda and minutes of all Board meetings.

2.8. **Community Relations.** Interim Superintendent/President shall establish and maintain an appropriate community relations program. Interim Superintendent/President shall attend important college and community events, develop relationships with other key public and private agencies in Taft and be significantly involved in the local community.

2.9. Statutory and Other Duties/Delegation of Authority. Interim

Superintendent/President shall be expected to perform all other reasonable, necessary, and customary duties of Interim Superintendent/President, including, but not limited to, those powers and duties provided in Education Code sections 70902 and 72400, Board Policy, and all applicable provisions of law. Interim Superintendent/President shall recommend to the Board District goals and objectives and, unless unavoidably detained, attend all regular and special meetings of the Board. Interim Superintendent/President's duties shall also include all tasks and powers reasonably necessary to fulfill the duties specified in this Agreement, arising out of the position, and required by BP 2430. In addition, Interim Superintendent/President will satisfactorily perform such further duties as may be assigned or required by the Board. The Interim Superintendent/President shall only be required to take direction from decisions resulting from a majority of the Board. Board members may not, on an individual basis, provide direction to the Interim Superintendent/President. The Board delegates to the Interim Superintendent/President the power to act in accordance with BP 2430, as BP 2430 may be amended from time-to-time by the Board.

2.10. Board/Superintendent/President Responsibilities. Although Interim Superintendent/President, as chief executive officer of the Board, shall have primary responsibility for execution of Board policies, the Board shall retain primary responsibility for formulating and adopting Board policies. In addition, while Interim Superintendent/President shall have primary responsibility for assignment and transfer of employees and for selecting candidates for consideration for employment, the Board alone shall have the authority to hire and dismiss District personnel. The parties agree, individually and collectively, not to interfere with or usurp the primary responsibilities of the other party and agree that the Board, individually and

collectively, shall promptly refer all criticisms, complaints, and suggestions called to its attention to Interim Superintendent/President for study and correction or, if an issue of policy is involved, for recommendation to the Board. Interim Superintendent/President shall report back to the Board after handling complaints referred by the Board or by individual board members. The Board and Interim Superintendent/President agree to work in a spirit of cooperation and teamwork, and to periodically discuss the Board/Interim Superintendent/President relationship.

2.11. **Maintain Professional Competence.** Interim Superintendent/President shall endeavor to maintain and improve Interim Superintendent/President's professional competence by a variety of means, including, without implied limitation, subscription to and reading of appropriate periodicals, and joining and participating in appropriate professional associations and their activities.

3. **Management Hours.** It is understood by Interim Superintendent/President and District that the demands of the position of Interim Superintendent/President require more than eight (8) hours a day and/or forty (40) hours per work week. Interim Superintendent/President is not entitled to overtime compensation for hours worked in excess of eight (8) hours per day and/or forty (40) hours per week.

4. **Compensation.** District shall provide Interim Superintendent/President with the salary and benefits specified below.

4.1. **Salary.** Interim Superintendent/President shall be paid the same salary that he is currently receiving as Executive Vice President/Administrative Services except that Interim Superintendent/President shall not receive longevity pay while employed as Interim Superintendent/President. Interim Superintendent/President's salary shall be payable approximately equal monthly payments, less applicable taxes and deductions.

4.2. **Stipend.** In addition to salary, while serving as Interim Superintendent/President, Interim Superintendent/President shall receive a stipend equal to ten percent (10%) of Interim Superintendent/President's monthly salary. Interim Superintendent/President's stipend shall be payable on a monthly basis, less applicable taxes and deductions.

4.3. **Vacation.** Interim Superintendent/President shall be entitled to twenty-four (24) days of paid vacation during each fiscal year. Interim Superintendent/President shall be entitled to accumulate a maximum of sixty (60) days of vacation from year-to-year, and, in no event will more than forty-eight (48) vacation days be paid at the termination of employment or conclusion of this Agreement. Upon termination of this Agreement for any reason, accrued but unused vacation, if any, not exceeding forty-eight (48) days, will be paid at Interim Superintendent/President's then current daily rate. Vacation shall be scheduled at a time convenient to the operations of the District. The Interim Superintendent/President's daily rate of pay shall be calculated by dividing the Interim Superintendent/President's annual base salary by two hundred twenty-four (224) days.

4.4. **Sick Leave.** Interim Superintendent/President shall accrue one (1) day of sick leave with pay for each full month of service rendered. Unused sick leave may be credited for retirement purposes to the extent authorized by the applicable retirement system and relevant law.

4.5. **No Cash Payment for Sick Leave.** In no event shall the District make a cash payment to the Interim Superintendent/President for accumulated and unused sick leave.

4.6. **Reporting Sick Leave.** The Interim Superintendent/President shall follow District procedures and use District forms for reporting sick leave use.

4.7. **Holidays.** Interim Superintendent/President shall be entitled to legal and local

holidays subject to the same conditions as are specified for other 12-month administrative employees.

4.8. Health Benefits. Interim Superintendent/President shall be provided with the same health and welfare benefits afforded to certificated management employees of the District in the same manner and subject to the same limitations as other District certificated management employees, as those benefits may change from time-to-time.

4.9. Expense Reimbursement/ACCCA and Professional Dues. District shall reimburse Interim Superintendent/President for actual and necessary expenses incurred by Interim Superintendent/President within the course and scope of his employment (except for expenses paid for by allowances), so long as such expenses are consistent with this Agreement and Board Policy. Mileage expenses for travel out of Kern County shall be reimbursed at the applicable IRS rate. Other reimbursement entitlements include dues and expenses associated with membership in a service club to be selected by Interim Superintendent/President. District shall also pay, on behalf of Superintendent/President, expenses incurred in Board approved attendance for regional, state or national conferences, seminars, hearings or meetings which are devoted to matters that in Interim Superintendent/President's judgment relate to the benefit and welfare of the District whether or not such expenses exceed allowances provided by District policy. District shall also pay Interim Superintendent/President's expenses and dues for membership in the Association of California Community College Administrators ("ACCCA").

4.10. Retiree Health Benefits. Interim Superintendent/President shall be entitled to a District contribution to retiree health benefits for the Interim Superintendent/President and his eligible dependents until the Interim Superintendent/President attains age 65 on the same terms and conditions as provided to the District's certificated management employees, as those benefits

may change from time-to-time.

4.11. Automobile Allowance. The District shall provide to the Interim Superintendent/President a mileage allowance of Six Hundred Dollars (\$600.00) per month, for the acquisition, use, maintenance and insurance of an automobile while on District business. Interim Superintendent/President shall be solely responsible for all expenses to use, maintain, operate and insure the automobile. Interim Superintendent/President's receipt of this automobile allowance shall be in lieu of any entitlement to mileage reimbursement for travel within Kern County. The Interim Superintendent/President shall be responsible for all tax and retirement consequences resulting from receipt of this automobile allowance.

5. **Evaluation.** The Board may evaluate the performance and working relationship between the Interim Superintendent/President and the Board. Neither Board Policy 2435 nor any other Board Policy shall govern the Interim Superintendent/President's evaluation process.

6. **Examination.** Upon request, the Interim Superintendent/President agrees to have an examination by a District-appointed physician annually or when requested by the Board. Any expense beyond that paid by District insurance will be borne by the District. The purpose of the examination is to determine the Interim Superintendent/President's fitness for service. The physician's report will be sent to the Board President and to the Interim Superintendent/President. The physician's report shall be treated as confidential information. The Interim Superintendent/President agrees to execute any necessary medical releases or other documents requested by the District to facilitate this fitness for duty examination.

7. **Right to Apply for the Position of Superintendent.** The Board has elected to use an independent search firm to conduct a search for a permanent Superintendent/President. The Board has also elected to retain a retired consultant to work directly with the search firm and to

assist Interim Superintendent/President in the performance of his duties on an as needed basis. The parties agree that Interim Superintendent/President has the right to apply for the permanent position. Interim Superintendent/President also agrees to work collaboratively with the Board's consultant in the performance of all duties.

8. **Employment as Superintendent/President or Retreat Right.** If Interim Superintendent/President is selected as the District's permanent Superintendent/President, the terms of that relationship shall be defined by a new employment agreement for Superintendent/President to be negotiated between the permanent Superintendent/President and the Board. If, for any reason, Interim Superintendent/President is not selected to be the District's Superintendent/President or if the Interim Superintendent/President does not apply for the permanent position, then this Agreement shall automatically be terminated and Interim Superintendent/President shall be immediately re-employed in his prior position as Executive Vice President/Administrative Services. In this event, Interim Superintendent/President's employment relationship with the District shall be governed by the terms of his current contract and his salary, including longevity, and all other conditions of his employment shall be the same as they would have been had he not served as Interim Superintendent/President under this Agreement. Thus, if Interim Superintendent/President returns to his position as Executive Vice President/Administrative Services he will be entitled to longevity pay on a prospective basis and he will receive a lump sum retroactive payment for longevity pay not paid while he served as Interim Superintendent/President.

9. **Outside Professional Activities.** By prior approval of the Board, Interim Superintendent/President may undertake for consideration outside professional activities in education, including consulting, speaking and writing. Interim Superintendent/President's

outside professional activities shall not occur during regular work hours or otherwise interfere with Interim Superintendent/President's ability to satisfactorily perform the duties of the position. Interim Superintendent/President agrees not to use District staff or property in performing these outside activities without prior written approval by the Board. In no case will the District be responsible for any expenses attendant to the performance of such outside activities unless prior Board approval is obtained.

10. **Termination.**

10.1. **Mutual Consent.** This Agreement may be terminated at any time by mutual consent of the Board and Interim Superintendent/President.

10.2. **Thirty (30) Day Notice.** Either party may terminate this Agreement by providing the other party with at least thirty (30) calendar days advance written notice.

10.3. **Termination for Unlawful Fiscal Practices.** Notwithstanding any other provision of this Agreement to the contrary, if the Board believes, and subsequently confirms through an independent audit, that Interim Superintendent/President has engaged in fraud, misappropriation of funds, or other illegal fiscal practices, then the Board may immediately terminate Interim Superintendent/President solely upon written notice to Interim Superintendent/President and Interim Superintendent/President shall not be entitled to any compensation of any nature, whether as cash, salary payments, health benefits, or other non-cash settlement as set forth above. This provision is intended to implement the requirements of Government Code section 53260, subdivision (b).

10.4. **Abuse of Office Provisions.** In accordance with Government Code section 53243 et seq. and as a separate contractual obligation, should the Interim Superintendent/President receive a paid leave of absence or cash settlement if this Agreement is

terminated with or without cause, such paid leave or cash settlement shall be fully reimbursed to the District by the Interim Superintendent/President if the Interim Superintendent/President is convicted of a crime involving an abuse of her office or position. In addition, if the District funds the criminal defense of the Interim Superintendent/President against charges involving abuse of office or position and the Interim Superintendent/President is then convicted of such charges, the Interim Superintendent/President shall fully reimburse the District all funds expended for the Interim Superintendent/President's criminal defense. The Interim Superintendent/President shall reimburse the District within sixty (60) calendar days of notice of the reimbursement obligation.

10.5. **Death.** Death of Interim Superintendent/President terminates the Agreement immediately. In such event, all salary and other monetary amounts due to Interim Superintendent/President at the time of death, if any, shall be paid to Interim Superintendent/President's estate unless otherwise declared in writing by Interim Superintendent/President.

11. **Educational Administrator.** Interim Superintendent/President is an academic employee as defined in Education Code section 87001(a), an educational administrator as defined in Education Code section 87002(b), and a management employee as defined by Government Code section 3540.1(g).

12. **Notification of Absence.** If Interim Superintendent/President plans on being absent from the District more than three (3) continuous days, Interim Superintendent/President shall notify the Board President in advance.

13. **Annual Reporting Requirements.** Interim Superintendent/President shall report to the Board in writing on an annual basis Interim Superintendent/President's use of sick leave and other leave benefits.

14. **Delivery of Notices.** All notices permitted or required under this Agreement shall be given to the respective parties at the following addresses, or at such other addresses as the respective parties may provide in writing for this purpose:

SUPERINTENDENT/PRESIDENT

Brock McMurray
29 Cougar Court
Taft, CA 93268

DISTRICT

West Kern Community College District
29 Cougar Court
Taft, CA 93268

Such notice shall be deemed received when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

15. **Governing Law.** The laws of the State of California shall govern this Agreement. For state court actions, venue shall be in Kern County, California. For federal court actions, venue shall be in the appropriate federal district court.

16. **Tax/Retirement Issues.** The District makes no representations or warranties with respect to the tax and retirement consequences of this Agreement, including whether any form of compensation constitutes creditable compensation. In addition, the District makes no representations or warranties with respect to whether any form of creditable compensation will be credited to the Defined Benefit or the Defined Benefit Supplement account. Notwithstanding any other provision of this Agreement, the District shall not be liable for any state or federal tax consequences or any retirement consequences of any nature as a result of this Agreement

including, but not limited to, payments made for retiree health benefits, annuities, life insurance, automobile expenses, supplemental retirement plans or other benefits of any nature provided to Interim Superintendent/President or any designated beneficiaries, heirs, administrators, executors, successors or assigns of Interim Superintendent/President. Interim Superintendent/President shall assume sole liability and responsibility for all state and federal tax consequences and all retirement consequences of any nature occurring at any time. Interim Superintendent/President further declares that prior to signing this Agreement Interim Superintendent/President apprised himself of relevant data and received independent advice and counsel regarding the state and federal tax and the retirement consequences of this Agreement.

17. **Notice of Finalist in Search.** Interim Superintendent/President shall immediately notify the Board in writing should he become a finalist in the selection process for another position with any other community college district or other employer.

18. **Integration.** This Agreement contains the entire agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. Neither of the parties has relied upon any oral or written representation or written information given to the party by any representative of the other party not contained in this Agreement.

19. **Severability.** If one or more of the provisions of this Agreement are hereafter declared invalid or unenforceable by judicial, legislative or administrative authority of competent jurisdiction, then the parties agree that the invalidity or unenforceability of any of the provisions shall not in any way affect the validity or enforceability of any other provisions of this Agreement.

20. **Modification.** No change or modification of the terms or provisions of this Agreement shall be deemed valid unless set forth in writing and signed by both parties.

21. **Waiver.** No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a party shall give the other party any contractual rights by custom, estoppel, or otherwise.
22. **Headings.** The headings of sections of this Agreement have been inserted for convenience of reference only and shall not affect the interpretation of any of the provisions of this Agreement.
23. **Further Assurances.** Each of the parties shall execute and deliver any and all additional papers, documents and other assurances, and shall do any and all acts and things reasonably necessary in connection with the performance of their obligations hereunder and to carry out the intent and agreements of the parties.
24. **Assignment.** Interim Superintendent/President may not assign or transfer any rights granted or obligations assumed under this Agreement.
25. **Counterparts.** This Agreement may be executed in any number of counterparts, each of which shall be an original, but all of which shall constitute one and the same instrument.
26. **Indemnity.** The District agrees to indemnify Interim Superintendent/President to the extent required by law under Government Code sections 825, 995, and other applicable provisions of law.
27. **Exclusivity.** To the extent permitted by law, the employment relationship between the District and Interim Superintendent/President shall be governed exclusively by the provisions of this Agreement and not by board policies, administrative regulations, any Management Handbook or similar documents.

28. **Independent Representation.** Interim Superintendent/President and the Board each recognize that in entering into this Agreement, the parties have relied upon the advice only of their own attorneys or other representatives, and that the terms of this Agreement have been completely read and explained to them by their attorneys or representatives, and that those terms are fully understood and voluntarily accepted.

29. **Board Approval.** The effectiveness of this Agreement shall be contingent upon approval by the governing board as required by law.

30. **Binding Effect.** This Agreement shall be for the benefit of and shall be binding upon all parties and their respective successors, heirs, and assigns.

31. **Execution of Other Documents.** The parties shall cooperate fully in the execution of any other documents and in the completion of any other acts that may be necessary or appropriate to give full force and effect to this Agreement.

32. **Public Record.** The parties recognize that, once final, this Agreement is a public record and must be made available to the public upon request.

This Agreement has been executed on and, for references purposes is dated as of January ____, 2016.

**BOARD OF TRUSTEES OF THE WEST KERN COMMUNITY COLLEGE DISTRICT,
COUNTY OF KERN, CALIFORNIA**

Billy White, President

Kal Vaughn, Secretary

Emmanuel Campos, Member

Dawn Cole, Member

Michael Long, Member

ACCEPTANCE OF OFFER

I accept the above offer of employment and the terms and conditions thereof and will report for duty as directed above. I understand that the District is relying upon information provided by me during the application process in extending this offer of employment. By signing below, I represent that I have not provided the District with any false information or made any material misrepresentation during the job application process. I agree that false, incomplete, or misleading statements or omissions made during the job application process constitute dishonesty and breach of this Contract and are grounds for termination of this Contract for cause. I have not entered into a contract of employment with the Governing Board of another school or community college district or any other employer that will in any way conflict with the terms of this Employment Agreement.

Dated: January __, 2016.

Brock McMurray, Interim Superintendent/President

BOARD AGENDA ITEM

Date: January 4, 2016
Submitted by: Dr. Dena Maloney
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item: Request for Approval: Consulting Agreement with Dr. Roe Darnell for Services Relating to Superintendent/President Search and Recruitment of Administrative Assistant to the Superintendent/President and the West Kern Community College District Board of Trustees

Background:

Board Policy 2431 and 2432 establishes the Board's responsibility to conduct a search in the event of a vacancy in the CEO position, and to appoint an Interim Superintendent President if the position is vacant for more than 30 days. The Board of Trustees has selected a search firm to conduct the search for a new, permanent CEO and now needs a consultant to serve as its liaison with the search firm. Dr. Roe Darnell has the experience and qualifications to serve in this capacity on behalf of the Board. Under the proposed agreement, Dr. Darnell's responsibilities are to:

- Meet with District's Governing Board ("Board") as required to advise it throughout the search for the Superintendent/President and the Executive Assistant to the Superintendent/President.
- Serve as the District's primary contact person for PPL, the search firm hired by the District to seek a permanent Superintendent/President.
- Assist the District's search consultant with review of all applications, references, coordinating and conducting candidate interviews and providing other activities that will assist the Board and the search consultant.
- Work with the District's legal counsel in drafting the selected Superintendent/President and Executive Assistant's employment agreements.
- Provide consulting services to the Board and Interim Superintendent/President on an as-needed basis.

Terms (if applicable):

This agreement is in effect from January 14, 2016 until: 1) The District's selection of a new Superintendent/President; or 2) Consultant has earned the maximum amount allowed by CalSTRS and applicable law; or 3) A date mutually designated by both parties

Expense (if applicable):

District agrees to pay Consultant a daily rate of Nine Hundred Fifty Dollars (\$950.00), based upon an eight (8) hour day, plus necessary expenses including transportation, telephone, data, meal and hotel expenses for overnight accommodation.

Fiscal Impact Including Source of Funds (if applicable):

Funding will come from the District's unrestricted general fund.

Approved: 
Dr. Dena Maloney, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT
CONSULTANT AGREEMENT**

This Consultant Agreement (“Agreement”) is made and entered into effective January 13, 2016 (the “Effective Date”) by and between the West Kern Community College District (“District”) and Dr. Roe Darnell (“Consultant”), with respect to the following recitals:

- A. District desires to hire Consultant to perform services related to the selection and hiring process of the Superintendent/President and Executive Assistant to the Superintendent/President, to provide assistance to the Interim Superintendent/President and to assist with other services as needed.
- B. Consultant represents that he has the qualifications, skills and ability to perform the services described in this Agreement.
- C. District desires to retain Consultant to provide the services described and set forth in this Agreement and Consultant desires to provide such services to District.
- D. Neither the District nor Consultant desires an employer-employee relationship between them.
- E. Consultant is a CalSTRS retiree subject to retirement earnings limitations imposed by law.

The parties agree as follows:

- 1. **Recitals.** The recitals set forth above are true.
- 2. **Consultant Services.** Consultant agrees to competently and satisfactorily provide the following services:
 - a. Meet with District’s Governing Board (“Board”) as required to advise it throughout the search for the Superintendent/President and the Executive Assistant to the Superintendent/President.
 - b. Serve as the District’s primary contact person for PPL, the search firm hired by the District to seek a permanent Superintendent/President.
 - c. Assist the District’s search consultant with review of all applications, references, coordinating and conducting candidate interviews and providing other activities that will assist the Board and the search consultant.

- d. Work with the District's legal counsel in drafting the selected Superintendent/President and Executive Assistant's employment agreements.
- e. Provide consulting services to the Board and Interim Superintendent/President on an as-needed basis.

3. **Term.** This Agreement shall begin on January 13, 2016, and shall automatically terminate without further action by the District upon the first of any of the following occurrences:

- a. The District's selection of a new Superintendent/President; or
- b. Consultant has earned the maximum amount allowed by CalSTRS and applicable law; or
- c. A date mutually designated by both parties.

For purposes of this Agreement, the term "selection" shall be defined as the date upon which the Board approved new permanent Superintendent/President commences work with the District.

4. **Work Schedule.** Within five (5) calendar days of the execution of this Agreement, the parties shall meet and jointly develop a schedule of expected Consultant work days. Consultant agrees to work the scheduled days unless otherwise agreed to by the parties.

5. **Payment.** District agrees to pay Consultant a daily rate of Nine Hundred Fifty Dollars (\$950.00), based upon an eight (8) hour day or the equivalent of \$118.75 per hour. Consultant shall invoice District on a monthly basis, designating the number of hours worked per day. District agrees to pay Consultant within thirty (30) calendar days of receipt of a detailed invoice from Consultant.

6. **Expense Reimbursement.** District shall reimburse Consultant for actual and necessary expenses incurred within the performance of Consultant's duties under this Agreement, including transportation, telephone, data, meal and hotel expenses for overnight accommodation. Expense reimbursement rates shall be in conformance with District policies.

7. **Early Termination of Agreement.** Either District or Consultant may unilaterally terminate this Agreement at any time for any reason by giving ten (10) calendar days written notice of termination to the other party.

8. **Payment in the Event of early Termination.** In the event of early termination by District or Consultant, District shall pay Consultant for work satisfactorily completed up to termination on a pro-rata basis. Consultant shall submit a written accounting of time and expenses spent on completed work.

9. **Confidentiality.** Consultant shall comply with all applicable State and Federal laws, including all State and Federal confidentiality requirements. Consultant agrees that it will safeguard all personal information regarding potential candidates for the Superintendent/President and Executive Assistant position and will ensure that such information shall not be disclosed except to the District for the sole purpose of assisting in the Superintendent/President and Executive Assistant selection process. Consultant agrees to maintain the confidentiality of all work product under this Agreement to the extent required by law.

10. **Compliance with Laws.** Consultant shall comply with all applicable State and Federal laws.

11. **Independent Contractor Status.** Consultant and any and all agents and employees of Consultant shall perform this Agreement in their independent capacity and not as officers or employees of the District. Both parties acknowledge that Consultant is not an employee for State or Federal tax purposes.

12. **Tax Consequences.** All payments made by District to Consultant pursuant to this Agreement shall be reported to the applicable federal and state taxing authorities as required. District will not withhold any money from payments made to Consultant, including FICA (Social Security), state or federal unemployment insurance contributions, or state or federal income tax or disability insurance. Consultant shall assume full responsibility for payment of all federal, state and local taxes or contributions, including unemployment insurance, Social Security and income taxes with respect to Consultant and otherwise in connection with this Agreement. Notwithstanding any other provision of this Agreement, the District shall not be liable for any state or federal tax consequences Consultant may have as a result of this Agreement. District has made no representation, express or implied, regarding the tax consequences of this Agreement. Consultant shall assume sole liability for all tax consequences of this Agreement.

13. **Retirement/STRS Issues.** Notwithstanding any other provision of this Agreement, the District shall not be liable for any retirement consequences of any nature as a result of this Agreement. The District does not make any representation or warranty with respect to the retirement consequences of this Agreement, including but not limited to, whether specific forms of compensation are creditable for public retirement purposes or whether compensation exceeds the earnings limitation for CalSTRS or CalPERS retirees. Consultant shall assume sole liability and responsibility for all retirement consequences of any nature occurring at any time. Consultant further declares that prior to signing this Agreement, Consultant apprised himself of relevant data and received independent advice and counsel regarding the state and federal tax and the retirement consequences of this Agreement.

14. **Assignment.** Consultant shall not assign or transfer by operation of law or otherwise any or all of its rights, burdens, duties or obligations without the prior written consent of the District.

15. **No Third Party Beneficiary.** This Agreement is for the sole benefit of the District and is not intended to benefit any other person or entity.

16. **Binding Effect.** This Agreement shall inure to the benefit of and shall be binding upon the Consultant and the District and their respective successors and assigns.

17. **Severability.** If any provision of this Agreement is determined to be invalid or unenforceable by a court of competent jurisdiction, such holding shall not invalidate or render unenforceable any other provision of this Agreement.

18. **Amendments.** The terms of the Agreement shall not be waived, altered, modified, supplemented or amended in any manner whatsoever except by written agreement signed by both parties.

19. **Governing Law.** This Agreement shall be governed by and construed in accordance with the laws of the State of California and venue shall be in the appropriate court in Kern County, California.

20. **Notices.** All payments and written notices shall be deemed to have been duly served if delivered in person to the Consultant, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice. All payments and written notices shall be deemed to have been duly served if delivered in person to the Consultant, or if delivered at or sent by registered or certified mail to the last business address known to the person who sends the notice.

West Kern Community College District
Attn: Billy White, Board President
West Kern Community College District
29 Cougar Court
Taft, CA 93268

Dr. Daniel R. Darnell
2813 Kingman CT.
Modesto, CA. 95355

21. **Entire Agreement.** This Agreement constitutes the entire agreement between the parties and supersedes all past agreements, written or oral, between the District and Consultant. This Agreement may only be amended in writing signed by both parties.

22. **Construction.** Each party has cooperated in the drafting and preparation of this Agreement. Hence, in any construction to be made of this Agreement, this Agreement shall not be construed against any party on the basis that the party was the drafter. The captions of this Agreement are not part of the provisions of this Agreement and shall have no force or effect.

23. **Dispute Resolution Procedure.** In the event of any dispute arising out of this Agreement, the parties agree to put their respective positions in writing and meet to discuss the dispute. If the parties do not resolve the dispute, they shall meet in mediation

and attempt to reach resolution with the assistance of a mutually acceptable mediator. The cost of the mediator, if any, shall be shared equally by the parties. If a mediated settlement is reached, neither party shall be the prevailing party for the purposes of this Agreement. Neither party shall be permitted to file legal action without first meeting in mediation and working in good faith to reach a mediated resolution or jointly agreeing to bypassing mediation.

24. **Independent Representation.** The Consultant and the District each recognize that in entering into this Agreement, the parties have relied upon the advice of their own attorneys or other representatives, and that the terms of this Agreement have been completely read and explained to them by their attorneys or representatives, and that those terms are fully understood and voluntarily accepted.

25. **Execution of Other Documents.** The parties to this Agreement shall cooperate fully in the execution of any and all other documents and in the completion of any additional actions that may be necessary or appropriate to give full force and effect to the terms and intent of this Agreement.

26. **Execution in Counterparts.** This Agreement may be executed in counterparts such that the signatures may appear on separate signature pages. A copy, facsimile, or an original, with all signatures appended together, shall be deemed a fully executed Agreement.

27. **Authority to Bind.** Consultant represents and covenants that the person(s) signing on Consultant's behalf have the power and authority to execute this Agreement as a binding and legally enforceable contract on behalf of Consultant.

28. **Insurance.** , Consultant shall secure and maintain in full force and effect during the term of this Agreement, a one million dollar (\$1,000,000.00) professional liability (Omissions and Errors) insurance policy and a comprehensive, one million dollar (\$1,000,000.00) general liability policy to protect the District from damages because of bodily injury, including death, and from claims for personal damages, including, but not limited to, defamation, invasion of privacy, or breach of confidentiality, and from claims for damages to property which may arise out of, or result from, Consultant's responsibilities under this Agreement, whether such acts or omissions be by Consultant or anyone directly or indirectly employed by Consultant.

**WEST KERN COMMUNITY COLLEGE
DISTRICT**

CONSULTANT

By: _____
Billy White, Board President

By: _____
Dr. Daniel R. Darnell

Date: _____

Date: _____

Date: January 6, 2016
Submitted by: Mark Williams, Vice President of Instruction
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Discontinuance of the Automotive Technology Associate in Science Program, Certificate of Achievement: Automotive Electricity and Electronic, Certificate in Automotive Brakes and Suspension (locally approved certificate), Certificate in Engine Rebuilding (locally approved certificate), Certificate of Achievement: Automotive Power Trains, and all courses associated with Automotive Technology

Background:

On Oct 7, 2015 the Applied Technologies Division communicated with the Vice President of Instruction and President of the Academic Senate that the Division officially recommended that the Automotive Technology program be suspended. This request was reviewed and approved by the Academic Senate, Strategic Planning Committee and Governance Council. These approvals complete the process for requesting the Board's approval for discontinuation of this program as established by Board Policy #4020 – Program, Curriculum, and Course Development.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BOARD AGENDA ITEM

Today's Date: 1/5/2016
Submitted by: Jim Nicholas, Director of Fiscal Services
Area Executive Manager: Brock McMurray, Executive Vice President of Administrative Services
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

Proposition 39 Measure A General Obligation Bonds Audit Report for the Year Ended June 30, 2015

Background:

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools and Financial Accountability Act. Proposition 39 amended portions of the California Constitution to provide for the issuance of general obligation bonds by school districts, community college districts, or county offices of education, "for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition or lease of rental property for school facilities", upon approval by 55 percent of the electorate.

As with prior years, the annual financial and performance reports as prepared by Rex Phinney, CPA show that the District is in full compliance with all standards for the 2014/15 fiscal year. An unqualified opinion is included with the financial audit.

Copies of the audit will be presented at the Board meeting.

Terms:

N/A

Expense:

N/A

Fiscal Impact Including Source of Funds:

N/A

Approved: _____



Brock McMurray, Executive Vice President, Administrative Services

BOARD AGENDA ITEM

Date: January 4, 2016
Submitted by: Dr. Dena Maloney
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Nomination of the Interim Superintendent-President to serve as the District's Representative to the City of Taft Redevelopment Successor Agency

Background:

In 2011-12, Redevelopment Agencies were eliminated throughout California. Successor Agencies were formed to address outstanding debt and RDA issues. Locally, The City of Taft RDA was dissolved and a successor agency was formed.

The West Kern Community College District is a member of the successor agency and the Superintendent-President is the designated representative for the District. The Interim Superintendent-President should now be nominated to serve as the District representative, with a request to the Chancellor's Office to make this appointment.

Terms (if applicable):

The Interim Superintendent/President shall serve as the District's representative on the city of Taft Redevelopment Successor Agency until the permanent Superintendent/President is selected and begins his/her duties.

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

N/A

Approved: 
Dr. Dena Maloney, Superintendent/President

BOARD AGENDA ITEM

Date: December 17, 2015
Submitted by: Kamala Carlson, Professor of Reading
Area Administrator: Mark Williams, VP of Instruction
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Official Title Change of the English Division to English Language Arts Division

Background:

At the 12/9/15 Board meeting the split of the Liberal Arts Division into two (English and Liberal Arts) was approved. Because the English Division is comprised of English and English as a Second language courses, the Division has requested the title be changed to "English Language Arts."

Terms (if applicable):


Commencing January 2016

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 

Mark Williams, VP of Instruction

BOARD AGENDA ITEM

Date: December 18, 2015
Submitted by: Dr. Dena Maloney
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item: Request for Approval: West Kern Community College District Official Representative for the West Kern Adult Education Consortium

Background:

The West Kern Adult Education Consortium was formed in 2013/14 in response to AB86. The Consortium is a partnership between the Taft Union High School District, the Maricopa Unified School District, and the West Kern Community College District. The Consortium used the AB86 Planning Grant funds to identify the adult education needs in western Kern County, and submit a plan to respond to those needs. In September 2015, the state allocated \$750,000 to the Consortium to implement its plan.

As part of the overall plan, the Consortium was required to prepare a "*Consortium Report on Governance Compliance of Rules and Procedures*". The report details the decision-making process within the Consortium, its procedures under the Brown Act, and other governance matters. Specifically, the report specifies that each member of the Consortium be represented only by an official designated by the governing board of the member. Our report stated that that the governing board for each member (Taft Union High School District, the Maricopa Unified School District, and the West Kern Community College District) will designate their respective representative on an annual basis.

I recommend that Mr. Mark Williams serve as the West Kern Community College District designated representative on the Consortium. Mark was instrumental in writing the consortium plan, and the Office of Instruction will provide administrative oversight of the Adult Education Director and its staff.

Terms (if applicable): N/A

Expense (if applicable): N/A

Fiscal Impact Including Source of Funds (if applicable): N/A

Approved: 
Dr. Dena Maloney, Superintendent/President

BOARD AGENDA ITEM

Date: December 14, 2015
Submitted by: Shelley Klein, Assistant to Superintendent/President
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Information Item

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading of New & Revised Board Policies (listed below)

Background:

We continue to review our Board Policies to ensure that they are up to date and reflect the most current laws and Title 5 regulations. In addition, new policies are recommended by the Community College League. This month, we are presenting to you for first reading four (4) new policies and five (5) revised policies.

- BP #3225 – (New) Institutional Effectiveness
- BP #3570 – (New) Smoking on Campus
- BP #5020 – (Revised) Non-Resident Tuition
- BP #5400 – (Revised) Associated Students Organization
- BP #5410 – (Revised) ASB Elections
- BP #5420 – (Revised) ASB and Club Organization Finance
- BP #5510 – (New) Off Campus Student Organizations
- BP #5800 – (New) Prevention of Identity Theft in Student Financial Aid Transactions
- BP #6700 – (Revised) Civic Center and Other Facilities Use

These new and revised policies will be presented for second reading and approval at the February 10, 2016 Board meeting.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BOARD AGENDA ITEM

Date: December 14, 2015
Submitted by: Shelley Klein, Assistant to Superintendent/President
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Information Item

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading - (New) Board Policy #3225 - Institutional Effectiveness

Background:

This is a new board policy due to Taft College receiving funds under the Seymour-Campbell Student Success Act of 2012. The aim is to develop goals, measure effectiveness and assist in accountability.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 3225 Institutional Effectiveness

Reference:

*Education Code Sections 78210 et seq. and 84754.6;
ACCJC Accreditation Standard I.B.5 - 9*

The Board is committed to developing goals that measure the ongoing condition of the District's operational environment. The Board regularly assesses the District's institutional effectiveness.

See Administrative Procedures AP 3225

BOARD AGENDA ITEM

Date: December 14, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (New) Board Policy 3570: Smoking on Campus

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 3570 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 3570 Smoking on Campus

Reference:

Government Code Section 7597.1

To enforce smoking and tobacco control regulations and procedures, the Superintendent/President is authorized to:

1. Set enforcement standards for all District sites and campuses.
2. Direct that the District post signs stating its tobacco use policy on campus, as follows:
 - A. The locations at which smoking or tobacco use is prohibited on campus.
 - B. The locations at which smoking or tobacco use is permitted on campus.
3. Inform employees and students of the tobacco use policy and enforcement measures.

See Administrative Procedures 3570

BOARD AGENDA ITEM

Date: December 14, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (Revised) Board Policy 5020: Non-Resident Tuition

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5020 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: _____

Dena Maloney

Dr. Dena Maloney, Superintendent/President

BP 5020 Non-Resident Tuition

Reference:

*Education Code Sections 68050, 68051, 68130, 68130.5, 76140, and 76141;
Title 5 Section 54045.5*

Nonresident students shall be charged non-resident tuition for all units enrolled, unless specifically required otherwise by law.

Not later than ~~February~~ **January** 1 of each year, the Superintendent/President shall bring to the Board for approval an action to establish non-resident tuition for the following fiscal year. The fee shall be calculated in accordance with guidelines contained in applicable state regulations and/or the California Community College Attendance Accounting Manual.

The Superintendent/President shall establish procedures regarding collection, waiver, and refunds of non-resident tuition.

See Administrative Procedures AP 5020

BOARD AGENDA ITEM

Date: December 21, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (Revised) Board Policy 5400: Associated Students Organization

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5400 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

Na/

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 5400 Associated Students Organization

Reference:

Education Code Section 76060

The students of the District are authorized to organize a student body association. The Board hereby recognizes that association as the Associated Students of the District, Taft College. The Associated Students organization is recognized as the official voice for the students in the college District decision-making processes. It may conduct other activities as approved by the Superintendent/President. The Associated Students activities shall not conflict with the authority or responsibility of the Board or its officers or employees.

The Associated Students shall conduct itself in accordance with state laws and regulations and administrative procedures established by the Superintendent/President.

The Associated Students shall be granted the use of District premises subject to such administrative procedures as may be established by the Superintendent/President. Such use shall not be construed as transferring ownership or control of the premises.

See Administrative Procedures AP 5400

BOARD AGENDA ITEM

Date: December 4, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (Revised) Board Policy 5410: ASB Elections

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5410 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 5410 Associated Students Elections

Reference:

Education Code Section 76061

The Associated Students shall conduct annual elections to elect officers. The elections shall be conducted in accordance with procedures established by the Superintendent/ President.

Any student elected as an officer in the Associated Students shall meet both of the following requirements:

1. The student shall be enrolled in the District at the time of election and throughout his or her term of office, with a minimum of ~~twelve (12)~~ Five (5) semester units or the equivalent.
2. The student shall meet and maintain the minimum standards of scholarship (see BP 4220 titled Standards of Scholarship and related administrative procedures) ~~have a minimum grade point average of 2.50.~~

See Administrative Procedures AP 5410

BOARD AGENDA ITEM

Date: December 21, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (Revised) Board Policy 5420: ASB and Club Organization Finance

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5420 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 5420 Associated Students Finance

Reference:

Education Code Sections 76063-76065

Associated Student funds shall be deposited with ~~and disbursed by~~ the Superintendent/President *Business Services Office*.

The funds shall be deposited, loaned or invested in one or more of the ways authorized by law.

All funds shall be expended according to procedures established by the Associated Students, subject to the approval of each of the following three persons, which shall be obtained each time before any funds may be expended:

1. The Superintendent/President *or designee*.
2. The employee who is the designated advisor of the particular student body organization; and
3. A representative of the student body organization.

The funds of the Associated Students shall be subject to an annual audit.

BOARD AGENDA ITEM

Date: December 4, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (New) Board Policy 5510: Off Campus Student Organizations

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5510 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):


n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 5510 Off-Campus Student Organizations

Reference:

34 Code of Federal Regulations Section 668.46(b)(7)

The District shall work with local law enforcement agencies to monitor and assess criminal activity in which students engage at off-campus locations of student organizations officially recognized by the District.

This policy includes student organizations with off-campus housing facilities.

BOARD AGENDA ITEM

Date: December 21, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (New) Board Policy 5800: Prevention of Identify Theft in Student Financial Transactions

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 5800 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 5800 Prevention of Identity Theft in Student Financial Transactions

Reference:

15 U.S. Code Section 1681m(e), Fair and Accurate Credit Transactions Act (FACT Act or FACTA)

The District is required to provide for the identification, detection, and response to patterns, practices, or specific activities (“Red Flags”) that could indicate identity theft of students when the District serves as a creditor in relation to its students. When applicable, the Superintendent/President is directed to develop procedures to implement an Identity Theft Prevention Program (ITPP) to control reasonably foreseeable risks to students from identity theft.

See Administrative Procedures AP 5800

BOARD AGENDA ITEM

Date: December 21, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

First Reading – (Revised) Board Policy 6700: Civic Center and Other Facilities Use

Background:

The District subscribes to the Community College League of California Board Policy and Procedure Services. The League provides regular review and updates to policies and procedures, and suggests language recommendations to meet compliance standards. Board Policy 6700 is legally required, and reflects the current regulatory references and legal standards. Please refer to the attached copy of the policy.

Terms (if applicable):

n/a

Expense (if applicable):

n/a

Fiscal Impact Including Source of Funds (if applicable):

n/a

Approved: 
Dr. Dena Maloney, Superintendent/President

BP 6700 Civic Center and Other Facilities Use

References:

Education Code Sections 82537 and 82542


There is a Civic Center located at all community colleges. At the West Kern Community College District the Civic Center is the gymnasium. Use of the college facilities Civic Center shall be granted as provided by law. The Superintendent/President shall establish procedures regarding the use of District property and facilities, including property designated by the District as a Civic Center by community groups, outside contractors, and others.

These administrative procedures shall reflect the requirements of applicable law, including Education Code Section 82537, regarding Civic Centers. The procedures shall include reasonable rules regarding the time, place, and manner of use of District facilities. They shall assure that persons or organizations using District property are charged such fees as are authorized by law. Public use of District property shall not interfere with scheduled instructional programs or other activities of the District on behalf of students.

No group or organization may use District property to unlawfully discriminate on the basis of race, color, religion, ancestry, national origin, military or veteran status, disability, gender, gender identity, gender expression or sexual orientation, or the perception that a person has one or more of the foregoing characteristics, or because a person associates with a person or group with one or more of these actual or perceived characteristics, or on any basis prohibited by law.

Use of the District's Civic Centers will be only for the purposes described by the California Legislature in Education Code Section 82537(a). These purposes include use by associations "formed for recreational, educational, political, economic, artistic, or moral activities of the public school districts" in order to "engage in supervised recreational activities" or "meet and discuss, from time to time, as they may desire, any subjects and questions which in their judgment appertain to the educational, political, economic, artistic, and moral interests of the citizens of the communities in which they reside" (Education Code Section 82537(a)). In granting permission to use the Civic Centers, the District will not discriminate on the basis of viewpoint with regard to organizations engaging in expressive activities on the topics and subject matters articulated above.

See Administrative Procedures AP 6700

Today's Date: December 22, 2015
Submitted by: Jim Nicholas, Director of Fiscal Services 
Area Executive Manager: Brock McMurray, EVP Administrative Services
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

Resolution Authorizing the Kern County Auditor-Controller to Release Excess Impound Local Tax Revenues

Background:

The Kern County Superintendent of Schools notified the West Kern Community College District (WKCCD) of excess impounded local tax revenues.

The District had \$7,068,245.18 in Pending Tax Appeals, \$414,241.39 in related pending interest combined for a total of \$7,481,486.57. Now that the pending tax appeals have been adjusted, we are asking to release the excess impounded funds to WKCCD in the amount of \$2,770,826.29.

Therefore, it is recommended the Board of Trustees approve the attached resolution authorizing the release of impounded revenues in the amount of \$2,770,826.29 in property taxes.

Terms (if applicable): N/A

Fiscal Implication: N/A

Approved: 

Brock McMurray, EVP Administrative Services

**BEFORE THE GOVERNING BOARD
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT
OF KERN COUNTY, STATE OF CALIFORNIA**

In the Matter of:

AUTHORIZATION TO SUPERINTENDENT TO DETERMINE AMOUNT AND REQUEST RELEASE OF IMPOUNDED MONIES IN SETTLEMENT OF PENDING LITIGATION)))))) <hr/>	RESOLUTION NO. <u>2015/16-06</u>
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WHEREAS, by prior resolution of this Board, certain monies due to this District from the County as local tax revenues have been impounded against contingent tax liabilities in litigation or tax appeal cases; and

WHEREAS, by recent letters the County Counsel has notified the District of an excess of local tax revenues in the impound fund due to recent settlements.

NOW, THEREFORE, the Board resolves as follows:

- A. All of the above recitals are found to be true and correct.
- B. The Board hereby orders the Superintendent to:
 - 1. Determine the exact amount of impound monies which should be released to the District General Fund to meet and articulate with all pending fiscal needs of the District.
 - 2. Notify, on behalf of this Board, the County Auditor's Office in writing of the amount to be so released and the effective date for such release.
- C. A copy of this resolution shall be delivered to the County Auditor-Controller and Kern County Superintendent of Schools office forthwith.

The foregoing resolution on motion of _____, and seconded by _____, was duly passed and adopted this 13th day of January, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTENTIONS:

BOARD OF TRUSTEES OF THE
WEST KERN COMMUNITY COLLEGE DISTRICT

By: _____
Authorized Agent

Member

Member

Member


Member

Member

I HEREBY CERTIFY that the foregoing is a full, true, and correct excerpt from the Journal of the Board of Trustees of the West Kern Community College District pertaining to the adoption of the foregoing Resolution at a regular meeting held on January 13, 2016.

Authorized Agent of the Board of Trustees of
The West Kern Community College District,
County of Kern, State of California

BOARD AGENDA ITEM

Today's Date: 1/5/2016
Submitted by: Jim Nicholas, Director of Fiscal Services 
Area Executive Manager: Brock McMurray, Executive Vice President of Administrative Services
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

2014/2015 Audit Service Engagement with Vavrinek, Trine, Day & Co, LLP

Background:

The audit firm of Vavrinek, Trine, Day & Co., LLP performed the Annual Financial Report and Proposition 10 - Kern County Children's Dental Health Network audits for the District for the 2013/2014 fiscal year. This is a recommendation to accept the engagement letter from Vavrinek, Trine, Day & Co., LLP, for audit services regarding District requirements for the 2014/2015 fiscal year.

Terms:


N/A

Expense:

The fees for the audit services are \$54,410 for the District Annual Financial report and \$3,700 for the Proposition 10 - Kern County Children's Dental Health Network audit, totaling \$58,110.

Fiscal Impact Including Source of Funds:

The expense is included in the 2015/2016 District budget and general revenue funds will be utilized.

Approved: 
Brock McMurray, Executive Vice President
Administrative Services



August 24, 2015

Jim Nicholas, CPA
Director of Business Services
West Kern Community College District
29 Emmons Park Drive
Taft, CA 93268

Dear Jim:

We are pleased to confirm our understanding of the services we are to provide West Kern Community College District for the year ended June 30, 2015. We will audit the financial statements of business- type activities and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements, of West Kern Community College District as of and for the year ended June 30, 2015. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement West Kern Community College District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to West Kern Community College District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis.
2. Budgetary Comparison Schedules.
3. GASB required supplementary information such as pension schedules and OPEB schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies West Kern Community College District's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America and will provide an opinion on it in relation to the financial statements as a whole:

1. Schedule of State Awards.
2. Schedule of Expenditures of Federal Awards.
3. Schedule of Average Daily Attendance.
4. Schedule of Workload Measures.
5. Reconciliation of Education Code Section 84362 (50 Percent Law) Calculation.
6. Proposition 30 Education Protection Act (EPA) Expenditure Report.
7. Other Supplementary Information, as necessary.
8. Note to Supplementary Information.

Audit Objectives

The objective of our audit is the expression of opinions as to whether your basic financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. The objective also includes reporting on—

- Internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control related to major programs and an opinion (or disclaimer of opinion) on compliance with laws, regulations, and the provisions of contracts or grant agreements that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and OMB Circular A-133, *Audits of States, Local Governments, and Non-Profit Organizations*.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will include a paragraph that states that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the result of that testing and not to provide an opinion on the effectiveness of internal control or on compliance and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering internal control and compliance. The OMB Circular A-133 report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of OMB Circular A-133. Both reports will state that the report is not suitable for any other purpose.

Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of OMB Circular A-133, and will include tests of accounting records, a determination of major program(s) in accordance with OMB Circular A-133, and other procedures we consider necessary to enable us to express such opinions. We will issue written reports upon completion of our single audit. Our reports will be addressed to the governing board. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements or the Single Audit compliance opinions are other than unmodified, we will discuss the reasons with you in advance. If for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

Audit Procedures - General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the District. Because the determination of abuse is subjective, *Government Auditing Standards* do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors are limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

Audit Procedures - Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by OMB Circular A-133, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major Federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to OMB Circular A-133.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and OMB Circular A-133.

Audit Procedures - Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of West Kern Community College District's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

OMB Circular A-133 requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with applicable laws and regulations and the provisions of contracts and grant agreements applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures described in the *OMB Circular A-133 Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of West Kern Community College District's major programs. The purpose of these procedures will be to express an opinion on West Kern Community College District's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to OMB Circular A-133.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal awards, and related notes of West Kern Community College District in conformity with U.S. generally accepted accounting principles and OMB Circular A-133 based on information provided by you. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*.

Management Responsibilities

Management is responsible for (1) establishing and maintaining effective internal controls, including internal controls over compliance, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that District programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the District from whom we determine it necessary to obtain audit evidence.

Your responsibilities also include identifying significant vendor relationships in which the vendor has responsibility for program compliance and for the accuracy and completeness of that information. Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the District involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the District received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the District complies with applicable laws, regulations, contracts, agreements, and grants. Management is also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements, or abuse that we report. Additionally, as required by OMB Circular A-133, it is management's responsibility to follow up and take corrective action on reported audit findings and to prepare a summary schedule of prior audit findings and a corrective action plan.

You are responsible for identifying all federal awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal awards (including notes and noncash assistance received) in conformity with OMB Circular A-133. You agree to include our report on the schedule of expenditures of federal awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal awards. You also agree to include the audited financial statements with any presentation of the schedule of expenditures of federal awards that includes our report thereon OR make the audited financial statements readily available to intended users of the schedule of expenditures of federal awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal awards in accordance with OMB Circular A-133; (2) you believe the schedule of expenditures of federal awards, including its form and content, is fairly presented in accordance with OMB Circular A-133; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you

have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon OR make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements, schedule of expenditures of federal awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal awards, and related notes and that you have reviewed and approved the financial statements, schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Engagement Administration, Fees, and Other

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, Schedule of Expenditures of Federal Awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the Federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 days after receipt of the auditors' reports or nine months after the end of the audit period, unless a longer period is agreed to in advance by the cognizant or oversight agency for audits.

The audit documentation for this engagement is the property of Vavrinek, Trine, Day & Co., LLP and constitutes confidential information. However, pursuant to authority given by law or regulation, we may be requested to make certain audit documentation available to State of California, State Systems Office or its designee, a Federal agency providing direct or indirect funding, or the U.S. Government Accountability Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Vavrinek, Trine, Day & Co., LLP personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of seven years after the report release date or for any additional period requested. If we are aware that a Federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Bill Williams is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. The annual audit fee is \$54,410 for the District and Foundation audits and an additional \$3,700 for the First 5 program audit. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

Additional audit fees may be assessed if additional auditing services are provided for (1) any changes in the Systems office audit requirements since , (2) any changes in the number of funds or accounts maintained by the Organization during the period under this contract, and (3) additional audit procedures required due to the lack of preparation for the audit on the part of the Organization. These fees shall be in addition to the above maximum fee for audit services.

Government Auditing Standards require that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our 2014 peer review accompanies this letter.

If a dispute arises among the parties hereto, the parties agree first to try in good faith to settle the dispute by mediation administered by the American Arbitration Association under its Commercial Mediation Rules before resorting to litigation. The costs of any mediation proceedings shall be shared equally by all parties. The District and Auditors both agree that any dispute over fees charged by the accountant to the client will be submitted for resolution by arbitration in accordance with the rules of the American Arbitration Association. Such arbitration will be binding and final. **IN AGREEING TO ARBITRATION, WE BOTH ACKNOWLEDGE THAT, IN THE EVENT OF DISPUTE OVER FEES, EACH OF US IS GIVING UP THE RIGHT TO HAVE THE DISPUTE DECIDED IN A COURT OF LAW BEFORE A JUDGE OR JURY AND INSTEAD WE ARE ACCEPTING THE USE OF ARBITRATION FOR RESOLUTION.**

West Kern Community College District
August 24, 2015
Page 8

Vavrinek, Trine, Day & Co., LLP has owners that are not licensed as certified public accountants as permitted under Section 5079 of the California Business and Professions Code. It is not anticipated that any of the non-licensee owners will be performing audit services for the agency.

We appreciate the opportunity to be of service to West Kern Community College District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return to us in the enclosed envelope, and please keep the enclosed copy for your records.

Yours very truly,



Bill C. Williams, CPA, Partner
of VAVRINEK, TRINE, DAY & CO., LLP

WCW/lto

RESPONSE:

This letter correctly sets forth the understanding of West Kern Community College District.

By: _____

Title: _____

Board Approved on: _____

YANARI WATSON MCGAUGHEY P.C.

DALE M. YANARI (1947-2004) ♦ RANDY S. WATSON ♦ G. LANCE MCGAUGHEY
FINANCIAL CONSULTANTS/CERTIFIED PUBLIC ACCOUNTANTS

System Review Report

May 25, 2012

To the Partners of
Vavrinek, Trine, Day & Co., LLP
and the National Peer Review Committee

We have reviewed the system of quality control for the accounting and auditing practice of Vavrinek, Trine, Day & Co., LLP (the firm) applicable to non-SEC issuers in effect for the year ended December 31, 2011. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants. The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review. The nature, objectives, scope, limitations of, and the procedures performed in a System Review are described in the standards at www.aicpa.org/prsummary.

As required by the standards, engagements selected for review included engagements performed under the *Government Auditing Standards*; audits of employee benefit plans.

In our opinion, the system of quality control for the accounting and auditing practice of Vavrinek, Trine, Day & Co., LLP applicable to non-SEC issuers in effect for the year ended December 31, 2011, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*; *pass with deficiency(ies)* or *fail*. Vavrinek, Trine, Day & Co., LLP has received a peer review rating of *pass*.

Yanari Watson McGaughey P.C.
Yanari Watson McGaughey P.C.

9250 East Costilla Avenue, Suite 450
Greenwood Village, Colorado 80112-3647
(303) 792-3020 FAX (303) 792-5153

Today's Date: 12/21/15
Submitted by: Agnes J. Eguaras, Dean of Instruction - Grants
Area Executive Manager: Mark Williams, Vice President of Instruction
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item: Amendment #4 for Year 5 of the Agreement with University of La Verne to facilitate the STEM Pathways V Cooperative Grant through the US Department of Education

Background:

Taft College partners with the University of La Verne in our STEM Pathways Title V Cooperative Grant through the US Department of Education. The purpose of this partnership includes: (1) STEM outreach to K-12 within the service area of the University of La Verne, (2) the use of our STEM summer research projects to train students to be query-based problem solvers that can transition well into the job market and graduate programs, and (3) the incorporation of innovative curriculum using mobile technology to enhance STEM-related laboratory programs.

Terms (if applicable):

The agreement was originally executed on November 28, 2011 between Taft College and the University of La Verne. This agreement was subsequently amended in 2012, 2013 and 2014 to reflect this on-going partnership. This agreement will once again be amended to cover performance from October 1, 2015 through September 30, 2016.

Year 1: Performance Period of 10/1/11 - 9/30/12, Partner College (LaVerne) Budget: \$313,500
(Yr. 1)

Year 2: Performance Period of 10/1/12 - 9/30/13, Partner College (LaVerne) Budget: \$582,656
(Yr. 1 + Yr. 2)

Year 3: Performance Period of 10/1/13 - 9/30/14, Partner College (LaVerne) Budget: \$863,350
(Yr. 1 + Yr. 2 + Yr. 3)

Year 4:
Performance Period of 10/1/14 - 9/30/15, Partner College (LaVerne) Budget: \$1,151,772
(Yr. 1 + Yr. 2 + Yr. 3 + Yr. 4)

Year 5: Performance Period of 10/1/15 - 9/30/16, Partner College (LaVerne) Budget: \$1,422,043
(Years: 1 + 2 + 3 + 4 + 5)

BOARD AGENDA ITEM

Expense (if applicable):

Since inception of the agreement in 2011, and with this amendment, the projected budget and expenditures: \$1,422,043. The payment for 2015-16 is \$270,270.

Fiscal Impact Including Source of Funds (if applicable):

To be paid through the STEM Pathways Title V Cooperative Grant.

Approved: _____



Mark Williams, Vice President of Instruction

AGREEMENT
BETWEEN
TAFT COLLEGE
AND
THE UNIVERSITY OF LA VERNE
Amendment No. 4

In accordance with the ORIGINAL AGREEMENT that was executed on November 28, 2011 by Taft College, hereinafter referred to as "TAFT", and the University of La Verne, hereinafter referred to as "LaVERNE", the AGREEMENT is being amended per the sections below:

In accordance with the PERIOD OF PERFORMANCE in **Article 3** of the Original AGREEMENT, the period shall be amended and extended to reflect a new end date of September 30, 2016, unless either party serves notice of termination, or unless amended by written mutual agreement.

In accordance with the PAYMENT OF COSTS in **Article 4**, of the Original AGREEMENT, the amount of the contract shall be revised to \$1,422,042 (one million, four-hundred twenty-two thousand, forty-two), to reflect TAFT'S agreement to reimburse the expenses LaVERNE incurs conducting the Title V STEM Co-Op activities. This amount is part of the STEM Co-Op Budget developed by TAFT and LaVERNE, and is included here as an exhibit. This amount is calculated as follows:

Year 1 - Performance Period of 10/1/11 – 9/30/12, Partner College (LaVerne) Budget: \$313,500 (Yr. 1)

Year 2 - Performance Period of 10/1/12 – 9/30/13, Partner College (LaVerne) Budget: \$582,656 (Yr. 1 + Yr. 2)

Year 3 - Performance Period of 10/1/13 – 9/30/14, Partner College (LaVerne) Budget: \$863,350 (Yr. 1 + Yr. 2 + Yr. 3)

Year 4 - Performance Period of 10/1/14 – 9/30/15, Partner College (LaVerne) Budget: \$1,151,772 (Yr. 1 + Yr. 2 + Yr. 3 + Yr. 4)

Year 5 - Performance Period of 10/1/15 – 9/30/16, Partner College (LaVerne) Budget: \$1,422,043 (Years: 1 + 2 + 3 + 4 + 5))

All other terms and conditions of the original AGREEMENT, and preceding Amendments shall remain unchanged.

In Witness Whereof, the parties hereto have executed this amendment by their duly authorized officers or representatives.

This document includes the following exhibits:

Exhibit 1 – STEM Co-Op Budget (Refer to this Budget to confirm the revised 2015-16 LaVerne budget and calculations above.)

Exhibit 2 – Scope of Work – See *Year 5 Projections* report

TAFT:

La VERNE:

Taft College

University of La Verne

Dr. Dena P. Maloney, President

Date

Jonathan Reed, Interim Provost

Date

Exhibit 1 - STEM Co-Op Budget

LEAD COLLEGE: Taft College			Year 1		Year 2		Year 3		Year 4		Year 5		Total		
ACTIVITY: ONE			COLA		2011-2012		2012-2013		2013-2014		2014-2015		2015-2016		Total
1.02			STEM COOP Budget.xlsx												
Personnel	Salaries	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
v Project Director	\$90,000	100%	\$90,000	100%	\$91,800	100%	\$93,636	100%	\$95,509	100%	\$97,419				\$468,364
v Activity/STEM Outreach Coordinator	\$65,000	100%	\$65,000	100%	\$66,300	100%	\$67,626	100%	\$68,979	100%	\$70,358				\$338,263
v Math Curriculum Developer	\$70,000	100%	\$70,000	85%	\$60,690	70%	\$50,980	60%	\$44,571	50%	\$37,885				\$264,125
Project Assistant/Coordinator	\$44,000	100%	\$44,000	100%	\$44,880	100%	\$45,778	100%	\$46,693	100%	\$47,627				\$228,978
v STEM Laboratory Developer	\$44,000	100%	\$44,000	100%	\$44,880	100%	\$45,778	100%	\$46,693	100%	\$47,627				\$228,978
v Science Curriculum Developer	\$70,000	100%	\$70,000	85%	\$60,690	70%	\$50,980	60%	\$44,571	50%	\$37,885				\$264,125
v STEM Articulation/Transfer Developer	\$70,000	50%	\$35,000	50%	\$35,700	50%	\$36,414	50%	\$37,142	50%	\$37,885				\$182,141
Faculty Release/FIG	\$0	50%	\$0	50%	\$0	50%	\$0	50%	\$0	50%	\$0				\$0
Acad Computing Support Specialist	\$55,000	100%	\$55,000	100%	\$56,100	100%	\$57,222	100%	\$58,366	100%	\$59,534				\$286,222
Research Analyst/Assessment Specialist	\$40,000	100%	\$40,000	100%	\$40,800	100%	\$41,616	100%	\$42,448	100%	\$43,297				\$208,162
Research Management			\$0		\$0		\$0		\$0		\$0				\$0
PERSONNEL TOTAL					\$513,000		\$501,840		\$490,028		\$484,972			\$479,517	\$2,469,358
0.3 Fringe Benefits 30%					\$153,900		\$150,552		\$147,009		\$145,492			\$143,855	\$740,807
Travel					\$6,000		\$8,000		\$6,000		\$6,000			\$6,000	\$32,000
Equipment					\$0		\$53,500		\$46,250		\$0			\$0	\$99,750
Supplies					\$77,235		\$78,333		\$83,516		\$123,566			\$152,564	\$515,213
Construction															\$0
Contractual					\$110,000		\$110,000		\$110,000		\$110,000			\$110,000	\$550,000
Endowment					\$0		\$0		\$0		\$0			\$0	\$0
Other:															
A. Tutoring Stipends/Sl					\$6,000		\$6,000		\$10,000		\$10,000			\$6,000	\$38,000
B. Evaluation					\$15,000		\$15,000		\$15,000		\$15,000			\$15,000	\$75,000
C. Outreach					\$5,000		\$7,500		\$9,000		\$12,000			\$14,000	\$47,500
D. ABET Consultant					\$0		\$0		\$0		\$0			\$0	\$0
E. Faculty Workshops					\$0		\$0		\$0		\$0			\$0	\$0
F.															\$0
Other Total					\$26,000		\$28,500		\$34,000		\$37,000			\$35,000	\$160,500
TOTAL FOR LEAD					\$886,135		\$930,725		\$916,802		\$907,029			\$926,937	\$4,567,629
PARTNER COLLEGE: La Verne			Year 1		Year 2		Year 3		Year 4		Year 5		Total		
COLA 1.02															
Personnel	Salaries	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
Local Activity Coordinator	\$90,500	50%	\$90,500	50%	\$46,155	50%	\$47,078	50%	\$48,020	50%	\$48,980				\$280,733
Local Project Assistant	\$42,000	50%	\$21,000	50%	\$21,420	50%	\$21,848	50%	\$22,285	50%	\$22,731				\$109,285
Instructional Programmer	\$60,000	50%	\$30,000	50%	\$30,600	50%	\$31,212	50%	\$31,836	50%	\$32,473				\$156,121
Outreach STEM Specialist															
Faculty Release/research/curric dvlpmnt	\$85,000	50%	\$42,500	50%	\$43,350	50%	\$44,217	50%	\$45,101	50%	\$46,003				\$221,172
Partner Personnel Total			\$184,000		\$141,525		\$144,356		\$147,243		\$150,187			\$156,473	\$767,311
0.25 Fringe Benefits 25%					\$46,000		\$35,381		\$36,089		\$36,811			\$45,056	\$199,337
Travel					\$5,000		\$5,000		\$5,000		\$5,000			\$5,000	\$25,000
Equipment					\$0		\$0		\$0		\$0			\$0	\$0
Supplies					\$60,500		\$63,250		\$63,250		\$63,369			\$38,026	\$288,395
Construction					\$0		\$0		\$0		\$0			\$0	\$0
Contractual															\$0
Other:															\$0
A. Tutoring Stipends					\$6,000		\$12,000		\$14,000		\$16,000			\$16,000	\$64,000
B. Student Research Project Costs					\$12,000		\$12,000		\$18,000		\$20,000			\$16,000	\$78,000
Other Total					\$18,000		\$24,000		\$32,000		\$36,000			\$32,000	\$142,000
TOTAL FOR PARTNER					\$313,500		\$269,156		\$280,694		\$288,422			\$270,270	\$1,422,043
PARTNER COLLEGE:			Year 1		Year 2		Year 3		Year 4		Year 5		Total		
COLA 1.02															
Personnel	Salaries	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time	Time
Local Activity Coordinator	\$0	50%	\$0	50%	\$0	50%	\$0	50%	\$0	50%	\$0	50%		\$0	\$0
Local STEM Coordinator	\$0	100%	\$0	100%	\$0	100%	\$0	100%	\$0	100%	\$0	100%		\$0	\$0
Partner Personnel Total			\$0		\$0		\$0		\$0		\$0			\$0	\$0
0.3 Fringe Benefits 30%					\$0		\$0		\$0.00		\$0			\$0	\$0
Travel					\$0		\$0		\$0		\$0			\$0	\$0
Equipment					\$0		\$0		\$0		\$0			\$0	\$0
Supplies					\$0		\$0		\$0		\$0			\$0	\$0
Construction															\$0
Contractual															\$0
Other:															\$0
A. Tutoring Stipends					\$0		\$0		\$0		\$0			\$0	\$0
B.															\$0
Other Total					\$0		\$0		\$0		\$0			\$0	\$0
TOTAL FOR PARTNER					\$0		\$0		\$0		\$0			\$0	\$0
SUMMARY BUDGET															
Personnel					\$697,000		\$643,365		\$634,384		\$632,215			\$629,705	\$3,236,668
Fringe Benefits					\$199,900		\$185,933		\$183,097		\$182,302			\$188,911	\$940,144
Travel					\$11,000		\$13,000		\$11,000		\$11,000			\$11,000	\$57,000
Equipment					\$0		\$53,500		\$46,250		\$0			\$0	\$99,750
Supplies					\$137,735		\$141,583		\$146,766		\$186,935			\$190,590	\$803,608
Construction					\$0		\$0		\$0		\$0			\$0	\$0
Contractual					\$110,000		\$110,000		\$110,000		\$110,000			\$110,000	\$550,000
Endowment					\$0		\$0		\$0		\$0			\$0	\$0
Other					\$44,000		\$52,500		\$66,000		\$73,000			\$67,000	\$302,500
TOTAL SUMMARY BUDGET					\$1,199,635		\$1,199,881		\$1,197,497		\$1,195,452			\$1,197,206	\$5,989,671
REMAINDER					\$365		\$119		\$2,503		\$4,548			\$2,794	\$10,329
TOTAL ALLOWABLE					\$1,200,000		\$1,200,000		\$1,200,000		\$1,200,000			\$1,200,000	\$6,000,000

Today's Date: 12/15 /15
Submitted by: Danielle Vohnout- Curriculum Technician
Area Executive Manager: Mark Williams, Vice President of Instruction
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

Course Inactivations

Background:


Math and Science Division

Due to changes in programs, new State mandated repeatability rules, and courses that simply are not taught at this time, the Math and Science division has submitted courses for inactivation. Courses that are inactivated can be activated at a later date.

BIOL	2204	Introduction to Vertebrate Zoology
BIOL	2280	Biotechnology
CHEM	2108	Organic Chemistry
CHEM	2109	Organic Chemistry Laboratory

Fiscal Implication:

None.

Approved:  _____

Mark Williams, Vice President of Instruction

Today's Date: 12/15/2015
Submitted by: Danielle Vohnout- Curriculum Technician
Area Executive Manager: Mark Williams, Vice President of Instruction
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

Course Updates

Background:

Under accreditation requirements, academic institutions are expected to review and update its courses to ensure they meet current standards.

Applied Technologies Division

The Applied Technologies division has made revisions to the following course outlines as part of the five year review cycle:

WKEX 1514 General Education Work Experience

Math and Science Division

The Math and Science division has made revisions to the following course outline to align with the C-ID descriptor in compliance with SB 1440:

GEOG 1510 Physical Geography

Fiscal Implication:

None.

Approved:  _____

Mark Williams, Vice President of Instruction

Reviewed By: L. Lipseomb-V. Jacobi
Reviewed By: T. Forman Furman
Date Reviewed: Fall 2015 ~~1995~~

Work Experience Education (WKEX) 1014 ~~1514~~ General Education Work Experience (1-3 units per semester; limit 12 units) CSU
[formerly Work Experience Education 14ABCD]

~~Prerequisite: Student must be pursuing a planned study program and. Students must be enrolled in a minimum of 7 units including Work Experience units; carry a minimum grade point average of 2.00~~

Advisory: Eligibility for English 1000 and Reading 1005 strongly recommended

Note: Units of Work Experience cannot be included as part of a student's study load for Veterans Educational benefits.

Total Hours: ~~16 hours seminar; 5 hours average per week of work~~ 60 hours of unpaid work OR 75 hours of paid work equals one unit of credit; maximum 180-225 hours

Catalog Description: Application and Orientation required prior to enrolling in course. Please contact Cooperative Work Experience Coordinator. For students with less than two years exposure to the world of work, the purpose of this program is the supervised employment of students with the intent of assisting them to acquire desirable work habits, attitudes and career awareness in jobs. Some four-year institutions will accept transfer Work Experience units. In those cases, Work Experience units will probably be accepted as elective units. This work experience course of supervised employment is designed to assist students to acquire desirable work habits, attitudes and skills so as to enable them to become productive employees. This course also provides students with career awareness for jobs. Credit may be accrued at the rate of 1 to 3 units per semester for a maximum of 12 units. Students must work 75 paid hours or 60 non-paid hours per unit earned. This course is offered on a pass/no pass basis. Note: Units of Work Experience cannot be included as part of a student's study load for Veterans Educational benefits.

Type of Class/Course: Degree Credit

~~Text: Anderson, Lydia E., and Sandra Bolt. *Professionalism: Real Skills for Workplace Success*. Upper Saddle River, NJ: Pearson Prentice Hall, 2008. Print.~~

~~Course Objectives:~~

~~Cooperative education is a process of education which combines work experience gained by students on the job with regular academic instruction as an integral part of the community college curriculum.~~

~~It is based on the principle that well educated individuals develop most effectively through an educational pattern which incorporates experiences beyond the campus. Through these structured experiences in business, industry, government, and human services, the students bring an enrichment to their college studies which enhances their total development.~~

~~The essential ingredients are that the experience should be included as part of regular college activities and that institutions assume the responsibility for integrating work experience into the educational process. It is called cooperative work experience educational process. It is dependent upon the~~

~~cooperation of outside agencies and educators in combining to form a superior total educational program for the students.~~

Course Objectives: by the end of this course, a successful student will be able to:

1. Demonstrate desirable work habits, attitudes, and skills,
2. Achieve satisfactory progress towards their individual learning objectives,
3. Obtain a heightened sense of career awareness towards jobs

Methods of Reaching Objectives: Course Scope and Content:

1. Verification of completion Complete of a Cooperative Work Experience Education (CWEE) Student Form and participation in a CWEE Orientation-
2. Create in collaboration with TC CWEE Coordinator/Faculty and employer, on-the-job learning objectives outlined in Learning Objective Contract (at least one objective per unit enrolled).
35. Maintain an accurate timesheet, to be verified by employer/supervisor, and kept by CWEE Coordinator/Faculty.
46. Meet, in-person, with CWEE Coordinator/Faculty at least once during term to discuss progress towards on-the-job learning objectives.
57. Complete a mid-term and end-of-term self-evaluation and evaluation of employer/jobsite.

- ~~1. Seminar discussions of job related items and social trends in employment.~~
- ~~2. Development of good job attitudes.~~
- ~~3. Student to set forth 3 measurable job related learning objectives directly relating to present employment situations and/or personal growth.~~
- ~~4. Development of job related personal relationships between employer and student.~~
- ~~5. Development of self awareness of attributes and shortcomings.~~
- ~~6. Development of awareness of student's career choice and preparation for seeking employment.~~
- ~~7. Make students aware of their educational and occupational assets and liabilities.~~
- ~~8. Make students aware of occupational resources that are available within the college, business, the government and the community.~~
- ~~9. Develop the learning and growth potential of students jobs.~~

Methods of Evaluation:

Evaluation is the responsibility of ~~college coordinators~~ college supervisor CWEE Coordinator/Faculty. Assistance in determining the correct evaluation is provided by recommendations from supervisors as well as by student self-evaluation. End of term evaluation should be based upon a predetermined learning plan, or a set of objectives, which everyone clearly understands and approves.

1. Completion of all forms and appropriateness of meeting assigned appointments and deadlines.
- ~~2. Assigned in-class projects.~~
- ~~3. Class participation.~~
42. Completion of learning objectives.
- 5.3. Job-related appropriateness/responsibility.
6. 4. Letter Grade assigned and units granted based on total hours worked during semester.

~~Note: The B,C, and D sections will relate to the above with the exception that each will develop into more intense study and growth.~~

Supplemental Data:

TOP Code:	493200 General Work Experience
SAM Priority Code:	C: Clearly Occupational
Funding Agency:	Y: Not Applicable
Program Status:	2: Stand alone
Noncredit Category:	Y: Not Applicable
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Not Applicable
Prior to College Level:	Y: Not Applicable
Cooperative Work Experience:	Y: Course is a part of a cooperative education program
Eligible for Credit by Exam:	No
Eligible for Pass/No Pass:	No

Reviewed by: D. Bandy
Reviewed by: J. Ross
Reviewed by: G. Golling
Text update: March 28, 2013
Date reviewed: ~~Fall 2004~~ Fall 2015

Geography (GEOG) 1510 Physical Geography (3 Units) CSU:UC
[formerly Geography 1]

Advisory: Eligibility for English 1500 ~~1000~~ and Math 1050 ~~Reading 1005~~ strongly recommended

Total Hours: 48 hours lecture

Catalog Description: ~~This survey course is designed to study the basic physical elements of geography. It places special emphasis on climate, landforms, soils, natural vegetation and their world patterns of distribution.~~

This course is a spatial study of the Earth's dynamic physical systems and processes. Topics include: Earth-sun geometry, weather, climate, water, landforms, soil, and the biosphere. Emphasis is on the interrelationships among environmental and human systems and processes and their resulting patterns and distributions. Tools of geographic inquiry are also briefly covered; they may include: maps, remote sensing, Geographic Information Systems (GIS) and Global Positioning Systems (GPS).

Type of Class/Course: Degree Credit

Text: McKnight, Tom L. *Physical Geography: A Landscape Appreciation*. 11th ed. Upper Saddle River: Pearson, 2013. Print.

~~McKnight, Tom L. *Physical Geography (A Landscape Appreciation - Laboratory Manual)*. 9th ed. Upper Saddle River, NJ: Prentice Hall, 2008. Print.~~

Additional Instructional Materials: None

Course Objectives: By the end of the course, a successful student will be able to

- ~~1. provide a basic transfer course for those students planning to do upper division work in geography;~~
- ~~2. help students increase competence in understanding the interaction with physical environment;~~
- ~~3. lay a foundation of geographic knowledge for those students who are preparing for elementary and secondary school teaching;~~
- ~~4. present an orderly treatment of the major physical elements with which man contends and cooperates; and~~
- ~~5. acquaint students with the utility of the systematical land-regional concepts of geographical study.~~

1. **Demonstrate an understanding of the size, shape, and movements of the Earth in space and their importance to environmental patterns and processes,**
2. **Demonstrate an understanding of the atmospheric, geomorphological, and biotic processes that shape the Earth's surface environments,**
3. **Demonstrate an understanding of the global distribution of the world's major climates, ecosystems, and physiographic (landform) features,**
4. **Demonstrate an understanding of basic concepts of physical geography in the analysis of real-world variations in environmental patterns, and**
5. **Demonstrate an understanding of the scientific method and practical experience using the tools and**

concepts of physical geography (laboratory component)

Course Scope and Content:

- Unit I** **The Field of Geography: Content, Method, and Point of View**
- A. Geography and Science**
 - B. Numbers and Measurement systems**
- Unit II** **The Earth: Shape, Planetary Relations, and Representation on Maps**
- A. Earth's Environmental Spheres**
 - B. Earth and the Solar System**
 - C. Earth-Sun Relations and the Seasons**
- Unit III** **The Tools of Geography**
- A. Globes**
 - B. Maps and Map Essentials**
 - C. Map Construction**
 - D. The Systematic Concept of Geography**
 - E. The Regional Concept of Geography**
- Unit IV** **The Physical Elements of Geography**
- A. The Elements of Weather and Climate**
 - 1. Air temperature**
 - 2. Atmospheric pressure and winds**
 - 3. Atmospheric moisture and precipitation**
 - 4. Air masses, fronts, and storms**

 - B. Climatic Types and Their Distribution**
 - 1. The Koopen system of classification**
 - 2. The tropical rainy climates (A)**
 - 3. The dry climates (B)**
 - 4. The humid mesothermal climates (C)**
 - 5. The humid microthermal climates (D)**
 - 6. The polar climates (E)**

 - C. Processes Concerned with the Origin of Landforms**
 - 1. Earth materials and the tectonic processes**
 - 2. The agents and processes of gradation**

 - D. Landforms**
 - 1. Plains**
 - 2. Plateaus**
 - 3. Hill lands**
 - 4. Mountains**
 - 5. Physical regions of the United States**

E. Earth Resources

1. Water resources
2. Vegetation cover and animal life
3. The nature and classification of soils

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 63 hours per week outside of the regular class time doing the following:

1. Studying
2. Completing required reading
3. Written work

Methods of Instruction:

1. Lecture-Discussion periods
2. Exercises in the construction and utilization of maps
3. Frequent use of visual teaching materials
4. Written and oral studies of selected topics in physical geography

Methods of Evaluation:

1. Unit tests including:
 - a. multiple choice
 - b. matching
 - c. true or false
 - d. essay
2. Outside reports
3. Chapter quizzes

Supplemental Data:

TOP Code:	220600: Geography
SAM Priority Code:	E: Non-Occupational
Distance Education:	Not Applicable
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	1: Program Applicable

Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	NO
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	CSB1: CSU Area B1 IG5A: IGETC Area 5A LNS: Local GE Natural Science

Today's Date: 12/4/2015
Submitted by: Brock McMurray, EVP, Administrative Services *Bm*
Area Executive Manager: Dr. Dena Maloney, Superintendent/President
Subject: Board Item - Request for Approval

Board Meeting Date: January 13, 2016

Title of Item:

2016/2017 Nonresident Tuition Fees

Background:

Education Code Section (ECS) 76140 requires each district governing board to establish the nonresident tuition fees no later than February 1, for the succeeding fiscal year.

The nonresident tuition fees were determined for the West Kern Community College District for 2016/2017 per the instructions of the California Community Colleges Chancellor's Office. These calculations included the projected increase in the U.S. Consumer Price Index (USCPI) as determined by the Department of Finance at 2.0% for the 2015/2016 fiscal year and 2.1% for 2016/2017, for a compound factor of 1.041 against the 2014/2015 statewide average expense of education. These projections would increase WKCCD's rates above the state average. Based upon past practice of the college, I recommend the District adjust its rate to match that of the State average. Based upon this comparison of per unit rates, from the proposed rate of \$211 compared to last year's rate of \$200, this would represent a 5.2% increase or an increase of \$11 per unit.

Terms (if applicable):

1 year (2016/2017)

Fiscal Implication:

2015/2016 Nonresident Tuition Fees

\$200 per unit
\$3,000 per semester maximum
\$6,000 annual maximum

2016/2017 Nonresident Tuition Fees

\$211 per unit
\$3,165 per semester maximum
\$6,330 annual maximum

Approved: *Dena P Maloney*
Dr. Dena Maloney, Superintendent/President

California Community Colleges 2016-17 NONRESIDENT FEES WORKSHEET

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 1 THROUGH 7

2016-17 NONRESIDENT TUITION FEE (EC 76140)	(Col. 1) Statewide	(Col. 2) District	(Col. 3) 10% or More Noncredit FTES
A. Expense of Education for Base Year (2014-15 CCFS 311, Expenditures by Activity Report, AC 0100-6700, Cols: 1-3)	<u>\$7,172,481,662</u>	<u>\$ 25,231,253</u>	\$ _____
B. Annual Attendance FTES (Recal 2014-15)	<u>1,181,923</u>	<u>2,599</u>	_____
C. Average Expense of Education per FTES (A + B)	<u>\$6,068</u>	<u>\$ 9,709</u>	\$ _____
D. U.S. Consumer Price Index Factor (2 years)	<u>x 1.041</u>	<u>x 1.041</u>	<u>x 1.041</u>
E. Average Cost per FTES for Tuition Year (C x D)	<u>\$6,316</u>	<u>\$ 10,107</u>	\$ _____
F. Average Per Unit Nonresident Cost – Semester (Qtr)	<u>\$211 (\$141)</u>	<u>\$ 337</u>	\$ _____
G. Highest year Statewide average – Semester (Qtr)	<u>\$211 (\$141)</u>	<u>\$ 211</u>	\$ _____
H. Comparable 12 state average – Semester (Qtr)	<u>\$380 (\$253)</u>	<u>\$ _____</u>	\$ _____

Annual Attendance FTES includes all student contact hours of attendance in credit and noncredit courses for resident students, nonresident students and apprentices; however apprentice hours are divided by 525 to compute an FTES equivalent. Round tuition fee to the nearest dollar.

Column 3 is an option for use by a district with ten percent or more noncredit FTES (*Section 76140(e)(1)(A)*). If your district qualifies, then fill out this column with noncredit FTES and noncredit expense of education data excluded.

NONRESIDENT TUITION FEE CALCULATIONS FOR OPTIONS 6 OR 7

Option 6. The greater amount of the calculations of statewide nonresident tuition for 2011-12 through 2014-15 is \$211 per semester unit or \$141 per quarter unit (2014-15).

Option 7. The average of the nonresident tuition fees of public community colleges in 2014-15 of no less than 12 states comparable to California in cost of living is \$380 per semester unit or \$253 per quarter unit.

Requirement for Use of Option 6 or 7: The additional revenue generated by the increased nonresident tuition permitted under options 6 or 7 shall be used to expand and enhance services to resident students (*EC 76140(e)(2)*). Districts meeting one or more criteria below shall be considered in compliance with the requirements of *EC 76140(e)(2)*. Please check all that apply:

- Revenue from nonresident tuition was less than 5% of total general fund revenue.
- Actual resident FTES was greater than funded resident FTES.
- Percent expenditures for counseling and student services were greater than statewide average (AC 6300 plus 6400 divided by AC 0100-6700, Cols. 1-3).
- Percent expenditures for instructional services were greater than statewide average (AC 0100-5900 divided by AC 0100-6700, Cols. 1-3).

Continue to next page ►

► Continued from previous page

The district governing board at its January 13, 2016 meeting adopted a **nonresident tuition fee** of \$ 211 per semester unit or \$ _____ per quarter unit.

Basis for adoption is (*place an X in one box only*).

- 1. Statewide average cost, per column 1.
- 2. District average cost, per column 2.
- 3. District average cost with 10% or more noncredit FTES, per column 3.
- 4. Contiguous district. _____ (*Specify district and its fee*).
- 5. No more than district average cost (Col. 2 or 3); no less than statewide average cost.
- 6. Statewide average cost, from 2014-15 (\$211 per semester unit; \$141 per quarter unit).
- 7. No more than average tuition of 12 states with cost of living comparable to California.

NONRESIDENT CAPITAL OUTLAY FEE (EC 76141)

For districts electing to charge a capital outlay fee to any nonresident student, please compute this fee as follows:

- a. Capital Outlay expense for 2014-15 \$ _____
- b. FTES for 2014-15 _____
- c. Capital outlay expense per FTES (*line a divided by line b*) _____
- d. Capital Outlay Fee per unit:
 - 1. Per semester unit (*line c divided by 30 units*) _____

OR

- 2. Per quarter unit (*line c divided by 45 units*) _____
- e. 2016-17 Nonresident Student Capital Outlay Fee (not to exceed the lesser of line d OR 50% of adopted 2015-16 Nonresident Tuition Fee) _____

The district governing board at its _____, 20__ meeting adopted a **nonresident capital outlay fee** of \$ _____ per semester unit or \$ _____ per quarter unit.

Upon adoption of nonresident tuition and/or capital outlay fees by your district governing board by February 1, 2016, please submit a copy of this report by **February 15, 2016** to:

California Community Colleges Chancellor's Office
Fiscal Services Unit
1102 Q Street, 4th Floor
Sacramento, CA 95811-6549 FAX (916) 323-3057

District West Kern Community College District
Contact Person Brock McMurray
Phone Number & email 661-763-7811 bmcurray@taftcollege.edu

BOARD AGENDA ITEM

Date: December 15, 2015
Submitted by: Mark Williams, VP of Instruction
Area Administrator: Dena Maloney, Superintendent/President
Subject: Request for Ratification

Board Meeting Date: January 13, 2016

Title of Board Item:

Agreement between the Yosemite Community College District, Child Development Training Consortium (CDTC), and the West Kern Community College District for the 2015/2016 year

Background:

This is a yearly agreement between the Yosemite Community College District, Child Development Training Consortium (CDTC), and the West Kern Community College District to provide services, training, technical assistance, and resources to students and professionals working with and for children. Rebecca Roth will serve as the Campus Coordinator for 2015/2016 and be responsible for the activities listed in the agreement. This agreement is a continuum of the 2014/2015 agreement.

Terms (if applicable):

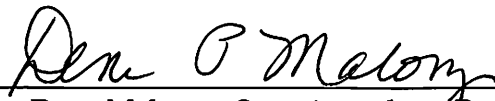
9/1/2015 - 6/30/2016

Expense (if applicable):

There are no costs to the District.

Fiscal Impact Including Source of Funds (if applicable):

Taft College will receive up to \$7,500.00 to provide support for students taking up to 300 units of college credit and to augment early childhood education instructor salaries, if needed.

Approved: 
Dr. Dena Maloney, Superintendent/President

**CHILD DEVELOPMENT TRAINING CONSORTIUM
2015-2016 INSTRUCTIONAL AGREEMENT
AGREEMENT NUMBER 15-16 - 2468**

This Agreement is made and entered into this 1st day of September, 2015, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the **YCCD/CDTC, and West Kern Community College District for Taft College**, hereafter called the CONTRACTOR.

WITNESSETH: That the CONTRACTOR for and in consideration of the covenants, conditions, agreements, and stipulations of the YCCD/CDTC hereinafter expressed, does hereby agree to furnish to the YCCD/CDTC services as follows:

I. STATEMENT OF WORK

- A. The CONTRACTOR will designate a Campus Coordinator to implement the Child Development Training Consortium (CDTC) program at the local level. The scope of work in this contract is supplementary to the typical duties of faculty or other positions that provide career and education guidance to child development students. The Campus Coordinator will be responsible to prepare and submit all required reports; coordinate all Consortium activities; attend two (2) mandatory YCCD/CDTC sponsored meetings at YCCD/CDTC expense; and inform child development/early childhood education department of program requirements and components specific to campus Child Development Training Consortium.

The designated Campus Coordinator is preferably active faculty, either full-time or adjunct, department chair, or director of the campus child development lab center/children's center. If the current Campus Coordinator does not meet these recommendations, they are permitted to continue in the position and new requirements will be applicable upon designation of a new Campus Coordinator. Since the requirement of faculty is preferred, but not required, exceptions will be considered by YCCD/CDTC on an individual basis.

The Campus Coordinator, even in the role as Co-Coordinator, must reside within California and be employed by the college. CDTC will subcontract directly with college and then contracts/agreements will be administered by faculty employed by the college.

The Campus Coordinator must be located on campus with regularly scheduled office hours; thereby being accessible to students enrolled in the program. The Campus Coordinator must attend campus child development/early childhood education (ECE) department meetings and be knowledgeable of all aspects of the ECE profession. The YCCD/CDTC must be notified in writing within fifteen (15) calendar days of any change in Campus Coordinator status.

The Campus Coordinator will act as a liaison between the Child Development Training Consortium and California Department of Education/Early Education and Support Division (CDE/EESD) to disseminate information to campus faculty regarding state initiatives and trends in ECE.

- B. The CONTRACTOR will generate up to **300** units of college credit by enrolling students in courses required by the California Commission on Teacher Credentialing to obtain a new or renew a currently held Child Development Permit. Enrolled units must be completed between July 1, 2015, and June 30, 2016. Physical education courses and general work experience courses are excluded. Child development work experience and remedial courses are included.
- C. The CONTRACTOR will make good faith efforts to recruit and employ qualified faculty who reflect the ethnic makeup of the student population.
- D. The CONTRACTOR will provide appropriate community college courses, which:
1. Meet the requirements of the Child Development Permit Matrix (included in this Agreement as Appendix A) and/or child care licensing regulations.
 2. Are degree or certificate applicable.
 3. Are offered for credit with the possible exception of remedial courses.
 4. Are transferable whenever possible.
 5. Are available to family child care providers and employees of child care/development programs serving infants through school-age children.
 6. Are responsive to local community needs.
- E. The CONTRACTOR will enroll students who meet the YCCD/CDTC eligibility criteria, numbered 1 through 5 below. Student eligibility must be verified each semester/term using the Student Profile.
1. Student must be seeking a new or maintaining a currently held Child Development Permit, **AND**
 2. At the time of enrollment, the student must be employed by a child care/development program including licensed family child care and out-of-school care. Center-based programs must be licensed or eligible for an exemption according to Department of Social Services (DSS) regulations. Licensed exempt centers are limited to the following: on school site, parents on site, military, tribal, employment agency, parks and recreation, adult ed/child care, home based program and before/after school program. Employment in a kindergarten or transitional kindergarten classroom is also acceptable, **AND**
 3. Student employment must directly benefit children and/or families. The employment experience must be acceptable to the California Commission on Teacher Credentialing for purposes of obtaining a Child Development Permit, even if experience is not required for the permit, **AND**
 4. Student must work in the state of California.

5. In-home care providers (nannies) are not eligible. Unlicensed, exempt, in-home child care providers are not eligible.

- F. The CONTRACTOR will enroll eligible students according to the following three priorities:

California Department of Education, Early Education and Support Division (CDE/EESD) Priorities for Enrollment:

Priority 1 Employees of all direct-funded CDE/EESD programs including center-based programs and family child care network programs or center-based programs with satellite family child care providers. This also includes co-located Head Start Programs.

Priority 2 Employees of any program, center-based or licensed family child care homes, that serve children on a voucher basis for Alternative Payment services.

Priority 3 Employees of all other programs including center-based and licensed family child care homes.

Within each priority group listed above, priority will be given to students fulfilling the requirements for an Assistant or Associate Teacher or Teacher Child Development Permit.

Local Priorities for Enrollment

The local YCCD/CDTC Advisory Committee may establish additional priorities. However, the CDE/EESD priorities listed above must be met before local priorities can be implemented. Local priorities are encouraged to meet local needs within the context of the CDE/EESD priorities.

- G. The CONTRACTOR will establish a new or use an existing Advisory Committee to solicit input on local needs, courses to be offered and approve the student eligibility and payment policies.

1. The Advisory Committee will make a good faith effort to represent the local child care labor market by including the following program representatives: the Campus Coordinator; one community college child development instructor, one CEC Mentor Coordinator, one family child care provider; one representative of a child care program funded by the California Department of Education, Early Education and Support Division (CDE/EESD); one representative of a private-for-profit child care program; one representative of a private-non-profit child care program; one representative of the local Resource and Referral program; one college student majoring in child development; one representative from the Local Child Care and Development Planning Council; and one representative from the county-level Children and Families Commission, and one representative from the local CARES Plus and/or AB212 programs.

The Advisory Committee will meet a minimum of once each semester/term.

2. Both meetings must be properly documented with agendas and minutes, which must be submitted by specified due dates.
- H. The CONTRACTOR will complete an annual needs study of the local service area to determine the greatest needs of individuals seeking new or maintaining currently held Child Development Permits. Information collected should include:
1. Description of eligible students to be served
 2. Special circumstances or unique challenges and characteristics of eligible students
 3. Description of agencies/programs that will benefit
 4. Area strengths
 5. Area needs
 6. Description of most needed courses including topics, times, locations and preferred language of instruction.
- I. The CONTRACTOR will provide student grade documentation to YCCD/CDTC upon request for audit purposes.
- J. The CONTRACTOR will ensure that all required reports and documents are submitted to YCCD/CDTC by the due dates specified. Report titles and due dates are included in this Agreement as *Appendix B – 2015-2016 Required Reports and Time Lines*. All reports should be submitted to the Child Development Training Consortium, 1620 North Carpenter Road, Suite C-16, Modesto, CA 95351.
- K. The CONTRACTOR will ensure that no full-time equivalent (FTE) fees will be collected for courses that are funded with YCCD/CDTC funds, or portion thereof.
- L. The CONTRACTOR will ensure collaboration (if applicable) with CEC Mentor Coordinator, two times per semester. This collaboration will include sharing program services and promote integration of services for student success.

II. PERIOD OF PERFORMANCE

The term of this Agreement shall be from September 1, 2015, to and including June 30, 2016. Enrolled units must be completed between July 1, 2015, and June 30, 2016. All allowable expenditures must be encumbered and/or the services rendered prior to June 30, 2016.

III. BUDGET AND ALLOWABLE EXPENSES

- A. By October 15, 2015, a 2015-2016 budget based on the funding authorized in this Agreement must be posted online with the YCCD/CDTC. A YCCD/CDTC supplied format must be used.

- B. The CONTRACTOR will submit a revised budget to the YCCD/CDTC for approval due to the following two circumstances:
 - 1. When planned expenditures in any of the **major expense categories** (direct services, support services, or administration) exceed the approved budget by more than ten percent (10%).
 - 2. And when planned expenditures in any of the **line items** exceed the approved budget by more than twenty-five percent (25%).
- C. The CONTRACTOR will administer the program budget in accordance with YCCD/CDTC budget development guidelines available in the Campus Coordinator Handbook. The CONTRACTOR will ensure that all program expenditures are reasonable, necessary, and allowable.
- D. The CONTRACTOR will not exceed approved California Department of Education travel reimbursement rates for travel charged to this program.
- E. The CONTRACTOR will not expend YCCD/CDTC funds on food, equipment, donations, or gifts. Equipment is defined as a fixed asset that does not lose its identity when removed from its location and is not changed materially or consumed immediately (typically, within a year) by use. Equipment has relatively permanent value and its purchase increases the value of the physical property such as furniture, vehicles, machinery, computers and furnishings that are not integral parts of the building or the building system.
- F. If the CONTRACTOR demonstrates a consistent pattern of under-generating its contracted number of units, the number of contracted units may be reduced in subsequent years.

IV. PAYMENT FOR SERVICES

- A. In consideration of the performance of the foregoing in a satisfactory manner, the YCCD/CDTC agrees to pay the CONTRACTOR an amount not to exceed **\$7,500.00**. The amount of total payments to the CONTRACTOR will be the lesser of program earnings, the amount authorized by this Agreement, or actual expenditures. Any over-payments of more than \$100.00 made by YCCD/CDTC to the CONTRACTOR must be refunded to YCCD/CDTC by June 30, 2016. Checks should be made payable to YCCD.
- B. The CONTRACTOR will be paid \$25.00 per enrolled unit of course work, which meets requirements of the Child Development Permit Matrix and/or child care licensing regulations to the maximum stated in Paragraph IB. Units for physical education and general work experience classes are excluded. Units for remedial courses and child development work experience are included.
- C. YCCD/CDTC will issue progress payments to CONTRACTOR upon receipt of properly completed documentation including a 2015-2016 Student Profile for each enrolled student for each semester/term.
- D. YCCD/CDTC will withhold any payment until all required documentation has been received to substantiate enrolled units.

- E. YCCD/CDTC will make final payment to CONTRACTOR upon satisfactory completion of services as described herein. The final expenditure report is due no later than June 30, 2016. A Budget Narrative Form will be required as a addendum to the Final Expenditure Report.

V. RETENTION OF RECORDS AND AUDITS

The CONTRACTOR will retain all programmatic and fiscal records for a minimum of five (5) full years from the date of final payment under this Agreement. The CONTRACTOR will make these records available to YCCD/CDTC upon request for audit purposes during the progress of the work and for five (5) years following final payment. The federal audit number for this project is 93.575042.

VI. CONTRACT AMENDMENTS

This Agreement may be amended with mutual written consent of both parties and the approval of the California Department of Education, Early Education and Support Division.

VII. 30 DAY TERMINATION NOTICE

It is mutually agreed that either party may terminate this Agreement by giving thirty (30) calendar days advance written notice.

VIII. FUND AVAILABILITY

Funding of this Agreement is contingent upon appropriation and availability of funds from the California Department of Education, Early Education and Support Division. The YCCD/CDTC is funded with federal Child Care and Development Quality Improvement funds.

IX. NONDISCRIMINATION CLAUSE

- A. During the performance of this Agreement, CONTRACTOR will not unlawfully discriminate, harass, or allow harassment against any employee or student because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), medical condition (cancer), age (over 40), sexual orientation, or marital status. CONTRACTOR will ensure that the evaluation and treatment of employees and student participants are free from such discrimination and harassment.
- B. CONTRACTOR shall comply with the provisions of the Fair Employment and Housing Act and the applicable regulations promulgated there under.
- C. By signing this Agreement, the CONTRACTOR ensures that it will comply with the Americans with Disabilities Act (ADA) of 1990, which prohibits discrimination on the basis of disability.

X. INDEPENDENT CONTRACTORS

It is understood that this is an Agreement by and between independent contractors and is not intended, and shall not be construed to create the relationship of agent, servant, employee, partnership, or joint venture.

XI. HOLD HARMLESS CLAUSE

Both the CONTRACTOR and YCCD/CDTC agree to hold harmless, defend, and indemnify the other party, its officers, employees, boards, volunteers, and agents from and against any and all losses, claims or expense arising out of any liability or claim of liability for personal injury, bodily injury to persons, contractual liability and damage to property sustained or claimed to have been sustained arising out of the activities of such party, its boards, officers, agents, employees, or volunteers pursuant to this Agreement. However, the provisions of this indemnity agreement do not apply to any damages or losses caused by the negligence or willful misconduct of the party being indemnified or its officers, employees, boards, volunteers, or agents.

XII. ACKNOWLEDGMENT

The CONTRACTOR will acknowledge the support of the YCCD/CDTC when publicizing the work performed under this Agreement. Materials developed with funds from this Agreement shall contain an acknowledgment of the use of federal Child Care and Development Quality Improvement funds received from the California Department of Education, Early Education and Support Division.

XIII. DRUG-FREE WORKPLACE

The CONTRACTOR certifies compliance with the requirements of the Drug-Free Workplace Act of 1990 and will provide a drug-free workplace.

XIV. NON-PERFORMANCE OF TERMS OF INSTRUCTIONAL AGREEMENT

If the CONTRACTOR fails to fulfill the terms of this Instructional Agreement, the CONTRACTOR will be placed on informal probation for the period of one year. If the CONTRACTOR fails to fulfill the terms of the Instructional Agreement while on informal probation, a Probationary Instructional Agreement will be issued in the second year. If the CONTRACTOR fails to fulfill the terms of the Probationary Instructional Agreement, no further Instructional Agreements will be issued to CONTRACTOR.

AGREED TO BY:

CONTRACTOR Authorizing Signature:	
Printed Name of Person Signing:	
Title of Person Signing:	
Date:	

Yosemite Community College District

Authorizing Signature:	
Printed Name of Person Signing:	Teresa Scott
Title of Person Signing:	Executive Vice Chancellor/Fiscal Services, YCCD
Date:	

Attachments for reference: Appendix A - Child Development Permit Matrix
Appendix B – 2015-2016 Required Reports and Time Lines

Return **two Instructional Agreements with original signatures to:**
Child Development Training Consortium
1620 North Carpenter Road, Suite C-16, Modesto, CA 95351
For questions, call (209) 572-6080

For CDTC Use Only: Date Rcvd: _____ To D.O: _____ From D.O.: _____ To CONTRACTOR: _____

BOARD AGENDA ITEM

Date: December 2, 2015

Submitted by: Susan Vaughan, Learning Disabilities Specialist
Susan Wells, TIL Career Education Facilitator

Area Administrator: Mark Williams, VP of Instruction

Subject: Request for Ratification

Board Meeting Date: January 13, 2016

Title of Board Item:

Agreement with RP Group to provide TIL/TPSID evaluation and grant proposal development

Background:

RP Group will assist with the 2014-2015 APR TPSID report and grant proposal development.

Terms (if applicable):


November 2, 2015 - April 30, 2016

Expense (if applicable):

\$150.00/hr. not to exceed \$38,450

Fiscal Impact Including Source of Funds (if applicable):

May Stanley and TIL Foundation funds

Approved: 
Mark Williams, VP of Instruction



the Research & Planning Group
for California Community Colleges

PROFESSIONAL SERVICES AGREEMENT

Between

West Kern Community College District

AND

THE RP GROUP, INC.

FOR

RESEARCH, EVALUATION and OTHER PROFESSIONAL SERVICES

Agreement No. TAF-000-15

1. Background

West Kern Community College District wishes to engage the expertise of the RP Group, Inc., a 501(c)(3) nonprofit organization, to provide specialized services in support of the TAFT TIL/TPSID (“Project”).

By signing this Agreement, the parties, as designated in Section 2 (Parties to the Agreement), acknowledge their acceptance of all the terms and conditions in this Agreement and any exhibits attached hereto (collectively the “Agreement”).

2. Parties to the Agreement

For the purposes of this Agreement, West Kern Community College District is referred to as “CLIENT” and the RP Group, Inc. is referred to as “RP”.

3. Services, Deliverables

RP shall furnish all professional and technical services, including the necessary expertise, labor and supervision necessary to perform the services and meet the deliverables set forth in the Scope of Work and Deliverables attached hereto as Exhibit A (the “Services”).

4. Term of Agreement

The Term of the Agreement shall commence on November 2, 2015, and shall continue through April 30, 2016 (“Term”), unless sooner terminated pursuant to provisions of this Agreement. The Parties may mutually agree, in writing, to extend the term of this Agreement provided that CLIENT shall not be obligated to pay RP any additional consideration. CLIENT will only pay additional consideration if the Parties agree in writing that RP shall undertake additional services or as otherwise set forth in this agreement. Any subsequent agreement for additional services must be established in writing before RP begins performance of these additional services.

5. Termination of Agreement

- a. Either Party may terminate this agreement by giving written notice to the other Party of such termination and specifying the effective date thereof. The effective date for termination must be at least thirty days from the date that written notice is provided.
- b. RP may terminate this Agreement upon ten days written notice to CLIENT should CLIENT fall into delinquent status, as defined in this Agreement.
- c. If this Agreement is terminated as provided herein, CLIENT may require RP to provide all finished or unfinished documents and data and other information of any kind prepared by RP in connection with the performance of Services under this Agreement. Any cost to collect and provide the documents shall be considered to be part of the cost due to RP. Additionally, in the event of termination, RP shall return to CLIENT any amount of the Upfront Payment collected but not spent (i.e. hours worked and/or expenses).

6. Compensation

In exchange for the Services provided under this Agreement, CLIENT shall pay RP on a time basis of \$150.00 per hour. The total not-to-exceed amount of this Agreement is \$38,450.00 ("Total Fee"). This Total Fee shall include hourly charges and additional expenses.

7. Payment

- a. *Payment*: RP shall submit invoices for payments on a monthly basis, following the month in which those services were rendered. Invoices shall include an itemized statement that details (1) the nature of the work performed; and (2) the amount of hours spent on each service category.
- b. For all invoices, CLIENT shall make payment within forty-five days of the date of the invoice.
- c. RP reserves the right to cease all work under this Agreement when a delinquent payment status exists. Delinquent status is defined as any account that is more than sixty days past due.

8. Indemnification

CLIENT shall indemnify, defend, and hold harmless RP, its officers, agents, and employees from and against any claim, liability, loss, injury, or damage imposed on RP arising out of RP's performance of this Agreement, except for liability resulting from the negligent or willful misconduct of RP, its officers, agents, or employees. If obligated to indemnify, defend, or hold harmless RP under this Agreement, CLIENT shall reimburse RP for all costs, attorney's fees, expenses, and liabilities associated with any resulting legal action. CLIENT shall seek RP approval of any settlement that could adversely affect RP, its officers, agents, or employees.

10. Independent Status

CLIENT is an independent CLIENT and nothing in this Agreement creates or implies the creation of employment or other such relationship. CLIENT is an independent business person, in business for herself who shall perform the specific tasks relative to providing technical support and related Services to fulfill the terms of this Agreement. CLIENT is being hired with respect to this particular project given her experience, expertise and background relative to the Services. CLIENT offers her services to the general public. RP shall not provide CLIENT with an office in which to work. CLIENT, given her

experience and background, shall control the methods used to complete her work relative to this Agreement. RP shall not give CLIENT instructions nor will RP train CLIENT concerning how to complete her work (but RP may provide CLIENT job specifications). CLIENT shall be responsible for her own business expenses. CLIENT does not have the authority to incur any obligation, contractual or otherwise, in the name or on behalf of RP. CLIENT shall have no right to receive any employee benefits including, but not limited to, health and accident insurance, life insurance, sick leave and/or vacation. CLIENT agrees to pay all taxes including self-employment taxes due in respect of the consulting fee outlined in Section 6 (Compensation) above and to indemnify the RP in the event the RP is required to pay any such taxes on behalf of the CLIENT.

11. Notices

All notices and other communications required or permitted to be given under this Agreement, including but not limited to any notice of change of address, must be directed to the following individuals:

RP:

PROJECT OR EXECUTIVE DIRECTOR (All Programmatic Issues):

Michael Howe
Title
Company (if applicable)
Address
Address
Phone Number
Email

CONTRACTS (Contracts Issues Only, including but not limited to Contract Notices):

RP Contracts Dept.
c/o Foundation for California Community Colleges
1102 Q Street, Suite 3500
Sacramento, CA 95811
contracts@rpgroup.org

CLIENT:

Name
Address
Address
Phone
Email

All notices shall be in writing and shall be emailed, personally delivered, certified mail, postage prepaid and return receipt requested, or by overnight courier service. Notice shall be deemed effective on the date emailed, personally delivered, or if mailed, five (5) days after deposit of the same in the custody of the United States Postal Service or overnight courier service.

12. General Terms

12.1 Captions and Interpretation. Paragraph headings in this Agreement are used solely for convenience, and shall be wholly disregarded in the construction of this Agreement. Paragraph headings shall not be deemed to define, limit or extend the scope or intent of the paragraphs to which they appertain.

12.2 Assignment and Delegation. This Agreement may not be assigned or otherwise transferred by either party without the prior written consent of the other party; however, either party will have the right to assign its rights and obligations under this Agreement in connection with a merger, acquisition, or sale transfer of substantially all of its assets. Any assignment by CLIENT not in accordance with this paragraph will be void, at the option of RP.

12.4 Legal and Regulatory Compliance, Records. CLIENT shall perform all Services in compliance with the applicable requirements of laws, codes, rules, regulations, ordinances, and standards of the State of California, and applicable federal and local law. Books and records relating to this Agreement will be maintained in accordance with generally accepted accounting principles by CLIENT. CLIENT agrees to maintain complete and accurate records with respect to all costs incurred under this Agreement. All such records shall be clearly identifiable and include sufficient detail of services rendered and costs incurred. CLIENT agrees to provide a representative of RP access to examine, audit, and make transcripts or copies of the aforementioned records and any other document created pursuant to this Agreement (collectively "Records"), within five (5) calendar days of a written request for such access. CLIENT will preserve Records as required by applicable federal, state or local laws, but in no event for a period of less than three (3) years from the date of final payment under this Agreement. This section is deemed material to the formation of this Agreement.

12.5 Anti-lobbying. CLIENT shall not use any portion of the funds rendered herein to attempt to influence legislation within the meaning of Internal Revenue Code (IRC) Section 501(c)(3). No agreement, oral or written, to that effect has been made between RP and CLIENT. Furthermore, CLIENT shall not use any portion of the funds rendered herein to participate or intervene in any political campaign on behalf of or in opposition to any candidate for public office, to induce or encourage violations of law or public policy, to cause any private inurement or improper private benefit to occur, nor to take any other action inconsistent with IRC Section 501(c)(3).

12.6 Non-Discrimination. CLIENT shall not discriminate in the provision of services, benefits, employment, facilities or otherwise because of race, color, ancestry, religion, creed, national origin, sex, age, sexual orientation, physical or mental disability, medical condition, marital status, denial of family care leave or on the basis of any other protected category as provided by federal, state and/or local laws. CLIENT shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code §12990 (a)-(f) et. seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et. seq.)

12.7 Debarment and/or Suspension. CLIENT shall comply with Executive Order 12549, Debarment and Suspension. CLIENT represents and warrants that CLIENT is not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency or any California state department or agency.

12.8 Entire Agreement. This Agreement constitutes the entire, complete, final and exclusive agreement between the parties with respect to the subject matter hereof and supersedes and replaces any and all prior and contemporaneous communications between RP and CLIENT regarding such subject matter. Any terms and conditions which are additional to or different from the terms and conditions of this Agreement are hereby deemed rejected by RP and shall not be of any effect or in any way binding upon RP.

To the extent that the terms and conditions of this Agreement conflict with, or are in any way inconsistent with, the terms and conditions of any exhibit hereto, the terms and conditions of this Agreement will prevail.

12.9 Modification of Agreement. This Agreement may be modified only by a written agreement dated subsequent to the effective date and signed by authorized representatives of each party. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

12.10 Law to Govern; Venue. This Agreement shall be interpreted, governed and construed in accordance with the internal substantive laws of the State of California. Any dispute or claim arising from this Agreement shall be resolved in a state or federal court in Sacramento, California. The parties specifically submit to the personal jurisdiction and subject matter jurisdiction of the state and federal courts located in Sacramento, California.

12.11 Taxpayer Identification. Federal Form W-9, Request for Taxpayer Identification Number and Certification, is required to be completed by CLIENT and included as an attachment to this signed Agreement.

12.12 Time of the Essence. Time is of the essence with respect to all provisions of this Agreement.

12.13 Construction of Agreement. Both parties have participated in the negotiation and drafting of this Agreement. Therefore, the terms and conditions of this Agreement shall not be construed against either party as the drafting party.

12.14 Confidentiality. CLIENT shall not, directly or indirectly, use, make available, sell, disclose or otherwise communicate to any third party, other than in CLIENT's assigned duties and for the benefit of RP, any of RP's Confidential Information, either during or after CLIENT's relationship with RP. Subject to applicable federal, state and local law, including but not limited to the Richard McKee Transparency Act of 2011, Confidential Information is to be broadly defined, and includes but may not be limited to all information that has or could have commercial value or other utility in the business in which RP is engaged or contemplates engaging, and all information of which the unauthorized disclosure could be detrimental to the interests of RP, whether or not such information is identified as Confidential Information by RP. This paragraph shall survive the expiration or early termination of this Agreement.

12.15 Execution of this Agreement. The Parties agree that this Agreement may be executed in counterparts, each of which shall be deemed to be an original, but both of which together shall constitute one and the same instrument, and that a photocopy or facsimile may serve as an original. If this Agreement is executed in counterparts, no signatory hereto shall be bound until both the parties have fully executed a counterpart of this Agreement.

12.16 Authority to Bind. The parties each represent and warrant that the signatories below are authorized to sign this Agreement on behalf of themselves or the party on whose behalf they execute this Agreement. Authorized signatories of RP are two (2) signatories both of which must be the CEO, CFO or a Vice President regardless of the dollar value, must sign this Agreement, any amendment or modification thereto, for it to be authorized and valid.

12.17 Severability. If any part of this Agreement is found invalid or unenforceable, that part will be amended to achieve as nearly as possible, the same economic effect as the original provision and the remainder of this Agreement will remain in full force and effect.

12.18 Non-waiver. The failure of either RP or CLIENT, whether purposeful or otherwise, to exercise in any instance any right, power or privilege (including but not limited to waiver) under this Agreement or under law of this Agreement shall not constitute a waiver of any other right, power or privilege, nor of the same right, power or privilege in any other instance. Any waiver by RP must be in writing.

12.19 Force Majeure. RP shall not be liable or deemed to be in default for any delay or failure in performance under this Agreement or interruption of Services resulting, directly or indirectly, from acts of God, civil or military authority, acts of public enemy, terrorism, war, strikes, labor disputes, shortages of suitable parts, materials, labor or transportation, or any similar cause beyond the reasonable control of RP.

12.20 Arbitration and Attorney's Fees. The Parties agree that should any controversy or claim arise out of or relating to this Agreement they will first seek to resolve the matter informally for a reasonable period of time not to exceed forty-five (45) days. If the dispute remains, it shall be subject to mediation with a mediator agreed to by both parties and paid for equally by both parties, absent an agreement otherwise. If after mediation there is no resolution of the dispute, the parties agree to resolve the dispute by binding arbitration administered by the American Arbitration Association ("AAA") in accordance with its Commercial Arbitration Rules, and judgment on an arbitrator's award may be entered in any court having jurisdiction thereof.

- a. The Parties shall select one arbitrator pursuant to the AAA's Commercial Arbitration Rules.
- b. The arbitrator shall present a written, well-reasoned decision that includes the arbitrator's findings of fact and conclusions of law. The decision of the arbitrator shall be binding and conclusive on the Parties.
- c. The arbitrator shall have no authority to award punitive or other damages not measured by the prevailing Party's actual damages, except as may be required by statute. The arbitrator shall have no authority to award equitable relief. Any arbitration award initiated under this clause shall be limited to monetary damages and shall include no injunction or direction to either Party other than the direction to pay a monetary amount. As determined by the arbitrator, the arbitrator shall award the prevailing Party, if any, all of its costs and fees. The term "costs and fees" includes all reasonable pre-award arbitration expenses, including arbitrator fees, administrative fees, witness fees, attorney's fees and costs, court costs, travel expenses, and out-of-pocket expenses such as photocopy and telephone expenses. The decision of the arbitrator is not reviewable, except to determine whether the arbitrator complied with sections (b) and (c) of this paragraph.

THE PARTIES HEREBY EXECUTE THIS AGREEMENT.

CLIENT

RP GROUP

By: _____

By: _____

Print Name: _____

Print Name: _____

Title: _____

Title: _____

Date: _____

Date: _____



the Research & Planning Group
for California Community Colleges

EXHIBIT A

SCOPE OF WORK AND DELIVERABLES

Description of Services

RP agrees to perform the following services for the Project during the Term of this Agreement.

1. RP Services

RP agrees to perform the following services during the time of performance of this Agreement. This project shall be referred to as TAFT TIL/TPSID.

- a. RP shall maintain records of the consulting services provided pursuant to this Agreement and provide copies of such records to the CLIENT Representative upon request and at the termination of this Agreement.

2. Standard of Performance

RP shall perform all Services under this Agreement with reasonable skill. RP represents and maintains that it is skilled in the professional calling necessary to perform the Services. RP warrants that its employees and/or agents shall have adequate skill and experience to perform the Services assigned to them. Any dispute regarding the level of performance that cannot be resolved informally shall be addressed in a timely fashion pursuant to Section 12.20 (Arbitration).

3. Schedule of Services

- a. RP shall perform the Services of this Agreement substantially in accordance with the following timeline:

November 2 – December 31, 2015	In coordination with TIL/TPSID staff, the RP Group will compile performance measure data for APR reporting to the DOE
November 2 – February 1, 2016	RP Group will examine archival program data assessing program strengths, weaknesses, and outcomes
January 31, 2016	RP Group will provide first draft of TIL/TPSID summative report
February 15, 2016	TIL/TPSID program staff will submit its feedback on the first draft of the report
February 28, 2016	RP Group will provide final draft of TIL/TPSID summative report
January 7 – April 30, 2016	RP Group will meet with TIL/TPSID program staff to assist in the development of grant proposals

- b. In order to facilitate RP's conformance with the schedule, CLIENT shall respond to RP's requests for information in a timely manner.
- c. In the event that CLIENT desires the time for performance of a given step to be significantly accelerated, the Parties shall negotiate an expedited fee in addition to the fee schedule set forth in this Agreement.

4. Coordination of Services

The Parties agree to coordinate with each other to facilitate the performance due under this Agreement. RP will promptly notify CLIENT of any delays or changes to the schedule for provision of Services. CLIENT agrees to make available information and personnel necessary for RP's performance in a timely manner.

BOARD AGENDA ITEM

Date: December 15, 2015
Submitted by: Paul Blake, Associate Professor of Engineering
Area Administrator: Mark Williams, VP of Instruction
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Engineering Material Science Equipment Purchase

Background:

As part of the ongoing development of the Taft College engineering program, the ENGR1530 Materials Science course is scheduled to be taught for the first time in Spring 2016. This requested equipment will be used to teach key concepts about material stress and strain performance under various load conditions.

Terms (if applicable):

n/a

Expense (if applicable):

\$11,441.26

Fiscal Impact Including Source of Funds (if applicable):

This expense for Lab Corporation is a budgeted part of the CEED HSI Dept of Education grant. It is a one-time capital expense to acquire the equipment.

Approved: 
Mark Williams, VP of Instruction

From: Doug Lindsay <dlindsay@taftcollege.edu>
 Subject: **Engineering Material Strength Lab equipment order**
 Date: November 18, 2015 11:06:58 AM PST
 To: Diana Duran <DDuran@taftcollege.edu>
 Cc: Paul Blake <pblake@taftcollege.edu>
 ▶ 1 Attachment, 59.0 KB

Hi Diana,

Paul and I have decided to purchase the following equipment from Larry Bjurlin at LAB Corporation. I've attached their original quote that contains all his contact information. Please order only these items:

1	SM1009	STRAIN GAUGE TRAINER	6,761	1	6,761.00
		Options: SM1009A, VDAS-B			
1A	VDAS-B (mkl)	VDAS (BENCH MOUNTED VERSION)	1,868	1	1,868.00
1B	SM1009A	OPTIONAL TENSION SPECIMENS	1,129	1	1,129.00

Thanks,

Doug Lindsay
 Energy Technology and Engineering Lab Technician
 Taft College
 dlindsay@taftcollege.edu



[Copy of Taft ...LS \(59.0 KB\)](#)

	0•	C	
Subtotal	9,758•	x	
	0•10	=	
S/H	975•80	*	
	0•00	*	
	0•	C	
Subtotal	9,758•00	+	
S/H	975•80	+	
Tax	707•46	+	
Total	<u>11,441•26</u>	*	
	0•	C	

BOARD AGENDA ITEM

Date: December 8, 2015
Submitted by: Paul Blake, Associate Professor of Engineering
Area Administrator: Mark Williams, VP of Instruction
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Engineering Material Science Equipment Purchase

Background:

As part of the ongoing development of the Taft College engineering program, the ENGR1530 Materials Science course is scheduled to be taught for the first time in Spring 2016. This requested equipment will be used to teach key concepts about material impact and hardness strength/ performance under various load conditions.

Terms (if applicable):

N/A

Expense (if applicable):

\$32,353.63

Fiscal Impact Including Source of Funds (if applicable):

The \$32,353.63 is a budgeted part of the CEED HSI Dept of Education grant. It is a one-time capital expense to acquire the equipment. Further nominal expenses will be required in the years 2017/2018 to purchase or fabricate material samples for the lab. It is expected that the samples will be a few hundred dollars.

Approved: 
Mark Williams, VP of Instruction

QPI-IC Universal Charpy/ Izod Analog Impact Tester -

ASTM D256, ASTM D6110, ISO179, ISO180, ISO13802

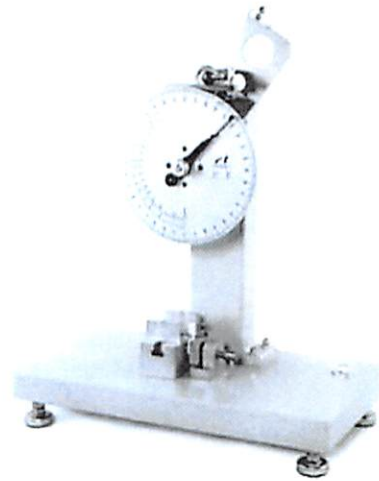
www.WorldofTest.com/qpi.htm

The QPI-IC Basic Izod Impact Tester determines the energy required to break standard plastics impact specimens.

Meeting the corresponding ASTM, & ISO test methods, this equipment is equipped with both Izod and Charpy Vise and made according their respective standards. Users can read the endurance of impact strength directly from the scale.

The QPI-IC is a universal mechanical units designed for simple impact energy scale and an easy to read analog display.

For notching impact specimens you can use the optional *QuickNotch-II*[™] unit for accurate and reliable notches. *QuickNotch-II* has two depth verification gauges and speed adjustor. Combined together with the *QuickNotch-II*, the QPI-IC is the most cost-effective way for Charpy/Izod impact testing.



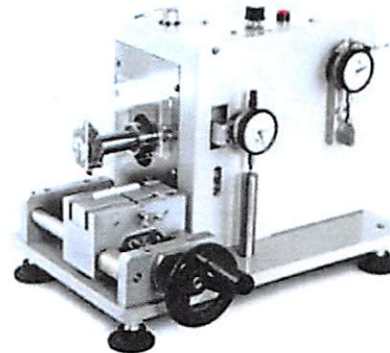
Model	QPI-IC-12J Universal Impact Tester / QPI-IC-21J Universal Impact Tester	
Test type	IZOD & CHARPY	
Start impact Angle	150°	
IZOD	<ul style="list-style-type: none"> - Radius of striker edge 0.8 mm - Grip border distance strike point 22 mm - Impact velocity : 3.47 m/sec 	
CHARPY	ASTM <ul style="list-style-type: none"> - Radius of striker edge 3.175 mm - Radius of curvature of supports 3.175 mm 	ISO <ul style="list-style-type: none"> - Radius of striker edge 2 mm - Radius of curvature of supports 1 mm
Test Capacity	QPI-IC-12J: 1J or 2.75J or 11J (To be chosen as required)	QPI-IC-21J: 1J or 2.75J or 5.5J or 11J or 22J or 25J (To be chosen as required)
	Best accurate range: 20~80% of the full capacity.	
Feature	Large Displayer: Easy to read the impact energy directly.	
Accessories	Operation manual	
Optional	<i>QuickNotch-II Impact Specimen V-Notcher – ASTM D256 ISO 180</i>	
Dimension	77 × 30 × 90 cm	77 × 38 × 90 cm
Weight	90 kg	160 kg

Please choose appropriate vices and hammers according to the standards required for each test. The base machine comes with all fixtures except for vices and hammers which are requirements of the tests. Please choose appropriate hammers and vices.

QuickNotch-II Impact Specimen V-Notcher – ASTM D256 ISO 180

Impact Specimen Angle Cutting Device. This machine can cut various depth V shape according to different standard.

To produce IZOD and CHARPY specimens, need to cut a V angle on the middle of specimen to less the diversity. The cutting speed of this tester can be adjusted according to the material of specimen, also according to the different angle depth, can adjust or change the shape of cutting tool to produce different angle cut.



Specs	Description
Cutting through angle	45°(or specified)
Cutting Radius	R0.25(or Specified)
Specimen Length	140mm (MAX)
Specimen Dimension	3X10~13X13mm(ThicknessX Height)
Power	110V/60 Hz or 220V/50 Hz, 3A, Single Phase
Weight	40kg
Dimension	48 X 37 X 36(h)cm
Cutting Speed	30-550m/min.

**** Please choose appropriate vices and hammers according to the standards required for testing.**

Part #	Description	Unit Price
QPI-IC-12J	QPI-IC Universal Charpy/ Izod Analog Impact Tester ASTM D256, ASTM D6110, ISO179, ISO180, ISO13802	\$ 6,000.00 US
QPI-IC-21J	QPI-IC Universal Charpy/ Izod Analog Impact Tester ASTM D256, ASTM D6110, ISO179, ISO180, ISO13802	\$ 7,600.00 US
	ISO Charpy & IZOD Fixtures	
IV-180	Izod vise ISO 180	\$1,920.00 US
IH180-1	Izod hammer 1J	\$1,840.00 US
IH180-2.75	Izod hammer 2.75J (5.5J)	\$1,960.00 US
IH180-22	Izod hammer 11J(22J)	\$2,500.00 US
IH180-25	Izod hammer 25J(50J)	\$3,750.00 US
CV-179	Charpy vise ISO 179	\$2,320.00 US
CH179-1	Charpy hammer 1J	\$1,900.00 US
CH179-2	Charpy hammer 2J	\$1,900.00 US
CH179-5	Charpy hammer 5J	\$1,900.00 US
CH179-11	Charpy hammer 11J	\$2,240.00 US
CH179-22	Charpy hammer 22J	\$2,500.00 US
CH179-50	Charpy hammer 50J	\$3,200.00 US
	ASTM Charpy & IZOD Fixtures	
IV-256	Izod vise ASTM D256	\$2,000.00 US
IH256-1	Izod hammer 1J	\$1,920.00 US
IH256-2.75	Izod hammer 2.75J (5.5J)	\$2,000.00 US
IH256-11	Izod hammer 11J(22J)	\$2,600.00 US



Price Sheet

WWW.WORLDOFTEST.COM

Advanced Testing Technologies

IH256-25	Izod hammer 25J(50J)	\$3,800.00 US
CV-6110	Charpy vise ASTM D6110	\$2,400.00 US
CH6110-1	Charpy hammer 1J	\$2,000.00 US
CH6110-2	Charpy hammer 2J	\$2,000.00 US
CH6110-5	Charpy hammer 5J	\$2,000.00 US
CH6110-11	Charpy hammer 11J	\$2,200.00 US
CH6110-22	Charpy hammer 22J	\$2,600.00 US
CH6110-50	Charpy hammer 50J	\$3,400.00 US
	OPTIONAL	
QN-II	QuickNotch-II Impact Specimen V-Notcher – ASTM D256 ISO 180 > Angle of Notch: 45° > Cutting radius: R0.25mm > Cutting Speed: 30-550m/min. > Dimensions: 480 x 370 x 360(h) mm > Weight: 40 kg > Power: 110V/60 Hz or 220V/50 Hz, 3A, Single Phase (Please specify with your order)	\$ 5,600.00 US
QN-II-005	QuickNotch II replacement cutters	\$ 420.00 US

Note : Prices for accessories are valid only when ordered with the main unit
 Prices : Ex Works Plantation FL, USA / Richmond Hill, ON, CA / or nearest Distribution Center – depending upon availability
 Delivery : approx. 6-8 weeks
 Warranty : 12 months

7,600.00 +
 2,320.00 +
 1,900.00 +
 1,900.00 +
 2,240.00 +
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Sub total 21,560.00 +
 tax 1,617.00 +
 SH 2,156.00 +
 Total → 25,333.00 *

From: Doug Lindsay <dlindsay@taftcollege.edu>
 Subject: **Please Order- Qualitest hardness tester**
 Date: November 24, 2015 9:19:29 AM PST
 To: Diana Duran <DDuran@taftcollege.edu>
 Cc: Paul Blake <pblake@taftcollege.edu>

Hi Diana,

Here is another of the many orders for equipment that Paul and I need for the materials testing class.

HardRocker QR-600 D Rockwell Hardness Tester- \$5,975.00

Link to the tester: <http://www.qualistore.mybigcommerce.com/hardrocker-gr-600-d-rockwell-hardness-tester/>

Contact info:

Toll-Free: 1.877.884.TEST (8378)

Fax: 954.697.8211

E-mail: info@qualitest-inc.com

Thanks,

Doug Lindsay
 Energy Technology and Engineering Lab Technician
 Taft College
 dlindsay@taftcollege.edu

5,975.00 x
 0.075 =
 448.13 *
 0.00 *
 5,975.00 x
 0.10 =
 597.50 *
 0.00 *
 0. C

Subtotal 5,975.00 +
 tax 449.13 +
 S/H 597.50 +
 total → 7,021.63 *
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Wish Lists 0.00 0 Item My Account Order Status Login

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OUR NEWSLETTER

Name

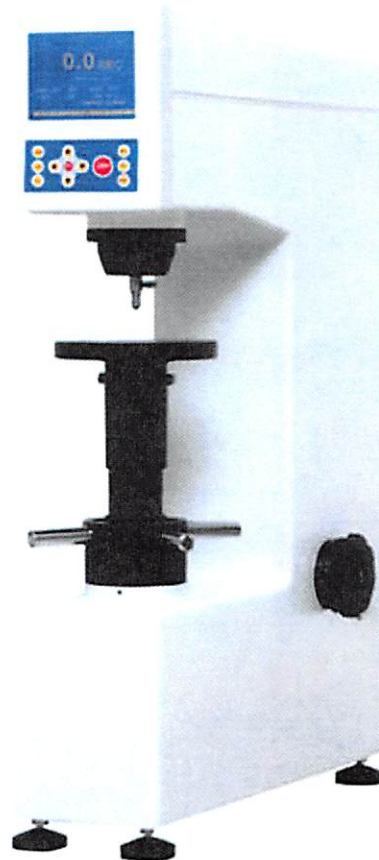
Email Address

SUBMIT

QUALITEST MAIN SITE

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[HardRocker QR-600 D Rockwell Hardness Tester](#)





BOARD AGENDA ITEM

Date: December 2, 2015
Submitted by: Eric Bérubé, Coordinator, Institutional Assessment Research & Planning
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item: Approval request for the eLumen Annual License Renewal

Background:

The renewal of this license will allow the institution to continue to maintain a repository for all SLO assessment activity.

Terms (if applicable): January 1, 2016 – December 1, 2016

Expense (if applicable): The SAAS Revenue: Core – Annual License Renewal Assessment and Program Review Module for 5,271 students @ \$2/student = \$10,542.

Fiscal Impact Including Source of Funds (if applicable): N/A

Approved: _____
Dena Maloney

eLumen Collaborative LLC

514 N 3rd Street - Suite 203
Minneapolis, MN 55401
(612)8889698x101
peter@elumen.info
www.elumen.info



INVOICE

BILL TO
Eric Berube, PhD
Taft College
29 Emmons Park Drive
Taft, California 93268

INVOICE # 421
DATE 12/01/2015
DUE DATE 12/31/2015
TERMS Net 30

ACTIVITY	QTY	RATE	AMOUNT
SAAS Revenue:Core - Annual Renewal Annual License Renewal For the Period 1/1/16 to 12/31/16 Assessment and Program Review Module for 5,271 students @ \$2/student = \$10,542	1	10,542.00	10,542.00

BALANCE DUE **\$10,542.00**

COLLEGENavigator

Taft College

29 Cougar Court, Taft, California 93268

General information: (661) 763-7700
Website: www.taftcollege.edu
Type: 2-year, Public
Awards offered: Less than one year certificate
One but less than two years certificate
Associate's degree
Campus setting: Town: Distant
Campus housing: Yes
Student population: 5,217 (all undergraduate)
Student-to-faculty ratio: 31 to 1




IPEDS ID: 124113
OPE ID: 00130900

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- ⊕ ENROLLMENT
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- ⊕ PROGRAMS/MAJORS
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BOARD AGENDA ITEM

Date: November 30, 2015
Submitted by: Darcy Bogle, Vice President of Student Services 
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Agreement with Strata Information Group (SIG) for Consulting Services for SSB Custom Pages

Background:

Strata Information Group (SIG) can train staff on how to develop customized pages in SSB. Customizations in SSB will enhance the student experience, providing more online options, modifications to current verbiage, and customized student surveys amongst other things.

Terms (if applicable):

The consulting services is effective under the terms of Agreement dated July 1, 2013. The training is planned for February, 2016.

Expense (if applicable):

Rate: \$170/hour for approximately 40 hours for an estimated cost of \$6,800.00. SIG will invoice only for the consulting hours actually used.

Fiscal Impact Including Source of Funds (if applicable):

The expense is included in the 2015/16 SSSP budget and categorical funds will be utilized.

Approved: 
Dr. Dena Maloney, Superintendent/President



Strata Information Group
Statement of Work (TAFTCOLLEGE-SOW101-SSBTRAINING)
November 18, 2015

Taft College	SSB Training and Development
---------------------	-------------------------------------

Under the terms of the Agreement dated July 1, 2013, Strata Information Group (SIG) will provide consulting services for the staff of Taft College (Taft) as directed, to perform the following work.

Description of Work:

The purpose of this SOW is to provide consulting services to train staff on how to develop SSB custom pages. It is anticipated this will be remotely.

Proposed Services:

Tasks	Hours
Functional and technical consulting	
• Banner® and DBA support services	40
Total Hours:	40

Summary of Estimated Costs:

Labor:	Travel Expenses:	Total Cost:
\$6,800	\$0 (remote services)	\$6,800

Notes:

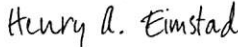
- Rate: \$170/hour for on-site and remote delivered services through June 30, 2016; rates may increase by \$5/hour effective July 1, 2016, and on each subsequent year.
- SIG will invoice only for the consulting hours actually used.
- The hours estimate includes project management, preparation time, remote labor, and the development of reports.
- Approximate hours and costs are based on the estimated tasks to complete this project. This may vary based on the assumptions listed and changes in Taft's needs.
- Costs exclude all state taxes, if applicable.

For Taft College:

For Strata Information Group:

Darcy Bogle
Vice President of Student Services

Date

DocuSigned by:

5B8F9C55A1684B6

Nov-18-2015

Henry A. Eimstad
President

Date

General Outline of Services

These services are subject to change depending on Taft's priorities, needs, and availability of staff and systems.

SIG assumptions and access requirements to be provided by Taft, as applicable:

- Provide a designated, single point of contact for SIG staff to coordinate planning and logistical needs
- Provide secure local and remote access to all required systems, software tools, or applications as required with the most current data available for SIG staff access
- Assist with installation and configuration of necessary hardware and software agreed upon prior to SIG beginning its work
- Provide existing documentation as determined in initial conference calls and during on-site visit
- Provide access to IT staff, key functional users, or other staff as needed in a timely manner throughout the engagement
- Provide timely technical support to the SIG consultant(s) when needed; SIG's ability to perform requires timely support from the Taft staff
- Provide a dedicated meeting room(s) and/or work space with audio-visual equipment as necessary during on-site visits for consulting, one laptop computer as necessary with Microsoft Word®, Excel®, PowerPoint®, and other software necessary to access systems required to perform the work
- Advise SIG of vacations, holidays, hardware maintenance, planned power outages, or other scheduled activities that would impact delivery of service

BOARD AGENDA ITEM

Date: December 15, 2015
Submitted by: Darcy Bogle, Vice President of Student Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Renewal of Three (3) Year Agreement with Blackboard Connect for Emergency Outreach Messaging Services

Background:

Blackboard Connect is a service used for emergency messaging purposes, and allows us to quickly notify students, faculty, and staff of campus emergencies or campus closure via text message, email, voice message or any combination of the above depending on the nature of the emergency. In the event of a campus emergency, it is vital to be able to communicate warning notices or other time sensitive and critical information as promptly and efficiently as possible to help protect the safety of all.

Terms (if applicable):

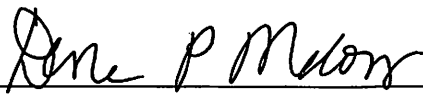
The initial term fee period will be three years following the effective date: 2/14/2016 - 2/13/2019.

Expense (if applicable):

The fee will cover 2,600 units, or end users, at \$1.50 per recipient along with 24x7x365 support and unlimited online training.

Fiscal Impact Including Source of Funds (if applicable):

The expense is included in the 2015/16 budget and general funds will be utilized.

Approved: 
Dr. Dena Maloney, Superintendent/President



Blackboard

This Blackboard Order Form ("Order Form") by and between Blackboard (as defined below) and Taft College ("Customer") details the terms of Customer's use of the products and services set forth below ("Product and Pricing Summary"). This Order Form shall become effective on the Effective Date. This Order Form, together with the Blackboard Master Agreement dated April 10, 2014 and incorporated by this reference, form the entire agreement between the parties in respect of the products and services set forth in the Product and Pricing Summary. Notwithstanding anything to the contrary in any purchase order or other document provided by Customer, any product or service provided by Blackboard to Customer in connection with a purchase order related to this Order Form is conditioned upon Customer's acceptance of this Order Form and the Blackboard Master Agreement. Any additional, conflicting or different terms proffered by Customer in a purchase order or otherwise shall be deemed null and void. Each of the individuals executing this Order Form represent and warrant that he or she is authorized to execute the Agreement on behalf of Customer or Blackboard, as applicable.

In consideration of the promises set forth herein, and other good and valuable consideration, the receipt of which are hereby acknowledged, the parties hereby agree as follows:

A. Product and Pricing Summary

Product Name	Description	Units	Initial Term Fee (USD) Period 1: (2/14/16-2/13/17)	Initial Term Fee (USD) Period 2: (2/14/17-2/13/18)	Initial Term Fee (USD) Period 3: (2/14/18-2/13/19)
Blackboard Connect HED Service	Blackboard Connect Unlimited Emergency and Outreach Messaging Service (\$1.50/recipient)	2,600	\$3,900.00	\$3,900.00	\$3,900.00
Blackboard Connect Support Service	24x7x365 Support Unlimited Online Training	1	\$750.00	\$750.00	\$750.00
Sales Order Total Fee (Initial Term):			\$4,650.00	\$4,650.00	\$4,650.00

Customer's Total Number of Authorized End Users: 2,600 at \$1.50 per recipient

B. Term

1. **Initial Term:** Unless otherwise specified in the Product or Service Description above, the Initial Term shall be Three (3) Years following the Effective Date.
2. Unless otherwise specified in the Product or Service Description above, this Order Form shall be renewed automatically for successive periods of one (1) year (each a "Renewal Term") after the expiration of the Initial Term and any subsequent Renewal Term, unless Customer provides Blackboard, or Blackboard provides Customer, with a written notice to the contrary thirty (30) days prior to the end of the Initial Term or Renewal Term, as applicable.
3. **Effective Date:** February 14, 2016.

C. Payment Terms

1. All initial and subsequent payments shall be due Net 30. Unless otherwise specified, all dollars (\$) are United States currency.
2. Unless otherwise indicated in this Order Form or any attachment hereto, Customer shall be invoiced for amounts due in respect of the first year of the Initial Term upon execution of this Order Form.
3. **Sales Tax:** If applicable, a copy of your Sales Tax Direct Pay Certificate or your Sales Tax Exemption Certificate must be returned with this Order Form.

D. Special Provisions

1. The terms and conditions at <http://agreements.blackboard.com/bbine/connectschedule.aspx> are incorporated herein.

Customer: Taft College
Signature
Name (printed)
Title (printed)
Date

Blackboard ("Blackboard")
Signature
TESS FRAZIER
Name (printed)
VICE PRESIDENT
Title (printed)
Date

Date: December 17, 2015
Submitted by: Agnes J. Eguaras, Dean of Instruction - Grants
Area Administrator: Mark Williams, VP of Instruction
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Agreement with Redrock Software Corp for Annual TutorTrac Hosting and Technical Support

Background:

Redrock Software Corporation's TutorTrac is a web-based tutoring management software that allows us to effectively and efficiently schedule tutoring as well as track usage of the different areas and services in the Learning Center including Math Lab, Writing, Lab, SI review sessions, tutoring, etc. Moreover, tutors are able to schedule tutoring appointments online and send reminders to students of their appointments via email, text and/or phone. TutorTrac has been an effective tool to collect data in the Learning Center so we can track, analyze, monitor and improve learning support services to help our students succeed. TutorTrac is connected to registrar and other information technology on campus to provide a unified system to track registrations in courses, record visits to the tutoring and learning center services, and report on progress and grades earned in courses. TutorTrac allows us to schedule appointments online, record visits, enter session notes, check out resources, access records, and quickly run reports. TutorTrac provides our needed reporting and data collection capabilities to assess and improve effectiveness of tutoring and other learning support services in the Learning Center. In addition, TutorTrac has been able to host the server, which creates no additional load on our IT resources.

Terms (if applicable): 03/01/16 through 02/28/2017

Expense (if applicable):

Annual TutorTrac Support = \$799.00 Annual Hosting Fee = \$1,200.00 Total = \$1,999.00

Fiscal Impact Including Source of Funds (if applicable):

Equity and Student Success grants are two possible funding sources for this project.

Approved: 
Mark Williams, VP of Instruction



REDROCK
SOFTWARE CORPORATION

REDROCK SOFTWARE HOSTED SERVER AGREEMENT

THIS AGREEMENT is made as of the date executed by the last party to execute this Agreement

BETWEEN:

Redrock Software Corp.

("Redrock")

AND:

Taft College

("TAFT COLLEGE")

WHEREAS:

- A. Redrock is the owner of TutorTrac, AdvisorTrac, FitnessTrac, and LabTrac (referred to as "Trac Product") which refers to scheduling and data management software developed by the Redrock;
- B. TAFT COLLEGE has already purchased a non-exclusive license to use the Trac Product and wishes to have the Redrock provide server hosting services for Trac Product; and
- C. Redrock has agreed to provide server hosting services to TAFT COLLEGE pursuant to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained in this agreement, the Parties agree as follows:

1.0 DEFINITIONS

In this Agreement, the following terms shall have the following meanings:

"Agreement" shall mean this agreement which may be amended from time to time in accordance with the provisions contained herein;

"Confidential Information" shall mean all information disclosed by either party to the other party under this Agreement, including, without limitation, any trade secret, know-how, formula, design, prototype, compilation of information, data, program, code, method, technique or process, information relating to any product, device, customer information, financial information, marketing information, intellectual property, business opportunities or research and development, but shall not include any information that: (i) is at the time of





REDROCK
SOFTWARE CORPORATION

disclosure in the public domain, (ii) is in the possession of the receiving party prior to disclosure and was acquired from a third-party not directly or indirectly affiliated to the disclosing party, or (iii) is required to be disclosed by law;

“Critical Problem” shall mean a problem or malfunction of Trac Product which causes the Hosted Server to crash; stops TAFT COLLEGE's processing or use of data; results in lost, destroyed or corrupted data; renders Trac Product or the Hosted Server inoperable; causes a software feature failure that cannot be avoided by alternate methods or which otherwise causes a slowdown or shutdown of the Hosted Server's essential operations;

“Data” shall mean information, whether in oral or written (including electronic) form, created, obtained, transmitted, used, maintained, processed, and disposed of by TAFT COLLEGE and Redrock in the course of using and providing, respectively, the Hosted Server under this Agreement, and includes TAFT COLLEGE Data and Student Data;

“Data Compromise” shall mean a security-relevant event in which the security policy of a system used to create, transmit, maintain, use, process, or store data is disobeyed or otherwise breached, and in which data is exposed to unauthorized disclosure, access, alteration, or use;

“Date Data” shall mean computer data or input that includes an indication of date;

“Enhancements” shall mean all present and future corrections, major modifications, additions, upgrades, variations, revisions, refinements, improvements, derivatives and enhancements to Trac Product;

“Hosted Server” shall mean the Redrock's server;

“Major Problem” shall mean a Critical Problem that can be avoided by alternate methods;

“Minor Problem” shall mean a problem or malfunction of Trac Product that causes only minor inconvenience to TAFT COLLEGE including, but not limited to, report misalignments, misspelled error messages and documentation errors;

“TAFT COLLEGE Data” shall mean credentials issued to TAFT COLLEGE by Redrock and all records related to TAFT COLLEGE's use of Redrock's Hosted Server.

“Parties” shall mean the Redrock and TAFT COLLEGE and their respective successors or personal representatives;

“Student Data” shall mean personal identifiers; Protected Health Information (PHI) as that term is defined in the Health Insurance Portability and Accountability Act, 45 CFR Part 106.103; personally identifiable information contained in student education records as that term is defined in the Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g; non-public





REDROCK
SOFTWARE CORPORATION

personal information as that term is defined in the Gramm-Leach-Bliley Financial Modernization Act of 1999, 15 USC 6809. Notwithstanding any other provision of this Agreement, service provider will be responsible for all damages, fines and corrective action arising from disclosure of such information caused by such party's breach of its data security or confidentiality provisions hereunder.

2.0 SERVICE HOSTING PROVISIONS

2.1 Service Hosting. Subject to the terms and conditions of this Agreement, Redrock hereby grants to TAFT COLLEGE a non-exclusive, non-transferable, limited right to electronically access the Hosted Service solely in connection with TAFT COLLEGE's use of Trac Product.

2.2 Non-exclusivity. The rights granted to TAFT COLLEGE under this Agreement are non-exclusive. Nothing in this Agreement shall be deemed or construed to limit, in any way, Redrock's rights to use or license the Hosted Server to others, in any manner or for any purposes during the term of this Agreement. The Hosted Server is a shared server that is also used by other customers of Redrock.

2.3 Access. In order to access and use the Hosted Server, TAFT COLLEGE must obtain access to the internet and pay any service fees associated with such access. In addition, TAFT COLLEGE must provide all equipment necessary to make such connection to the internet, including a computer and modem or other access device.

3.0 SUPPORT AND MAINTENANCE

3.1 Included Services. Redrock shall provide to TAFT COLLEGE the following support and maintenance services:

- (a) emergency telephone assistance to respond to Critical Problems, Major Problems and Minor Problems during Standard Support Hours. The level of response will be determined by the severity level, as follows:
 - a. Critical Problems. Within two (2) hours of notification to Redrock during Standard Support Hours, Redrock will, upon verification of the Critical severity, commence resolution and make every reasonable effort to resolve Critical Problems same day.
 - b. Major Problems. Within four (4) hours of notification to Redrock during Standard Support Hours, Redrock will, upon verification of the severity level, commence resolution and make every reasonable effort to resolve Major Problems within 24 hours.
 - c. Minor Problems. Redrock will, upon verification of the severity level, log the problem and use reasonable efforts to correct Minor Problems, but does not guarantee any particular response time to initiate





resolution.

(b) installation of Enhancement to the Software on a continuing basis during the term of this Agreement.

4.0 REPRESENTATIONS AND WARRANTIES

4.1 **Redrock's Representations and Warranties.** Redrock represents and warrants that:

- (a) it is the owner of the Hosted Server and Trac Product, and has all rights and entitlement to the Hosted Service and Trac Product, and all corporate power and authority, necessary to enter into and perform its obligations under this Agreement, and will not enter into any agreements or arrangements which are in conflict with any provisions of this Agreement;
- (b) there is no pending or threatened litigation or any other proceeding that may affect the Redrock's ability to fully perform its obligations under this Agreement;
- (c) the Hosted Server shall have appropriate functionality for Trac Product, provided that the Hosted Server and Trac Product have been properly operated by TAFT COLLEGE;
- (d) the Hosted Server will function in a manner consistent with industry standards reasonably applicable to such service. Redrock further warrants that the Hosted Service, except for routine maintenance, will be operational at least 99.99% of the time in any given month during the term of this Agreement, meaning that the outage or down time percentage will not be more than .01%. In the event of a Hosted Service outage, Redrock will (i) promptly and at Redrock's expense use commercial best efforts to restore the Hosted Service as soon as possible, and (ii) unless the outage was caused by a Force Majeure event, may refund or credit TAFT COLLEGE the prorated amount of fees corresponding to the time the Hosted Service was unavailable. Neither party will be liable to the other for any failure or delay in performance under this Agreement to the extent said failures or delays are proximately caused by forces beyond that party's reasonable control, provided that the party resumes performance as soon as it is reasonably able to do so; and
- (e) the Hosted Server does not infringe any third-party intellectual property rights. If a third-party claim is made that the Hosted Service, in whole or in part, infringes a third-party's intellectual property rights, then in addition to any other remedies TAFT COLLEGE may have under this Agreement or the law, Redrock will, at no cost to TAFT COLLEGE, either (i) secure all necessary rights for TAFT COLLEGE to continue using the Hosted Service, (ii) modify the Hosted Server to eliminate the alleged infringement without adversely affecting the scope and level of the Hosted Server provided to





REDROCK
SOFTWARE CORPORATION

TAFT COLLEGE; or (iii) replace the Hosted Server with a non-infringing Hosted Server that otherwise meets all the requirements of this Agreement.

4.2 TAFT COLLEGE's Representations. TAFT COLLEGE represents and warrants that:

- (a) it has full power and authority to enter this Agreement, can fulfill all its obligations under this Agreement, and has not entered, and will not enter into any agreements or arrangements which are in conflict with any provisions of this Agreement; and
- (b) there is no pending or threatened litigation or any other proceeding that may affect TAFT COLLEGE's ability to fully perform its obligations under this Agreement.

5.0 PAYMENT

In consideration hosting service provided by Redrock to TAFT COLLEGE in this Agreement, TAFT COLLEGE shall pay to Redrock for the server hosting fee to cover March 1, 2016 to February 28, 2017. Payment shall be made in full on the date that this Agreement has been executed by both Parties and on each anniversary of this execution date thereafter for the duration of the Agreement. This is in addition to the cost of the support agreement fees.

6.0 CONFIDENTIALITY

6.1 Confidential Information. Each party agrees that it shall not use, disclose, or make available to third-parties any Confidential Information disclosed to it by the other party without the written authorization of the disclosing party, and further agrees that it will take all reasonable steps necessary to ensure that the Confidential Information is not disclosed to any third-parties.

6.2 Disclosure Required by Law. In the event that TAFT COLLEGE is required by law to disclose any portion of the Confidential Information, TAFT COLLEGE shall not be in breach of Section 6.1 provided that TAFT COLLEGE shall provide Redrock with prompt written notice of such required disclosure and shall reasonably cooperate with the Redrock, at Redrock's expense, so that Redrock may seek an appropriate court order for protection of its Confidential Information.

6.3 Redrock acknowledges that Student Data is protected from disclosure by federal law and agrees to keep all such data to which it has access in the performance of this agreement in a secure manner and to disclose only upon direction by TAFT COLLEGE.

7.0 COMPLIANCE WITH OPEN RECORDS LAW

Redrock understands that TAFT COLLEGE must disclose to the public upon request any records it receives from Redrock, except to the extent such





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disclosures are exempted from Taft College Open Records Laws. Redrock further understands that any records obtained or generated by Redrock under this Agreement, may, under certain circumstances, be open to the public upon request under the Taft College Open Records Law. Redrock agrees to contact TAFT COLLEGE immediately upon receiving a request for information under the Open Records Law and to comply with TAFT COLLEGE's instructions on how to respond to the request. Disclosures prohibited in this agreement will be withheld to the greater extent that the law allows.

8.0 OWNERSHIP

It is understood and agreed that Trac Product is the sole and exclusive property of Redrock, that nothing in this agreement shall be construed so as to confer any ownership rights, title or interest in or to the Software upon TAFT COLLEGE, and that all copies of the Software in any form are and shall remain the exclusive property of Redrock.

9.0 TERM AND TERMINATION

9.1 Term. This Agreement commences on the date of installation and continues for one year unless sooner terminated in accordance with this Agreement. TAFT COLLEGE has the option to renew for successive one-year terms (each, a "Renewal Term") for a period of 1 year upon thirty (30) days written notice of renewal prior to the end of the Initial Term or Renewal Term, as the case may be.

9.2 General Termination.

- (a) Each party shall have the right to terminate this Agreement at any time upon the provision of three months' written notice to the other party.
- (b) Each party shall have the right to terminate this Agreement, with immediate effect upon written notice to the other party, if the other party breaches any of the provisions in this Agreement and fails to cure such breach within thirty days after receipt of notice by the party not in breach;
- (c) TAFT COLLEGE may terminate this Agreement effective on delivery of written notice to Redrock, or on any later date stated in the notice, if funding from federal, state, or other sources is not obtained and continued at levels sufficient to allow for the purchase of the commodities or services provided for in this Agreement, if federal or state laws or rules are modified or interpreted in a way that the services or commodities are no longer allowable or appropriate for purchase under this Agreement or no longer eligible for the funding proposed for payment of this Agreement, or if any license, permit, or certificate required by law or rule, or the terms of this Agreement, is for any reason denied, revoked, suspended, or not renewed.

9.3 Automatic Termination. This Agreement shall automatically terminate upon the occurrence of Redrock's ceasing to carry on business, insolvency,





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bankruptcy, dissolutions, liquidations, winding up, or upon the commencement of any steps or passing of any resolution which, in the opinion of TAFT COLLEGE acting reasonably, is intended to accomplish such ends.

9.4 Surviving Provisions. Notwithstanding the termination of this Agreement, the Parties agree that the provisions contained in Section 4.0 and Sections 6.0 through 19.0 of this Agreement shall survive and remain in force.

10.0 GENERAL

10.1 Choice of Law and Venue. This Agreement shall be governed and interpreted in accordance with the laws of the State of California. Any action to enforce this Agreement must be adjudicated exclusively in the State District Court. TAFT COLLEGE does not agree to any form of binding arbitration, mediation, or other forms of mandatory alternative dispute resolution. The Parties have the right to enforce their rights and remedies in judicial proceedings. TAFT COLLEGE does not waive any right to a jury trial.

10.2 Relationship of Parties. No agency, partnership, joint venture, employee-employer or franchiser-franchisee relationship is intended or created by this Agreement.

10.3 Entire Agreement. This Agreement sets forth the entire understanding and agreement between the Parties with respect to the subject matter hereof, and the Parties agree that they have not relied on any representations, warranties, promises or other inducements in entering into this Agreement.

10.4 Waiver. The failure of either party to act with respect to any breach of this Agreement by the other party thereof shall in no way operate as a waiver to the right to act with respect to any subsequent or similar breaches.

10.5 Notice. Any notice to Redrock may be given by personal delivery, registered mail or facsimile to its offices located at:

David Booth, Director of Technical Support

Redrock Software Corporation

2602 West Baseline Road Ste. 9 Mesa, AZ 85202

Phone: (877) 303-7575 extension 208

Fax: (480) 302-8595

managers@cordernet.com

Please mail all correspondence to Redrock Software Corp. PO Box 40518 Mesa,





REDROCK
SOFTWARE CORPORATION

AZ 85274

Any notice to TAFT COLLEGE may be given by personal delivery, registered mail, facsimile, or electronic mail to its offices located at:

Each party shall provide notice of any change in their contact information prior to such change taking effect. All notices shall be deemed to be received upon the earlier of the party's actual receipt or two days after dispatch.

10.6 Severability. If any provision of this Agreement is invalid or otherwise incapable of being enforced, that provision shall be deemed to be severable from this Agreement, and all other provisions of this Agreement shall remain in full force and effect.

10.7 Assignment, Amendment, Currency. TAFT COLLEGE shall not assign this Agreement without the prior written approval of Redrock, which consent may be withheld by Redrock in its sole discretion. Redrock shall not assign this Agreement without the prior written approval of TAFT COLLEGE, which consent may be withheld by TAFT COLLEGE in its sole discretion. This Agreement may be amended only by a written document duly executed by authorized signatories of the parties hereto. All references to currency will be in American dollars (\$USD).

10.8 State Audit. All records, regardless of physical form, and the accounting practices and procedures of Redrock relevant to this Agreement are subject to examination by the Taft College State Auditor or the Auditor's designee. Redrock shall maintain all of these records for at least three (3) years following completion of this Agreement.

11.0 RIGHTS IN AND TO STUDENT DATA AND TAFT COLLEGE DATA

The Parties agree that as between them, all rights in and to Student Data and TAFT COLLEGE Data shall remain the exclusive property of TAFT COLLEGE. This Agreement does not give a party any rights, implied or otherwise, to the other party's data, content or intellectual property, except as expressly stated in this Agreement.

12.0 DATA PRIVACY

A. Redrock will use Student Data and TAFT COLLEGE Data only for the purpose of fulfilling its duties under this Agreement and for TAFT COLLEGE's sole





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benefit, and will not share such data with or disclose it to any third-party without the prior written consent of TAFT COLLEGE or as otherwise required by law. By way of illustration and not of limitation, Redrock will not use such data for Redrock's own benefit and, in particular, will not engage unauthorized access to or disclosure or use of Student Data or TAFT COLLEGE Data, whether through automated or human means, except as specifically and expressly required by law or authorized in writing by TAFT COLLEGE.

B. All Student Data and TAFT COLLEGE Data will be stored on servers located solely within the Continental United States.

C. Redrock will provide access to Student Data and TAFT COLLEGE Data to only those Redrock employees and subcontractors who need to access the data to fulfill Redrock's obligations under this Agreement. Redrock will ensure that employees who perform work under this Agreement have read, understood, and received appropriate instruction as to how to comply with the data protection provisions of this Agreement, and have undergone all background screening and possess all qualifications appropriate to the nature of the employees' duties and the sensitivity of the data they will be handling, prior to being granted access to the Data.

13.0 DATA SECURITY

A. All facilities used to store and process Student Data and TAFT COLLEGE Data will employ commercial best practices, including appropriate administrative, physical, and technical safeguards, to secure such data from unauthorized access, disclosure, alteration, and use. Such measures will be no less protective than those used to secure Redrock's own data of a similar type, and in no event less than reasonable in view of the type and nature of the data involved. Without limiting the foregoing, Redrock warrants that all Student Data and TAFT COLLEGE Data will be encrypted in transmission (including via web interface) at no less than 128-bit level encryption.

B. Redrock will use industry-standard and up-to-date security tools and technologies such as anti-virus protections and intrusion detection methods in providing the Hosted Service under this Agreement.

C. Redrock represents and warrants that:

(i) Unless requested and paid for by TAFT COLLEGE, it may, within its discretion, and at its own expense, conduct or have conducted at least annually, an assessment from an established, accredited vendor; a letter attesting as to the security infrastructure should be provided to TAFT COLLEGE

(ii) It will, at its own expense, conduct regularly, internal reviews of systems to maintain the highest levels of security and integrity that are used in any way to deliver the Hosted Server under this Agreement; and

(iii) It may, at its own expense, conduct or have conducted at least





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annually, a formal penetration test of its systems and facilities that are used in any way to deliver the Hosted Server under this Agreement.

D. Redrock will provide TAFT COLLEGE upon request the results of the above , scans and tests, and will promptly modify its security measures as needed based on those results in order to meet its obligations under this Agreement.

E. Redrock will comply with all applicable laws, Taft College policies and TAFT COLLEGE policies regarding electronic devices, services, and storage and manipulation of confidential data.

14.0 DATA INTEGRITY

Redrock will take commercially reasonable measures, including regular data integrity audits, to protect Student Data and TAFT COLLEGE Data against deterioration or degradation of data quality and authenticity.

15.0 RESPONSE TO LEGAL ORDERS, DEMANDS OR REQUESTS FOR DATA

A. Except as otherwise expressly prohibited by law, Redrock will:

(i) Immediately notify TAFT COLLEGE of any subpoenas, warrants, or other legal orders, demands or requests received by Redrock seeking Student Data and/or TAFT COLLEGE Data;

(ii) consult with TAFT COLLEGE regarding its response;

(iii) cooperate with TAFT COLLEGE's reasonable requests in connection with efforts by TAFT COLLEGE to intervene and quash or modify the legal order, demand or request; and

(iv) upon TAFT COLLEGE's request, provide TAFT COLLEGE with a copy of its response.

B. If TAFT COLLEGE receives a subpoena, warrant, or other legal order, demand or request seeking Student Data and/or TAFT COLLEGE Data maintained by Redrock, TAFT COLLEGE will promptly provide a copy to Redrock. Redrock will promptly supply TAFT COLLEGE with copies of data required for TAFT COLLEGE to respond, and will cooperate with TAFT COLLEGE's reasonable requests in connection with its response.

16.0 DATA COMPROMISE RESPONSE

A. Immediately upon becoming aware of a Data Compromise, or of circumstances that could have resulted in unauthorized access to or disclosure or use of Student Data or TAFT COLLEGE Data, Redrock will notify TAFT COLLEGE, fully investigate the incident, and cooperate fully with TAFT COLLEGE's investigation of and response to the incident. Except as otherwise required by law, Redrock will not provide notice of the incident directly to the persons whose data were involved, regulatory





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agencies, or other entities, without prior written permission from TAFT COLLEGE.

B. Notwithstanding any other provision of this Agreement, and in addition to any other remedies available to TAFT COLLEGE under law or equity, Redrock will reimburse TAFT COLLEGE in full for all reasonable costs incurred by TAFT COLLEGE in investigation and remediation of such Data Compromise, including but not limited to providing notification to third-parties whose data was compromised and to regulatory agencies or other entities as required by law or contract; the offering of 12 months' credit monitoring to each person whose data were compromised; and the payment of legal fees, audit costs, fines, and other fees imposed by regulatory agencies or contracting partners as a result of the Data Compromise.

C. **Unauthorized Disclosure.** Redrock shall report, either orally or in writing, to TAFT COLLEGE of any use or disclosure of data not authorized by this Agreement or in writing by TAFT COLLEGE, including any reasonable belief that an unauthorized individual has accessed the data. Redrock shall make the report to TAFT COLLEGE immediately upon discovery of the unauthorized disclosure, but in no event more than two (2) business days after the service provider reasonably believes there has been such unauthorized use or disclosure. Redrock's report shall identify: (i) the nature of the unauthorized use or disclosure, (ii) TAFT COLLEGE data used or disclosed, (iii) who made the unauthorized use or received the unauthorized disclosure, (iv) what Redrock has done or shall do to mitigate any deleterious effect of the unauthorized use or disclosure, and (v) what corrective action service provider has taken or shall take to prevent future similar unauthorized use or disclosure. Service provider shall provide such other information, including a written report, as reasonably requested by TAFT COLLEGE.

17.0 DATA RETENTION AND DISPOSAL

A. Redrock will use commercially reasonable efforts to retain Data for a minimum of three years.

B. Using appropriate and reliable storage media, Redrock will regularly back up Student Data and TAFT COLLEGE Data and retain such backup copies for a minimum of three years. At the end of that time period and at TAFT COLLEGE's election, Redrock will either securely destroy or transmit to TAFT COLLEGE's repository the backup copies. Upon TAFT COLLEGE's request, Redrock will supply TAFT COLLEGE with a certificate indicating the records destroyed, the date destroyed, and the method of destruction used.

C. Redrock will immediately place a "hold" on the destruction under its usual records retention policies of records that include Student Data and TAFT COLLEGE Data, in response to an oral or written request from TAFT COLLEGE indicating that those records may be relevant to litigation that TAFT COLLEGE reasonable anticipates. Oral requests by TAFT COLLEGE for a hold on record destruction will be reduced to writing and supplied to Redrock for its records as soon as reasonably practicable under the circumstances. TAFT COLLEGE will promptly coordinate with Redrock regarding the preservation and disposition of these records. Redrock shall continue to preserve





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the records until further notice by TAFT COLLEGE.

18.0 DATA TRANSFER UPON TERMINATION OR EXPIRATION

A. Upon termination or expiration of this Agreement, Redrock will ensure that all Student Data and TAFT COLLEGE Data is securely transferred to TAFT COLLEGE or a third-party designated by TAFT COLLEGE, within a reasonable period of time, and without significant interruption in service. Redrock will ensure that such migration uses facilities and methods that are compatible with the relevant systems of the transferee, and to the extent technologically feasible, that TAFT COLLEGE will have reasonable access to Student Data and TAFT COLLEGE Data during the transition.

B. Redrock will notify TAFT COLLEGE of impending cessation of its business and any contingency plans in the event of notice of such cessation. This includes immediate transfer of any Data. Redrock shall implement its exit plan take all necessary actions to ensure a smooth transition of service with minimal disruption to TAFT COLLEGE.

C. The parties agree that on the termination of services, Redrock shall, at the choice of TAFT COLLEGE, return all the personal data transferred and the copies thereof to TAFT COLLEGE or shall destroy all the personal data and certify to TAFT COLLEGE that it has done so. Redrock will also provide copies of all data generated related to TAFT COLLEGE annually.

19.0 NO DRAFTING PRESUMPTION

The Parties agree that the terms of this Agreement were mutually negotiated and shall not be construed either in favor or against either of them by virtue of the extent of their involvement in preparing this Agreement.

Redrock Software Corp.

Taft College

By: _____
(Printed Name)

By: _____
(Printed Name)

Title: _____

Title: _____

Signature: _____

Signature: _____

Date: _____

Date: _____

www.go-redrock.com

fax: 480.302.8595

480.752.8533

1.877.303.7575

Mesa, AZ 85274

PO Box 40518



BOARD AGENDA ITEM

Date: December 30, 2015
Submitted by: Adrian Agundez, Director of Information Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Ratification

Board Meeting Date: January 13, 2016

Title of Board Item:

MTS Maintenance Renewal Quote #MTS-200012 with a total cost of \$995.00

Background:

MTS is a software package that provides information of calls received and made on the college phone system. This software provides information of duration of the phone call and allows the business service office to verify incoming phone bills from Verizon. Due to changes in support staff, this invoice was received late; consequently, we have updated our contact list to ensure timely processing of invoices.

Terms (if applicable):

Maintenance support coverage is from 11/28/15 to 11/27/16.

Expense (if applicable):

Total cost of the renewal is \$995.00

Fiscal Impact Including Source of Funds (if applicable):

This cost is included in the 2015-2016 IT budget.

Approved: 
Dr. Dena Maloney, Superintendent/President



Maintenance Renewal Quote

The maintenance options below provide coverage for the MTS Application Suite Enterprise Call Accounting system.

Maintenance Options (#MTS-200012)	Cost	Renewal Term:	Initial:
One-year Maintenance	\$995.00	(11/28/15 TO 11/27/16**)	_____

- Business Day Coverage:** Customer Local Time 8 am to 5pm
- 1: Remote Help Desk Service
 - 2: Bring Rate tables current with maintenance renewal annually,
 - 3: Tech Support calls during Regular Hours consist of:
 - (a) 8-hours Remote Response Time for Major Corrective Maintenance;
 - (b) 48-hours Remote Response Time for Minor Corrective Maintenance;
 - (c) Customer designated coverage hours based upon MTS approval

Payment Schedule

Customer shall pay each properly submitted invoice **within thirty days of receipt**. If payment is not received prior to the commencement of this maintenance contract period, MTS reserves the right to discontinue support and maintenance activity until payment is current.

Agreed to by: _____

Print Name & Title: _____

Date: _____

Purchase Order Number: _____

~~Invoice will be sent to:~~ Mark Gibson, mgibson@taft.org

Confirmed

For end-user:
Taft College, 29 Cougar Court, Taft, CA 93268

Please return signed quote or PO to:
Fax: (201) 421-2280
Email: order.admin@mtsint.com

Mail: Michelle Reynoso
MTS-IntegraTRAK
New Address 70 Grand Avenue, Suite 104
River Edge, NJ 07661

BOARD AGENDA ITEM

Date: December 30, 2015
Submitted by: Adrian Agundez, Director of Information Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Ray Morgan Canon Image Runner IR-AC5235 Copier; purchase cost is \$8,096.76 plus tax.

Background:

The ETEC faculty have requested a copier for the new ETEC building. Staff and faculty will use this new system to create and provide materials for students and faculty. This system will be setup as a fax, copier, and printer.

Terms (if applicable):

Purchase of this product is \$8,096.76, plus tax, \$.01 for b/w and \$.05 for color printing. The printing cost covers all maintenance of this unit.

Expense (if applicable):

Total cost of the unit with taxes and delivery is \$8,704.02.

Fiscal Impact Including Source of Funds (if applicable):

This cost is included in the 2015-2016 Instructional budget.

Approved: 
Dr. Dena Maloney, Superintendent/President



RAY MORGAN COMPANY, INC.

4415 Yeager Way #700 / Bakersfield, Ca. 93313

Phone: (661) 805-3308 / Fax: (530) 343-9470

TOLL FREE: 800-640-6065



Canon Digital System Proposal

December 10, 2015

Canon imageRUNNER iR-AC5235 Digital System

Specifications:

- Copy Speed: 35 BW and 30 Color copies per minute
- 100-Sheet Duplex Color Scanning
- Cassette Feeding Unit
- Super G3 Fax Board
- Stapler Finisher
- Network Printing and Scanning (PCL, PS, UFR-II)
- Scan to MS Word / MS Powerpoint
- 2,300 sheet paper capacity
- Handles 14 lb. To 80 lb. Paper Stock
- 1,200 dpi x 1,200 dpi Print Resolution,
- HD Erase Kit
- Booklet Mode with Auto Page Impositioning
- 2GB Ram / 160GB Hard Drive



60 Month FMV Lease...\$185.68

Cash Price...\$8,096.76 + tax

(Based on CSU Piggy-Back Pricing)

MAINTENANCE PROGRAM

Includes all parts, labor, service onsite, drum, and toner. Excludes paper and staples.

B/W images @ .01 and Color images @ .0553

Note: Prices exclude all applicable taxes

Thank you,

Rodney Archer

www.raymorgan.com

DIGITAL COPIERS • COLOR COPIERS • DIGITAL IMAGING SYSTEMS • FACSIMILES • VISUALS • SHREDDERS
BINDING SYSTEMS • BUSINESS FORMS • SUPPLIES • NETWORK PRINTERS • SCAN TO EMAIL

BOARD AGENDA ITEM

Date: December 30, 2015
Submitted by: Adrian Agundez, Director of Information Services
Area Administrator: Dr. Dena Maloney, Superintendent/President
Subject: Request for Ratification

Board Meeting Date: January 13, 2016

Title of Board Item:

Convergent Technologies Proposal for Fire Alarm Monitoring of the Ash St. Dorms with a total cost of service of \$575.00 for 1/1/16 to 12/31/16.

Background:

Convergent Technologies is the college's security company that provides support with alarm, video and fire systems. This proposal is a renewal of the current contract where Convergent monitors the fire alarm system for Ash St. Dorms and will notify emergency services.

Terms (if applicable):

Alarm monitoring services coverage is from 1/1/16 to 12/31/16.

Expense (if applicable):

Total cost of the renewal is \$575.00

Fiscal Impact Including Source of Funds (if applicable):

This cost is included in the 2015-2016 IT budget.

Approved: 
Dr. Dena Maloney, Superintendent/President



Convergent Technologies LLC
 1667 North Batavia Street
 Orange, CA 92867
 Ph: (714) 546-2780
 Fax: (714) 546-2457

PROPOSAL FOR FIRE ALARM MONITORING

Convergent Technologies is pleased to present this Customer Support Program (CSP) proposal to provide the Fire Alarm Test, Inspection, and monitoring services as outlined below.

Date: December 3, 2015

To: Taft College

Site / Building Name: Ash Street Dorms
 Address: 29 Emmons Park Drive
 City, State, Zip: Taft, CA

Attn:

From: Sean.Bryant
 Fire Alarm & Life Safety
 sean.bryant@convergent.com
 Direct: (714) 546-2780
 Mobile: (661) 858-9695

Customer Support Program (CSP) - UL Listed Monitoring

Our Test & Inspection Customer Support Program includes the following services designed to maintain compliance with the Authorities Having Jurisdiction (AHJ), system manufacturer requirements, and NFPA72-2010 standards.

UL Listed Monitoring

Convergent will provide UL listed monitoring services with 24/7 facility alarm protection. Utilizing Emergency24, Convergent will provide fully redundant monitoring services resulting in a fail-safe monitoring network. This monitoring service will provide monthly reports and the ability to administer account information from a secured internet connection. Convergent or the end-user can change emergency contact names and associated numbers directly from any internet connected personal computer.

Clarifications

Clarifications applicable to this proposal are:

- ⇒ Convergent shall be provided unobstructed access to all fire alarm devices in the building during the system test and inspection.
- ⇒ Convergent reserves the right to propose an annual adjustment to the CSP program cost if additional devices or appliances are added to the system during the term of the agreement.
- ⇒ Annual testing of the fire alarm system is excluded from this proposal
- ⇒ The customer agrees to provide any necessary equipment to reach inaccessible or limited access equipment.
- ⇒ The total annual cost listed below includes 12 months of UL listed monitoring.

CSP Start Date:	January 1, 2016				
Program Duration:	<input checked="" type="checkbox"/> 1 Year	<input type="checkbox"/> 3 Year	<input type="checkbox"/> 5 Year	<input type="checkbox"/>	
CSP Program Cost:	Year 1	Year 2	Year 3	Year 4	Year 5
	\$ 575.00	\$ -	\$ -	\$ -	\$ -
Payment Schedule:	The CSP will be invoiced annually in the first month of the agreement period unless mutually agreed otherwise.				

This pricing is valid for 60 calendar days from the date of this proposal. To accept this proposal, please sign and date below and return to Convergent Technologies.

By signing below, I accept this proposal and agree to the Terms and Conditions Ver.1.06 dated July 2010 contained herein.

 Customer Name

 Date

 Authorized Signature

 Printed Name and Title

SECTION 1.

Throughout this CSP Proposal, the term "Convergent" refers to the Convergent Technologies' affiliate operating in the state/province in which the work is being performed, specifically, "Convergent Technologies LLC", "Convergent Technologies LP" or "Convergent Technologies LTD".

SECTION 2.

This CSP Proposal takes precedence over and supersedes any and all prior proposals, correspondence, and oral agreements or representations relating to the services set forth in the attached scope of work ("Services"). The signed CSP Proposal represents the entire agreement between Convergent and Customer (the "Agreement") and may only be amended by a written document signed by both Convergent and Customer. The term of this Agreement will begin on the Services commencement date as specified in the attached scope of work ("Start Date") and continue for the period of time as specified in the attached scope of work ("Duration"). At the end of the Duration of this Agreement, the Agreement will renew automatically from year to year until terminated by either party with written notice to the other party thirty (30) days prior to the renewal date. Convergent reserves the right to modify the annual CSP Program Cost with notice to Customer prior to the end of any term of this Agreement. In the event any provision of this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall remain in full force.

SECTION 3.

This Agreement assumes the systems covered are in maintainable condition. If repairs are found necessary upon initial inspection by Convergent, a separate proposal for repair will be submitted for approval. Should this separate proposal be declined, all non-maintainable items will be removed from this Agreement and the CSP Program Cost adjusted accordingly.

SECTION 4.

Customer agrees at no cost to Convergent:

- To provide access to all areas of the facility for the equipment identified in and/or relating to the List of Covered Equipment (as specified in the attached scope of work);
- To supply electrical service as required by Convergent; and
- That in the event of any emergency or systems failure, reasonable safety precautions will be taken by Customer to protect life and property during the period of time from when Convergent is first notified of the emergency or failure and until such time that Convergent notifies the Customer that the systems are operational or that the emergency has cleared.

SECTION 5.

It is understood that repair, replacement and emergency service provisions apply only to the systems and equipment covered by this Agreement and identified in the List of Covered Equipment. Repair or replacement of non-maintainable parts of the systems such as, but not limited to, unit cabinets, insulating materials, electrical wiring, structural supports and other non-moving parts, is not included in this Agreement.

SECTION 6.

If UL Listed Monitoring is purchased, Customer shall be required to provide the account setup information contained in the Convergent Technologies Monitoring Service Agreement. Customer will also be required to execute the Convergent Technologies Monitoring Service Agreement prior to the implementation of monitoring service.

SECTION 7.

In the event that the systems, equipment or components included in the List of Covered Equipment are modified, repaired, have a peripheral device attached to them, or are adjusted (hardware or software) by someone other than a Convergent representative after the Start Date of this Agreement (hereinafter "Modification Event"), Convergent shall have the right to exercise any or all of the following options in response to this Modification Event:

- Require that the Covered Equipment impacted by the Modification Event be subject to reacceptance testing by Convergent;
- Require removal of the Covered Equipment impacted by the Modification Event from the List of Covered Equipment, so that the Services hereunder will not apply to such equipment;
- Require termination of this Agreement upon thirty (30) days notice to Customer, at Convergent's option.

SECTION 8.

In the event that Convergent discovers or suspects the presence of hazardous materials, or unsafe working conditions at Customer's facility where such Services are to be performed, Convergent is entitled to stop providing its Services at that facility if such hazardous materials, or unsafe working conditions were not provided by or caused by Convergent. Convergent, in its sole discretion, shall determine when it is "safe" to return to providing its Services at Customer's facility. Convergent shall have no responsibility for the discovery, presence, handling, removing or disposal of persons to hazardous materials in any form at the Customer's facility. Customer shall indemnify and hold harmless Convergent from and against claims, damages, losses and expenses, including but not limited to, reasonable attorney's fees, arising out of or resulting from undisclosed hazardous materials, or unsafe working conditions at Customer's facility.

SECTION 9.

Neither Customer nor Convergent shall be responsible or liable for, shall incur expense for, or be deemed to be in breach of this Agreement because of any delay in the performance of their respective obligations pursuant to this Agreement due solely to circumstances beyond their reasonable control ("Force Majeure") and without the fault or negligence of the party experiencing such delay, provided that the party experiencing the delay shall promptly give written notification to the other party within five (5) days after such party has learned of the Force Majeure event. A Force Majeure event shall include, but not be limited to: accident, fire, storm, water, flooding, negligence, vandalism, power failure, installation of incompatible equipment, improper operating procedures, source current fluctuations or lighting. If performance by either party is delayed due to a Force Majeure event, the time for that performance shall be extended for a period of time reasonably necessary to overcome the effect of the delay. Any Services required by Convergent due to reasons set forth in this Force Majeure Section shall be charged to Customer in addition to any amounts due under this Agreement.

SECTION 10.

This Agreement shall be governed and construed in accordance with the laws of the state/province in which the Services are being performed.

SECTION 11.

Customer agrees to pay the amount due to Convergent as invoiced, within thirty (30) days of the date of such invoice. If Customer is overdue in its payment to Convergent, Convergent has the right to suspend performing the Services hereunder, and charge an interest rate of 1 and 1/2% percent per month, (or the maximum rate permitted by law), and may avail itself of any other legal or equitable remedy. Sales taxes, (and in Canada GST/PST) and any other taxes assessed on Customer shall be added to the price upon invoice to Customer.

SECTION 12.

Any equipment or products installed by Convergent in the course of providing the Services hereunder shall only carry such warranty as is provided by the manufacturer thereof, which Convergent hereby assigns to Customer without recourse to Convergent. Upon request by Customer, Convergent will use all reasonable efforts to assist Customer in enforcing any such third party warranties. This warranty excludes remedy for damage or defect caused by abuse, modifications not executed by Convergent, improper or insufficient maintenance, improper operation, or normal wear and tear under normal usage. **NO FURTHER WARRANTIES OR GUARANTIES, EXPRESS OR IMPLIED, ARE MADE WITH RESPECT TO ANY GOODS OR SERVICES PROVIDED UNDER THIS AGREEMENT, AND ANY IMPLIED WARRANTIES OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE ARE EXPRESSLY DISCLAIMED.**

SECTION 13.

Convergent shall indemnify and hold Customer harmless from and against claims, damages, losses and expenses, (including, but not limited to, reasonable attorney's fees), attributable to bodily injury, sickness, disease or death, or to destruction of tangible property, but only to the extent caused by: a) the negligent or willful acts or omissions of Convergent or Convergent's employees or subcontractors while on Customer's site, or b) the malfunction of the equipment supplied by Convergent, or c) Convergent's breach of this Agreement.

IN NO EVENT SHALL EITHER CONVERGENT OR CUSTOMER BE LIABLE TO THE OTHER PARTY HERETO FOR SPECIAL, INDIRECT, INCIDENTAL OR CONSEQUENTIAL DAMAGES, INCLUDING COMMERCIAL LOSS, LOSS OF USE OR LOST PROFITS, EVEN IF THAT PARTY HAS BEEN ADVISED OF THE POSSIBILITY OF SUCH DAMAGES. IN NO EVENT SHALL CONVERGENT BE LIABLE TO CUSTOMER FOR ANY AMOUNTS IN EXCESS OF THE AMOUNTS PAID BY CUSTOMER TO CONVERGENT.

It is understood and agreed by the parties hereto that Convergent is or may be providing monitoring and/or intrusion products which are designed to provide notification of certain events but are not intended to be guarantees or insurers against any acts for which they are supposed to monitor or inform. As required by the monitoring and intrusion industry and the manufacturers thereof, Convergent's indemnification obligation pursuant to Section 13 herein, does not apply to the extent the loss indemnified against is caused by any monitoring or intrusion product or software provided by but not manufactured by Convergent. Convergent shall have no liability to Customer for any losses to the extent such losses are caused by the monitoring or intrusion product or software. Customer shall indemnify, defend, and hold harmless Convergent, from and against all claims, lawsuits, damages, losses and expenses by persons not a party to this Agreement, but only to the extent caused by such monitoring or intrusion product or software provided by but not manufactured by Convergent.

SECTION 14.

Convergent shall have the following insurance coverage during the term of this Agreement, and shall provide certificates of insurance to the Customer prior to beginning work hereunder:

Worker's Compensation	Statutory Limits
Employer's Liability	\$1,000,000 per occurrence /aggregate
Commercial General Liability	\$1,000,000 per occurrence
	\$2,000,000 general aggregate
Automobile Liability	\$1,000,000 per occurrence/aggregate
Excess/Umbrella Liability	\$4,000,000 per occurrence/aggregate

All insurance policies carried by Convergent hereunder shall be primary to and noncontributory with the insurance afforded to Customer, and shall name the Customer as "additional insured", with respect to liability arising out of work performed by Convergent, as applicable, but only to the extent of liabilities falling within the indemnity obligations of Convergent, pursuant to the terms of this Agreement. Convergent shall provide to the Customer no less than thirty (30) days notice prior to the termination or cancellation of any such insurance policy.

SECTION 15.

In the event of any dispute between Convergent and Customer, Convergent and Customer shall first attempt to resolve the dispute in the field, but if that is not successful, then in a meeting between authorized officers of each company. If settlement attempts are not successful, then the dispute shall be subject to and decided by mediation or arbitration. Such mediation or arbitration shall be conducted in accordance with the Construction Industry Mediation or Arbitration Rules of the American Arbitration Association currently in effect and shall be a final binding resolution of the issues presented between the parties.

SECTION 16.

Neither party to this Agreement shall assign this Agreement without the prior written consent of the other party hereto. Convergent may assign this Agreement to any of its parents, subsidiary or affiliated companies or any entity majority owned by Convergent.

SECTION 17.

Notices shall be in writing and addressed to the other party, in accordance with the names and addresses of the parties as shown. All notices shall be effective upon receipt by the party to whom the notice was sent.

SECTION 18.


A waiver of the terms hereunder by one party to the other party shall not be effective unless in writing and signed by a person with authority to commit the Customer or Convergent and delivered to the non-waiving party according to the notice provision herein. No waiver by Customer or Convergent shall operate as a continuous waiver, unless the written waiver specifically states that it is a continuous waiver of the terms stated in that waiver.

SECTION 19.

Sections regarding invoicing, warranty and indemnity shall survive the termination of this Agreement.

BOARD AGENDA ITEM

Date: December 21, 2015

Submitted by: Darcy Bogle, Vice President of Student Services 

Area Administrator: Dr. Dena Maloney, Superintendent/President

Subject: Request for Approval

Board Meeting Date: January 13, 2016

Title of Board Item:

Event Rental Contract with The Fort Preservation Society for the 3rd Annual Triple Play Dinner & Auction on January 22, 2016

Background:

The TC Athletic Department is requesting the use of The Fort and its facilities for the 3rd Annual Triple Play Dinner & Auction to raise funds for the Taft College Athletic Department.

Terms (if applicable):

The contract is effective for January 21, 2016 (decorating) and January 22, 2016 (day of the event) for use of The Fort.

Expense (if applicable):

The total cost for the rental is not to exceed \$1,200.

Fiscal Impact Including Source of Funds (if applicable):

This will be paid out of the ASB Baseball Club fund account.

Approved: 
Dr. Dena Maloney, Superintendent/President

THE FORT PRESERVATION SOCIETY
 915 N. 10th Street, Suite 2 – Taft, California 93268-2204 – 661-765-7371

EVENT RENTAL CONTRACT

This contract is issued in accordance with the policies established by The Fort Preservation Society.
 Submission of reservation request does not constitute approval.

No reservation is confirmed until all applicable fees and deposits have been paid in full.

EVENT RENTAL TIME: 8:00AM-12:30AM

ALL FACILITIES MUST BE CLEANED BEFORE VACATING AT 12:30AM – DEPOSIT FOREFEITED

Cancellations must be in writing with signature matching this contract & show a photo ID

Responsible Party or Organization Taft College Athletics Event Date 1/22/16
 Bride's Name N/A Groom's Name N/A
 Address 29 Cougar Court Phone 765 7779 E-mail kbondy@taftcollege.edu
 City, State & Zip Taft, CA 93268

Purpose of Event Taft Athletics Fundraiser Event Start Time 6 Estimated Attendance 200
 Fort Security 1 Guard for every 100 guests Band D.J.

Wedding Package Wedding Chapel
 Gazebo, Auditorium, Kitchen, Main Auditorium
 Brides, Bridesmaids, Grooms Rooms Small Auditorium
 Gazebo & North Courtyard South Courtyard Kitchen

Event Date 1/22/16 Time Start 6pm Time Stop 9pm
 Decorating/Setup Date 1/21/16 Time Start 1pm Time Stop _____
 Rehearsal Date - Time Start _____ Time Stop _____

EARLY SETUP FEE (1:00PM DAY BEFORE) - \$200.00 **NEXT DAY CLEANUP (9:00AM) - \$200.00**

Decorating prior to the date of the event must be authorized and scheduled in advance.
 Once a facility has been opened for use, it is the customer's responsibility to provide supervision.
The Fort assumes no liability for loss or damage.
The customer assumes full responsibility for loss/damage to Fort property, which may occur due to lack of supervision.

Name of catering service Scally's B&B Phone (661) 829-4330
 Will alcoholic beverages be served? Yes No Will alcohol be sold? Yes No
 Name of bar service _____ Phone _____

The Historic Fort Bar Yes No
 If yes, ABC Permit Fee of \$50.00 is required and a \$300.00 bar must be guaranteed.
 No other alcohol will be permitted except champagne for toast.
ABC PERMIT - \$50.00 \$50.00

Please Note: Alcoholic beverages will be limited to participants in this group and must not be served to anyone less than 21 years of age!
WHEN FORT BAR IS USED, NO OTHER ALCOHOL IS PERMITTED - DEPOSIT WILL BE FORFEITED!!!
GLASS BOTTLES ARE NEVER PERMITTED – DEPOSIT WILL BE FORFEITED!!!

When, in the opinion of The Fort Executive Director and/or the Board of Directors, event conditions warrant the presence of one professional security guard for each 100 guests, the cost of such shall be borne by the individual or organization sponsoring the event.
 Customer will be notified of such requirement after review of this application.

Equipment Needed:

- | | |
|---|---|
| # <u>8</u> Banquet Tables – 6' Seats 6-8 (30"x72") (20) | # _____ Banquet Tables – 8' Seats 10 (30"x96") (5) |
| # <u>20</u> Round Tables – 60" Seats 6-8 (20) | # <input checked="" type="checkbox"/> Metal Chairs – Tan/Brown (275) (NO WHITES) |
| <input checked="" type="checkbox"/> Podium – White Wood | _____ Coffee Maker – (42 c.) - 2 |
| _____ Garden Trellis – White Wood - \$40.00 | _____ Arch – White Iron – \$35.00 |
| _____ Candelabras – White Iron/Seven Arm - \$20.00 each | _____ Unity Candle/Three Arm – \$15.00 |
| _____ Wicker Baskets/Empty – \$15.00/Florals - \$35.00 each | <input checked="" type="checkbox"/> Bar Permit - \$50.00 (Due Month Prior) |
| <input checked="" type="checkbox"/> Black Table Cloth Rental - \$10.00 each (see below) | |

20 table clothes for 20 Round Tables
8 Table clothes for 6' banquet tables

FOR OFFICE USE ONLY:

DUE DATE ALL FEES PAID IN FULL:

(Two Weeks Prior To Event): _____

Date Security Deposits Paid:

Holding Date Deposit (Non-Refundable with Cancellation) X _____ Initial: \$200.00
(This is part of refundable deposit when no cancellation occurs)

Refundable Security/Cleaning & Damage Deposit: Total Amount Due: \$ _____
Wedding Package - \$650.00 Auditorium - \$400.00 Full Fort - \$1,000.00 Sm. Aud. #32 - \$200.00

Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____
Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____
Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____

Deposit Refund: Date _____ Amount \$ _____ Check # _____
Transfer to Operations Account: Date _____ Amount \$ _____

Facility Fees: Wedding Package - \$650.00 Auditorium - \$400.00 Full Fort- \$1,000.00 Sm. Aud. #32 - \$200.00

Bar Guarantee - \$300.00 Bar Permit-\$50.00

Facility/Package _____ **Total Amount Due: \$** _____

Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____
Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____
Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____
Date _____ Amount \$ _____ Check# _____ Cash _____ Balance \$ _____

Payment of Fees & Refunds: Holding deposits of \$200.00 are due at the time reservations are made, with remaining fees due two weeks prior to event. Deposits will be held until the Caretaker and/or Executive Director make final inspection. A full refund will be made if facilities are left in same condition as found; any extra cleaning or damage fees will be deducted before refund is made. Deposit Refund will be made ten (10) working days after event - if no damages occur.

Cancellation Policy: Cancellations must be made no less than ninety (90) days prior to reservation date. After that time, The Fort will retain half of amount paid for late cancellation; \$200.00 holding deposit will always be retained with any cancellation. In the event of a no-show, The Fort will retain the full amount paid to cover the necessary costs for setting up and taking down the facility.

Insurance Policy: Proof of liability insurance must be shown before event.

I, the undersigned, have read the above statements and fully understand them. I do hereby agree to indemnify and hold harmless The Fort Preservation Society, its Board of Directors and any of their officers or employees from any liability or equipment and will agree to abide and enforce the rules, regulations and policies set forth by The Fort Preservation Society.

I will accept all responsibility for any damages to premises, furniture, equipment or grounds resulting from use of this facility.

Signature _____ X Date _____

Signature _____ X Date _____

**THANK YOU FOR CHOOSING THE HISTORIC FORT FOR YOUR SPECIAL EVENT.
PLEASE TAKE CARE OF THE PREMISES AND HELP US PRESERVE THIS BEAUTIFUL LANDMARK.**

PLEASE INCLUDE YOUR EVENT DATE, TELEPHONE, AND DRIVER'S LICENSE ON EACH PAYMENT.

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CHECK DIRECT DEPOSIT		PAYEE/VENDOR								
NUMBER	DATE	NUMBER	NAME	A/P DOC#	VENDOR INV#	FUND	ORGN	ACCT	PROG	CHECK AMOUNT
78017153	12/03/2015	A00200029	ACT Asset Program	I0042018	34084	11000	306	4310	49306	4,300.00
78017154	12/03/2015	A00278501	Alfaqeh, Almunzer A.	S0033183		11000		9526		184.00
78017155	12/03/2015	A00200043	American Express	I0041965	11004102	39000	314	4311	64991	30.00
78017156	12/03/2015	A00200043	American Express	I0042040	91002112	11000	401	5710	67200	390.24
78017157	12/03/2015	A00200048	Ammex	I0042035	893543	33428	310	4310	69200	82.92
78017158	12/03/2015	A00223048	AMS.NET	I0041954	0002333	11972	113	6415	67801	0.01
						11972	113	6415	67801	8,599.99
				I0041955	0002358	11000	113	5642	67801	3,575.00
78017159	12/03/2015	A00210307	Anderson, Jessalyn T.	S0033184		11000		9526		253.00
78017160	12/03/2015	A00200051	Antongiovanni, Barbara	I0041998	OCT 15	12461	206	5710	12042	46.00
78017161	12/03/2015	A00200052	AP Architects	I0041984	9322	42350	000	5510	71002	8,335.00
						42303	000	5510	71002	8,455.89
						42350	000	6211	71002	16,533.04
						12435	221	6211	19010	500.00
78017162	12/03/2015	A00200053	Apple Computer Inc.	I0041953	43634870	12563	202	6415	00000	12,134.69
78017163	12/03/2015	A00269058	Aramark Uniform Services	I0041946	503-0831	11000	431	5870	65100	226.50
78017163	12/03/2015	A00269058	Aramark Uniform Services	I0041946	503-0831	39000	314	5870	64991	18.00
78017164	12/03/2015	A00200063	Austin's Pest Control, Inc.	I0041944	NOV 15	11000	431	5860	65100	555.00
78017165	12/03/2015	A00200069	Bakersfield Californian	I0041959	110915	11000	111	4120	66002	91.50
				I0042042	113015	11000	411	5970	67300	3,788.42
78017166	12/03/2015	A00200074	Baltazar, Diana	I0041997	OCT 15	12461	206	5710	12042	75.33
78017167	12/03/2015	A00249930	Best Buy Business Advantage	I0042030	2071803	12435	221	6414	19010	3,378.92
78017168	12/03/2015	A00200094	Black, Sheri D.	I0041951	112015	12375	110	5632	66003	220.50
78017169	12/03/2015	A00254748	Bradley, Regina G.	S0033185		11000		9526		200.00
78017170	12/03/2015	A00200109	Brown & Reich Petroleum, Inc	I0041943	23390	11000	432	4316	67703	355.49
78017171	12/03/2015	A00200116	Burt Electric & Communicatio	I0041940	TC112415	12060	113	6415	67801	6,018.00
78017172	12/03/2015	A00278547	California Community College	I0042021	101915	12560	223	5710	60103	225.00
78017173	12/03/2015	A00239622	California Community College	I0041986	041115	12599	309	5710	64992	425.00
78017174	12/03/2015	A00275212	Canales, Christian	S0033186		11000		9526		150.00
78017175	12/03/2015	A00200161	CDW-G	I0041963	XV03112	11000	113	4318	67801	125.12
						11000	113	5940	67801	13.82
78017176	12/03/2015	A00201685	Cengage Learning	I0042032	56682329	31000	423	4110	69100	7,125.00
						31000	423	5940	69100	205.52
78017177	12/03/2015	A00201051	Central Sanitary Supply	I0041945	643678	11000	431	4310	65300	17,338.36
						11000	431	5940	65300	11.00
78017178	12/03/2015	A00200168	Central Valley Occupational	I0042023	71-323	11000	113	5980	67801	60.00
						33000	310	5980	69200	60.00
						11000	411	5990	67300	75.00
78017179	12/03/2015	A00200181	City of Taft	I0041949	8270	31000	423	5641	69100	2,076.91
						35000	357	5641	69700	6,230.74
						11000		9526		200.00
78017180	12/03/2015	A00228575	Clevenger, Nichole D.	S0033187		11000		9526		200.00
78017181	12/03/2015	A00200200	Computerland of Silicon Vall	I0041952	239592	11000	401	5643	67200	79.00
78017182	12/03/2015	A00279501	Conference Direct	I0042024	32CWKMGK	12551	353	5710	64600	3,839.54
78017183	12/03/2015	A00228756	Country Auto & Truck Taft	I0041993	571953	33428	310	4312	69200	9.99
78017184	12/03/2015	A00244039	DB & Company	I0041960	48400	11000	111	4318	66002	107.50
78017185	12/03/2015	A00277958	Dillibe, Janine C.	S0033188		11000		9526		828.00
78017186	12/03/2015	A00270699	Dotson, Camei M.	S0033189		11000		9526		200.00
78017187	12/03/2015	A00201247	Duron, Candace A.	I0041970	111015	12599	309	4410	64992	17.32
78017188	12/03/2015	A00200279	Educational Testing Service	I0042014	SP200451	11000	306	4310	49306	630.00

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			I0042015	SP200447	11000	306	4310	49306	735.00
			I0042017	SP200445	11000	306	4310	49306	350.00
78017189	12/03/2015	A00258705El Dorado Trading Group	I0041972	INV21929	31000	423	4310	69100	1,626.56
78017190	12/03/2015	A00243788Erwin, Cheryl L.	S0033190		11000		9526		200.00
78017191	12/03/2015	A00200307Farmer Bros. Company	I0042046	62455579	32000	422	4410	69400	1,559.02
78017192	12/03/2015	A00202335Fastenal Industrial & Constr	I0041974	CATAF304	12560	223	4311	09565	260.69
78017193	12/03/2015	A00200308Federal Express Corporation	I0042039	5-238-14	11000	301	5990	64500	25.99
78017194	12/03/2015	A00260636Foster, Kelsey L.	S0033191		11000		9526		690.00
78017195	12/03/2015	A00202041Fresno Oxygen	I0041956	61737771	12560	223	4311	09565	1,195.51
			I0041976	91353454	12560	223	4311	09565	250.12
			I0041977	61732667	12560	223	4311	09565	171.12
			I0041978	61732677	12560	223	4311	09565	166.28
			I0041979	61732805	12560	223	4311	09565	245.69
78017196	12/03/2015	A00279156Garden Pathways	I0042007	2001-474	12563	202	5510	00000	1,000.00
78017197	12/03/2015	A00240873Gee, Aimee F.	S0033192		11000		9526		184.00
78017198	12/03/2015	A00252520Geer, Taylor M.	S0033193		11000		9526		200.00
78017199	12/03/2015	A00203989Gibson, Heather	S0033194		11000		9526		200.00
78017200	12/03/2015	A00267698Gil Gonzalez, Anaiz	S0033195		11000		9526		200.00
78017201	12/03/2015	A00205445Gonzales, Candace S.	S0033196		11000		9526		828.00
78017202	12/03/2015	A00200626Gonzales, Vanessa	I0041999	OCT 15	12461	206	5710	12042	27.60
78017203	12/03/2015	A00200629Grainger	I0041992	98285840	33428	310	4312	69200	96.38
78017204	12/03/2015	A00200645Hardy Diagnostics	I0042034	1562181	11000	209	4311	04012	590.81
78017205	12/03/2015	A00200655Henry Schein, Inc.	I0042025	24791790	11000	205	4311	12042	1,006.26
78017206	12/03/2015	A00200658Higher Education Publication	I0042028	71467	11000	358	4120	62100	75.00
78017207	12/03/2015	A00105896Hill, Laura L.	S0033197		11000		9526		200.00
78017208	12/03/2015	A00201122Home Depot Credit Services	I0042045	23231013	12560	223	4310	09565	221.90
78017209	12/03/2015	A00200704Karwoski, John	I0041958	NOV 15	42348	000	5510	71002	10,920.00
78017210	12/03/2015	A00200712Kern County Supt. of Schools	I0041995	600777	12461	206	4318	12042	14.55
78017210	12/03/2015	A00200712Kern County Supt. of Schools	I0042008	600785	12461	206	4318	12042	19.50
			I0042009	600783	12461	206	4318	12042	37.11
			I0042010	600784	12461	206	4318	12042	65.98
			I0042027	66	11000	302	5970	63100	1,000.00
78017211	12/03/2015	A00250056Kirkendall, Linette M.	S0033198		11000		9526		200.00
78017212	12/03/2015	A00265044Kiss, Tawny	S0033199		11000		9526		200.00
78017213	12/03/2015	A00270994Legal Books Distributing	I0041990	500814	31000	423	4110	69100	785.92
78017214	12/03/2015	A00244635Lemmons, Christie L.	S0033200		11000		9526		200.00
78017215	12/03/2015	A00262851Lytle, Steve	I0041983	110915	11000	209	4311	04011	25.02
78017216	12/03/2015	A00205637Martinez, Brittany	S0033201		11000		9526		200.00
78017217	12/03/2015	A00200552McCallum Group, Inc.	I0042000	15-290	11000	111	5510	66002	2,700.00
78017218	12/03/2015	A00263812Milhous, Kristan J.	S0033202		11000		9526		200.00
78017219	12/03/2015	A00234706MNJ Technologies Direct, Inc	I0041961	00034286	12435	221	6414	19010	107.53
78017220	12/03/2015	A00274668Monroy, Adam	S0033203		11000		9526		828.00
78017221	12/03/2015	A00200575Montoya, Janice	I0042026	NOV 15	12460	206	5641	12042	2,434.25
78017222	12/03/2015	A00094132Morse, Brittany A.	S0033204		11000		9526		200.00
78017223	12/03/2015	A00227183North Kern Water Storage Dis	I0041950	111715	11000	431	5210	65100	799.80
78017224	12/03/2015	A00019675Ocampo, Frances	S0033205		11000		9526		200.00
78017225	12/03/2015	A00271462OCLC, Inc.	I0041996	00004278	11000	203	5643	61200	3,702.40
78017226	12/03/2015	A00200498Office Depot	I0041980	80374479	11000	421	4310	67200	12.48
			I0042036	80452023	11000	203	4310	61200	84.65
78017227	12/03/2015	A00200502Orange Belt Stages	I0042006	114545	11000	432	5750	67703	1,060.00
78017228	12/03/2015	A00200508P. G. & E.	I0042033	113015	31000	423	5820	69100	8.12

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78017229	12/03/2015	A00266719	Parts Town, LLC	I0042022	376266	11000	423	5830	69100	355.49
						11000	431	4312	65100	91.40
						11000	431	5940	65100	7.00
78017230	12/03/2015	A00200518	Pearson Education	I0041991	BK789116	31000	423	4115	69100	4,136.40
						31000	423	5940	69100	82.01
78017231	12/03/2015	A00265917	Perez, Daisy M.	S0033206		11000		9526		460.00
78017232	12/03/2015	A00213549	Pietrzak, Belinda J.	S0033207		11000		9526		200.00
78017233	12/03/2015	A00267158	Pineda, Vilma G.	S0033208		11000		9526		207.00
78017234	12/03/2015	A00200536	Praxair Distribution, Inc.	I0041975	53619570	12560	223	4311	09565	15.62
				I0042003	54288953	11000	205	5641	12042	429.36
78017235	12/03/2015	A00261201	Proforma Progressive Marketi	I0041968	0B710186	12551	353	4310	64600	1,547.94
						12551	353	4310	64600	0.00
						12551	353	4310	64600	92.98
78017236	12/03/2015	A00231833	Ray A. Morgan Company Inc.	I0041962	1046038	11000	113	4318	67801	261.61
				I0041981	1062075	11000	202	5641	60100	204.44
						11000	411	5641	67300	317.98
						11000	401	5641	67200	317.99
						11000	202	5641	60100	111.24
						11000	301	5641	64500	111.24
						11000	110	5641	66003	111.24
						11837	205	5641	12042	116.07
						33428	310	5641	69200	376.68
						11000	401	5641	67200	2,156.68
						12551	353	5641	64600	289.89
						11000	114	5641	66005	289.90
						11000	302	5641	63100	289.89
						11000	358	5641	62100	289.90
						39000	314	5641	64991	2,095.72
						11000	401	5641	67200	2,950.47
						11000	431	5641	65100	320.66
						31000	423	5641	69100	464.40
						11000	113	5641	67801	440.25
78017237	12/03/2015	A00101405	Riddick, Ashley	S0033209		11000		9526		1,028.00
78017238	12/03/2015	A00266942	Rocha, Vianna C.	S0033210		11000		9526		200.00
78017239	12/03/2015	A00277214	Rocha Rocha, Joanna	S0033211		11000		9526		828.00
78017240	12/03/2015	A00278496	Roman, Daniel R.	S0033212		11000		9526		985.65
78017241	12/03/2015	A00259476	Sanchez, Maria G.	S0033213		11000		9526		828.00
78017242	12/03/2015	A00267461	Sandoval, Dalia G.	S0033214		11000		9526		828.00
78017243	12/03/2015	A00253041	Sidhu, Rajvir K.	S0033215		11000		9526		184.00
78017244	12/03/2015	A00272362	Snowden, Rayvell	I0041957	106	12560	223	5510	09565	1,836.00
78017245	12/03/2015	A00200393	Sparkletts	I0042041	111915	11000	411	5641	67300	62.11
78017246	12/03/2015	A00041314	Stearman, Kenzie D.	S0033216		11000		9526		207.00
78017247	12/03/2015	A00200399	Stewart Electric Supply, Inc	I0041987	424769-0	12435	221	6414	19010	693.74
				I0042038	423753-0	12435	221	4310	19010	1,075.67
				S0033217		11000		9526		782.00
78017248	12/03/2015	A00270048	Swancott, Riley L.	S0033217		11000		9526		782.00
78017249	12/03/2015	A00200417	Sysco Food Service of Ventur	I0041942	51111023	33429	310	4410	69200	3,365.40
				I0042047	51104030	32000	422	4411	69400	1,205.71
						32000	422	4411	69400	2,399.27
						32000	422	4410	69400	17,347.99
78017250	12/03/2015	A00273062	Tabares, Trisha A.	S0033218		11000		9526		200.00

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78017251	12/03/2015	A00259618Taft College ASB General	I0042019	201530	11000	000	7130	00000	12,960.00
78017252	12/03/2015	A00200862Taft College Bookstore	I0041969	7725	12551	353	4310	64600	1,207.74
78017253	12/03/2015	A00200862Taft College Bookstore	I0041982	9558	11000	202	4110	60200	307.90
78017254	12/03/2015	A00200862Taft College Bookstore	I0042001	9774	11000	210	4310	13053	20.40
					11000	208	4310	15017	94.92
78017255	12/03/2015	A00200862Taft College Bookstore	I0042016	1917	12603	125	4310	68900	545.15
78017256	12/03/2015	A00200862Taft College Bookstore	I0042031	254748	12599	309	7601	64992	286.09
78017257	12/03/2015	A00200432Taft Union High School	I0041967	16-011	11000	352	5633	69612	111.00
					11000	352	5633	69613	111.00
78017258	12/03/2015	A00256341Terminix	I0042020	34973242	33428	310	5860	69200	387.00
78017259	12/03/2015	A00278258TotalFunds by Hasler	I0042043	81201111	11000	411	5950	67300	5,000.00
78017260	12/03/2015	A00200274Townsend Press Book Center	I0042004	343576	31000	423	4110	69100	1,161.00
					31000	423	5940	69100	110.11
78017261	12/03/2015	A00200282True Value Home Center	I0041989	339505	11000	431	4310	65100	531.65
					11000	431	5612	65100	40.00
78017261	12/03/2015	A00200282True Value Home Center	I0041989	339505	11000	431	4312	65500	228.26
					39000	314	4310	64991	75.90
					11000	354	4310	69600	78.95
78017262	12/03/2015	A00200284U.S. Foods	I0041941	3731080	33429	310	4410	69200	3,579.92
			I0042029	3731078	32000	422	4411	69400	583.05
					32000	422	4410	69400	6,242.28
78017263	12/03/2015	A00200309United Refrigeration, Inc.	I0042011	48842801	33428	310	4312	69200	1,977.18
78017264	12/03/2015	A00277779University of California, Sa	I0042012	MA01003	11000	306	4310	49306	400.00
78017265	12/03/2015	A00260700Valencia, Bernardo A.	S0033219		11000		9526		828.00
78017266	12/03/2015	A00200339Verizon California	I0041947	57341110	11000	431	5840	65700	40.36
78017267	12/03/2015	A00200339Verizon California	I0041948	57031107	11000	431	5840	65700	84.46
78017268	12/03/2015	A00200433Vibul Tangpraphaphorn, M.D.	I0041966	110415	11000	411	5990	67300	198.00
					11000	421	5980	67200	90.00
					11000	205	5990	12042	90.00
78017268	12/03/2015	A00200433Vibul Tangpraphaphorn, M.D.	I0041988	101915	11000	411	5990	67300	165.00
					11000	352	5990	69610	90.00
					39000	314	5980	64991	90.00
78017269	12/03/2015	A00265975Villasenor, Cristella L.	S0033220		11000		9526		200.00
78017270	12/03/2015	A00200343Vistar Corporation	I0042005	44151843	32000	422	4410	69400	1,301.24
78017271	12/03/2015	A00202369West Side Regional Occupatio	I0042013	110915	12603	125	5641	68900	2,169.19
78017272	12/03/2015	A00275443WestAir Gases & Equipment In	I0041973	10209351	12560	223	4311	09565	93.84
78017273	12/03/2015	A00200360Westec	I0042002	21889	11450	204	5641	09543	77,731.50
78017274	12/03/2015	A00201081Westside Waste Management Co	I0041964	5A100528	39000	314	5850	64991	92.31
78017275	12/03/2015	A00277172Written Productions	I0041971	111505	12000	304	5510	63200	10,000.00
78017276	12/03/2015	A00013051Yarborough, Amie D.	S0033221		11000		9526		200.00
78017277	12/08/2015	A002000164Imprint	I0042072	302983	31000	423	4310	69100	93.04
					31000	423	5940	69100	0.01
78017278	12/08/2015	A00279581Academic Innovations, LLC	I0042078	IN012768	11000	202	5710	60103	299.00
78017279	12/08/2015	A00200043American Express	I0042080	91006112	12375	110	4310	66003	107.50
					12603	125	5210	68900	8.99
					11000	202	5710	60103	200.00
78017279	12/08/2015	A00200043American Express	I0042080	91006112	12551	353	5710	64600	470.20
					12551	353	5710	64600	470.20
					12560	223	4310	09565	11.58
					12560	223	4310	09565	385.07
78017280	12/08/2015	A00200043American Express	I0042081	71003112	11000	110	4120	66003	257.50

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78017281	12/08/2015	A00200043	American Express	I0042111	91007112	11000	302	5710	63100	712.00
						12560	223	5646	60103	390.24
						12551	353	5710	64600	1,325.00
						12551	353	5710	64600	1,325.00
						12551	353	5505	64600	299.00
						11000	356	5970	68100	750.00
78017282	12/08/2015	A00223048	AMS.NET	I0042060	0001852	12435	221	6414	19010	22,633.05
				I0042061	0000811	11000	113	5642	67801	552.00
				I0042062	0001985	12435	221	6412	19010	3,204.04
						11000	113	6412	67801	2,136.03
				I0042063	0001098	11972	113	6415	67801	0.01
						11972	113	6415	67801	7,199.99
				I0042064	0001921	11000	113	5644	67801	2,000.00
				I0042065	0001692	11972	113	6415	67801	9,863.31
				I0042066	0001551	12435	221	6414	19010	1,240.76
78017283	12/08/2015	A00200051	Antongiovanni, Barbara	I0042117	NOV 15	12461	206	5710	12042	31.63
78017284	12/08/2015	A00200053	Apple Computer Inc.	I0042073	43649453	12563	202	6415	00000	2,052.13
				I0042079	43646408	12563	202	6415	00000	495.00
78017285	12/08/2015	A00219472	Arbor Crest Publishing	I0042102	2015-791	31000	423	4110	69100	3,503.50
						31000	423	5940	69100	129.22
78017286	12/08/2015	A00031249	Avina, Nicole E.	I0042077	113017	11000	202	5505	60200	65.00
78017287	12/08/2015	A00200074	Baltazar, Diana	I0042119	NOV 15	12461	206	5710	12042	71.88
78017288	12/08/2015	A00266398	Belden, Rachel C.	I0042074	120115	12434	219	4310	17010	10.43
				I0042112	120315	12434	219	4310	17010	27.38
78017289	12/08/2015	A00015850	Berry, Wendy J.	I0042097	111615	11000	209	4311	04014	268.92
78017290	12/08/2015	A00200107	Bright House Networks	I0042055	121615	35827	357	5890	69700	988.74
78017291	12/08/2015	A00200107	Bright House Networks	I0042056	12/16/15	35819	357	5890	69700	750.00
						35814	357	5890	69700	863.21
78017292	12/08/2015	A00200107	Bright House Networks	I0042058	DEC 15	12560	223	5645	09565	407.50
78017293	12/08/2015	A00200107	Bright House Networks	I0042103	111215	31000	423	5840	69100	148.21
78017294	12/08/2015	A00200107	Bright House Networks	I0042114	111815	12461	206	5840	12042	257.81
78017295	12/08/2015	A00200112	BSK & Associates, Inc.	I0042082	0075104	12435	221	5510	19010	2,460.50
78017296	12/08/2015	A00200119	C.A. Reding Company, Inc.	I0042113	CNP10000	12201	203	5641	61200	1,286.60
78017297	12/08/2015	A00200146	Carolina Biological Supply C	I0042099	49305407	11000	209	4311	04011	129.94
78017298	12/08/2015	A00200150	Carrillo, Jessica	I0042118	NOV 15	12461	206	5710	12042	106.38
78017299	12/08/2015	A00201685	Cengage Learning	I0042121	56697956	31000	423	4110	69100	97.50
						31000	423	5940	69100	33.74
78017300	12/08/2015	A00201051	Central Sanitary Supply	I0042052	658521	33428	310	4310	69200	139.88
78017301	12/08/2015	A00200174	Chevron U.S.A., Inc.	I0042088	45940857	11000	432	4316	67703	1,543.23
78017302	12/08/2015	A00200175	Chevron Valley Credit Union,	I0042085	53641108	12461	206	5710	12042	236.20
						12461	206	4312	12042	42.70
						12461	206	5632	12042	27.45
						12461	206	5990	12042	58.15
78017303	12/08/2015	A00200181	City of Taft	I0042071	08.01.15	39000	314	5850	64991	47.75
78017304	12/08/2015	A00258703	College House	I0042120	10189210	31000	423	4310	69100	2,567.20
						31000	423	5940	69100	252.31
78017305	12/08/2015	A00200259	Driller Printers	I0042053	00018908	33428	310	4310	69200	195.65
78017306	12/08/2015	A00200845	Dyer, Geoffrey	I0042093	112015	11000	202	4410	60300	145.27
78017307	12/08/2015	A00241638	Ecolab, Inc.	I0042109	9952769	32000	422	4312	69400	32.25
						32000	422	5940	69400	12.69
78017308	12/08/2015	A00201045	Golling, Greg P.	I0042096	111815	11000	209	4311	04012	209.88

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78017309	12/08/2015	A00203431Grimes, Jessica R.	I0042095	112415	11000	208	4310	15015	49.95
78017310	12/08/2015	A00200652Hegeman, Debbie F.	I0042092	120215	12375	401	4410	67200	1,587.60
			I0042098	113015	12375	401	4310	67200	1,647.67
78017311	12/08/2015	A00200655Henry Schein, Inc.	I0042076	25418379	11000	205	4311	12042	1,102.68
78017312	12/08/2015	A00279164Instructure, Inc.	I0042107	INV8392	11000	113	5613	67801	7,500.00
78017313	12/08/2015	A00200704Karwoski, John	I0042106	DEC 15	42348	000	5510	71002	10,920.00
78017314	12/08/2015	A00200715Kern Electric Distributors	I0042051	543053	33428	310	4312	69200	476.03
			I0042087	543174	11000	431	4310	65100	52.89
78017315	12/08/2015	A00262851Lytle, Steve	I0042100	112015	11000	209	4311	04011	16.47
78017316	12/08/2015	A00200554McCracken, Susan L.	I0042115	120115	12461	206	5710	12042	70.15
78017317	12/08/2015	A00200555McGraw-Hill	I0042101	89468631	31000	423	4110	69100	6,411.75
					31000	423	5940	69100	136.03
78017318	12/08/2015	A00227738National Benefit Services, L	I0042070	519093	11000	411	5510	67300	134.00
78017319	12/08/2015	A00279487North American Technical Ser	I0042105	18620	12435	221	5510	19010	6,000.00
78017320	12/08/2015	A00200498Office Depot	I0042068	80000901	39000	314	4310	64991	187.62
			I0042069	80403976	39000	312	4310	64991	83.11
78017321	12/08/2015	A00259610Phil's Phabulous Phoods & Be	I0042108	5733	32000	422	4410	69400	342.00
78017322	12/08/2015	A00018310Reynolds, David S.	I0042048	113015	11000	209	4311	19111	531.98
78017323	12/08/2015	A00203708Rodriguez, Suzie	I0042116	NOV 15	12460	206	5641	12042	504.00
					12460	206	5710	12042	26.05
78017324	12/08/2015	A00200462S & S Printing	I0042054	068474	33428	310	4310	69200	188.12
78017325	12/08/2015	A00200393Sparkletts	I0042057	11/19/15	11000	301	5810	64500	102.07
78017326	12/08/2015	A00200393Sparkletts	I0042075	11-19-15	11000	205	5641	12042	193.75
78017327	12/08/2015	A00200393Sparkletts	I0042090	11.19.15	11000	113	4310	67801	102.07
78017328	12/08/2015	A00237176SSD Systems	I0042083	399629-S	11000	205	5632	12042	129.10
78017329	12/08/2015	A00200405Stroud Technology Group, Inc	I0042094	1510-07	12461	206	5990	12042	405.00
78017330	12/08/2015	A00200862Taft College Bookstore	I0042049	6346	11000	208	4310	10023	10.73
					11000	208	4310	15012	2.14
78017331	12/08/2015	A00200862Taft College Bookstore	I0042050	6532	11000	208	4110	15011	15.36
78017332	12/08/2015	A00200430Taft Plaza, LLC	I0042110	TAFTJAN	31000	423	5611	69100	1,907.00
78017333	12/08/2015	A00255644U.S. Bank Equipment Finance	I0042089	29231466	11000	401	5641	67701	920.93
78017334	12/08/2015	A00253173University of La Verne	I0042067	I15003TR	12434	219	2110	17010	66,107.60
					12434	219	5710	17010	2,797.17
					12434	219	4310	17010	13,699.03
					12434	219	5641	17010	3,000.00
					12434	219	5910	17010	31,057.53
78017335	12/08/2015	A00200338Verizon Wireless	I0042059	97556982	11000	357	5840	69700	45.74
78017336	12/08/2015	A00200355West Kern Water District	I0042091	120115	11000	432	5810	65700	30.66
78017337	12/08/2015	A00200384X-Ray Solutions Service Inc.	I0042084	868484	11000	205	5641	12042	130.00
78017338	12/08/2015	A00264391YBP Library Services	I0042086	397513	11000	203	6310	61200	129.95
78017339	12/09/2015	A00273795Bohannon Jr, Scott A.	S0033222		11000		9526		1,382.00
78017340	12/09/2015	A00277872Cervantes, Carlos A.	S0033228		11000		9526		718.00
78017341	12/09/2015	A00261244Downs, James W.	S0033227		11000		9526		1,444.00
78017342	12/09/2015	A00275705Galagaza, Sarah M.	S0033226		11000		9526		2,888.00
78017343	12/09/2015	A00264150Hahn, Christine M.	S0033229		11000		9526		356.00
78017344	12/09/2015	A00277204Huizar, Noel A.	S0033225		11000		9526		1,713.00
78017345	12/09/2015	A00277818Rios De Jesus, Erika	S0033224		11000		9526		1,444.00
78017346	12/09/2015	A00260645Sandoval, Fabian	S0033223		11000		9526		1,697.00
78017347	12/11/2015	A00200043American Express	I0042125	11003112	11000	203	6310	61200	5,150.04
78017348	12/11/2015	A00272260Andrews, Megan C.	I0042136	092815	12000	304	5710	63200	132.28
78017349	12/11/2015	A00002724Baeza, Diane	I0042150	111115	11000	202	5710	60300	304.74

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78017350	12/11/2015	A00200076Bandy, Ingrun K.	I0042137	111815	11000	352	5710	69615	180.43
78017351	12/11/2015	A00200198Community College League of	I0042126	1516	11000	111	5210	66002	250.00
78017352	12/11/2015	A00200222Daily Midway Driller	I0042127	01561670	11000	411	5970	67300	80.55
			I0042128	01561711	11000	411	5970	67300	153.12
78017353	12/11/2015	A00237331Dumbrigue, Joanne V.	I0042148	110715	11000	352	5710	69616	147.89
78017354	12/11/2015	A00200845Dyer, Geoffrey	I0042133	102315	11000	202	5710	60300	144.90
78017354	12/11/2015	A00200845Dyer, Geoffrey	I0042142	110415	11000	202	5710	60300	90.00
			I0042146	110515	11000	202	5710	60300	289.15
78017355	12/11/2015	A00232405Elizarraraz, Diego	S0033154		11000		9526		1,444.00
78017356	12/11/2015	A00246798Golling, Leigh	I0042149	110815	11000	208	5740	49999	90.00
78017357	12/11/2015	A00200627Gonzalez, Lourdes	I0042132	101915	12000	303	5710	64300	1,329.54
78017358	12/11/2015	A00203431Grimes, Jessica R.	I0042143	110415	12563	202	5710	00000	107.97
78017359	12/11/2015	A00257900Hall, Daniel N.	I0042145	110415	12563	202	5710	00000	1,176.89
78017360	12/11/2015	A00200656Jacobi, Victoria J.	I0042144	110415	11000	202	5710	60300	1,340.06
			I0042153	111415	11000	202	5710	60300	152.15
78017361	12/11/2015	A00262851Lytle, Steve	I0042151	111315	11000	209	5740	04011	72.74
78017362	12/11/2015	A00200498Office Depot	I0042122	79454152	12000	340	4310	64951	79.17
78017363	12/11/2015	A00200502Orange Belt Stages	I0042124	114472	12000	340	5730	64951	1,435.00
					11000	432	5740	64993	1,320.00
78017364	12/11/2015	A00202322Ramirez, Christine	I0042130	REISSUE-	11000	000	9513	00000	78.00
78017365	12/11/2015	A00279551Rio Vista Chevrolet	I0042123	150596	11972	432	6414	67703	30,000.00
					11000	432	6414	67703	4,504.52
78017366	12/11/2015	A00200458Roth, Rebecca E.	I0042141	102815	11000	210	5710	13052	210.17
78017367	12/11/2015	A00200727Sandoval, Carla J.	I0042154	113015	12551	353	5710	64600	200.00
78017368	12/11/2015	A00277399Sundgren, Lori	I0042138	102315	12000	304	5710	63200	121.60
78017369	12/11/2015	A00200415Swenson, Sonja C.	I0042140	102815	11000	208	5710	49999	492.34
78017370	12/11/2015	A00200293United Parcel Service	I0042134	00009697	11000	401	5940	67705	392.61
78017371	12/11/2015	A00201058Unruh, Krystal B.	I0042139	8-11/15	39000	314	5710	64991	604.17
78017372	12/11/2015	A00201575Vohnout, Danielle E.	I0042152	111415	11000	202	5710	60100	43.01
78017373	12/11/2015	A00201172Waugh, Victoria A.	I0042147	110615	39000	314	5710	64991	46.00
78017374	12/11/2015	A00201578Welborn, Virginia R.	I0042131	113015	12551	353	5710	64600	552.93
78017375	12/11/2015	A00200355West Kern Water District	I0042129	121615	33428	310	5810	69200	12.82
			I0042135	120315	11000	432	5810	65700	2,988.31
					39000	314	5810	64991	474.06
78017376	12/14/2015	A00262016Austin, Matthew	S0033230		11000		9526		108.00
78017377	12/14/2015	A00263416Escobedo, Cenisa D.	S0033231		11000		9526		184.00
78017378	12/14/2015	A00274306Gregory, Savannah H.	S0033232		11000		9526		300.00
78017379	12/14/2015	A00277860Lam, Marvin N.	S0033233		11000		9526		782.00
78017380	12/14/2015	A00228418Moreno, Maria C.	S0033234		11000		9526		276.00
78017381	12/14/2015	A00275253Otanez, Brenda L.	S0033235		11000		9526		250.00
78017382	12/14/2015	A00274422Shamoo, Ivana J.	S0033236		11000		9526		828.00
78017383	12/14/2015	A00273117Sigala, Jacob	S0033237		11000		9526		276.00
78017384	12/14/2015	A00272566Sorensen, Harrison D.	S0033238		11000		9526		782.00
78017385	12/14/2015	A00091490Stearman, Keith W.	S0033239		11000		9526		23.00
78017386	12/16/2015	A00243588AARP Health Care Options	I0042200	JAN 16	11000	412	3350	59100	17,058.77
78017387	12/16/2015	A00200034Albertson's	I0042157	13681118	33429	310	4410	69200	401.34
78017388	12/16/2015	A00228685All American Embroidery	I0042266	33989	31000	423	4310	69100	327.40
78017389	12/16/2015	A00200043American Express	I0042161	11004112	39000	314	4310	64991	101.98
78017390	12/16/2015	A00200043American Express	I0042219	92002112	11000	352	4310	69610	138.00
78017391	12/16/2015	A00200053Apple Computer Inc.	I0042252	43650659	12563	202	6415	00000	10,082.56
78017392	12/16/2015	A00269058Aramark Uniform Services	I0042262	503-0844	11000	431	5870	65100	226.50

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					11000	205	5870	12042	12.00
					39000	314	5870	64991	18.00
78017393	12/16/2015	A00202445AT&T Mobility	I0042159	111815	39000	314	5840	64991	166.92
78017394	12/16/2015	A00202445AT&T Mobility	I0042208	102515	12461	206	5840	12042	587.34
78017395	12/16/2015	A00202445AT&T Mobility	I0042226	112515	12461	206	5840	12042	447.34
78017396	12/16/2015	A00200081BARC, Inc.	I0042214	INV00616	11000	411	5990	67300	85.00
78017397	12/16/2015	A00272600Beard Family Trust	I0042251	DEC 15	12560	223	5610	09565	3,500.00
78017398	12/16/2015	A00266398Belden, Rachel C.	I0042195	102815	12434	219	5710	17010	321.08
78017399	12/16/2015	A00075823Binkley, Everett L.	I0042238	JAN 16	39000	314	5610	64991	873.00
			I0042240	JAN. 16	39000	314	5610	64991	873.00
			I0042247	DEC 15	39000	314	5610	64991	1,746.00
78017400	12/16/2015	A00250001Blake, Paul A.	I0042104	113015	12435	221	4311	19010	4,553.81
78017401	12/16/2015	A00200105Brandco	I0042255	18767	11000	431	4320	65100	10.10
78017402	12/16/2015	A00200109Brown & Reich Petroleum, Inc	I0042160	23391	12433	341	4316	64991	275.01
78017402	12/16/2015	A00200109Brown & Reich Petroleum, Inc	I0042254	23768	11000	432	4316	67703	381.71
78017403	12/16/2015	A00201125Cambridge University Press	I0042168	00800196	31000	423	4110	69100	559.68
					31000	423	5940	69100	28.56
78017404	12/16/2015	A00200143Carlson, Kamala A.	I0041994	110515	11000	208	4310	15011	304.50
78017405	12/16/2015	A00200146Carolina Biological Supply C	I0042267	49311523	11000	209	4311	04012	85.84
78017406	12/16/2015	A00201685Cengage Learning	I0042167	56767288	31000	423	4110	69100	3,258.25
					31000	423	5940	69100	59.88
			I0042263	56761718	31000	423	4110	69100	2,258.75
					31000	423	5940	69100	55.11
78017407	12/16/2015	A00200168Central Valley Occupational	I0042216	71-324	11000	401	5980	67200	60.00
78017408	12/16/2015	A00202280Chaidez, Joell C.	I0042196	092415	12603	125	5710	68900	407.75
78017409	12/16/2015	A00200181City of Taft	I0042162	12.01.15	39000	314	5850	64991	96.01
78017410	12/16/2015	A00271411Colston Properties LLC	I0042236	JAN 16	39000	314	5610	64991	1,475.00
			I0042245	DEC 15	39000	314	5610	64991	1,475.00
78017411	12/16/2015	A00264649Convergint Technologies, LP	I0042224	140045	11000	113	5641	67801	800.00
78017412	12/16/2015	A00200222Daily Midway Driller	I0042199	01561747	11000	411	5970	67300	80.55
78017413	12/16/2015	A00265229DK&M Property	I0042237	JAN 16	39000	314	5610	64991	2,460.00
			I0042239	JAN. 16	39000	314	5610	64991	928.00
			I0042244	DEC 15	39000	314	5610	64991	2,460.00
			I0042246	DEC. 15	39000	314	5610	64991	928.00
78017414	12/16/2015	A00200307Farmer Bros. Company	I0042223	62983805	32000	422	4410	69400	1,467.58
78017415	12/16/2015	A00202335Fastenal Industrial & Constr	I0042165	CATAF310	11000	431	4312	65100	92.78
78017416	12/16/2015	A00261816FireFly Computers, LLC	I0042229	117360	12060	113	6415	67801	30,365.00
78017417	12/16/2015	A00200653Hello Direct	I0042222	HD018679	11000	113	4310	67801	280.28
78017418	12/16/2015	A00200693John Wiley & Sons, Inc.	I0042264	8926918	31000	423	4110	69100	162.00
					31000	423	5940	69100	13.24
78017419	12/16/2015	A00269591Kern County Hispanic Chamber	I0042158	5438	12603	125	5990	68900	20,000.00
78017420	12/16/2015	A00200712Kern County Supt. of Schools	I0042270	NOV 15	12461	206	5641	12042	33,593.44
78017421	12/16/2015	A00200715Kern Electric Distributors	I0042256	543364	11000	431	4310	65100	52.89
78017422	12/16/2015	A00200725Kwik Signs	I0042228	13502	11000	301	4310	64500	610.39
78017423	12/16/2015	A00277823MailFinance Inc.	I0042201	N5666219	11000	411	5950	67300	1,017.23
78017424	12/16/2015	A00200552McCallum Group, Inc.	I0042215	15-309	11000	111	5510	66002	2,700.00
78017425	12/16/2015	A00200555McGraw-Hill	I0042170	89571014	31000	423	4110	69100	5,037.50
					31000	423	5940	69100	10.02
78017426	12/16/2015	A00234706MNJ Technologies Direct, Inc	I0042230	00034318	12603	125	6415	68900	0.01
					12603	125	6415	68900	0.01
					12603	125	6415	68900	100.85

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78017427	12/16/2015	A00255628	Modern Language Association	I0042210	5058429	12603	125	6415	68900	0.01
						31000	423	4110	69100	2,310.00
						31000	423	5940	69100	97.77
78017428	12/16/2015	A00234628	MPS	I0042171	78903831	31000	423	4110	69100	583.20
				I0042212	7868787X	31000	423	4110	69100	1,552.50
						31000	423	5940	69100	55.36
78017429	12/16/2015	A00201124	New Monic Books	I0042213	30380	31000	423	4110	69100	621.60
78017430	12/16/2015		Voided Check							
78017431	12/16/2015		Voided Check							
78017432	12/16/2015	A00200498	Office Depot	I0042173	80881577	11000	113	6415	67801	474.02
						12563	202	6415	00000	474.02
				I0042174	80638016	12434	219	4310	17010	37.86
						12435	221	4310	19010	17.19
				I0042175	80182581	11000	411	4318	67300	267.12
				I0042176	80182732	12000	311	4318	64200	64.33
				I0042177	80788458	12000	304	4318	63200	542.74
				I0042178	80661282	11000	207	4311	08351	133.13
				I0042179	80675534	11000	202	4318	60100	110.48
				I0042180	80610526	11000	209	4310	17016	25.71
				I0042181	80610510	11000	209	4310	17016	70.93
				I0042182	80638123	11000	209	4310	04013	84.04
				I0042183	80606038	11000	113	4318	67801	374.95
						12000	304	4318	63200	180.91
						11000	208	4318	15012	38.83
						11000	212	4310	49999	144.47
						11000	113	4310	67801	18.26
						11000	304	4310	63200	18.26
				I0042184	80647029	12484	303	4318	64300	194.02
						11000	302	4318	64500	259.03
						12000	304	4310	63200	17.19
				I0042185	80881476	11000	210	4318	13052	163.38
				I0042186	81014435	11000	208	4318	15016	133.86
				I0042187	80449815	11000	207	4318	08351	401.74
78017432	12/16/2015	A00200498	Office Depot	I0042188	80427081	11000	202	4318	15015	220.96
				I0042189	80418652	11000	202	4318	60103	113.77
				I0042190	80389892	11000	411	4318	67300	144.04
				I0042191	80317582	11000	203	4318	61200	79.54
				I0042192	80189114	11000	113	4310	67801	68.75
				I0042193	80076253	33428	310	4315	69100	510.60
				I0042194	80076248	11000	209	4318	04011	48.42
				I0042197	81019683	11000	202	4310	60100	35.41
				I0042198	80968138	11000	208	4310	10023	68.59
				I0042202	80775121	11000	209	4310	17012	50.27
				I0042203	80802229	11000	209	4310	17013	60.67
				I0042204	80815151	11000	209	4310	04014	168.43
				I0042205	80815180	11000	209	4311	04014	75.24
				I0042206	80847146	11000	208	4318	10021	133.59
				I0042207	80859246	11000	210	4318	20014	112.09
				I0042220	80321480	11000	207	4316	08351	55.89
				I0042232	80424478	12461	206	4310	12042	402.55
78017433	12/16/2015	A00200502	Orange Belt Stages	I0042231	115117	11000	432	5750	67703	3,540.00

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					11000	432	5750	67703	1,235.00		
78017434	12/16/2015	A00200522Pepsi-Cola Company	I0042172	70786861	32000	422	4410	69400	1,716.81		
78017435	12/16/2015	A00200985Rangel-Escobedo, Juana R.	I0042155	112015	11000	302	5710	63100	25.00		
78017436	12/16/2015	A00278586ReadyRefresh	I0042209	113015	12460	206	5641	12042	9.66		
78017437	12/16/2015	A00200444Republic Elevator	I0042164	145964	11000	431	5641	65100	187.05		
78017438	12/16/2015	A00257305See's Candy Shops, Inc.	I0042211	60453931	31000	423	4310	69100	1,112.90		
78017439	12/16/2015	A00275702Seward L. Schreder Construct	I0042217	PAY REQ	12435	221	5510	19010	262,279.47		
78017440	12/16/2015	A00200390Sonicontrol of Bakersfield	I0042225	1277616-	11000	113	5641	67801	553.02		
78017441	12/16/2015	A00200393Sparkletts	I0042169	112715	31000	423	4321	69100	15.74		
78017442	12/16/2015	A00200396Spurr	I0042261	69530	11000	431	5820	65700	39.88		
					35819	357	5820	69700	64.52		
					35827	357	5820	69700	385.41		
					33428	310	5820	65700	162.40		
78017443	12/16/2015	A00275935Supplyworks	I0042253	5155313-	11000	431	4310	65300	158.54		
78017444	12/16/2015	A00200417Sysco Food Service of Ventur	I0042235	51121032	32000	422	4411	69400	976.11		
					32000	422	4411	69400	2,132.35		
					32000	422	5940	69400	9.45		
					32000	422	4410	69400	12,960.01		
			I0042272	51125039	33429	310	4410	69200	2,167.90		
78017445	12/16/2015	A00200421Tacony Corporation	I0042163	8018322	11000	431	4312	65300	67.73		
78017445	12/16/2015	A00200421Tacony Corporation	I0042163	8018322	11000	431	5940	65300	15.32		
78017446	12/16/2015	A00200425Taft College	I0042265	110915	31000	423	7130	69100	90.00		
78017447	12/16/2015	A00200862Taft College Bookstore	I0042218	6178	11000	352	5940	69610	10.96		
78017448	12/16/2015	A00200432Taft Union High School	I0042234	16-012	11000	352	5633	69612	141.00		
					11000	352	5633	69613	141.00		
78017449	12/16/2015	A00230471The Storage Bin	I0042269	113015	11000	202	5610	60100	337.50		
78017450	12/16/2015	A00200282True Value Home Center	I0042227	341865	32000	422	4312	69400	47.02		
78017451	12/16/2015	A00200284U.S. Foods	I0042271	4099545	33429	310	4410	69200	123.89		
78017452	12/16/2015	A00278975Val's Detail	I0042166	12315	11000	432	5632	67703	190.00		
78017453	12/16/2015	A00200339Verizon California	I0042258	77001128	11000	431	5840	65700	653.57		
78017454	12/16/2015	A00200339Verizon California	I0042259	79001128	11000	431	5840	65700	489.97		
78017455	12/16/2015	A00200338Verizon Wireless	I0042257	97564269	11000	357	5840	69700	134.58		
78017456	12/16/2015	A00200338Verizon Wireless	I0042260	97562307	11000	431	5840	65100	197.60		
					39000	312	5840	64991	57.17		
78017457	12/16/2015	A00232538Ward's Natural Science	I0042268	80432402	11000	209	4311	04011	31.07		
78017458	12/16/2015	A00271491Watkins, Sherrie D.	I0042243	JAN 16	39000	314	5610	64991	1,310.00		
					I0042250	DEC 15	39000	314	5610	64991	1,310.00
78017459	12/16/2015	A00200355West Kern Water District	I0042156	12/03/15	11000	432	5810	65700	285.55		
					39000	314	5810	64991	58.49		
78017460	12/16/2015	A00202369West Side Regional Occupatio	I0042241	JAN 16	39000	314	5610	64991	1,473.00		
					I0042248	DEC 15	39000	314	5610	64991	1,473.00
78017461	12/16/2015	A00200359Westchester Plaza, LLC	I0042233	JAN 16	12461	206	5611	12042	2,443.00		
					12461	206	5890	12042	744.00		
78017462	12/16/2015	A00073955White, Brian L.	I0042242	JAN 16	39000	314	5610	64991	1,400.00		
					I0042249	DEC 15	39000	314	5610	64991	1,400.00
78017463	12/16/2015	A00200388Zee Medical Service Co.	I0042221	34-20219	11000	302	4310	63100	163.62		
78017464	12/18/2015	A002000164Imprint	I0042302	4346217	31000	423	4310	69100	219.60		
					31000	423	5940	69100	80.98		
78017465	12/18/2015	A00248932Abtech	I0042365	H511058-	11000	113	6415	67801	5,471.34		
78017466	12/18/2015	A00279610Academic Advertising, LLC	I0042281	0000552	11000	411	5970	67300	1,740.00		
78017467	12/18/2015	A00279597Ai Squared	I0042312	378491A	12000	304	5643	63200	1,299.70		

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78017468	12/18/2015	A00200034	Albertson's	I0042286	44681118	39000	314	4311	64991	1,258.79
78017469	12/18/2015	A00200043	American Express	I0042353	92000112	11000	113	5642	67801	257.81
						11000	113	5710	67801	350.00
						11000	113	5840	67801	137.00
						11000	306	4310	49306	133.62
						12435	221	4312	67801	531.74
78017470	12/18/2015	A00223048	AMS.NET	I0042315	0001120	12435	221	6414	19010	108.20
78017471	12/18/2015	A00200052	AP Architects	I0042276	9269	42350	000	6211	71002	1,098.82
						12435	221	6211	19010	2,663.59
						12050	000	5510	71002	5,966.81
						12050	000	5510	71002	7,280.00
				I0042277	9386	12050	000	5510	71002	305.00
						12435	221	5510	19010	250.00
						42303	000	5510	71002	4,267.61
						42350	000	5510	71002	4,107.50
						12435	221	6211	19010	32,251.77
						42350	000	6211	71002	12,595.90
78017472	12/18/2015	A00200054	Applied Technology Group, In	I0042328	206503	11000	301	5632	64500	47.50
78017473	12/18/2015	A00002724	Baeza, Diane	I0042336	120115	12560	223	5710	60103	119.00
78017474	12/18/2015	A00202567	Bags and Bows	I0042290	00934597	31000	423	4321	69100	396.20
78017475	12/18/2015	A00200096	Board of Governors, CCC	I0042357	88093855	12563	202	5710	00000	300.00
78017476	12/18/2015	A00200107	Bright House Networks	I0042330	092915	12560	223	5645	09565	404.19
78017477	12/18/2015	A00200107	Bright House Networks	I0042331	102815	12560	223	5645	09565	404.19
78017478	12/18/2015	A00201984	California State University	I0042311	120415	11495	202	5710	61900	2,000.00
78017479	12/18/2015	A00247198	Cambium Education, Inc.	I0042313	RI157342	12000	304	5643	63200	1,079.25
78017480	12/18/2015	A00279643	CCC Registry	I0042280	2016	11000	411	5970	67300	1,200.00
78017481	12/18/2015	A00200156	CCCSRA	I0042329	112815	11000	352	5750	69612	422.50
78017482	12/18/2015	A00279668	CCI Central, Inc.	I0042279	23590	11000	411	5950	67300	245.77
78017483	12/18/2015	A00201685	Cengage Learning	I0042301	56804998	31000	423	4115	69100	10,587.50
						31000	423	4110	69100	1,240.00
						31000	423	5940	69100	253.80
78017484	12/18/2015	A00200175	Chevron Valley Credit Union,	I0042289	60651208	31000	423	4321	69100	32.22
78017485	12/18/2015	A00200200	Computerland of Silicon Vall	I0042333	239856	11000	202	5643	60100	79.00
78017486	12/18/2015	A00264649	Convergint Technologies, LP	I0042314	W283907	11000	113	5632	67801	597.00
78017487	12/18/2015	A00201720	Creative Concepts	I0042320	50208	12461	206	4318	12042	225.57
78017488	12/18/2015	A00200222	Daily Midway Driller	I0042321	112715	11000	208	4318	15016	2,300.00
78017489	12/18/2015	A00200300	Eureka	I0042318	85961	11000	313	5642	63300	1,499.63
78017490	12/18/2015	A00200302	Eveland, Sharyn L.	I0042337	110615	11000	202	5710	60100	153.53
78017491	12/18/2015	A00067985	Farnsworth, Lisa M.	I0042360	NOV 15	12460	206	5641	12042	264.00
						12460	206	5710	12042	17.37
				I0042361	DEC 15	12460	206	5641	12042	252.00
						12460	206	5710	12042	8.63
78017492	12/18/2015	A00202335	Fastenal Industrial & Constr	I0042294	CATAF312	11000	431	4312	65100	32.22
78017493	12/18/2015	A00255187	Fernandez, Aldrin L.	I0042335	120215	12560	223	5710	60103	420.05
78017494	12/18/2015	A00218045	Geiger, Joe L.	I0042323	0297320	33428	310	5632	69200	75.00
78017495	12/18/2015	A00203431	Grimes, Jessica R.	I0042300	10	31000	423	4110	69100	250.00
78017496	12/18/2015	A00257617	Guitron, Anna E.	I0042319	112515	11000	202	5505	60200	75.00
78017497	12/18/2015	A00108731	HACU	I0042296	MEM-3526	11000	111	5210	66002	4,820.00
78017498	12/18/2015	A00200655	Henry Schein, Inc.	I0042356	25678914	11000	205	4311	12042	594.30
78017499	12/18/2015	A00224086	inContact, Inc.	I0042295	219370	11000	431	5840	65100	201.86
						11000	431	5840	65700	1,574.51

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78017500	12/18/2015	A00267251	Insight Investments, LLC	I0042332	INV17757	12060	113	6415	67801	1,929.50
78017501	12/18/2015	A00200680	J & L Locksmithing	I0042358	014966	11000	202	4320	60100	99.00
						11000	202	4320	60100	5.91
78017502	12/18/2015	A00200730	Launspach, DDS., Inc., Danie	I0042274	052715-1	12460	206	5641	12042	7,593.70
78017503	12/18/2015	A00200735	Liebert Cassidy Whitmore	I0042351	121115	11000	411	4310	67300	301.00
78017504	12/18/2015	A00262851	Lytile, Steve	I0042308	120315	11000	209	4311	04011	50.37
78017505	12/18/2015	A00255619	Maricopa Unified School Dist	I0042297	120915	12603	125	5990	68900	576.90
78017506	12/18/2015	A00200555	McGraw-Hill	I0042334	89657647	31000	423	4115	69100	9,500.00
						31000	423	5940	69100	121.25
78017507	12/18/2015	A00234706	MNJ Technologies Direct, Inc	I0042299	00034330	11000	203	6412	61200	253.62
				I0042326	00343351	12563	202	6415	00000	2,750.18
				I0042352	00034320	11000	113	6415	67801	0.01
						12563	202	6415	00000	0.01
						11000	113	6415	67801	46.20
						12563	202	6415	00000	46.19
78017508	12/18/2015	A00200575	Montoya, Janice	I0042362	DEC 15	12460	206	5641	12042	2,434.25
78017509	12/18/2015	A00200498	Office Depot	I0042340	80641778	12435	221	4310	19010	6.76
				I0042341	81019696	11000	202	4310	60100	75.24
				I0042342	81050523	11000	431	4310	65100	51.69
				I0042343	81062778	11000	411	4318	67300	135.32
				I0042344	81064524	11000	411	4318	67300	149.40
				I0042345	81069203	11000	421	4318	67200	542.74
				I0042346	81153450	11000	209	4318	49999	244.67
				I0042347	81155046	11000	207	4318	08351	152.35
						11000	207	4318	08351	108.52
						11000	207	4318	08351	108.52
				I0042348	81041751	12434	219	4310	17010	26.08
				I0042349	81125518	11000	421	4318	67200	60.61
				I0042350	81037358	11000	113	4318	67801	149.40
				I0042363	80702403	11000	114	4310	70999	126.87
78017510	12/18/2015	A00277057	Omega Construction	I0042275	PAY REQ	42350	000	5510	71002	24,516.62
78017511	12/18/2015	A00241384	PASCO scientific	I0042327	562964	12435	221	4311	19010	4,708.18
78017512	12/18/2015	A00200518	Pearson Education	I0042305	BK789884	31000	423	4115	69100	7,437.75
						31000	423	4110	69100	8,252.46
						31000	423	5940	69100	401.16
78017513	12/18/2015	A00200522	Pepsi-Cola Company	I0042288	04679355	32000	422	4410	69400	389.28
78017514	12/18/2015	A00261201	Proforma Progressive Marketi	I0042306	0B710188	12551	353	4310	64600	500.95
						12551	353	4310	64600	10.76
78017515	12/18/2015	A00270674	Public Agency Law Group	I0042316	120515	11000	421	5420	67200	185.50
78017516	12/18/2015	A00200543	Purdy, D.D.S., Daniel	I0042359	060515-1	12460	206	5641	12042	16,160.94
78017517	12/18/2015	A00200985	Rangel-Escobedo, Juana R.	I0042282	120915	12000	340	4410	64951	51.75
78017518	12/18/2015	A00231833	Ray A. Morgan Company Inc.	I0042366	1093910	11000	401	4310	67704	402.48
78017519	12/18/2015	A00200990	Reich, Tristina R.	I0042339	080415	39000	314	5710	64991	46.00
78017520	12/18/2015	A00238748	RR Donnelley	I0042291	38624006	31000	423	4321	69100	531.32
						31000	423	5940	69100	116.07
78017521	12/18/2015	A00018793	Salcido, Paula	I0042355	DEC 15	12460	206	5641	12042	500.00
78017522	12/18/2015	A00200487	Sierra School Equipment Co.	I0042298	57966	11000	353	6413	64600	245.16
						12551	353	6415	64600	39.04
						11000	301	6411	64500	26.48
78017523	12/18/2015	A00234793	Southwest Signs	I0042304	6332	31000	423	4310	69100	775.50
78017524	12/18/2015	A00200417	Sysco Food Service of Ventur	I0042325	51216040	32000	422	4411	69400	100.95

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78017525	12/18/2015	A00200425	Taft College	I0042285	115	12603	422	4410	69400	1,453.69
78017526	12/18/2015	A00200862	Taft College Bookstore	I0042354	1502	11000	125	4310	68900	3,480.00
78017527	12/18/2015	A00200431	Taft Plumbing Co., Inc.	I0042273	PAY REQ	12050	421	4310	67200	38.56
78017528	12/18/2015	A00256341	Terminix	I0042307	35050531	33428	000	5510	71002	2,126.96
78017529	12/18/2015	A00249937	The Learning Underground, In	I0042310	INV-0000	12434	310	5860	69200	387.00
78017530	12/18/2015	A00200282	True Value Home Center	I0042278	341364	33428	219	5510	17010	6,350.00
				I0042309	342220	12434	310	4310	69200	1,023.95
78017531	12/18/2015	A00200284	U.S. Foods	I0042287	4230673	32000	219	4311	17010	120.31
						32000	422	4411	69400	185.48
78017532	12/18/2015	A00243587	United Healthcare Insurance	I0042317	JAN 16	11000	422	4410	69400	5,960.36
78017533	12/18/2015	A00200339	Verizon California	I0042364	57031207	11000	412	3350	59100	19,640.95
78017534	12/18/2015	A00200338	Verizon Wireless	I0042283	97562272	11000	431	5840	65700	79.06
						11000	113	5840	67801	38.01
						11000	114	5641	70999	192.04
78017535	12/18/2015	A00200338	Verizon Wireless	I0042284	97562272	11000	411	5840	67300	58.51
78017536	12/18/2015	A00200352	Waxie Sanitary Supply	I0042293	75672099	11000	431	4310	65300	256.60
78017537	12/18/2015	A00275443	WestAir Gases & Equipment In	I0042292	80062481	11000	431	5612	65100	10.20
						11000	431	5850	65100	5.00
				I0042303	80061710	31000	423	4321	69100	16.04
78017538	12/18/2015	A00261115	Williams, Mark P.	I0042322	121015	11000	202	4310	60100	136.84
				I0042324	12/10/15	11000	202	4310	60100	102.34
				I0042338	110715	11000	202	5710	60100	1,223.79
=====										
BANK TOTAL										
1,368,903.13										

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		NUMBER	NAME	NUMBER	DATE	REQ. DATE					
ASALAZAR	12/07/2015	A00200498	Office Depot	P0037373	10/02/2015	10/02/2015	\$79.16	Y	Y	Y	
	12/09/2015	A00255627	Compansol	P0037564	10/23/2015	10/23/2015	\$2,309.95		Y	Y	
	12/21/2015	A00200498	Office Depot	P0038178	12/18/2015	12/18/2015	\$322.56		Y	Y	

							TOTAL USER	\$2,711.67			
DDURAN	12/02/2015	A00266398	Belden, Rachel Claire.	P0037968	12/01/2015	12/01/2015	\$10.43	Y	Y	Y	
		A00279487	North American Technical Ser	P0037883	11/18/2015	11/18/2015	\$6,000.00	Y	Y	Y	
		A00250001	Blake, Paul Anderson.	P0037951	11/30/2015	11/30/2015	\$4,553.81	Y	Y	Y	
	12/03/2015	A00253173	University of La Verne	P0037964	12/01/2015	12/01/2015	\$116,661.33	Y	Y	Y	
	12/04/2015	A00266398	Belden, Rachel Claire.	P0037994	12/03/2015	12/03/2015	\$27.38	Y	Y	Y	
	12/11/2015	A00200282	True Value Home Center	P0038059	12/09/2015	12/09/2015	\$120.31	Y	Y	Y	
		A00234781	Lego Education	P0038061	12/09/2015	12/09/2015	\$832.48		Y	Y	
	12/16/2015	A00201984	California State University	P0038025	12/08/2015	12/08/2015	\$2,000.00	Y	Y	Y	
		A00249937	The Learning Underground, In	P0038029	12/08/2015	12/08/2015	\$6,350.00	Y	Y	Y	
	12/17/2015	A00200498	Office Depot	P0038122	12/14/2015	12/14/2015	\$26.08	Y	Y	Y	
	12/18/2015	A00231833	Ray A. Morgan Company Inc.	P0038164	12/16/2015	12/16/2015	\$8,704.02		Y	Y	
		A00241384	PASCO scientific	P0038121	12/14/2015	12/14/2015	\$31,197.00		Y	Y	
	12/28/2015	A00210209	ULINE	P0038206	12/28/2015	12/28/2015	\$469.26		Y	N	
		A00250001	Blake, Paul Anderson.	P0038205	12/28/2015	12/28/2015	\$84.53		Y	N	
		A00280047	Benchdepot	P0038209	12/28/2015	12/28/2015	\$4,097.75		Y	N	

							TOTAL USER	\$181,134.38			
DEKDAHL	12/01/2015	A00200990	Reich, Tristina R.	P0037881	11/18/2015	11/18/2015	\$200.00		Y	Y	
		A00209761	Torres, Ylianna Crystal.	P0037882	11/18/2015	11/18/2015	\$200.00		Y	Y	
	12/02/2015	A00200107	Bright House Networks	P0037794	11/16/2015	11/16/2015	\$150.99		Y	Y	
		A00200498	Office Depot	P0037464	10/14/2015	10/14/2015	\$187.62		Y	Y	
				P0037701	11/04/2015	11/04/2015	\$83.11		Y	Y	
	12/07/2015	A00200862	Taft College Bookstore	P0038016	12/07/2015	12/07/2015	\$52.30		Y	N	
	12/10/2015	A00200498	Office Depot	P0038070	12/10/2015	12/10/2015	\$175.85		Y	N	
	12/11/2015	A00200043	American Express	P0038014	12/07/2015	12/07/2015	\$101.98		Y	Y	
		A00200181	City of Taft	P0038011	12/07/2015	12/07/2015	\$154.41		Y	Y	
	12/14/2015	A00201272	Owens, Patricia A.	P0038110	12/14/2015	12/14/2015	\$55.22		Y	N	
	12/21/2015	A00200862	Taft College Bookstore	P0038075	12/10/2015	12/10/2015	\$101.86		Y	Y	
		A00201272	Owens, Patricia A.	P0038076	12/10/2015	12/10/2015	\$5.00		Y	Y	
	12/28/2015	A00200043	American Express	P0038013	12/07/2015	12/07/2015	\$609.99		Y	Y	
		A00200498	Office Depot	P0038180	12/21/2015	12/21/2015	\$154.35		Y	Y	
		A00210209	ULINE	P0038141	12/15/2015	12/15/2015	\$67.34		Y	Y	
	12/29/2015	A00200043	American Express	P0038223	12/29/2015	12/29/2015	\$643.62		Y	N	

							TOTAL USER	\$2,943.64			

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		NUMBER	NAME	NUMBER	DATE	REQ. DATE				
DHEGEMAN	12/02/2015	A00200112	BSK & Associates, Inc.	P0037946	11/29/2015	11/29/2015	\$2,460.50	Y	Y	Y
	12/03/2015	A00255644	U.S. Bank Equipment Finance	P0037984	12/02/2015	12/02/2015	\$6,026.82		Y	Y
		A00231833	Ray A. Morgan Company Inc.	P0037983	12/02/2015	12/02/2015	\$800.87		Y	Y
	12/04/2015	A00200704	Karwoski, John	P0037975	12/02/2015	12/02/2015	\$10,920.00	Y	Y	Y
		A00200043	American Express	P0037985	12/02/2015	12/02/2015	\$4,858.00		Y	Y
	12/07/2015	A00200198	Community College League of	P0037991	12/03/2015	12/03/2015	\$250.00	Y	Y	Y
	12/09/2015	A00200725	Kwik Signs	P0038032	12/09/2015	12/09/2015	\$610.43	Y	Y	Y
	12/10/2015	A00202322	Ramirez, Christine	P0038051	12/09/2015	12/09/2015	\$78.00	Y	Y	Y
	12/11/2015	A00200704	Karwoski, John	P0038085	12/10/2015	12/10/2015	\$65,520.00		Y	Y
		A00200052	AP Architects	P0038082	12/10/2015	12/10/2015	\$17,009.22	Y	Y	Y
				P0038083	12/10/2015	12/10/2015	\$53,777.78	Y	Y	Y
		A00275702	Seward L. Schreder Construct	P0038086	12/10/2015	12/10/2015	\$262,279.47	Y	Y	Y
	12/14/2015	A00270674	Public Agency Law Group	P0038108	12/13/2015	12/13/2015	\$185.50	Y	Y	Y
	12/16/2015	A00200431	Taft Plumbing Co., Inc.	P0038150	12/15/2015	12/15/2015	\$2,126.96	Y	Y	Y
		A00277057	Omega Construction	P0038159	12/16/2015	12/16/2015	\$24,516.62	Y	Y	Y
		A00200425	Taft College	P0038039	12/09/2015	12/09/2015	\$3,480.00	Y	Y	Y
		A00108731	HACU	P0038131	12/14/2015	12/14/2015	\$4,915.00	Y	Y	Y
	12/17/2015	A00200498	Office Depot	P0038170	12/17/2015	12/17/2015	\$126.88	Y	Y	Y
		A00200862	Taft College Bookstore	P0038163	12/16/2015	12/16/2015	\$38.56	Y	Y	Y
		A00200344	Wade, Judy L.	P0038171	12/17/2015	12/17/2015	\$155.00	Y	Y	Y
	12/18/2015	A00200078	The Bank of New York	P0038167	12/16/2015	12/16/2015	\$795.00		Y	Y
				P0038168	12/16/2015	12/16/2015	\$795.00		Y	Y
		A00228779	FedEx National LTL, Inc.	P0038166	12/16/2015	12/16/2015	\$30.62		Y	Y
	12/21/2015	A00200498	Office Depot	P0038189	12/21/2015	12/21/2015	\$37.80		Y	N
		A00200344	Wade, Judy L.	P0038179	12/21/2015	12/21/2015	\$178.80		Y	Y
	12/22/2015	A00200498	Office Depot	P0038185	12/21/2015	12/21/2015	\$36.66		Y	Y
				P0038188	12/21/2015	12/21/2015	\$15.31		Y	Y
	12/28/2015	A00253023	Ellucian Company L.P.	P0038190	12/21/2015	12/21/2015	\$173,741.92		Y	Y

							TOTAL USER	\$635,766.72		
GDUNHAM	12/04/2015	A00241638	Ecolab, Inc.	P0037990	12/03/2015	12/03/2015	\$44.95	Y	Y	Y
		A00259610	Phil's Phabulous Phoods & Be	P0037989	12/03/2015	12/03/2015	\$342.00	Y	Y	Y
	12/09/2015	A00200282	True Value Home Center	P0038036	12/09/2015	12/09/2015	\$47.02	Y	Y	Y
		A00200417	Sysco Food Service of Ventur	P0038038	12/09/2015	12/09/2015	\$15,942.46	Y	Y	Y
		A00200522	Pepsi-Cola Company	P0038028	12/08/2015	12/08/2015	\$1,716.81	Y	Y	Y
	12/10/2015	A00200307	Farmer Bros. Company	P0038055	12/09/2015	12/09/2015	\$1,467.58	Y	Y	Y
	12/16/2015	A00200284	U.S. Foods	P0038134	12/15/2015	12/15/2015	\$6,145.84	Y	Y	Y
		A00200417	Sysco Food Service of Ventur	P0038151	12/16/2015	12/16/2015	\$1,556.84	Y	Y	Y
		A00200522	Pepsi-Cola Company	P0038135	12/15/2015	12/15/2015	\$389.28	Y	Y	Y

						TOTAL USER	\$27,652.78			
JCHAIDEZ	12/08/2015	A00269591	Kern County Hispanic Chamber	P0038010	12/07/2015	12/07/2015	\$20,000.00	Y	Y	Y

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	12/16/2015	A00200846	ACT WorkKeys	P0038102	12/11/2015	12/11/2015	\$5,615.00	Y	Y	
		A00255619	Maricopa Unified School Dist	P0038098	12/11/2015	12/11/2015	\$576.90	Y	Y	Y
		A00279674	Christiansen, Gary D.	P0038104	12/11/2015	12/11/2015	\$175.00	Y	Y	

						TOTAL USER	\$26,366.90			
JEDMAISTON	12/09/2015	A00200502	Orange Belt Stages	P0038030	12/08/2015	12/08/2015	\$4,775.00	Y	Y	Y
		A00200043	American Express	P0038033	12/09/2015	12/09/2015	\$225.20	Y	Y	Y
		A00200432	Taft Union High School	P0038031	12/08/2015	12/08/2015	\$282.00	Y	Y	Y
		A00200862	Taft College Bookstore	P0038035	12/09/2015	12/09/2015	\$10.96	Y	Y	Y
	12/11/2015	A00200498	Office Depot	P0038040	12/09/2015	12/09/2015	\$55.89	Y	Y	Y
	12/15/2015	A00200156	CCCSRA	P0038149	12/15/2015	12/15/2015	\$422.50	Y	Y	Y
	12/18/2015	A00259618	Taft College ASB General	P0038175	12/18/2015	12/18/2015	\$13,620.80	Y	N	

						TOTAL USER	\$19,392.35			
JGARRETT	12/16/2015	A00247198	Cambium Education, Inc.	P0038100	12/11/2015	12/11/2015	\$3,000.00	Y	Y	

						TOTAL USER	\$3,000.00			
JNICHOLAS	12/29/2015	A00200425	Taft College	P0038226	12/29/2015	12/29/2015	\$20.22	Y	Y	

						TOTAL USER	\$20.22			
JPATERSON	12/01/2015	A00200498	Office Depot	P0037900	11/20/2015	11/20/2015	\$60.67	Y	Y	Y
		A00200146	Carolina Biological Supply C	P0037722	11/06/2015	11/06/2015	\$129.94	Y	Y	Y
		A00200458	Roth, Rebecca E.	P0037897	11/19/2015	11/19/2015	\$210.17	Y	Y	Y
		A00200498	Office Depot	P0037896	11/19/2015	11/19/2015	\$50.27	Y	Y	Y
		A00200656	Jacobi, Victoria J.	P0037895	11/19/2015	11/19/2015	\$152.15	Y	Y	Y
		A00200845	Dyer, Geoffrey	P0037901	11/20/2015	11/20/2015	\$145.27	Y	Y	Y
				P0037902	11/20/2015	11/20/2015	\$144.90	Y	Y	Y
				P0037903	11/20/2015	11/20/2015	\$289.15	Y	Y	Y
		A00201045	Golling, Greg P.	P0037894	11/19/2015	11/19/2015	\$209.88	Y	Y	Y
		A00200498	Office Depot	P0037913	11/23/2015	11/23/2015	\$75.23	Y	Y	Y
				P0037914	11/23/2015	11/23/2015	\$169.05	Y	Y	Y
		A00203431	Grimes, Jessica R.	P0037944	11/25/2015	11/25/2015	\$49.95	Y	Y	Y
				P0037945	11/25/2015	11/25/2015	\$107.97	Y	Y	Y
		A00262851	Lytle, Steve	P0037906	11/20/2015	11/20/2015	\$72.74	Y	Y	Y
				P0037907	11/20/2015	11/20/2015	\$15.87	Y	Y	Y
	12/02/2015	A00018310	Reynolds, David S.	P0037959	12/01/2015	12/01/2015	\$531.98	Y	Y	N
		A00031249	Avina, Nicole E.	P0037960	12/01/2015	12/01/2015	\$65.00	Y	Y	Y
		A00200498	Office Depot	P0037957	12/01/2015	12/01/2015	\$68.59	Y	Y	Y

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		A00279581	Academic Innovations, LLC	P0037976	12/02/2015	12/02/2015	\$299.00	Y	Y	Y
		A00234706	MNJ Technologies Direct, Inc	P0037943	11/25/2015	11/25/2015	\$2,563.86		Y	Y
		A00200652	Hegeman, Debbie F.	P0037958	12/01/2015	12/01/2015	\$1,647.67	Y	Y	Y
		A00200498	Office Depot	P0037980	12/02/2015	12/02/2015	\$35.41	Y	Y	Y
				P0037981	12/02/2015	12/02/2015	\$75.23	Y	Y	Y
		A00200862	Taft College Bookstore	P0037978	12/02/2015	12/02/2015	\$15.36	Y	Y	Y
				P0037979	12/02/2015	12/02/2015	\$12.85	Y	Y	Y
	12/03/2015	A00200043	American Express	P0037962	12/01/2015	12/01/2015	\$257.50	Y	Y	Y
		A00200652	Hegeman, Debbie F.	P0037987	12/03/2015	12/03/2015	\$1,587.60	Y	Y	Y
	12/04/2015	A00200498	Office Depot	P0037995	12/03/2015	12/03/2015	\$236.49	Y	Y	Y
		A00230471	The Storage Bin	P0037986	12/03/2015	12/03/2015	\$337.50	Y	Y	Y
		A00200043	American Express	P0037963	12/01/2015	12/01/2015	\$1,653.54	Y	Y	Y
		A00232538	Ward's Natural Science	P0037872	11/18/2015	11/18/2015	\$31.07	Y	Y	Y
	12/09/2015	A00257617	Guitron, Anna Elizabeth.	P0038041	12/09/2015	12/09/2015	\$75.00		N	N
	12/11/2015	A00200243	Dick Blick	P0038092	12/11/2015	12/11/2015	\$1,389.99		Y	N
		A00200302	Eveland, Sharyn L.	P0038088	12/11/2015	12/11/2015	\$153.53	Y	Y	Y
		A00255187	Fernandez, Aldrin Luben.	P0038095	12/11/2015	12/11/2015	\$420.05	Y	Y	Y
		A00261115	Williams, Mark Preston.	P0038096	12/11/2015	12/11/2015	\$136.84	Y	Y	Y
				P0038097	12/11/2015	12/11/2015	\$102.34	Y	Y	Y
		A00262851	Lytle, Steve	P0038064	12/10/2015	12/10/2015	\$50.37	Y	Y	Y
		A00002724	Baeza, Diane	P0038093	12/11/2015	12/11/2015	\$119.00	Y	Y	Y
	12/16/2015	A00200222	Daily Midway Driller	P0038073	12/10/2015	12/10/2015	\$2,300.00	Y	Y	Y
		A00261115	Williams, Mark Preston.	P0038066	12/10/2015	12/10/2015	\$1,223.79	Y	Y	Y
		A00200498	Office Depot	P0038084	12/10/2015	12/10/2015	\$98.10	Y	Y	Y
	12/17/2015	A00200096	Board of Governors, CCC	P0038132	12/14/2015	12/14/2015	\$300.00	Y	Y	Y
		A00200680	J & L Locksmithing	P0038152	12/16/2015	12/16/2015	\$104.91	Y	Y	Y
	12/18/2015	A00241384	PASCO scientific	P0038127	12/14/2015	12/14/2015	\$2,097.37		Y	Y
		A00272252	GL Consulting Services, LLC	P0038124	12/14/2015	12/14/2015	\$2,712.50		Y	Y
		A00280000	Cavazos, Blanca	P0038148	12/15/2015	12/15/2015	\$923.58		Y	Y
	12/21/2015	A00200498	Office Depot	P0038172	12/18/2015	12/18/2015	\$67.70		Y	Y
				P0038173	12/18/2015	12/18/2015	\$222.05		Y	Y
	12/22/2015	A00200378	WKCCD Custodian Revolving Ca	P0038191	12/21/2015	12/21/2015	\$2,297.53		Y	N
		A00279488	Insight Assessment	P0038176	12/18/2015	12/18/2015	\$7,704.00		Y	Y
		A00200498	Office Depot	P0038200	12/22/2015	12/22/2015	\$58.38		Y	Y
				P0038192	12/22/2015	12/22/2015	\$6.97		Y	Y

							TOTAL DATE	\$10,066.88		
	12/28/2015	A00200043	American Express	P0038212	12/28/2015	12/28/2015	\$185.95		Y	N
				P0038213	12/28/2015	12/28/2015	\$2,409.56		Y	N
		A00200498	Office Depot	P0038194	12/22/2015	12/22/2015	\$6.71		Y	Y
				P0038207	12/28/2015	12/28/2015	\$9.66		Y	Y
				P0038208	12/28/2015	12/28/2015	\$466.77		Y	Y
	12/29/2015	A00200355	West Kern Water District	P0038221	12/29/2015	12/29/2015	\$72.86		Y	N
				P0038222	12/29/2015	12/29/2015	\$84.20		Y	N
		A00200498	Office Depot	P0038220	12/29/2015	12/29/2015	\$9.70		Y	N

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	12/30/2015	A00266644	Hilton Orange County/Costa M	P0038227	12/30/2015	12/30/2015	\$463.33	Y	N	
				P0038228	12/30/2015	12/30/2015	\$463.33	Y	N	
						TOTAL USER	\$38,037.93			
KALLIKAS	12/03/2015	A00213296	Phi Theta Kappa	P0037996	12/03/2015	12/03/2015	\$65.00	Y	N	
	12/22/2015	A00200498	Office Depot	P0038198	12/22/2015	12/22/2015	\$884.82	Y	N	
						TOTAL USER	\$949.82			
KEHELMS	12/02/2015	A00200555	McGraw-Hill	P0037974	12/02/2015	12/02/2015	\$6,547.78	Y	Y	Y
		A00201685	Cengage Learning	P0037973	12/02/2015	12/02/2015	\$131.24	Y	Y	Y
		A00219472	Arbor Crest Publishing	P0037971	12/02/2015	12/02/2015	\$3,632.72	Y	Y	Y
		A00258703	College House	P0037972	12/02/2015	12/02/2015	\$2,819.51	Y	Y	Y
	12/04/2015	A00200693	John Wiley & Sons, Inc.	P0038003	12/04/2015	12/04/2015	\$175.24	Y	Y	Y
		A00201685	Cengage Learning	P0038002	12/04/2015	12/04/2015	\$2,313.86	Y	Y	Y
	12/07/2015	A00200425	Taft College	P0038012	12/07/2015	12/07/2015	\$90.00	Y	Y	Y
		A00200555	McGraw-Hill	P0038008	12/06/2015	12/06/2015	\$5,047.52	Y	Y	Y
		A00201125	Cambridge University Press	P0038007	12/06/2015	12/06/2015	\$588.24	Y	Y	Y
		A00201685	Cengage Learning	P0038006	12/06/2015	12/06/2015	\$3,318.13	Y	Y	Y
		A00228685	All American Embroidery	P0038015	12/07/2015	12/07/2015	\$346.38	Y	Y	Y
		A00234628	MPS	P0038009	12/06/2015	12/06/2015	\$583.20	Y	Y	Y
	12/09/2015	A00201124	New Monic Books	P0038045	12/09/2015	12/09/2015	\$621.60	Y	Y	Y
		A00234628	MPS	P0038042	12/09/2015	12/09/2015	\$1,607.86	Y	Y	Y
		A00255628	Modern Language Association	P0038046	12/09/2015	12/09/2015	\$2,407.77	Y	Y	Y
		A00257305	See's Candy Shops, Inc.	P0038047	12/09/2015	12/09/2015	\$1,112.90	Y	Y	Y
	12/16/2015	A00200555	McGraw-Hill	P0038091	12/11/2015	12/11/2015	\$9,621.25	Y	Y	Y
		A00200016	4Imprint	P0038116	12/14/2015	12/14/2015	\$300.58	Y	Y	Y
		A00200175	Chevron Valley Credit Union,	P0038128	12/14/2015	12/14/2015	\$32.22	Y	Y	Y
		A00200518	Pearson Education	P0038119	12/14/2015	12/14/2015	\$16,091.37	Y	Y	Y
		A00201685	Cengage Learning	P0038114	12/14/2015	12/14/2015	\$12,081.30	Y	Y	Y
		A00202567	Bags and Bows	P0038136	12/15/2015	12/15/2015	\$396.20	Y	Y	Y
		A00203431	Grimes, Jessica R.	P0038112	12/14/2015	12/14/2015	\$250.00	Y	Y	Y
		A00234793	Southwest Signs	P0038118	12/14/2015	12/14/2015	\$775.50	Y	Y	Y
		A00238748	RR Donnelley	P0038138	12/15/2015	12/15/2015	\$647.39	Y	Y	Y
		A00275443	WestAir Gases & Equipment In	P0038117	12/14/2015	12/14/2015	\$16.04	Y	Y	Y
	12/18/2015	A00200143	Carlson, Kamala A.	P0038113	12/14/2015	12/14/2015	\$1,750.00	Y	Y	
	12/29/2015	A00200555	McGraw-Hill	P0038217	12/29/2015	12/29/2015	\$4,001.01	Y	N	
		A00200628	Goodheart-Wilcox Co., Inc.	P0038218	12/29/2015	12/29/2015	\$1,570.98	Y	N	
		A00201685	Cengage Learning	P0038214	12/29/2015	12/29/2015	\$6,246.08	Y	N	
						TOTAL USER	\$85,123.87			

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		NUMBER	NAME	NUMBER	DATE	REQ. DATE					
KHELMS	12/01/2015	A00200259	Driller Printers	P0037941	11/25/2015	11/25/2015	\$195.65	Y	Y	Y	
		A00200462	S & S Printing	P0037940	11/25/2015	11/25/2015	\$188.12	Y	Y	Y	
		A00200715	Kern Electric Distributors	P0037938	11/25/2015	11/25/2015	\$476.03	Y	Y	Y	
	12/11/2015	A00201051	Central Sanitary Supply	P0037939	11/25/2015	11/25/2015	\$139.88	Y	Y	Y	
		A00218045	Geiger, Joe L.	P0038020	12/08/2015	12/08/2015	\$75.00	Y	Y	Y	
	12/16/2015	A00256341	Terminix	P0038021	12/08/2015	12/08/2015	\$387.00	Y	Y	Y	
		A00200282	True Value Home Center	P0038022	12/08/2015	12/08/2015	\$1,023.95	Y	Y	Y	
	12/28/2015	A00200498	Office Depot	P0038204	12/28/2015	12/28/2015	\$3.43	Y		N	
				P0038187	12/21/2015	12/21/2015	\$257.78	Y	Y		
		A00237176	SSD Systems	P0038186	12/21/2015	12/21/2015	\$151.38	Y	Y		
	-----							TOTAL USER	\$2,898.22		
LRISS	12/01/2015	A00200384	X-Ray Solutions Service Inc.	P0037454	11/23/2015	11/23/2015	\$130.00	Y	Y	Y	
		A00237176	SSD Systems	P0037912	11/23/2015	11/23/2015	\$129.10	Y	Y	Y	
	12/21/2015	A00200516	Patterson Dental Supply, Inc	P0038183	12/21/2015	12/21/2015	\$578.97	Y		N	
				P0038182	12/21/2015	12/21/2015	\$695.01	Y	Y		
	12/22/2015	A00200756	California Dental Associatio	P0038181	12/21/2015	12/21/2015	\$1,590.00	Y	Y		
		A00279609	TL Dental Scaler Corp.	P0038184	12/21/2015	12/21/2015	\$395.00	Y	Y		
-----							TOTAL USER	\$3,518.08			
LSILVEIRA	12/01/2015	A00264391	YBP Library Services	P0037949	11/30/2015	11/30/2015	\$129.95	Y	Y	Y	
	12/14/2015	A00200487	Sierra School Equipment Co.	P0038120	12/14/2015	12/14/2015	\$1,029.86		N	N	
-----							TOTAL USER	\$1,159.81			
MBLANCO	12/04/2015	A00200627	Gonzalez, Lourdes	P0037825	11/16/2015	11/16/2015	\$1,329.54	Y	Y	Y	
		A00279560	Access Ingenuity	P0037953	11/30/2015	11/30/2015	\$2,173.68	Y	Y		
		A00247198	Cambium Education, Inc.	P0037999	12/03/2015	12/03/2015	\$1,074.26	Y	Y	Y	
	12/08/2015	A00279597	Ai Squared	P0037997	12/03/2015	12/03/2015	\$1,394.07	Y	Y	Y	
		A00200727	Sandoval, Carla Joe.	P0038018	12/07/2015	12/07/2015	\$200.00	Y	Y	Y	
		A00201578	Welborn, Virginia R.	P0038019	12/07/2015	12/07/2015	\$552.93	Y	Y	Y	
	12/09/2015	A00213463	Nuance Communications Inc.	P0038017	12/07/2015	12/07/2015	\$1,149.99	Y	Y		
		A00200111	Bogle, Darcy S.	P0038062	12/09/2015	12/09/2015	\$28.48	Y	Y		
		A00200388	Zee Medical Service Co.	P0038049	12/09/2015	12/09/2015	\$163.62	Y	Y	Y	
	12/10/2015	A00200985	Rangel-Escobedo, Juana R.	P0038060	12/09/2015	12/09/2015	\$39.95	Y	Y	Y	
		A00200300	Eureka	P0038048	12/09/2015	12/09/2015	\$1,499.63	Y	Y	Y	
		A00200985	Rangel-Escobedo, Juana R.	P0038056	12/09/2015	12/09/2015	\$51.75	Y	Y	Y	
	12/14/2015			P0038133	12/14/2015	12/14/2015	\$25.00	Y	Y	Y	
		A00277399	Sundgren, Lori	P0038126	12/14/2015	12/14/2015	\$121.60	Y	Y	Y	
		A00200054	Applied Technology Group, In	P0038139	12/15/2015	12/15/2015	\$47.50	Y	Y	Y	
12/16/2015	A00202654	Pacific West Sound, Inc.	P0038115	12/14/2015	12/14/2015	\$3,100.00	Y	Y	Y		
-----							TOTAL USER	\$12,952.00			

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MMATTHEWS	12/01/2015	A00200405	Stroud Technology Group, Inc	P0037877	11/18/2015	11/18/2015	\$405.00	Y	Y	Y
		A00200175	Chevron Valley Credit Union,	P0037935	11/24/2015	11/24/2015	\$364.50	Y	Y	Y
	12/04/2015	A00201720	Creative Concepts	P0037988	12/03/2015	12/03/2015	\$225.58	Y	Y	Y
	12/11/2015	A00067985	Farnsworth, Lisa M.	P0038077	12/10/2015	12/10/2015	\$281.37	Y	Y	Y
				P0038079	12/10/2015	12/10/2015	\$260.63	Y	Y	Y
	12/16/2015	A00200543	Purdy, D.D.S., Daniel	P0038074	12/10/2015	12/10/2015	\$16,160.94	Y	Y	Y
		A00200730	Launspach, DDS., Inc., Danie	P0038024	12/08/2015	12/08/2015	\$7,593.70	Y	Y	Y
	12/21/2015	A00200175	Chevron Valley Credit Union,	P0038174	12/18/2015	12/18/2015	\$369.29	Y	Y	Y

						TOTAL USER	\$25,661.01			
MTOFTE	12/07/2015	A00200043	American Express	P0037982	12/02/2015	12/02/2015	\$5,150.04	Y	Y	Y
	12/28/2015	A00200043	American Express	P0038210	12/28/2015	12/28/2015	\$1,702.93	Y	Y	N
	12/29/2015	A00200498	Office Depot	P0038215	12/29/2015	12/29/2015	\$95.03	Y	Y	N
				P0038216	12/29/2015	12/29/2015	\$7.94	Y	Y	N

						TOTAL USER	\$6,955.94			
MWHITE	12/01/2015	A00201122	Home Depot Credit Services	P0037559	10/22/2015	10/22/2015	\$221.90	Y	Y	Y
	12/04/2015	A00200421	Tacony Corporation	P0037992	12/03/2015	12/03/2015	\$83.05	Y	Y	Y
		A00202335	Fastenal Industrial & Constr	P0037993	12/03/2015	12/03/2015	\$92.78	Y	Y	Y
	12/09/2015	A00200502	Orange Belt Stages	P0037918	11/23/2015	11/23/2015	\$2,755.00	Y	Y	Y
	12/10/2015	A00279551	Rio Vista Chevrolet	P0037950	11/30/2015	11/30/2015	\$34,504.52	Y	Y	Y
	12/16/2015	A00202335	Fastenal Industrial & Constr	P0038109	12/14/2015	12/14/2015	\$32.22	Y	Y	Y
		A00200282	True Value Home Center	P0038143	12/15/2015	12/15/2015	\$9.22	Y	Y	Y
	12/17/2015	A00200170	Champion Hardware Inc.	P0038153	12/16/2015	12/16/2015	\$105.40	Y	Y	Y
	12/18/2015	A00200309	United Refrigeration, Inc.	P0038165	12/16/2015	12/16/2015	\$42.04	Y	Y	Y
	12/21/2015	A00200017	A.P.I. Plumbing	P0038156	12/16/2015	12/16/2015	\$1,313.94	Y	Y	Y
		A00200423	Taft City School District	P0037970	12/02/2015	12/02/2015	\$1,144.36	Y	Y	Y
		A00200282	True Value Home Center	P0038027	12/08/2015	12/08/2015	\$2,161.19	Y	Y	Y
		A00200629	Grainger	P0038157	12/16/2015	12/16/2015	\$96.38	Y	Y	Y
	12/28/2015	A00200680	J & L Locksmithing	P0038203	12/28/2015	12/28/2015	\$11.29	Y	Y	Y

						TOTAL USER	\$42,573.29			
NAVINA	12/11/2015	A00257617	Guitron, Anna Elizabeth.	P0038023	08/17/2015	09/24/2015	\$75.00	Y	Y	Y
	12/29/2015	A00257900	Hall, Daniel Nathan.	P0038225	12/01/2015	12/08/2015	\$541.06	Y	Y	N

						TOTAL USER	\$616.06			
RLEDFORD	12/02/2015	A00200053	Apple Computer Inc.	P0037923	11/23/2015	11/23/2015	\$17,756.87	Y	Y	Y
		A00234706	MNJ Technologies Direct, Inc	P0037630	10/29/2015	10/29/2015	\$2,563.86	Y	Y	Y

						TOTAL USER	\$20,320.73			

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RWELBORN	12/14/2015	A00261201	Proforma Progressive Marketi	P0038125	12/14/2015	12/14/2015	\$511.72	Y	Y	Y
	12/17/2015	A00200862	Taft College Bookstore	P0038142	12/15/2015	12/15/2015	\$96.76	Y	Y	Y
	TOTAL USER							\$608.48		
SCRISS	12/28/2015	A00200652	Hegeman, Debbie F.	P0038211	12/28/2015	12/28/2015	\$1,039.36	Y	Y	N
	12/29/2015	A00200383	WRD Consulting Group, LLC	P0038219	12/29/2015	12/29/2015	\$187,500.00	Y	Y	N
	12/30/2015	A00200652	Hegeman, Debbie F.	P0038199	12/22/2015	12/22/2015	\$1,215.80	Y	Y	Y
	TOTAL USER							\$189,755.16		
SGARDNER	12/01/2015	A00200498	Office Depot	P0037853	11/17/2015	11/18/2015	\$510.61	Y	Y	Y
		A00200200	Computerland of Silicon Vall	P0037933	11/24/2015	11/30/2015	\$84.93	Y	Y	Y
		A00200498	Office Depot	P0037911	11/23/2015	11/30/2015	\$133.59	Y	Y	Y
				P0037928	11/23/2015	11/30/2015	\$112.09	Y	Y	Y
				P0037934	11/24/2015	11/30/2015	\$163.38	Y	Y	Y
		A00234706	MNJ Technologies Direct, Inc	P0037952	11/30/2015	12/10/2015	\$7,137.99	Y	Y	Y
	12/02/2015	A00200498	Office Depot	P0037977	12/02/2015	12/08/2015	\$133.86	Y	Y	Y
	12/03/2015	A00200116	Burt Electric & Communicatio	P0037904	11/20/2015	11/30/2015	\$33,832.40	Y	Y	Y
	12/07/2015	A00234706	MNJ Technologies Direct, Inc	P0037961	12/01/2015	12/11/2015	\$1,616.34	Y	Y	Y
		A00200498	Office Depot	P0038004	12/04/2015	12/09/2015	\$542.73	Y	Y	Y
		A00234706	MNJ Technologies Direct, Inc	P0037967	12/01/2015	12/08/2015	\$2,041.00	Y	Y	Y
	12/08/2015	A00200498	Office Depot	P0038000	12/04/2015	12/09/2015	\$135.32	Y	Y	Y
				P0038001	12/04/2015	12/09/2015	\$149.41	Y	Y	Y
	12/10/2015	A00200498	Office Depot	P0038058	12/09/2015	12/16/2015	\$149.41	Y	Y	Y
		A00200653	Hello Direct	P0038052	12/09/2015	12/16/2015	\$241.87	Y	Y	Y
		A00264649	Convergint Technologies, LP	P0038063	12/09/2015	12/16/2015	\$800.00	Y	Y	Y
		A00267251	Insight Investments, LLC	P0038053	12/09/2015	12/14/2015	\$2,757.37	Y	Y	Y
	12/11/2015	A00200498	Office Depot	P0038034	12/09/2015	12/14/2015	\$60.60	Y	Y	Y
				P0038044	12/09/2015	12/14/2015	\$244.68	Y	Y	Y
				P0038050	12/09/2015	12/14/2015	\$369.39	Y	Y	Y
				P0038057	12/09/2015	12/16/2015	\$948.04	Y	Y	Y
				P0038067	12/10/2015	12/17/2015	\$361.82	Y	Y	Y
				P0038068	12/10/2015	12/17/2015	\$180.91	Y	Y	Y
				P0038094	12/11/2015	12/18/2015	\$265.93	Y	Y	Y
				P0038099	12/11/2015	12/18/2015	\$224.18	Y	Y	Y
		A00234706	MNJ Technologies Direct, Inc	P0038043	12/09/2015	12/16/2015	\$223.74	Y	Y	Y
		A00200390	Sonitrol of Bakersfield	P0038071	12/10/2015	12/17/2015	\$553.02	Y	Y	Y
12/16/2015	A00200200	Computerland of Silicon Vall	P0038087	12/11/2015	12/18/2015	\$267.67	Y	Y	Y	
	A00200338	Verizon Wireless	P0038054	12/09/2015	12/16/2015	\$58.51	Y	Y	Y	
	A00209760	MTS IntegraTRAK, INC	P0038089	12/11/2015	12/18/2015	\$995.00	Y	Y	Y	
	A00106005	Archibald, Heidi D.	P0038129	12/14/2015	12/18/2015	\$75.00	Y	Y	Y	
	A00200139	Card Integrators	P0038140	12/15/2015	12/22/2015	\$250.00	Y	Y	Y	
	A00200200	Computerland of Silicon Vall	P0038107	12/11/2015	12/18/2015	\$267.67	Y	Y	Y	

Taft College Purchase Order Activity Report 01-December-2015 through 31-December-2015

FY 15-16

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200498	Office Depot	P0038146	12/15/2015	12/22/2015	\$64.92	Y	Y	
		A00264649	Convergent Technologies, LP	P0038105	12/11/2015	12/18/2015	\$597.00	Y	Y	Y
		A00267251	Insight Investments, LLC	P0038106	12/11/2015	12/18/2015	\$9,567.50	Y	Y	
12/17/2015		A00200498	Office Depot	P0038065	12/10/2015	12/17/2015	\$194.02	Y	Y	
				P0038130	12/14/2015	12/21/2015	\$188.13	Y	Y	
		A00234706	MNJ Technologies Direct, Inc	P0037965	12/01/2015	12/08/2015	\$2,040.98	Y	Y	
		A00200043	American Express	P0038037	12/09/2015	12/16/2015	\$1,410.17	Y	Y	Y
		A00200498	Office Depot	P0038158	12/16/2015	12/23/2015	\$294.50	Y	Y	
				P0038169	12/17/2015	12/24/2015	\$76.32	Y	Y	
12/18/2015		A00200732	Lenovo	P0038137	12/15/2015	12/22/2015	\$3,466.87	Y	Y	
		A00200498	Office Depot	P0038145	12/15/2015	12/22/2015	\$265.70	Y	Y	
12/21/2015		A00200498	Office Depot	P0038111	12/14/2015	12/21/2015	\$542.73	Y	Y	
				P0038154	12/16/2015	12/23/2015	\$194.02	Y	Y	
12/22/2015		A00200053	Apple Computer Inc.	P0038193	12/22/2015	12/29/2015	\$2,323.86	Y	N	
		A00249930	Best Buy Business Advantage	P0038195	12/22/2015	12/29/2015	\$1,620.67	Y	N	
		A00248932	Abtech	P0038147	12/15/2015	12/22/2015	\$11,925.44	Y	Y	
12/28/2015		A00200053	Apple Computer Inc.	P0038197	12/22/2015	12/29/2015	\$1,580.27	Y	Y	
		A00200498	Office Depot	P0037969	12/01/2015	12/08/2015	\$83.36	Y	Y	
		A00264649	Convergent Technologies, LP	P0038155	12/16/2015	12/23/2015	\$597.00	Y	Y	
				P0038160	12/16/2015	12/23/2015	\$1,149.00	Y	Y	
				P0038161	12/16/2015	12/23/2015	\$1,011.00	Y	Y	
				P0038162	12/16/2015	12/23/2015	\$735.00	Y	Y	
		A00272585	PSI - Digital Imaging Soluti	P0038177	12/18/2015	12/25/2015	\$649.00	Y	Y	
		A00200498	Office Depot	P0038201	12/22/2015	12/29/2015	\$129.50	Y	Y	
		A00200498	Office Depot	P0038202	12/28/2015	01/04/2016	\$82.29	Y	Y	
		A00234706	MNJ Technologies Direct, Inc	P0037966	12/01/2015	12/08/2015	\$708.70	Y	Y	
12/29/2015		A00200498	Office Depot	P0038224	12/29/2015	01/05/2016	\$279.91	Y	N	
12/30/2015		A00234706	MNJ Technologies Direct, Inc	P0038229	12/30/2015	01/06/2016	\$11,822.85	Y	N	

						TOTAL USER	\$109,489.17			
TROWDEN	12/01/2015	A00200433	Vibul Tangpraphaphorn, M.D.	P0037865	11/17/2015	11/17/2015	\$378.00	Y	Y	Y
	12/10/2015	A00200182	City of Taft Police Departme	P0038081	12/10/2015	12/10/2015	\$87.00	Y	N	
	12/11/2015	A00200168	Central Valley Occupational	P0038080	12/10/2015	12/10/2015	\$60.00	Y	Y	Y
12/16/2015		A00200735	Liebert Cassidy Whitmore	P0038090	12/11/2015	12/11/2015	\$301.00	Y	Y	Y
		A00279610	Academic Advertising, LLC	P0038026	12/08/2015	12/08/2015	\$1,740.00	Y	Y	Y
		A00279643	CCC Registry	P0038005	12/04/2015	12/04/2015	\$1,200.00	Y	Y	Y
		A00279668	CCI Central, Inc.	P0038078	12/10/2015	12/10/2015	\$245.77	Y	Y	Y
12/18/2015		A00200168	Central Valley Occupational	P0038072	12/10/2015	12/10/2015	\$115.00	Y	Y	
12/28/2015		A00200168	Central Valley Occupational	P0038069	12/10/2015	12/10/2015	\$135.00	Y	Y	

						TOTAL USER	\$4,261.77			

**WEST KERN COMMUNITY COLLEGE DISTRICT
REQUESTS FOR CONFERENCE ATTENDANCE & EXPENSES**

January 6, 2016

Page 1 of 1

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Cutrona, Angelo Cutrona, Myisha	College California Community College Athletic Association Soccer Championship & College Showcase	Cupertino	12/04/15 - 12/6/15	-0-
Polizzotto, Joseph	California Math Council Community Colleges Conference	Monterey	12/10/15 - 12/11/15	\$40.00 △
Baeza, Diane	Regional Consortium Central Mother Lode Steering Committee Meeting	Lemoore	12/15/15	\$111.00 ◆
Vaughan, Susan	Joint Community Forces Meeting	Bakersfield	01/14/16	-0-
Sundgren, Lori	Instructional Design and Innovation Conference	Riverside	01/20/16 - 01/23/16	\$1,069.00 •
Gonzalez, Lourdes	Region 6 Extended Opportunity Programs & Services & Cooperative Agencies Resources for Education Coordinator Meeting	Oxnard	01/27/16	\$180.40 •
Carlson, Kamala	California Association of Teachers of English Conference	Costa Mesa	02/18/16 - 02/21/16	\$928.33 •
Kerr, Danielle	California Association of Teachers of English Conference	Costa Mesa	02/18/16 - 02/21/16	\$928.33 •
Jacobi, Victoria	Region 5 Articulation Officers Meeting	Fresno	03/11/16	\$132.25 *
Duron, Candace Rangel-Escobedo, Juana	Advancing Student Success: From Plan to Action Training	Sacramento	03/13/16 - 03/16/16	\$1,913.50 •
Williams, Mark	California Community Colleges Student Success Conference 2016	Sacramento	03/13/16 - 03/17/16	\$1,137.01 •

*General Funds

•Restricted Funds

◆Grant Funds

■TIL

△ Auxiliary Funds

▲ Revised

**West Kern Community College District General Fund Unrestricted
 Budgeted Sources of Funds at Account Level 1
 Revenue Accounts Fiscal Year 2016
 For the Month Ending December 31, 2015**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
8600	State Revenues	11,286,777	11,286,777	5,254,121	0	6,032,656
8800	Local Revenues	12,462,234	12,462,234	4,850,703	0	7,611,531
Summary		23,749,011	23,749,011	#####	0	13,644,187

**West Kern Community College District General Fund Unrestricted
 Budgeted Sources of Funds at Account Level 1
 Expenditure Accounts Fiscal Year 2015-16
 For the Month Ending December 31, 2015**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
1000	Academic Salaries	7,977,942	7,988,809	3,009,694	0	4,979,115
2000	Classified & Other Nonacademic Salaries	4,609,935	4,606,547	1,822,002	0	2,784,545
3000	Employee Benefits	4,947,132	4,946,432	2,051,185	209,044	2,686,203
4000	Supplies and Materials	449,975	451,947	209,765	96,979	145,203
5000	Other Operating Expenses & Services	4,193,932	4,182,593	1,838,185	1,364,025	980,382
6000	Capital Outlay	170,324	169,912	181,874	21,371	-33,333
7000	Other Outgo	941,955	944,955	-331,992	3,815	1,273,132
7200	Transfers	457,816	457,816	1,502,557	0	-1,044,741
Summary		23,749,011	23,749,011	#####	1,695,234	11,770,506

**Disbursement Register of Expenditures Greater than \$10,000
For the month of October 2015**

Check Number	Check Date	Vendor Name	Description	Net Amount
78017161	12/03/2015	AP Architects	November 2nd Invoices	33,823.93
78017162	12/03/2015	Apple Computer Inc.	Quote via A. Agundez: Equity iPads	12,134.69
78017177	12/03/2015	Central Sanitary Supply	Janitorial Supplies	17,349.36
78017209	12/03/2015	John Karwoski	John Karwoski/November contract services	10,920.00
78017236	12/03/2015	Ray A. Morgan Company Inc.	Tech Arts Canon IR 2270	11,254.64
78017249	12/03/2015	Sysco Food Service of Ventura	paper 0542102pu, 511040304, 0544164pu, 511110237	20,952.97
78017251	12/03/2015	Taft College ASB General	2008/2009 ASB reconciliation	12,960.00
78017273	12/03/2015	Westec	WESTEC	77,731.50
78017275	12/03/2015	Written Productions	Invoice #111505	10,000.00
78017282	12/08/2015	AMS.NET	Data switches for the ETEC modulars	22,633.05
78017313	12/08/2015	John Karwoski	December 2015 invoice for Inspection Services	10,920.00
78017334	12/08/2015	University of La Verne	Salaries & Benefits - Pathways \$66,107.60	116,661.33
78017365	12/11/2015	Rio Vista Chevrolet	M/O Truck	34,504.52
78017386	12/16/2015	AARP Health Care Options	2015-16 AARP Retiree Supplement Health	17,058.77
78017391	12/16/2015	Apple Computer Inc.	2nd Quote - Adrian iPads for Equity	10,082.56
78017416	12/16/2015	FireFly Computers, LLC	Firefly Servers/Monitors-Classroom Refresh	30,365.00
78017419	12/16/2015	Kern County Hispanic Chamber of Commerce	AB86 SBA Pilot	20,000.00
78017420	12/16/2015	Kern County Supt. of Schools	2015-2016 KCSOS/KCCDHN CLAIMS	33,593.44
78017439	12/16/2015	Seward L. Schreder Construction, Inc.	Pay App #4 for STEM Modular	262,279.47
78017444	12/16/2015	Sysco Food Service of Ventura	paper511210324, 511250392, 512020319, 512090275	16,077.92
78017471	12/18/2015	AP Architects	Student Center	17,009.22
78017471	12/18/2015	AP Architects	Scheduled Maint	53,777.78
78017483	12/18/2015	Cengage Learning	Rental Textbooks-Multiple Invoices	12,081.30
78017510	12/18/2015	Omega Construction	Pay #3	24,516.62
78017512	12/18/2015	Pearson Education	Rental Textbooks-Multiple Invoices	16,091.37
78017516	12/18/2015	Daniel Purdy, D.D.S.	TREAT SRVCS 6/5/15-11/13/15	16,160.94
78017532	12/18/2015	United Healthcare Insurance Company	2015-16 Retiree Health Ins	19,640.95
				940,581.33

ASB 2015
BALANCE SHEET
As of December 30, 2015

ASSETS

Current Assets		
Checking/Savings		
ASB Chevron		105,757.30
ASB Chevron - Savings		43.23
Total Checking/Savings		<u>105,800.53</u>
Total Current Assets		<u>105,800.53</u>
TOTAL ASSETS		<u><u>105,800.53</u></u>

LIABILITIES & EQUITY

Equity		
Restricted Funds		
ASB Athletics		33,731.95
ASB Cards		14,590.20
ASB General		-1,878.90
ASB Soft Drinks		4,120.32
Baseball Club		1,299.47
Best Buddies		2,310.85
Cougar Echo		773.50
CRU		160.00
Dental Hygiene General		
DH Class of 2017	2624.65	
DH Class of 2016	5630.31	
DH Class of 2015	0.13	
DH Other	<u>1,262.72</u>	
Total DH General		9,517.81
Disneyland		1,786.00
ECE		94.00
EOPS		342.24
Field Trips		280.00
Literary Club - Equity		805.52
NSLS Club		2,418.49
On Our Own		2,528.82
Performing Arts		200.00
Phi Theta Kappa (PTK)		683.58
Reentry Voc Club		2.99
Soccer Club - Men's		5,119.40
Soccer Club - Women's		4,083.94
Social Science/Research Equity		1,046.88
Softball Fund		-2,776.59
Spectrum		200.00
STEM		200.00
TC Debate Society		8.04
TIL Class Trip - Equity		775.59
TIL Orientation		349.00
TIL Program		-5,978.57
TIL Reuion		34.94
Uniform Replacement		27,292.06
Women's Athletic Club		1,335.20
Women's Basketball Club		<u>343.80</u>
Total Restricted Funds		105,800.53
Retained Earnings		0.00
Unrestricted Funds		0.00
Net Income		0.00
Total Equity		<u>105,800.53</u>
TOTAL LIABILITIES & EQUITY		<u><u>105,800.53</u></u>

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 30, 2015 10:20:10AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 400412

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$11,532.58**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$11,532.58	\$11,532.58

TOTAL DEPOSIT: **\$11,532.58**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$11,532.58 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #160093

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J14969 DC0100 H.00.03 12/30/15

Date last used from: 12/30/2015 To 12/30/2015
Transaction Number from: 160093 To 160093
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160093	12/30/2015	12/30/2015	WKCCD DEPOSIT	
	1.	STUDENT RECEIPTS	11000-000-9161-00000	
			ENTERED BY: MDJB UNAPPROVED	11,532.58
			TOTAL AMOUNT	11,532.58 *
			DISTRICT TOTAL	11,532.58 *
			GRAND TOTAL	11,532.58 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Dec 30, 2015 10:19:07AM
PROCESS DATE
**NOT PROCESSED AT
THIS TIME**
EROD NO.
400411

DEPT NO.
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY **WEST KERN COMMUNITY COLLEGE DIST-GENERAL**
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$789.98**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$789.98	\$789.98

TOTAL DEPOSIT: **\$789.98**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$789.98 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #160092**

SECTION 26901 GOVERNMENT CODE
I HEREBY SWEAR THAT THIS IS A TRUE AND
CORRECT RECORD OF THE TOTAL AMOUNT
DUE THE KERN COUNTY TREASURER TO
AND INCLUDING:

NOT PROCESSED

NOT SIGNED
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS
Date last used from: 12/30/2015 To 12/30/2015
Transaction Number from: 160092 To 160092
Date entered from: 00/00/0000 To 99/99/9999

J14967 DC0100 H.00.03 12/30/15

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160092	12/30/2015	12/30/2015	WKCCD DEPOSIT	
	1.	BOOKSTORE SALES	31000-423-8841-69100	
ENTERED BY: MDJB UNAPPROVED				789.98
TOTAL AMOUNT				789.98 *
DISTRICT TOTAL				789.98 **
GRAND TOTAL				789.98 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 30, 2015 10:22:51AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 400414

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$137,421.65**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
DORM REVENUE	75960	0886	5490	\$373.98	\$373.98
GENERAL FUND	84096	0886	5490	\$511.82	\$511.82
RESTRICTED FUND	84097	0886	5490	\$4,912.33	\$4,912.33
CHILD DEVELOPMENT	84496	0886	5490	\$106,868.14	\$106,868.14
RESTRICTED FUND 41	84597	0886	5490	\$23,905.78	\$23,905.78
CAFETERIA	84699	0886	5490	\$849.60	\$849.60

TOTAL DEPOSIT: **\$137,421.65**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$137,421.65 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #160094

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J14970 DC0100 H.00.03 12/30/15

Date last used from: 12/30/2015 To 12/30/2015
Transaction Number from: 160094 To 160094
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION		AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-		
160094	12/30/2015	12/30/2015	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	
1.	INSURANCE REIMBURSEMENTS		11000-412-8892-67300		445.64
2.	REIMBURSEMENT		11000-212-2220-17010		46.18
3.	PROCTORING FEES		11000-306-8889-49306		20.00
4.	DHS/CAL WORKS		12602-309-8839-64992		4,912.33
5.	CAFETERIA SALES		32000-422-8841-69400		849.60
6.	WASHER/DRYER COMMISSION		35000-357-8892-69700		373.98
7.	CC CHILD CARE FOOD		33429-310-8621-69200		14,890.14
8.	CC GENERAL/STATE PRESCHOOL		33428-310-8621-69200		85,316.00
9.	CC MIGRANT BILINGUAL GRANT		33591-310-8621-69200		3,977.00
10.	CC MIGRANT ED GRANT		33588-310-8621-69200		2,685.00
11.	REIMBURSEMENT		41100-000-8892-71005		23,905.78
				TOTAL AMOUNT	137,421.65
				DISTRICT TOTAL	137,421.65
				GRAND TOTAL	137,421.65

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 29, 2015 11:12:55AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO. 0886
 EROD NO. 400315

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$586,036.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
DECEMBER SCHOOL APPORTIONMENT	84096	0886	5490	\$329,848.00	\$329,848.00
DECEMBER SCHOOL APPORTIONMENT	84097	0886	5490	\$256,188.00	\$256,188.00

TOTAL DEPOSIT: **\$586,036.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$586,036.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #160091

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND CORRECT RECORD OF THE TOTAL AMOUNT DUE THE KERN COUNTY TREASURER TO AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS
 Date last used from: 12/29/2015 To 12/29/2015
 Transaction Number from: 160091 To 160091
 Date entered from: 00/00/0000 To 99/99/9999

J14601 DC0100 H.00.03 12/29/15

APPROVED AND UNAPPROVED TRANSACTIONS						
NUMBER	DATE	ENTERED	DESCRIPTION			AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-			
160091	12/29/2015	12/29/2015	WKCCD DEPOSIT	ENTERED BY: MDJB	UNAPPROVED	
1.	DECEMBER	SCHOOL APPORTIONMENT	11000-000-8612-00000			320,237.00
2.	DECEMBER	SCHOOL APPORTIONMENT	11495-202-8613-00000			4,500.00
3.	DECEMBER	SCHOOL APPORTIONMENT	11006-201-8633-00000			5,111.00
4.	DECEMBER	SCHOOL APPORTIONMENT	12551-353-8615-64600			2,053.00
5.	DECEMBER	SCHOOL APPORTIONMENT	12000-303-8622-64301			11,353.00
6.	DECEMBER	SCHOOL APPORTIONMENT	12000-311-8623-64200			13,155.00
7.	DECEMBER	SCHOOL APPORTIONMENT	12000-305-8624-64301			1,107.00
8.	DECEMBER	SCHOOL APPORTIONMENT	12551-353-8625-64600			9,676.00
9.	DECEMBER	SCHOOL APPORTIONMENT	12600-309-8627-64992			6,019.00
10.	DECEMBER	SCHOOL APPORTIONMENT	12000-411-8628-67300			179.00
11.	DECEMBER	SCHOOL APPORTIONMENT	12000-304-8630-00000			53,370.00
12.	DECEMBER	SCHOOL APPORTIONMENT	12000-304-8631-00000			355.00
13.	DECEMBER	SCHOOL APPORTIONMENT	12563-000-8644-00000			9,542.00
14.	DECEMBER	SCHOOL APPORTIONMENT	12599-309-8632-64992			1,409.00
15.	DECEMBER	SCHOOL APPORTIONMENT	12060-113-8634-67801			8,203.00
16.	DECEMBER	SCHOOL APPORTIONMENT	12050-431-8654-00000			8,202.00
17.	DECEMBER	SCHOOL APPORTIONMENT	12603-125-8643-68900			62,500.00
18.	PERKINS		12560-223-8657-60103			69,065.00
				TOTAL AMOUNT		586,036.00 *
				DISTRICT TOTAL		586,036.00 **
				GRAND TOTAL		586,036.00 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
 SUBMIT DATE
Dec 28, 2015 09:09:50AM
 PROCESS DATE
NOT PROCESSED AT THIS TIME
 EROD NO.
400141

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$868,937.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
PROP 30 APPORTIONMENT	84096	0886	5490	\$868,937.00	\$868,937.00

TOTAL DEPOSIT: **\$868,937.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$868,937.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #160090

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND CORRECT RECORD OF THE TOTAL AMOUNT DUE THE KERN COUNTY TREASURER TO AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J14037 DC0100 H.00.03 12/28/15

Date last used from: 12/28/2015 To 12/28/2015
Transaction Number from: 160090 To 160090
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION		AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-		
160090	12/28/2015	12/28/2015	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	868,937.00
	1.	PROP 30 APPORTIONMENT	11005-000-8616-00000		868,937.00 *
				TOTAL AMOUNT	868,937.00 *
				DISTRICT TOTAL	868,937.00 *
				GRAND TOTAL	868,937.00 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 17, 2015 01:40:52PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 399609

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$121,071.19**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$3,995.52	\$3,995.52
RESTRICTED FUND	84097	0886	5490	\$52,692.74	\$52,692.74
CHILD DEVELOPMENT	84496	0886	5490	\$59,319.78	\$59,319.78
TIL	84697	0886	5490	\$2,945.83	\$2,945.83
CAFETERIA	84699	0886	5490	\$2,117.32	\$2,117.32

TOTAL DEPOSIT: **\$121,071.19**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$121,071.19 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #160089

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J11531 DC0100 H.00.03 12/17/15

Date last used from: 12/17/2015 To 12/17/2015
 Transaction Number from: 160089 To 160089
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DETAIL	DESCR			
160089	12/17/2015	12/17/2015	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	REIMBURSEMENT		11000-411-8892-67300		3,874.27
2.	METLIFE		11000-421-8892-67200		74.25
3.	SCANTRON SALES		11000-421-8892-67200		22.00
4.	FEDERAL WORK STUDY		12401-353-8153-64600		5,629.50
5.	FWS ADMIN ALLOWANCE		12401-353-8151-64600		281.48
6.	LIBRARY PROGRAMS		12201-203-8892-61200		269.00
7.	PELL		12000-353-8154-64600		12,334.00
8.	REIMBURSEMENT		12433-341-8892-64991		34,178.76
9.	CAFETERIA SALES		32000-422-8841-69400		2,117.32
10.	CC GENERAL/STATE PRESCHOOL		33428-310-8621-69200		57,492.00
11.	CC MIGRANT BILINGUAL		33591-310-8621-69200		1,075.00
12.	REIMBURSEMENT		33588-310-8621-69200		752.78
13.	TIL		39000-314-8699-64991		2,945.83
14.	REIMBURSEMENT		11000-421-8699-67200		25.00
				TOTAL AMOUNT	121,071.19 *
				DISTRICT TOTAL	121,071.19 *
				GRAND TOTAL	121,071.19 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 17, 2015 01:36:34PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 399608

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$44,558.20**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$44,558.20	\$44,558.20

TOTAL DEPOSIT: **\$44,558.20**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$44,558.20 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #160088

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J11530 DC0100 H.00.03 12/17/15

Date last used from: 12/17/2015 To 12/17/2015
Transaction Number from: 160088 To 160088
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160088	12/17/2015	12/17/2015	WKCCD DEPOSIT	
	1.	STUDENT RECEIPTS	11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED
				44,558.20
				TOTAL AMOUNT
				44,558.20 *
				DISTRICT TOTAL
				44,558.20 **
				GRAND TOTAL
				44,558.20 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Dec 17, 2015 01:35:42PM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
EROD NO.
399607

DEPT NO.
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$3,843.28**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$3,843.28	\$3,843.28

TOTAL DEPOSIT: **\$3,843.28**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$3,843.28 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #160087

SECTION 26901 GOVERNMENT CODE
I HEREBY SWEAR THAT THIS IS A TRUE AND
CORRECT RECORD OF THE TOTAL AMOUNT
DUE THE KERN COUNTY TREASURER TO
AND INCLUDING:

NOT PROCESSED

NOT SIGNED
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J11529 DC0100 H.00.03 12/17/15

Date last used from: 12/17/2015 To 12/17/2015
Transaction Number from: 160087 To 160087
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160087	12/17/2015	12/17/2015	WKCCD DEPOSIT	
	1.	BOOKSTORE SALES	31000-423-8841-69100	
ENTERED BY: MDJB UNAPPROVED				3,843.28
TOTAL AMOUNT				3,843.28 *
DISTRICT TOTAL				3,843.28 **
GRAND TOTAL				3,843.28 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Dec 10, 2015 01:52:34PM
PROCESS DATE
**NOT PROCESSED AT
THIS TIME**
EROD NO.
399048

DEPT NO.
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$570,552.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BLOCK GRANT	84096	0886	5490	\$570,552.00	\$570,552.00

TOTAL DEPOSIT: **\$570,552.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$570,552.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #160083

SECTION 26901 GOVERNMENT CODE
I HEREBY SWEAR THAT THIS IS A TRUE AND
CORRECT RECORD OF THE TOTAL AMOUNT
DUE THE KERN COUNTY TREASURER TO
AND INCLUDING:

NOT PROCESSED

NOT SIGNED
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J8143 DC0100 H.00.03 12/10/15

Date last used from: 12/10/2015 To 12/10/2015
Transaction Number from: 160083 To 160083
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION		AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-		
160083	12/10/2015	12/10/2015	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	570,552.00
	1. BLOCK GRANT		11972-000-8691-79002		570,552.00 *
				TOTAL AMOUNT	570,552.00 *
				DISTRICT TOTAL	570,552.00 *
				GRAND TOTAL	570,552.00 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 10, 2015 01:53:22PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 399050

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$2,244.39**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$2,244.39	\$2,244.39

TOTAL DEPOSIT: **\$2,244.39**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$2,244.39 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #160084

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J8145 DC0100 H.00.03 12/10/15

Date last used from: 12/10/2015 To 12/10/2015
Transaction Number from: 160084 To 160084
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160084	12/10/2015	12/10/2015	WKCCD DEPOSIT	
	1.	BOOKSTORE SALES	31000-423-8841-69100	
			ENTERED BY: MDJB UNAPPROVED	2,244.39
			TOTAL AMOUNT	2,244.39 *
			DISTRICT TOTAL	2,244.39 **
			GRAND TOTAL	2,244.39 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Dec 10, 2015 01:54:37PM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
EROD NO.
399053

DEPT NO.
0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$23,055.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$23,055.00	\$23,055.00

TOTAL DEPOSIT: **\$23,055.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$23,055.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #160085

SECTION 26901 GOVERNMENT CODE
I HEREBY SWEAR THAT THIS IS A TRUE AND
CORRECT RECORD OF THE TOTAL AMOUNT
DUE THE KERN COUNTY TREASURER TO
AND INCLUDING:

NOT PROCESSED

NOT SIGNED
AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS
Date last used from: 12/10/2015 To 12/10/2015
Transaction Number from: 160085 To 160085
Date entered from: 00/00/0000 To 99/99/9999

J8146 DC0100 H.00.03 12/10/15

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160085	12/10/2015	12/10/2015	WKCCD DEPOSIT	
	1.	STUDENT RECEIPTS	11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED
				TOTAL AMOUNT
				23,055.00 *
				DISTRICT TOTAL
				23,055.00 **
				GRAND TOTAL
				23,055.00 **

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 10, 2015 01:57:57PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 399057

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$333,230.63**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
DORM REVENUE	75960	0886	5490	\$54.60	\$54.60
GENERAL FUND	84096	0886	5490	\$16,132.19	\$16,132.19
RESTRICTED FUND	84097	0886	5490	\$312,939.02	\$312,939.02
CHILD DEVELOPMENT	84496	0886	5490	\$1,008.50	\$1,008.50
CAFETERIA	84699	0886	5490	\$3,096.32	\$3,096.32

TOTAL DEPOSIT: **\$333,230.63**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$333,230.63 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #160086

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS
Date last used from: 12/10/2015 To 12/10/2015
Transaction Number from: 160086 To 160086
Date entered from: 00/00/0000 To 99/99/9999

J8148 DC0100 H.00.03 12/10/15

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION		AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-		
160086	12/10/2015	12/10/2015	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	
1.	DENTAL HYGIENE CLINIC REVENUE		11837-205-8877-12042		160.00
2.	GED/HISET TESTING		11000-306-8892-49306		558.75
3.	INSURANCE REIMBURSEMENTS		11000-412-8892-67300		489.44
4.	PROCTORING		11000-306-8889-49306		20.00
5.	WESTEC ENROLLMENT		11450-204-8874-70990		14,904.00
6.	FIRST FIVE KERN		12460-206-8640-12042		312,586.02
7.	LIBRARY PROGRAMS		12201-203-8892-61200		353.00
8.	CAFETERIA SALES		32000-422-8841-69400		3,096.32
9.	WASHER/DRYER COMMISSION		35000-357-8892-69700		54.60
10.	CC GENERAL/STATE PRESCHOOL		33428-310-8621-69200		1,008.50
				TOTAL AMOUNT	333,230.63 *
				DISTRICT TOTAL	333,230.63 *
				GRAND TOTAL	333,230.63 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 03, 2015 10:19:24AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 398351

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$533,046.72**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$8,983.96	\$8,983.96
RESTRICTED FUND	84097	0886	5490	\$520,362.00	\$520,362.00
CHILD DEVELOPMENT	84496	0886	5490	\$752.78	\$752.78
CAFETERIA	84699	0886	5490	\$2,847.98	\$2,847.98
PARKING FUND	84700	0886	5490	\$100.00	\$100.00

TOTAL DEPOSIT: **\$533,046.72**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK **ACCOUNT DEPOSITED:** General **CASH:** \$533,046.72 **CHECKS:** \$0.00 **DIRECT DEPOSIT:** \$0.00 **CREDIT CARD:** \$0.00
NOTES: DEPOSIT #160082

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J4009 DC0100 H.00.03 12/03/15

Date last used from: 12/03/2015 To 12/03/2015
 Transaction Number from: 160082 To 160082
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION		AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-		
160082	12/03/2015	12/03/2015	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	
1.	DENTAL HYGIENE CLINIC REVENUE		11837-205-8877-12042		480.00
2.	INSURANCE REIMBURSEMENTS		11000-412-8892-67300		695.84
3.	REIMBURSEMENT		11000-432-8912-64993		5,988.37
4.	R2T4		11000-000-9161-00000		964.00
5.	TRANSCRIPT FEES		11508-301-8879-64900		855.75
6.	LIBRARY PROGRAMS		12201-203-8892-61200		294.00
7.	QFS		12432-218-8199-64952		520,068.00
8.	CAFETERIA SALES		32000-422-8841-69400		2,847.98
9.	REIMBURSEMENT		33588-310-8892-69200		752.78
10.	PARKING TICKETS		36000-433-8881-69500		100.00
			TOTAL AMOUNT		533,046.72 *
			DISTRICT TOTAL		533,046.72 *
			GRAND TOTAL		533,046.72 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 03, 2015 10:15:23AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 398348

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$16,356.01**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$16,356.01	\$16,356.01

TOTAL DEPOSIT: **\$16,356.01**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$16,356.01 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #160081

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED

NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED

NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J4008 DC0100 H.00.03 12/03/15

Date last used from: 12/03/2015 To 12/03/2015
Transaction Number from: 160081 To 160081
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160081	12/03/2015	12/03/2015	WKCCD DEPOSIT	
	1.	STUDENT RECEIPTS	11000-000-9161-00000	
			ENTERED BY: MDJB	UNAPPROVED
			TOTAL AMOUNT	16,356.01 *
			DISTRICT TOTAL	16,356.01 *
			GRAND TOTAL	16,356.01 *

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Dec 03, 2015 10:14:39AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO.
 0886
 EROD NO.
 398347

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$2,110.33**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$2,110.33	\$2,110.33

TOTAL DEPOSIT: **\$2,110.33**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$2,110.33 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #160080**

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS

J4007 DC0100 H.00.03 12/03/15

Date last used from: 12/03/2015 To 12/03/2015
Transaction Number from: 160080 To 160080
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	AMOUNT
LN.	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-	
160080	12/03/2015	12/03/2015	WKCCD DEPOSIT	
	1.	BOOKSTORE SALES	31000-423-8841-69100	
				ENTERED BY: MDJB UNAPPROVED
				2,110.33
				TOTAL AMOUNT
				2,110.33 *
				DISTRICT TOTAL
				2,110.33 *
				GRAND TOTAL
				2,110.33 *

**West Kern Community College District
Board of Trustees Meeting**

January 13, 2016

Agenda Item 14.

A. Academic Employment

1. 2015-16 Contract Faculty 10-Month Assignments:

Item	Name	Assignment	Class/Step	Effective Date
a.	Carrithers, Jon	Energy Technology Associate Professor	III-7	1/7/16 - 5/20/16
b.	Thornsberry, Don	Industrial Health and Safety Associate Professor	IV-7	1/7/16 - 5/20/16

2. 2015-16 Contract Faculty 12-Month Assignment:

Item	Name	Assignment	Class/Step	Effective Date
a.	Thornsberry, Melissa	STEM Pathways Grant Program Director	II-1	1/4/16 - 6/30/15

3. Extra Duty Assignment:

Item	Name	Assignment	Salary	Effective Date
a.	Kohli, Sunny	Curriculum Development for ENGR 1520	\$65.56/hr.*	7/20/15 - 12/16/15

*Total of 68 hours

4. 2015-16 Athletic Assignments:

Item	Name	Assignment	Class/Step	Annual Salary	Effective Date
a.	Bandy, Don	Assistant Softball Coach	--	\$3,396.07	1/1/16 - 5/31/16
b.	Bandy, Kanoe	Head Softball Coach Recruiting Stipend	--	\$2,700.03	1/1/16 - 5/31/16
c.	Bandy, Kanoe	Interim Head Softball Coach	--	\$11,145.20*	1/1/16 - 5/31/16
d.	Davis, Matthew	Volunteer Assistant Baseball Coach	--	--	1/1/16 - 5/31/16
e.	Defreece, Chris	Assistant Baseball Coach	--	\$4,528.10	1/1/16 - 5/31/16
↓	Hayes, Michael	Assistant Baseball Coach	--	\$4,528.10	1/1/16 - 5/31/16
↓	Wedel, Christopher	Assistant Baseball Coach	--	\$4,528.10	1/1/16 - 5/31/16
f.	Droege, Amy	Assistant Softball Coach	--	\$4,528.10	1/1/16 - 5/31/16

*\$65.56 x 10 hrs. x 17 wks.

**West Kern Community College District
Board of Trustees Meeting**

January 13, 2016

Agenda Item 14.

B. Classified Supervisory Employment

Item	Name	Assignment	Grade/Step	Salary	Effective Date
1.	Hegeman, Debbie	Prepare 2016/17 Taft College Catalog	Stipend	\$5,528.00*	7/1/15 - 2/29/16

*\$34.55 x 160 hr. maximum = \$5,528.00

C. Classified Employment

Item	Name	Position	%Assignment	Range/ Step	Salary	Term	Effective Date
1. Administrative Services:							
a.	Swinney, James	Bookstore Clerk	Temporary	1A	\$11.86/hr.	A/N	12/9/15 - 6/30/16
↓	Williams, Kimberly	Bookstore Clerk	Temporary	1A	\$11.86/hr.	A/N	12/9/15 - 6/30/16
b.	Williams, Jalyynn	Bookstore Clerk	Temporary	1A	\$11.86/hr.	A/N	12/14/15 - 6/30/16
2. Instruction:							
a.	Rothgeb, Julie	ITEC Administration Clerk	Temporary	13A	\$15.96/hr.	A/N	1/4/16 - 1/31/16
b.	Rothgeb, Julie	ITEC Administration Clerk	100%	13A	\$2,766.00/mo.	12 mo.	2/1/16 - 6/30/16
3. Student Services:							
a.	Chavira, Carlos	Distance Learning Academic Advisor	Temporary	19A	\$18.50/hr.	A/N	1/4/16 - 1/31/16
b.	Chavira, Carlos	Distance Learning Academic Advisor	47.5%	19A	\$1,523.33/mo.	12 mo.	2/1/16 - 6/30/16
c.	Cook, Nicole	Admissions and Counseling Center Technician To Admissions Technician (Re-organization)	100%	15F (No change)	\$3,708.00 mo. (No change)	12 mo.	1/1/16 - 6/30/16
d.	Droege, Amy	Groundskeeper	Temporary	17A	\$17.61/hr.	A/N	12/16/15 - 6/30/16

D. Resignations/Retirements

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
a.	Freitas, Sherrie (Retirement)	Children's Center Office Manager	--	--	--	--	2/26/16
b.	Ledford, Robin (Resignation)	Instructional Assistant	--	--	--	--	No later than March 18, 2016
c.	Sahagun, Joanie (Resignation)	Accommodation Specialist	--	--	--	--	12/18/15
d.	Thornsberry, Melissa (Resignation)	Accounting Technician	--	--	--	--	12/31/15

E. Request for Approval to Recruit for the Following Positions:

Item	Position	Classification	Salary Schedule Placement	Annual Salary Range	Funding Source	Term	FTE
a.	Associate Professor, Math	Faculty	Class I, Step 1 to Class VII, Step 7	\$47,315.00 To \$78,083.00	District	10 mo.	100%
b.	Coordinator, Distance Education	Faculty	Class I, Step 1 to Class VII, Step 7	\$56,778.00 To \$93,647.00	District	12 mo.	100%