

WEST KERN COMMUNITY COLLEGE DISTRICT  
AGENDA FOR REGULAR MEETING

September 14, 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 Sarah Criss 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 on the District website and also 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 Ct., 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 Sarah Criss 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 54957.6)  
Agency Designated Representative: Superintendent/President  
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
  - E. Conference with Legal Counsel - Anticipated Litigation  
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 2 Potential Cases
  - F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)
4. RECONVENE IN OPEN SESSION; ANNOUNCE CLOSED SESSION ACTIONS
5. PLEDGE OF ALLEGIANCE
6. PUBLIC COMMENT ON OPEN SESSION AGENDA ITEMS
7. GENERAL COMMUNICATIONS
8. SPECIAL PRESENTATION  
  
Fall Enrollment Report
9. APPROVAL OF MINUTES - Regular Meeting Held August 10, 2016 and Special Meeting Held on August 26, 2016 (Retreat)
10. NEW BUSINESS:
  - A. Public Hearing and Request for Approval - 2016/17 WKCCD Budget
  - B. First Presentation - Tentative Agreement with the Taft College Faculty Association for a Compensation Increase of 1.59% to the 2016/17 Faculty Salary Schedule, Effective July 1, 2016 (No Action)
  - C. First Presentation - Tentative Agreement with the Classified School Employees Association (CSEA) Chapter #543 for a Compensation Increase of 1.59% to the 2016/17 Classified Salary Schedule, Effective July 1, 2016 (No Action)
  - D. First Presentation - Compensation Increase of 1.59% to the 2016/17 Management Salary Schedule, Effective July 1, 2016 (No Action)

*NEW BUSINESS (cont.):*

- E. Request for Approval - Change Order to Include Alternates 1 and 4 to the Student Center Project, \$300,000.00
- F. Request for Approval – Subcontractor Substitution Request – Earthwork Scope of Work for the Student Center Project from Union Construction to Barraza & Sons, Inc.
- G. Request for Approval – Subcontractor Substitution Request – Concrete and CMU Scope of Work for the Student Center Project from Union Construction to 12 Towers Engineering and Construction
- H. Request for Approval – Subcontractor Substitution Request – Steel Scope of Work for the Student Center Project from GBS Company to 12 Towers Engineering and Construction
- I. Request for Approval – Change Order #1 for the Site Utilities Project, an increase of \$25,275.97 from Project Contingency Funds
- J. Second Reading and Request for Approval – Board Policy #5500 – Standards of Student Conduct

11. CONSENT AGENDA (Items A – O)

- A. Request for Ratification – Grant Sub-Agreement with Rancho Santiago Community College District (RSCCD) to Support CTE Program Development through the CTE Data Unlocked Initiative, 7/19/16 – 10/31/17, Revenue of \$50,000.00 in the CTE Data Unlock Budget (New)
- B. Information Item – Use of Proposition 30 Education Protection Account (EPA) Funds for FY 2016/17
- C. Request for Approval – West Kern Adult Education Network (WKAEN) Furniture Purchase from Sierra School Supply Equipment Company through the Arvin Union School District Piggyback Bid, \$47,908.46
- D. Request for Approval – Agreement with the University of the Pacific to Provide Access to Interim Therapeutic Restoration (ITR) Online Training Materials, 9/16/16 – 9/16/17, \$150.00
- E. Request for Approval – Facility Use Agreement with Taft Union High School for the Use of the TUHS Pool for the Taft College STEM Event “Lincoln Junior High Cardboard Regatta”, 10/6/16, Fees to be Waived

CONSENT AGENDA (cont.):

- F. Request for Ratification – Facility Use Agreement with Taft Union High School for the Use of TUHS Soccer Fields for the Fall 2016 Classes and Intercollegiate Schedule, 8/1/16 – 12/16/16, \$5,000.00 as well as Possible Costs for Maintenance, Non-Routine Services, or Damage Incurred Due to Use
- G. Request for Ratification- Facility Use Agreement with the Fort Preservation Society to be Utilized as a Classroom for the West Kern Adult Education Network (WKAEN), 8/1/16 – 7/31/18, \$1,200.00 per Month for a total of \$28,000.00
- H. Request for Approval – Agreement with Schools Legal Services (SLS) for Legal Services, One-Year Term, \$228.00 per Hour
- I. Request for Ratification – Agreement with SARS Software Products, Inc. for Annual Renewal of Support License 2016-17, 8/20/16 – 8/19/17, \$3,800.00
- J. Request for Ratification – Agreement with Firefly Computers for the Smart Clients for Virtualized Computing and Server Plan, Quote #625914 - 110 Thin Clients and Monitors and Quote #625724 – 1 Server Array System, \$54,941.25
- K. Request for Approval – Agreement with Insight Systems Exchange for Proposal PRP-44741-K4Q2 3 Party Warranty Support for Cisco 4507R, 9/14/16 – 9/13/18, \$2,700.00
- L. Request for Approval – Agreement with Guest Speaker Lu Chi Fa (Gordon) to Speak and Sign his Autobiography *Double Luck: Memoirs of a Chinese Orphan*, 10/10/16, \$600.00
- M. Request for Ratification – Agreement with the Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC) to Continue to Name Becky Roth as the Coordinator for Taft College in the CDTC 2016/17, 9/1/16 – 6/30/17, CDTC to Cover Compensation Not to Exceed \$7,500.00
- N. Ratification of the August 2016 Vendor Check & Purchase Order Registers
- O. Routine Personnel Items:
  - 1. Request for Conference Attendance and Expenses as of September 7, 2016 and Fall 2016 Proposed Field Trips

12. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

13. REPORTS:

- A. Financial Reports (for information):

*REPORTS (cont.):*

1. Revenue Accounts (Account Level 1) FY 2016/17
  2. Expenditure Accounts (Account Level 1) FY 2016/17
  3. Expenditure Detail of \$10,000.00 or Greater, August 2016
  4. Student Organization and Special Accounts, August 2016
  5. Funds Deposited in County Treasury, August 2016
- B. Trustee Reports
  - C. Academic Senate Report
  - D. Reports from Staff and Student Organizations
14. REPORT OF THE SUPERINTENDENT
15. EMPLOYMENT
- A. Academic Employment (Appendix I)
  - B. Classified Employment (Appendix II)
16. NEXT MEETING DATE
- The next regular meeting is scheduled for Wednesday, October 12, 2016, at 5:00 p.m.
17. CONTINUATION OF CLOSED SESSION (If Necessary)
18. ADJOURNMENT

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

**REGULAR MEETING**

**August 10, 2016**

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. Secretary Kal Vaughn and Trustees Emmanuel Campos, Dawn Cole and Michael Long were also present. Superintendent/President Dr. Debra Daniels and Executive Secretaries Shelley Klein and Sarah Criss 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 Vaughn, seconded by Trustee Cole 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 54957.6)  
Agency Designated Representative: Superintendent/President  
Employee Organizations: TC Faculty Association, CSEA Chapter #543 & Management/Supervisory/Classified Confidential Employees
- E. Conference with Real Property Negotiators - Property: IPN # 032-010-8  
Agency Negotiator: Superintendent/President

**RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS**

At 5:30 p.m., it was moved by Trustee Vaughn, seconded by Trustee Campos and unanimously carried, to reconvene in Public Session. President White reported that no action was taken during Closed Session.

**PLEDGE OF ALLEGIANCE**

President White led the pledge of allegiance.

**PUBLIC COMMENT ON OPEN SESSION ITEMS**

No comments were heard.

## GENERAL COMMUNICATIONS

President White welcomed Dr. Debra Daniels to her first WKCCD Board of Trustees meeting.

## SPECIAL PRESENTATION

Secretary Vaughn presented a Kern County Board of Education Certificate of Recognition and Appreciation certificate to President White for 15 years of service to the WKCCD Board of Trustees.

## QUARTERLY INVESTMENT REPORT

District Investment Advisors Mike Urner and Dave Ivarie distributed and reviewed the quarterly report of the WKCCD General Obligation Bond Portfolio and Facilities Reserve for the quarter ending June 30, 2016 (copies attached to the official minutes). Mr. Urner reviewed the highlights of the Facilities Reserve including income for the quarter of \$125,548.27 and an ending value of \$12,925,411.41. He also noted the projected 12-month portfolio coupon income of \$336,357.00 and \$4,396,744.61 total income earned since inception. Mr. Urner reviewed the asset and credit sector allocation and the portfolio maturity distribution, as well as confirming continuing compliance with state code and regulations. He added that the quarter was strong with earnings of 1.070% for the quarter and 30.760% since inception of the portfolio.

The General Obligation Bond Portfolio was also reviewed. Mr. Urner reported that the GO Bond Portfolio gained income of \$58,762.52 for the quarter with an ending value of \$11,432,131.97. The projected 12-month portfolio coupon income is \$221,446.00 with \$4,894,791.18 total income earned since inception. Mr. Urner reviewed the asset and credit sector allocation and the portfolio maturity distribution, as well as confirming continuing compliance with state code and regulations. He noted that the return numbers are starting to appear differently due to the expected date of the Student Center, which will utilize the GO Bond funds. The current economic trends are holding interest rates at a low rate, giving our bond a solid value.

## APPROVAL OF MINUTES

On a motion by Trustee Vaughn, seconded by Trustee Campos and unanimously carried, the minutes of the Regular Meeting held July 13, 2016 were approved.

## NEW BUSINESS

### **Resolution #2016/17-08 - Support of Kindergarten through Community College Public Education Facilities Bond Act of 2016**

Dr. Daniels explained that this resolution declares WKCCD support of Kindergarten through Community College Public Education Facilities Bond Act of 2016. The Community

*NEW BUSINESS (cont.):*

College Facility Coalition has requested support from all districts to assist in the passing of this bond. It is on the November election ballot. If approved by voters, the bond will provide \$2 billion for community colleges under the state capital outlay program that is administered through the Chancellor's Office. In July, the WKCCD 5-Year Capital Outlay Plan was approved by the Board. The plan provided a list of prioritized projects the District intends to focus efforts on in the next five years. If this bond passes, costs of projects could be partially funded and ease the financial burden of the district. On a motion by Trustee Cole, seconded by Trustee Vaughn and unanimously carried, Resolution 2016/17-08 was approved (copy attached to official minutes).

**First Reading - Updated Board Policy #5500 - Standards of Student Conduct (No Action)**

Board Policy #5500 has been updated as recommended by the legal counsel of Community College League of California Board Policy and Procedure Services. The policy was modified to add sexual assault and sexual exploitation to the list of student conduct that may result in discipline.

**Second Reading - Updated Board Policies**

- #1200 - District Mission
- #2010 - Board Membership
- #2710 - Conflict of Interest
- #3520 - Local Law Enforcement
- #5140 - Disabled Student Programs and Services
- #7600 - College Police Departments or Campus Security Officers
- #7700 - Whistle Blower Protection

The board policies referenced above have been updated as recommended by the legal counsel of the Community College League of California Board Policy and Procedure Services. Dr. Daniels reviewed the recommended modifications as follows:

**BP 1200** now states that the Mission is evaluated and revised on a regular basis. In addition, the wording was corrected on two value statements.

**BP 2010** states that a Board member may not serve simultaneously on a high school district governing board whose boundaries are part of the WKCCD.

**BP 2710** has added "employees" who shall not be financially interested in any contracts made by them in their official capacity.

**BP 3520** updated Education Code Section and language regarding written agreements with local law enforcement agencies governing operational responsibilities.



*NEW BUSINESS (cont.):*

**BP 5140** was updated to extended language indicating the DSPS Program shall be the primary provider for academic adjustments, auxiliary aids, service or instruction to students.

**BP 7600** was updated to extend language from Education Code to include officers who carry firearms will satisfy training requirements of Penal Code Section 832 and meet other requirements in Education Code Section 72330.5.

**BP 7700** was updated to extend protection against retaliation to District employees and applicants whose family member makes a protected disclosure.

These policies were presented for a first reading July 13, 2016. On a motion by Trustee Long, seconded by Trustee Campos and unanimously carried, the above Board Policy updates were approved (copy attached to official minutes).

**CONSENT AGENDA:**

- A. Review of the California Community College Financial Status Report (CCFS-311Q) for the 4<sup>th</sup> Quarter of the Year Ending June 30, 2016
- B. Request for Approval - 2017 Enrollment Priorities Registration Schedule
- C. Request for Ratification - Adoption of Rules and Regulations Relating to the WKCCD Student Trustee, June 1, 2016 - May 31, 2017
- D. Request for Approval - Nomination of the Superintendent/President to Serve as the District's Representative to the City of Taft's Oversight Board to the Taft Successor Agency (Previously Referred to as the Redevelopment Agency)
- E. Request for Approval - Agreement with the Foundation for California Community Colleges (FCCC) to Provide Microsoft Campus Agreement With Computerland Silicon Valley, 9/16/16 - 9/16/17, \$28,465.00
- F. Request for Approval - Employees Training Resource (ETR) Annual Renewable Contract, Effective Upon Approval through 6/30/17, Eligible Student Fees Reimbursed by ETR in an Amount Not to Exceed \$40,000.00
- G. Request for Approval - Agreement with AMS.NET for Technical Support Coverage Quote #Q-00010605, CISCO Network Hardware, Terms Vary by Equipment - Total \$19,092.90
- H. Request for Approval - Agreement with AMS.NET for Quote #Q-00005476 to Provide 20 Hours of Technical Network Support, \$3,400.00

CONSENT AGENDA (cont.):

- I. Request for Ratification – Annual Renewal of IBM SPSS Statistics Base Concurrent User Subscription and Support (Quote #17248503), 8/2/16 – 8/31/17, \$10,690.40
- J. Request for Approval – Renewal Agreement (Quote #120055185-1) with DAI Source for IBM Cognos (Report Writer) License, 9/1/16 – 10/31/17, \$8,187.11
- K. Request for Approval – 2016-19 Scrip-Safe Maintenance & Support Agreement (Diploma Software), Three Year Term, \$750.00
- L. Request for Ratification – Facilities Use Agreement with the West Side Recreation and Park District for the Natatorium to be Utilized for Taft College’s Summer STEM Camp, July 28, 2016, \$125.00
- M. Request for Approval – 2016/17 Agreement with Golden State Modified Community Correctional Facility (MCCF) to Provide High School Equivalency Testing Services, 8/15/16 – 6/30/17, \$125.00 for Individual Test per Applicant, \$25.00 per Single, and \$15.00 Retests, Plus \$0.54 per Mile to and from the Facility
- N. Request for Approval – 2016/17 Agreement with Taft Correctional Institution (MTC) to Provide High School Equivalency Testing Services, 8/15/16 – 6/30/17, \$140.00 per Applicant for Full Battery (four exams), \$35.00 per Single, and \$15.00 Retests
- O. Request for Approval – 2016/17 Agreement with Taft Modified Community Correctional Facility (MCCF) to Provide High School Equivalency Testing Services, 8/15/16 – 6/30/17, \$125 per Applicant for Full Battery (five exams), \$25.00 per Single, \$15.00 Retests
- P. Request for Approval – Agreement with CAKE Corporation for purchase of Point-of-Sale System for Cafeteria and a 24-month term of Service Access and Support, Purchase Total of \$2,760.88 and Monthly Service Fee of \$49.00, Service Begins Upon Purchase
- Q. Request for Ratification – Individual Contractor Agreement with Lucille E. Holt for Consultation with West Kern Adult Education Network Regarding Grant Reporting, Administration and Budgets, 8/1/16 – 6/30/17, \$75.00 per Hour (Not to Exceed \$18,000.00)
- R. Request for Approval – Agreement with GeoGebra for Dynamic and Static Licensing Materials, 8/15/16 – 8/14/17, \$417.60
- S. Ratification of the July 2016 Vendor Check & Purchase Order Registers

*CONSENT AGENDA (cont.):*

T. Routine Personnel Items:

1. Request for Conference Attendance and Expenses as of August 3, 2016

On a motion by Trustee Campos, seconded by Trustee Cole and unanimously carried, Consent Agenda Items A – T were approved as presented (materials related to items A – T are attached to official minutes).

**PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST**

No comments were made.

**REPORTS FROM STAFF AND STUDENT ORGANIZATIONS**

**Financial Reports**

The financial reports listed on the page following were presented for information (copies attached to official minutes).

Financial Reports:

A. Financial Reports (for information):

1. Revenue Accounts (Account Level 1) FY 2016/17
2. Expenditure Accounts (Account Level 1) FY 2016/17
3. Expenditure Detail of \$10,000.00 or Greater, July 2016
4. Student Organization and Special Accounts, July 2016
5. Funds Deposited in County Treasury, July 2016
6. Investments Held at Deutsche Bank Trust Company and
7. The Bank of New York Mellon 7/1/15 – 6/30/16

**Trustee Reports**

Trustee Long noted his interest in pursuing future inquiry into the issue of CCW permit holders on the college campus in connection with SB 707.

**Academic Senate**

No report was presented.

**Instruction**

Mark Williams, Vice President of Instruction, presented the Board with a handout outlining activities currently underway in his area (copy attached to the official minutes). Mr. Williams reviewed the Veteran's Center Office and Student Resource Center

*REPORTS (cont.):*

improvements, recognizing efforts led by Tina Mendoza and Dr. Jennifer Altenhofel. He then discussed the English and Math Jumpstart sessions. Student registration numbers were higher than the actual participation rate but the program did assist those who participated in increasing their test scores. Mr. Williams also recognized the efforts of faculty members who put on the great STEM displays on Cougar Day for incoming TC students.

**Facilities**

Supervisor of Maintenance and Operations Mike Capela provided a facilities update on the construction of the Student Center. On Monday, August 15, the fencing to partition the worksite will be erected. Contractor Cal Averland will begin by locating their office on Wildcat Way and then conduct a 2-3 week abatement process of the facilities to be demolished. Also underway on the campus is the Proposition 39 retrofitting project to update the lighting on campus to energy efficient LED lights.

**Transition to Independent Living**

TIL Interim Director Carey Carpenter addressed the Board on current TIL events. The 2016-17 students have arrived: 26 freshmen and 26 sophomores. Currently, the students are beginning community safety training and familiarization with the campus and staff. The sophomore students have begun working at local community jobs, while the freshmen students are undergoing skill assessment for future job placement.

**TC Foundation**

Foundation Director Sheri Horn-Bunk provided a flyer for an upcoming West Kern Petroleum Leadership Workshop featuring guest speaker Dr. Francis Flynn (copy attached to the official minutes). The Board is invited to attend the event, which is expected to attract more than 80 attendees. Ms. Horn-Bunk also encouraged the Board to attend the 7<sup>th</sup> annual Cougar Cookout on October 13, 2016. The event will be held in the College quad and is sponsored by Foundation partners. The Foundation is also working with Dignity Health – Grossman Burn Center to bring safety training to staff and students.

**Student Services**

Primavera Arvizu, Interim Vice President of Student Services, addressed the Board on current advancements in recruitment. The digital campaign is in full motion and Taft College Cougar Days are assisting new students in the registration process. In three recent Cougar Days, 250 students have been served by the one-stop shop of the registration process. The website redesign is set for a soft-launch on campus and to initiate training among staff on its use. The full website will launch in October. Ms. Arvizu updated the Board on the status of the remaining Wildcat Dorms, which have

*REPORTS (cont.):*

undergone maintenance over the summer. Athletics has added four new coaches this school year and fall athletes have already begun their practices. In the area of safety and security, Ms. Arvizu explained staff are planning to hold a mock lock down drill for the fall in-service week.

**Human Resources**

Dr. Robert Meteau, Associate Vice President of Human Resources, stated that the recruitment of the Vice President of Student Services position is set to close on September 6. The Human Resource staff is also working on in-service events such as the Equal Employment Opportunity (EEO) training and the Welcome Back Breakfast. Recently, an exit survey was implemented with employees who were terminating with the District. Dr. Meteau also stated that the open enrollment for health benefits is underway for employees. He welcomed Dr. Daniels to the District and congratulated President White on his accomplishment of 15 years of service to the Board.

**Faculty Association**

Diane Jones, Faculty Association President, thanked President White and Secretary Vaughn for their work in the Presidential Search. Ms. Jones also thanked Mr. McMurray for his service as Interim Superintendent/President. She then extended her welcome to both Dr. Daniels and Primavera Arvizu. Ms. Jones stated that the faculty are thankful for the work completed by staff over the summer and they are ready to begin another successful year.

**REPORT OF THE SUPERINTENDENT**

Dr. Debra Daniels stated that she is happy to have begun her work at the District. She has met people on campus and in the community. Dr. Daniels is appreciative of the reception thus far and looks forward to the in-service week ahead as staff and faculty return to campus.

TIL

Dr. Daniels toured the Center for Independent Living building and is impressed by the work being done there. She is very impressed with the organization of the program and its focus on student success.

Community

Dr. Daniels and Foundation Director Sheri Horn-Bunk recently met with Foundation members Fred and Barbara Holmes. She was pleased to have met such supporters of the College and its students. Dr. Daniels has visited Rotary and Kiwanis. She has met with Taft Union High School District Superintendent Blanca Cavazos and is encouraged about

*REPORT OF THE SUPERINTENDENT (cont.):*

the future relationship between the districts. On August 25<sup>th</sup> there will be a formal community reception and Dr. Daniels is excited to make more community connections.

**EMPLOYMENT**

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

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

**NEXT MEETING**

The next meeting will be a special meeting for the Board Retreat on Friday, August 26, 2016 at 8:30 a.m. The next monthly meeting is scheduled for Wednesday, September 14, 2016, at 5:00 p.m.

**ADJOURNMENT**

At 6:47 p.m., on a motion by Trustee Vaughn, seconded by Trustee Cole and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

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Kal Vaughn, Secretary

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

**SPECIAL MEETING  
BOARD RETREAT**

**August 26, 2016**

The special meeting of the Board of Trustees of the West Kern Community College District was called to order at 8:32 a.m. by President Billy White. Secretary Kal Vaughn and Trustees Emmanuel Campos, Dawn Cole and Michael Long were also present. Superintendent/President Dr. Debra Daniels, Retreat Facilitator Dr. Cindra Smith and Executive Secretaries Shelley Klein and Sarah Criss were also in attendance.

**PUBLIC COMMENT ON CLOSED SESSION ITEMS**

No comments were heard.

**CLOSED SESSION**

No closed session was held.

**PLEDGE OF ALLEGIANCE**

President White led the pledge of allegiance.

**PUBLIC COMMENT ON OPEN SESSION ITEMS**

No public comments were made.

**BOARD REVIEW AND SELF-EVALUATION OF 2015/16 GOALS**

Dr. Smith noted that the 2016 Board Self-Evaluation was conducted in accordance with Board policy. In July, the Office of the President developed an evaluation form using the Board priorities and tasks adopted in 2015 as criteria. Each Trustee completed the form and the ratings were averaged. The discussion of the results at the workshop completed the annual Board self-evaluation.

Average scores in each goal area ranged from 4.2 to 4.93. There were numerous comments which provided qualitative assessments of Board performance.

**Survey Results:**

**Focus Area 1 - Student Learning/Success**

2016: 4.42

2015: (Student Services) 4.68

2014: (Student Services) 4.30

Comments included that reports and presentations at every meeting have been very good and that the data that has been presented is helpful. Board members discussed a desire to see action plans based on the data, continue development of the Student Learning Outcomes (SLOs), and continued updates on the development of pathways. Discussion was also held regarding continued development in programs such as dual enrollment/credit as well as adult education and certificate programs.

**Focus Area 2 - Access**

2016: 4.3

2015: (Enrollment) 4.5

2014: (Enrollment) 4.4

Board members' comments noted the link from presentations items such as Cougar Days and the re-branding projects. These presentations have shown efforts in the access area have led to meeting our 1% growth target in enrollment. Comments commended staff for outreach efforts, veterans' services addition, and new athletic programs to encourage further growth. Board members hope to see a continued effort in the area of outreach and research into the numbers of local high school seniors that enroll in TC courses.

**Focus Area 3 - Business, Industry and Community**

2016: 4.65

2015: (Community Success) 4.9

2014: (Community Success) 4.8

Board members commended the TC Foundation for their successful events featuring businesses and the community. WESTEC was also discussed as the program is remaining successful in providing services in this focus area. Continued efforts in this area are encouraged. Board members would also like to consider providing local economic information to the community as well as developing relationships with smaller vendors as well as the larger vendors the College already has relationships with. This would include diversifying the industry focus to include areas outside of the oil industry, possibly cross-referencing technologies in courses to include a multitude of industries.

**Focus Area 4 - Facilities and Infrastructure**

2016: 4.5

Continuous updates to the Board have shown progress in our Technology and Facilities plans. Board member comments focused on the need to pursue land acquisition as detailed in our Land Acquisition plan.

**Focus Area 5 - Institutional Planning and Effectiveness**

2016: 4.66

2015: (Institutional Effectiveness) 4.4

2014: (Institutional Effectiveness) 4.3

It was noted that the Accreditation mid-term report is due March 2017. A draft will be available to the Board in November. Reports to the Board have shown great progress in



Student Learning Outcomes (SLOs). It is desired that administration continue to make this a focus at this time. Comments from the Board included planning for SLOs to be in place before courses are Board approved, as well as the need for ensuring that all areas of training and plans are being utilized once complete. Training for Banner implementation was an area the Board would like to see a follow-up

### **Focus Area 6 - District Sustainability**

2016: 4.47

2015: (Sustainable Resources) 4.4

2014: (Sustainable Resources) 4.3

Notes included a budget study session was held, as annually required. Board comments indicated a desire for closer grant monitoring, including deadlines and the need to transition properly when grant funding ceases.

### **Focus Area 7 - Board Effectiveness**

2016: 4.2

2015: 4.7

2014: 4.4

Board attendance at conferences has supported good practice and alerted the Board to avoid poor practice. It was noted that the national conferences have a larger impression and effect as well as a broader perspective. The Board would like to continue, and encourage, student trustee participation in these opportunities. Trustee Cole was commended for completing the Excellence in Trusteeship Program.

## **REVIEW OF BOARD POLICIES, ETHICS AND TRUSTEESHIP**

Dr. Smith reviewed Board Policy #2200 - Board Duties and Responsibilities. It was agreed that Board Policy #2200 fairly represents the expectations of members of the Board (Trustees) in general and no edits were necessary.

Board Policy #2715 - Code of Ethics/Standards of Practice was reviewed. The Board remains committed to the policy and maintaining its standards.

## **ESTABLISHMENT OF 2016/17 BOARD GOALS**

The Board and retreat participants reviewed the 2015-18 Strategic Action Plan and identified priorities for their 2016/17 goals (draft priorities and tasks attached to official minutes). The Board was joined by Brock McMurray, Executive Vice President of Administrative Services; Mark Williams, Vice President of Instruction; Dr. Robert Meteau, Associate Vice President of Human Resources; and Primavera Arvizu, Interim Vice President of Student Services. The area administrators shared accomplishments and challenges of the areas going into the 2016/17 year. This information was discussed and used in evaluating possible Board Goal areas.

**NEXT MEETING**

The next meeting will be a regular meeting on Wednesday, September 14, 2016 at 5:00 p.m. It will be preceded that day by the 2016/17 Budget Study Workshop at 4:00 p.m. Both meetings will be held in the Cougar Room.

**ADJOURNMENT**

At 2:07 p.m., on a motion by Trustee Long, seconded by Trustee Campos and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

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Kal Vaughn, Secretary

# BOARD AGENDA ITEM

**Date:** August 25, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services *BM*  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

2016/17 West Kern Community College District Budget

**Background:**

In accordance with Section 58305 of the California Code of Regulations, the tentative budget was submitted for Board approval at the June 8, 2016 meeting.

Immediately preceding the regular board meeting of September 14, 2016, the Board will meet and discuss the final draft of the 2016/17 WKCCD budget at a Budget Study Session scheduled for 4:00 p.m. I propose the final budget be adopted as presented during the budget study session.

Copies of the proposed budget are available in the President's Office by contacting Sarah Criss at 763-7711 or on the College website at the following link:

[Click Here](#)

**Terms (if applicable):**

July 1, 2016 - June 30, 2017.

**Expense (if applicable):**

Not applicable.

**Fiscal Impact Including Source of Funds (if applicable):**

**Approved:**   
Dr. Debra Daniels, Superintendent/President

**Date:** August 30, 2016  
**Submitted by:** Dr. Robert Meteau, Associate Vice President of Human Resources  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Information Item

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

First Presentation: Proposed compensation increase of 1.59% to the 2016-17 Faculty Salary Schedules, Appendix B-1, B-2 and B-3.

**Background:**

As part of the continuing dialogue through the Taft College Faculty Collective Bargaining Committee, the parties have reached a consensus regarding a compensation increase of 1.59% to the Faculty Salary Schedules, Appendix B-1, B-2 and B-3.

**Terms (if applicable):**

An implementation date retroactive to July 1, 2016 is recommended.

**Expense (if applicable):**

See below.

**Fiscal Impact Including Source of Funds (if applicable):**

The compensation amount will be included in the Adopted Budget for 2016-17.

**Approved:** \_\_\_\_\_



Dr. Debra Daniels, Superintendent/President

**Tentative Agreement Between**

**Taft College Faculty Association (TCFA/CTA/NEA)**

**And**

**West Kern Community College District**

**COMPENSATION INCREASE OF 1.59% TO THE FACULTY SCHEDULE**

This tentative agreement ("Agreement") is made by and between the Taft College Faculty Association ("TCFA/CTA/NEA") and the West Kern Community College District ("District") (collectively referenced as the "parties") with respect to the following recitals:

As part of continuing dialogue through the Taft College Faculty Collective Bargaining Committee, the parties have reached a consensus regarding a compensation increase of 1.59% to the Faculty Salary Schedules, Appendix B-1, B-2 and B-3.

Now, therefore, TCFA/CTA/NEA and the District hereby agree as follows:

1. The above recitals are true and correct.
2. A compensation increase of 1.59% will be applied as outlined above and implemented retroactively to July 1, 2016. The parties further agree to update the Faculty Salary Schedules, Appendix B-1, B-2 and B-3 of the collective bargaining agreement ("CBA") as appropriate.
3. Except as set forth in this Agreement, all other terms and conditions of the CBA shall remain unchanged.
4. This Agreement will become effective after ratification by the TCFA/CTA/NEA members and the District's Governing Board.

\_\_\_\_\_  
Billy White, President  
Board of Trustees  
West Kern Community College District

\_\_\_\_\_  
Diane Jones, President  
Taft College Faculty Association/CTA/NEA

Dated: October \_\_\_\_, 2016

Dated: October \_\_\_\_, 2016

Board Approval:

First Presentation: September 14, 2016

Second Presentation/Approval: October 12, 2016

**Date:** August 30, 2016  
**Submitted by:** Dr. Robert Meteau, Associate Vice President of Human Resources  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Information Item

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

First Presentation: Proposed compensation increase of 1.59% to the 2016-17 Classified Salary Schedule, Appendix A.

**Background:**

As part of the continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding a compensation increase of 1.59% to the Classified Salary Schedule, Appendix A.

**Terms (if applicable):**

An implementation date retroactive to July 1, 2016 is recommended.

**Expense (if applicable):**

See below.

**Fiscal Impact Including Source of Funds (if applicable):**

The compensation amount will be included in the Adopted Budget for 2016-17.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

**Tentative Agreement Between**

**California School Employees Association, Chapter #543**

**And**

**West Kern Community College District**

**COMPENSATION INCREASE OF 1.59% TO THE CLASSIFIED SALARY SCHEDULE**

This tentative agreement ("Agreement") is made by and between the California School Employees Association, Chapter #543 ("CSEA") and the West Kern Community College District ("District") (collectively referenced as the "parties") with respect to the following recitals:

As part of continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding a compensation increase of 1.59% to the Classified Salary Schedule, Appendix A.

Now, therefore, CSEA and the District hereby agree as follows:

1. The above recitals are true and correct.
2. A compensation increase of 1.59% will be applied as outlined above and implemented retroactively to July 1, 2016. The parties further agree to update the Classified Salary Schedule, Appendix A of the collective bargaining agreement ("CBA") as appropriate.
3. Except as set forth in this Agreement, all other terms and conditions of the CBA shall remain unchanged.
4. This Agreement will become effective after ratification by the CSEA members and the District's Governing Board.

---

Billy White, President  
Board of Trustees  
West Kern Community College District

Dated: October \_\_, 2016

---

Velda Peña, President  
California School Employees  
Association, Chapter #543

Dated: October \_\_, 2016

Board Approval:

First Presentation: September 14, 2016

Second Presentation/Approval: October 12, 2016

**Date:** August 30, 2016

**Submitted by:** Dr. Robert Meteau, Associate Vice President of Human Resources

**Area Administrator:** Dr. Debra Daniels, Superintendent/President

**Subject:** Information Item

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

First Presentation: Proposed compensation increase of 1.59% to the 2016-17 Management Salary Schedule.

**Background:**

The District would like to propose a compensation increase of 1.59% to the Management Salary Schedule. The Management Group is unrepresented and this is the same Agreement that is being recommended as parts of Agreements negotiated with TCFA/CTA/NEA and CSEA, Chapter #543. The District has an interest in offering the same Agreement across all classifications regardless of representation.

**Terms (if applicable):**

An implementation date retroactive to July 1, 2016 is recommended.

**Expense (if applicable):**


See below.

**Fiscal Impact Including Source of Funds (if applicable):**

The compensation amount will be included in the Adopted Budget for 2016-17.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



**Date:** August 30, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Request for approval of change order to include Alternates 1 and 4 to the Student Center Project.

**Background:**

On June 8, 2016, the Board awarded the Student Center Project to California Averland Construction, Inc. for their base bid. After cost analysis of the Schedule of Values, it has been determined that inclusion of Alternates 1 and 4 for additional site work and interior building finishes to the scope of construction would be favorable.

The inclusion of Alternate 1 back into the scope of the project reinstates the original full site design concept. Alternate 1 site work includes paving, concrete bench steps and landscaping/tree wells, brick veneers at all exterior planters, tube steel fencing of the dorms rather than chain link, and a concrete alley and delivery lane as opposed to asphalt paving.

In an effort to value engineer the interior finish package on this project, all non-essential decorative finishes were removed from the project. By including Alternate 4 back into the scope of the project, we keep the decorative finishes in the design. Alternate 4 changes the painted gypsum board interior finish to a wood wall system, stone veneer system, and decorative glazed wall tile in the dining and food service areas.

Please see copies of the proposed change order and Alternates 1 and 4 work summaries attached hereto.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**

\$300,000

**Fiscal Impact Including Source of Funds (if applicable):**

The proposed change order is attached hereto. Funds for Student Center construction are derived from the District's Measure A bond proceeds, as well as other District funding.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

CHANGE  
ORDER No.

**ONE**

Distribution to:

OWNER	<input checked="" type="checkbox"/>	FIELD	<input type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>	DSA	<input type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>	INSPECTOR	<input checked="" type="checkbox"/>
SURETY	<input checked="" type="checkbox"/>		<input type="checkbox"/>

File #: 15-C2  
DSA #: 03-115449

<p>PROJECT: Taft College Student Center 29 Cougar Court Taft, CA 93268</p>	<p>CHANGE ORDER INITIATION DATE: 8/25/2016</p> <p>ARCHITECT'S PROJECT NO.: 430-0044</p>
<p>CONTRACTOR: California Averland Construction, Inc. 339 N. Virgil Avenue Los Angeles, CA 90004</p>	<p>CONTRACT START DATE: 8/15/2016</p> <p>ORIGINAL CONTRACT COMPLETION DATE: 4/7/2018</p>

You are directed to make the following changes in this Contract:		Days	\$
<b>1.1</b>	<b>Add Alternate 1, Sitework, to project scope.</b>	0	200,000.00
	<i>Reason: Project Upgrade: Cost analysis of Schedule of Values for Alternate was favorable to including the sitework, as outlined by the Alternate, into the scope of construction.</i>		
<b>1.2</b>	<b>Add Alternate 4, Interior Building Finishes, to project scope.</b>	0	100,000.00
	<i>Reason: Project Upgrade: Cost analysis of Schedule of Values for Alternate was favorable to including the interior building finish upgrades, as outlined by the Alternate, into the scope of construction.</i>		
<b>TOTAL</b>			<b>\$300,000.00</b>

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicated his agreement herewith, including any adjustments in the Contract Time.

The original (Contract Sum) was:	\$ 12,950,000.00
Net change by previously authorized Change Orders:	\$ -
The (Contract Sum) prior to this Change Order was:	\$ 12,950,000.00
The (Contract Sum) will be increased by this Change Order:	\$ 300,000.00
The new (Contract Sum) including this Change Order will be:	\$ 13,250,000.00

The (Contract Time) prior to this Change Order was: 600 days  
 The (Contract Time) will be increased by: 0 days  
 The Date of Notice of Completion as of the date of this Change Order therefore is: 4/7/2018

Authorized:

AP Architects  
ARCHITECT  
3434 Truxtun Ave. Suite 240  
Address  
Bakersfield, CA 93301

California Averland Construction, Inc.  
CONTRACTOR  
339 N. Virgil Avenue  
Address  
Los Angeles, CA 90004

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

BY: \_\_\_\_\_

BY: \_\_\_\_\_

BY: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

DATE: \_\_\_\_\_

**Date:** September 1, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services *Bm*  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Subcontractor Substitution Request – Earthwork Scope of Work for the Student Center Project

**Background:**

Attached is a copy of California Averland’s request to substitute the listed earthwork subcontractor, Union Construction, with the new subcontractor, Barraza & Sons, Inc. At this time Union Construction has asked to be relieved from their bid to perform work on the Taft College Student Center project due to a shortage of workers available to complete the scope of work. I am recommending approval, along with AP Architects, to accept this request to substitute the original subcontractor with the new subcontractor.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**

No additional cost.

**Fiscal Impact Including Source of Funds (if applicable):**

None.

**Approved:**   
Dr. Debra Daniels, Superintendent/President



MEMO

Student Center  
Taft College  
WKCCD  
430-0044 M1

**Date:** August 31, 2016  
**To:** Brock McMurray  
Taft College  
**Subject:** Request for Subcontractor Change/  
Union Construction to Barraza & Sons, Inc. (Earthwork)

---

Pursuant to letter received from California Averland Construction, Inc. dated August 31, 2016, please note the following:

1. California Averland Construction, Inc. is requesting a subcontractor substitution of Barraza & Sons, Inc. in place of Union Construction who was listed on the original Bid Proposal Form dated 06/24/16. Barraza & Sons, Inc. is being requested to replace Union Construction as the Earthwork subcontractor.
2. This office also received a signed letter from Union Construction (submitted with Contractor letter dated 08/31/16) requesting release from the project.
3. Per Public Contract Section PCC 4107 "A *prime contractor whose bid is accepted may not: [4107.(b)] Permit a subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original bid, without the consent of the awarding authority, or its duly authorized officer*".

This office has reviewed the submitted documentation and recommends the Board grant the Contractor's subcontractor substitution request based on the documentation received.

Attachments:

- Letter from California Averland Construction, Inc., verifying no change to contract amount
- Letter from Subcontractor, Union Construction
- Verification of active license and DIR registration, Barraza & Sons, Inc.

CC:  
McMurray/TC-em  
Madding/TC-em  
Vargas/AP-em  
File/AP-hc

Attachments (as noted above)

Marisa Slayton



**CALIFORNIA AVERLAND CONSTRUCTION, INC.**

LIC #: 810681 DIR #: 1000025805

August 31, 2016

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

From: California Averland Construction, Inc.  
339 N. Virgil Ave.  
Los Angeles, CA 90004

**RE: SUBCONTRACTOR SUBSTITUTION (EARTHWORK CONTRACTOR)**

California Averland is requesting to substitute our listed earthwork contractor "Union Construction" due to the reasons in the subcontractor's letter attached. California Averland will substitute "Union Construction" to "Barraza & Sons, Inc". This change is of no cost. Thank you.

Barraza & Sons, Inc.  
1545 S. Sydney Dr.  
Commerce, CA 90040  
CSLB: 758972  
DIR: 1000025079

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph Kim", is written over a horizontal line.

Joseph Kim  
President  
California Averland Construction, Inc.

Office Address: 339 N. Virgil Ave. Los Angeles, CA 90004  
Phone: (323)667-0071 Fax: (323)667-1034  
[www.calaverland.com](http://www.calaverland.com)



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WEST KERN COMMUNITY COLLEGE DISTRICT  
29 COUGAR COURT  
TAFT, CA 93268

### SUBCONTRACTOR WITHDRAWAL LETTER

Union Construction Company hereby withdraws from project "Student Center" located at 29 Emmons Park Dr., Taft CA 93268. The reason for the withdraw is due to shortage of workers available to complete the scopes of work we bid for which were earthwork and concrete. We will not object to substitutions made in regards to our scopes of work and we apologize for the inconvenience.

From,

A handwritten signature in black ink, appearing to read 'Paul Shin', written in a cursive style.

Paul Shin  
Union Construction

# Contractor's License Detail for License # 758972

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.  
 Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.  
 Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.  
 Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

**Business Information**

BARRAZA & SONS HEAVY EQUIPMENTS INC  
 1545 S SYDNEY DRIVE  
 CITY OF COMMERCE, CA 90040  
 Business Phone Number:(323) 981-9190

Entity Corporation  
 Issue Date 02/10/1999  
 Expire Date **02/28/2017**

**License Status**

**This license is current and active.**  
**All information below should be reviewed.**

**Classifications**

C12 - EARTHWORK AND PAVING  
 C21 - BUILDING MOVING, DEMOLITION

**Bonding Information**

**Contractor's Bond**

This license filed a Contractor's Bond with AMERICAN CONTRACTORS INDEMNITY COMPANY.  
**Bond Number:** SC1028125  
**Bond Amount:** \$15,000  
**Effective Date:** 01/01/2016  
[Contractor's Bond History](#)

**Bond of Qualifying Individual**


The qualifying individual CARLOS HUMBERTO OROZCO certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.  
**Effective Date:** 04/04/2005  
[BQI's Bond History](#)

**Workers' Compensation**

This license has workers compensation insurance with the STATE COMPENSATION INSURANCE FUND  
**Policy Number:**9084683  
**Effective Date:** 01/16/2016  
**Expire Date:** 01/16/2017  
[Workers' Compensation History](#)

**Other**



**Date:** September 1, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Subcontractor Substitution Request – Concrete and CMU Scope of Work for the Student Center Project

**Background:**

Attached is a copy of California Averland's request to substitute the listed concrete and CMU (masonry) work subcontractor, Union Construction, with the new subcontractor, 12 Towers Engineering and Construction. At this time Union Construction has asked to be relieved from their bid to perform work on the Taft College Student Center project due to a shortage of workers available to complete the scope of work. I am recommending approval, along with AP Architects, to accept this request to substitute the original subcontractor with the new subcontractor.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**

No additional cost.

**Fiscal Impact Including Source of Funds (if applicable):**

None.

**Approved:** 

\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



**MEMO**

**Student Center  
Taft College  
WKCCD  
430-0044 M1**

**Date: August 31, 2016**

**To: Brock McMurray  
Taft College**

**Subject: Request for Subcontractor Change/  
Union Construction to 12 Towers Engineering and Construction (Concrete  
and CMU)**

---

Pursuant to letter received from California Averland Construction, Inc. dated August 31, 2016, please note the following:

1. California Averland Construction, Inc. is requesting a subcontractor substitution of 12 Towers Engineering and Construction in place of Union Construction who was listed on the original Bid Proposal Form dated 06/24/16. 12 Towers Engineering and Construction is being requested to replace Union Construction as the Concrete subcontractor and CMU/Masonry subcontractor.
2. This office also received a signed letter from Union Construction (submitted with Contractor letter dated 08/31/16) requesting release from the project.
3. Per Public Contract Section PCC 4107 "A prime contractor whose bid is accepted may not: [4107.(b)] Permit a subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original bid, without the consent of the awarding authority, or its duly authorized officer".

This office has reviewed the submitted documentation and recommends the Board grant the Contractor's subcontractor substitution request based on the documentation received.

**Attachments:**

- Letter from California Averland Construction, Inc., verifying no change to contract amount
- Letter from Subcontractor, Union Construction
- Verification of active license and DIR registration, 12 Towers Engineering and Construction

**CC:**  
McMurray/TC-em  
Madding/TC-em  
Vargas/AP-em  
File/AP-hc

Attachments (as noted above)



Marisa Slayton



**CALIFORNIA AVERLAND CONSTRUCTION, INC.**

LIC #: 810681 DIR #: 1000025805

August 31, 2016

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

From: California Averland Construction, Inc.  
339 N. Virgil Ave.  
Los Angeles, CA 90004

**RE: SUBCONTRACTOR SUBSTITUTION (CONCRETE CONTRACTOR)**

California Averland is requesting to substitute our listed concrete contractor "Union Construction" due to the reasons in the subcontractor's letter attached. California Averland will substitute "Union Construction" to "12 Towers Engineering and Construction". This change is of no cost. Thank you.

12 Towers Engineering and Construction  
1047 Crenshaw Blvd.  
Los Angeles, CA 90019  
CSLB: 986165  
DIR: 1000039419

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph Kim".

Joseph Kim  
President  
California Averland Construction, Inc.

Office Address: 339 N. Virgil Ave. Los Angeles, CA 90004  
Phone: (323)667-0071 Fax: (323)667-1034  
[www.calaverland.com](http://www.calaverland.com)



**CALIFORNIA AVERLAND CONSTRUCTION, INC.**

LIC #: 810681 DIR #: 1000025805

August 31, 2016

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

From: California Averland Construction, Inc.  
339 N. Virgil Ave.  
Los Angeles, CA 90004

**RE: SUBCONTRACTOR SUBSTITUTION (CMU CONTRACTOR)**

California Averland is requesting to substitute our listed CMU contractor "Union Construction" due to the reasons in the subcontractor's letter attached. California Averland will substitute "Union Construction" to "12 Towers Engineering and Construction". This change is of no cost. Thank you.

12 Towers Engineering and Construction  
1047 Crenshaw Blvd  
Los Angeles, CA 90019  
CSLB: 986165  
DIR: 1000039419

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph Kim", is written over a horizontal line.

Joseph Kim  
President  
California Averland Construction, Inc.

Office Address: 339 N. Virgil Ave. Los Angeles, CA 90004  
Phone: (323)667-0071 Fax: (323)667-1034  
[www.calaverland.com](http://www.calaverland.com)



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WEST KERN COMMUNITY COLLEGE DISTRICT  
29 COUGAR COURT  
TAFT, CA 93268

**SUBCONTRACTOR WITHDRAWAL LETTER**

Union Construction Company hereby withdraws from project "Student Center" located at 29 Emmons Park Dr., Taft, CA 93268. The reason for the withdraw is due to shortage of workers available to complete the Masonry scope of work. We will not object to substitutions made in regards to the Masonry scope of work and we apologize for the inconvenience.

From,

Paul Shin  
Union Construction



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WEST KERN COMMUNITY COLLEGE DISTRICT  
29 COUGAR COURT  
TAFT, CA 93268

**SUBCONTRACTOR WITHDRAWAL LETTER**

Union Construction Company hereby withdraws from project "Student Center" located at 29 Emmons Park Dr., Taft CA 93268. The reason for the withdraw is due to shortage of workers available to complete the scopes of work we bid for which were earthwork and concrete. We will not object to substitutions made in regards to our scopes of work and we apologize for the inconvenience.

From,

Paul Shin  
Union Construction

## Contractor's License Detail for License # 986165

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

### Business Information

12 TOWERS INC  
dba 12 TOWERS ENGINEERING AND CONSTRUCTION

1047 CRENSHAW BLVD  
LOS ANGELES, CA 90019  
Business Phone Number:(213) 986-8815

Entity Corporation  
Issue Date 08/20/2013  
Expire Date 08/31/2017

### License Status

**This license is current and active.**

All information below should be reviewed.

### Classifications

B - GENERAL BUILDING CONTRACTOR  
C35 - LATHING AND PLASTERING  
C51 - STEEL, STRUCTURAL  
C39 - ROOFING  
A - GENERAL ENGINEERING CONTRACTOR

### Bonding Information

#### Contractor's Bond

This license filed a Contractor's Bond with WESCO INSURANCE COMPANY.

**Bond Number:** 04WB032657

**Bond Amount:** \$15,000

**Effective Date:** 01/01/2016

**Cancellation Date:** 09/08/2016

[Contractor's Bond History](#)

#### Bond of Qualifying Individual

The qualifying individual KYU HYUN WHANG certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.

**Effective Date:** 02/24/2014

### Workers' Compensation


Check A License - License Detail

Policy Number:9070772  
Effective Date: 09/06/2015  
Expire Date: 09/06/2016  
Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.



**Date:** September 1, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Subcontractor Substitution Request – Steel Scope of Work for the Student Center Project

**Background:**

Attached is a copy of California Averland's request to substitute the listed steel work subcontractor, GBS Company, with the new subcontractor, 12 Towers Engineering and Construction. At this time GBS Company has asked to be relieved from their bid to perform work on the Taft College Student Center project due to their current workload. I am recommending approval, along with AP Architects, to accept this request to substitute the original subcontractor with the new subcontractor.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**

No additional cost.

**Fiscal Impact Including Source of Funds (if applicable):**

None.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



MEMO

Student Center  
Taft College  
WKCCD  
430-0044 M1

**Date:** August 31, 2016

**To:** Brock McMurray  
Taft College

**Subject:** Request for Subcontractor Change/  
GBS Company to 12 Towers Engineering and Construction (Steel)

---

Pursuant to letter received from California Averland Construction, Inc. dated August 31, 2016, please note the following:

1. California Averland Construction, Inc. is requesting a subcontractor substitution of 12 Towers Engineering and Construction in place of GBS Company who was listed on the original Bid Proposal Form dated 06/24/16. 12 Towers Engineering and Construction is being requested to replace GBS Company as the Steel subcontractor.
2. This office also received a signed letter from GBS Company dated 08/22/16 requesting release from the project.
3. Per Public Contact Section PCC 4107 "A prime contractor whose bid is accepted may not: [4107.(b)] Permit a subcontract to be voluntarily assigned or transferred or allow it to be performed by anyone other than the original subcontractor listed in the original bid, without the consent of the awarding authority, or its duly authorized officer".

This office has reviewed the submitted documentation and recommends the Board grant the Contractor's subcontractor substitution request based on the documentation received.

Attachments:

- Letter from California Averland Construction, Inc., verifying no change to contract amount
- Letter from Subcontractor, GBS Company
- Verification of active license and DIR registration, 12 Towers Engineering and Construction

CC:

McMurray/TC-em  
Madding/TC-em  
Vargas/AP-em  
File/AP-hc

Attachments (as noted above)



Marisa Slayton



**CALIFORNIA AVERLAND CONSTRUCTION, INC.**

LIC #: 810681 DIR #: 1000025805

August 31, 2016

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

From: California Averland Construction, Inc.  
339 N. Virgil Ave.  
Los Angeles, CA 90004

**RE: SUBCONTRACTOR SUBSTITUTION (STEEL CONTRACTOR)**

California Averland is requesting to substitute our listed steel contractor "GBS Company" due to the reasons in the subcontractor's letter attached. California Averland will substitute "GBS Company" to "12 Towers Engineering and Construction". This change is of no cost. Thank you.

12 Towers Engineering and Construction  
1047 Crenshaw Blvd  
Los Angeles, CA 90019  
CSLB: 986165  
DIR: 1000039419

Sincerely,

A handwritten signature in blue ink, appearing to read "Joseph Kim".

Joseph Kim  
President  
California Averland Construction, Inc.

Office Address: 339 N. Virgil Ave. Los Angeles, CA 90004  
Phone: (323)667-0071 Fax: (323)667-1034  
[www.calaverland.com](http://www.calaverland.com)

**GBS COMPANY**

**513 ½ S CATALINA ST  
LOS ANGELES, CA 90020**

CSLB: 743194  
DIR: 1000030096  
(213) 820-6493

08/22/2016

TO: West Kern Community College District Office  
29 Cougar Court  
Tat, CA 93268  
Attn: Brock McMurray  
(661) 763-7717

RE: Subcontractor Withdrawal Letter

To whom it may concern,

GBS Company is withdrawing the steel scope of work for the Taft College Student Center project due to overload of current projects which will not allow us to take on this project in addition to our current workload. GBS waives objections to substitution of GBS on the Taft College Student Center Project. I apologize for any inconvenience this may have caused you. Thank you.

Sincerely,

  
Young Schick Kim  
GBS Company

## Contractor's License Detail for License # 986165

**DISCLAIMER: A license status check provides information taken from the CSLB license database. Before relying on this information, you should be aware of the following limitations.**

CSLB complaint disclosure is restricted by law (B&P 7124.6) If this entity is subject to public complaint disclosure, a link for complaint disclosure will appear below. Click on the link or button to obtain complaint and/or legal action information.

Per B&P 7071.17 , only construction related civil judgments reported to the CSLB are disclosed.

Arbitrations are not listed unless the contractor fails to comply with the terms of the arbitration.

Due to workload, there may be relevant information that has not yet been entered onto the Board's license database.

### Business Information

12 TOWERS INC  
dba 12 TOWERS ENGINEERING AND CONSTRUCTION

1047 CRENSHAW BLVD  
LOS ANGELES, CA 90019  
Business Phone Number:(213) 986-8815

Entity Corporation  
Issue Date 08/20/2013  
Expire Date 08/31/2017

### License Status

**This license is current and active.**

**All information below should be reviewed.**

### Classifications

B - GENERAL BUILDING CONTRACTOR  
C35 - LATHING AND PLASTERING  
C51 - STEEL, STRUCTURAL  
C39 - ROOFING  
A - GENERAL ENGINEERING CONTRACTOR

### Bonding Information

#### Contractor's Bond

This license filed a Contractor's Bond with WESCO INSURANCE COMPANY.

**Bond Number:** 04WB032657

**Bond Amount:** \$15,000

**Effective Date:** 01/01/2016

**Cancellation Date:** 09/08/2016

**Contractor's Bond History**

#### Bond of Qualifying Individual

The qualifying individual KYU HYUN WHANG certified that he/she owns 10 percent or more of the voting stock/membership interest of this company; therefore, the Bond of Qualifying Individual is not required.


**Effective Date:** 02/24/2014

### Workers' Compensation

Policy Number:9070772  
Effective Date: 09/06/2015  
Expire Date: 09/06/2016  
Workers' Compensation History

Other

Personnel listed on this license (current or disassociated) are listed on other licenses.

**Date:** September 1, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Change Order #1 - Site Utilities

**Background:**

I have attached a copy of the Change Order #1 for the Site Utilities project as submitted by AP Architects for Omega Construction, contractor. The items listed on the change order total an increase of \$25,275.97 utilizing project contingency funds, and increases the total project from \$394,000.00 to \$419,275.97. The items include the removal and replacement of the existing 8" waterline in the alley to a depth with proper coverage, removal of a concrete storm drain line encasement that encroached on new utility lines, and the investigation and repair of a waterline leak discovered during construction.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**

\$25,275.97 Project Contingency Funds.

**Fiscal Impact Including Source of Funds (if applicable):**

The current source of funding is California Community Colleges Chancellor's Office (CCCCO) Schedule Maintenance Funds and Measure A.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

CHANGE  
ORDER No.

**ONE**

Distribution to:

OWNER	<input checked="" type="checkbox"/>	FIELD	<input type="checkbox"/>
ARCHITECT	<input checked="" type="checkbox"/>	DSA	<input type="checkbox"/>
CONTRACTOR	<input checked="" type="checkbox"/>	INSPECTOR	<input checked="" type="checkbox"/>
SURETY	<input checked="" type="checkbox"/>		<input type="checkbox"/>

File #: NA  
DSA #: NA

PROJECT: Taft College Site Utility 29 Cougar Court Taft, CA 93268	CHANGE ORDER INITIATION DATE: 6/22/2016
	ARCHITECT'S PROJECT NO.: 430-0052
CONTRACTOR Omega Construction 16500 Barton Way Bakersfield, CA 93314	CONTRACT START DATE: 6/2/2015
	ORIGINAL CONTRACT COMPLETION DATE: 7/31/2015

You are directed to make the following changes in this Contract:

		Days	\$
1.1	<b>CCD-003. Existing 8" Waterline At Alley</b>	0	16,329.00
	<i>Reason: Latent Condition: Existing waterline was found to be extremely shallow during excavation. Line was removed and replaced at a depth with proper coverage.</i>		
1.1	<b>CCD-004. Remove concrete encasement at storm drain line.</b>	0	3,303.00
	<i>Reason: Latent Condition. Concrete encasement at storm drain line encroached on new utility lines and required final grading.</i>		
1.1	<b>CCD-008. Waterline Investigation and Repair</b>	0	8,567.00
	<i>Reason: Latent Condition. Contractor investigated source of leak discovered during construction. Contractor repaired/replaced waterline as required</i>		
1.1	<b>Credit for Unused Allowance Funds.</b>	0	(2,923.03)
	<i>Reason: Other. Reconciliation of unused project allowance funds resulting in credit, as indicated.</i>		
<b>TOTAL</b>			<b>\$25,275.97</b>

Not valid until signed by both the Owner and Architect.

Signature of the Contractor indicated his agreement herewith, including any adjustments in the Contract Time.

The original (Contract Sum) was:	\$	394,000.00
Net change by previously authorized Change Orders:	\$	-
The (Contract Sum) prior to this Change Order was:	\$	394,000.00
The (Contract Sum) will be increased by this Change Order:	\$	25,275.97
The new (Contract Sum) including this Change Order will be:	\$	419,275.97



The (Contract Time) prior to this Change Order was: 60 days

The (Contract Time) will be increased by: 0 days

The Date of Notice of Completion as of the date of this Change Order therefore is: 7/31/2015

Authorized:

AP Architects  
ARCHITECT  
3434 Truxtun Ave. Suite 240  
Address  
Bakersfield, CA 93301

Omega Construction  
CONTRACTOR  
16500 Barton Lane  
Address  
Bakersfield CA 93314

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

BY:

BY:

BY:

DATE:

DATE:

DATE:



**CCD**

**Site Utility  
Taft College  
WKCCD  
430-0052 D1**

**Date: October 30, 2015**  
**To: Omega Construction**  
**Subject: CCD-003 Ex. 8" Water Line at Alley**

---

**Contractor is authorized to proceed with the following changes to the contract:**

Per T&M tickets approved by Project Inspector September 11, 2015 regarding CCD issued July 20, 2015 Contractor is approved for work performed.

*Remove and replace existing 8" C.I. waterline from existing tunnel to existing Chiller yard area. New waterline to be C900 piping. Contractor to verify routing and POC at both tunnel and Chiller Yard area. Contractor to provide new 2" tap with valve in yard box and a traffic rated lid. New 2" valve to service RFP-01 POC. Cost of work shall be based on time and material only. Work to be started immediately. See attached sketch for locations.*

The contract sum will be increased by: **\$16,329.00**  
The contract time will be increased by: **0 Days**

<b>Approval by: College/District Rep.</b>		<b>x</b>	Item will be added to next Project Change Order
<b>Date Approved: 09/11/2015</b>			Item will be added to Project Allowance
<b>Date Issued to Contractor: 10/30/2015</b>			Item will be paid direct by Owner
<b>via:</b>	<b>x</b> email	<b>x</b> memo	<b>x</b> other

Contractor/Office-em  
Karwoski/PI-em  
McMurray/TC-em  
Capela/TC-em  
File/AP-hc

(Attachments- none)

**Jose Vargas**



**CCD**

**Site Utility  
Taft College  
WKCCD  
430-0052 D1**

**Date: October 30, 2015**  
**To: Omega Construction**  
**Subject: CCD-004 Concrete Encasement at Storm Drain**

---

**Contractor is authorized to proceed with the following changes to the contract:**

Per T&M tickets approved by Project Inspector October 13, 2015 regarding CCD issued August 4, 2015 Contractor is approved for work performed.

*Fully remove existing concrete encasement at existing storm drain line as it interferes with the project limits. Any portion of the existing storm drain line removed or damaged during the concrete removal shall be reinstalled as required. Work to be performed on T&M basis, with Project Inspector verifying all time and material tickets.*

The contract sum will be increased by: **\$3,303.00**  
The contract time will be increased by: **0 Days**

<b>Approval by: College/District Rep.</b>		<input checked="" type="checkbox"/>	Item will be added to next Project Change Order
<b>Date Approved: 10/13/2015</b>			Item will be added to Project Allowance
<b>Date Issued to Contractor: 10/30/2015</b>			Item will be paid direct by Owner
<b>via:</b>	<input checked="" type="checkbox"/> email	<input checked="" type="checkbox"/> memo	<input checked="" type="checkbox"/> other

Contractor/Office-em  
Karwoski/PI-em  
McMurray/TC-em  
Capela/TC-em  
File/AP-hc

(Attachments- none)

Jose Vargas



**CCD**

**Site Utility  
Taft College  
WKCCD  
430-0052 D1**

**Date: January 5, 2016**  
**To: Omega Construction**  
**Subject: CCD-008 Waterline Investigation/Repair (T&M)**

---

**Contractor is authorized to proceed with the following changes to the contract:**

Per T&M tickets approved by Project Inspector October 22, 2015 Contractor is approved for work performed.

*Investigate and repair leak in an existing 6" water line, remove a portion of 3" water line and remove CL fencing in the area of west gate to High School. Work to be performed on T&M basis, with Project Inspector verifying all time and material tickets.*

The contract sum will be increased by: **\$8,567.00**  
The contract time will be increased by: **0 Days**

<b>Approval by: College/District Rep.</b>		<input checked="" type="checkbox"/>	Item will be added to next Project Change Order
<b>Date Approved: 10/30/2015</b>			Item will be added to Project Allowance
<b>Date Issued to Contractor: 01/05/2016</b>			Item will be paid direct by Owner
<b>via:</b>	<input checked="" type="checkbox"/> email	<input type="checkbox"/> memo	<input type="checkbox"/> other

Contractor/Office-em  
Karwoski/PI-em  
McMurray/TC-em  
Capela/TC-em  
File/AP-hc

(Attachments- Omega)

Jose Vargas

**Date:** September 7, 2016  
**Submitted by:** Sarah Criss, Executive Assistant to the Superintendent/President  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Second Reading and Request for Approval – Board Policy #5500 Standards of Student Conduct

**Background:**

Board Policy #5500 has been updated as recommended by the legal counsel of Community College League of California Board Policy and Procedure Services.

BP 5500 was modified to add sexual assault and sexual exploitation to the list of student conduct that may result in discipline.

**Terms (if applicable):**

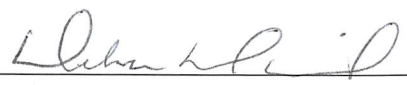
n/a

**Expense (if applicable):**

n/a

**Fiscal Impact Including Source of Funds (if applicable):**

n/a

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

## BP 5500 Standards of Student Conduct

### Reference:

*Education Code Section 66300 and 66301;  
ACCJC Accreditation Standards I.C.8 and 10 (formerly 11.A.7.b)*

The Superintendent/President shall establish procedures for the imposition of discipline on students in accordance with the requirements for due process of the federal and state law and regulations.

The procedures shall clearly define the conduct that is subject to discipline, and shall identify potential disciplinary actions, including but not limited to the removal, suspension or expulsion of a student.

~~The District reserves the right to apply the Student Code of Conduct for off-campus misconduct when the student's misconduct is determined to be detrimental to college interests.~~

The Board **of Trustees** shall consider any recommendation from the Superintendent/President for expulsion. The Board shall consider an expulsion recommendation in closed session unless the student requests that the matter be considered in a public meeting. Final action by the Board on the expulsion shall be taken at a public meeting. The procedures shall be made widely available to students through the College catalog and other means.

The following conduct shall constitute good cause for discipline including but not limited to the removal, suspension or expulsion of a student.

1. Causing, attempting to cause, or threatening to cause physical injury to another person.
2. Possession, sale or otherwise furnishing any firearm, knife, explosive or other dangerous object, including but not limited to any facsimile firearm, knife, or explosive, unless, in the case of possession of any object of this type, the student has obtained written permission to possess the item from a District employee, which is concurred in by the college President.
3. Unlawful possession, use, sale, offer to sell, or furnishing, or being under the influence of, any controlled substance listed in Chapter 2 (commencing with Section 11053) of Division 10 of the California Health and Safety Code, an alcoholic beverage, or an intoxicant of any kind; or unlawful possession of, or offering, arranging or negotiating the sale of any drug paraphernalia, as defined in California Health and Safety Code Section 11014.5.

*WKCCD Board Policies & Procedures*

*Revised ???/??/??*

*Page 1 of 3*

4. Committing or attempting to commit robbery or extortion.
5. Causing or attempting to cause damage to District property or to private property on campus.
6. Stealing or attempting to steal District property or private property on campus, or knowingly receiving stolen District property or private property on campus.
7. Willful or persistent smoking in any area where smoking has been prohibited by law or by regulation of the College or the District.
8. ***Sexual assault or sexual exploitation regardless of the victim's affiliation with the District.***
9. Committing sexual harassment as defined by law or by District policies and procedures.
10. Engaging in harassing or discriminatory behavior based on disability, gender, gender identity, gender expression, nationality, race or ethnicity, religion, sexual orientation, or any other status protected by law.
11. ***Engaging in intimidation conduct or bullying against another student through words or actions, including direct physical contact; verbal assaults, such as teasing or name-calling; social isolation or manipulation; and cyberbullying, which is bullying conduct engaged in by electronic means.***
12. Willful misconduct which results in injury or death to a student or to District personnel or which results in cutting, defacing, or other injury to any real or personal property owned by the District or on campus.
13. Disruptive behavior, willful disobedience, habitual profanity or vulgarity, or the open and persistent defiance of the authority of or persistent abuse of District personnel.
14. Cheating, plagiarism (including plagiarism in a student publication), or engaging in other academic dishonesty.
15. Dishonesty; forgery; alteration or misuse of District documents, records or identification; or knowingly furnishing false information to the District.
16. Unauthorized entry upon or use of District facilities.

17. Lewd, indecent or obscene conduct on District-owned or controlled property, or at District-sponsored or supervised functions.
18. Engaging in expression which is obscene, libelous, or slanderous; or which so incites students as to create a clear and present danger of the commission of unlawful acts on District premises, or the violation of lawful District administrative procedures, or the substantial disruption of the orderly operation of the District.
19. Persistent, serious misconduct where other means of correction have failed to bring about proper conduct.
20. Unauthorized preparation, giving, selling, transfer, distribution, or publication, for any commercial purpose, of any contemporaneous recording of an academic presentation in a classroom or equivalent site of instruction, including but not limited to handwritten or typewritten class notes, except as permitted by any District policy or administrative procedure.
21. Violations of District regulations or procedures concerning the use of District technology resources, District regulations concerning student organizations, and/or the use of District facilities.
22. Failure to comply with directions of District officials acting in the performance of their duties, or failure to identify oneself for just cause when requested to do so by District officials acting in the performance of their duties.

*See Administrative Procedures AP 5500*



**Date:** September 6, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Ratification

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Grant Sub-agreement with Rancho Santiago Community College District (RSCCD) to Support CTE Program Development

**Background:**

The CTE Data Unlocked Initiative was awarded to Taft College from the California Community Colleges Chancellor's office Workforce and Economic Development Division to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data. This agreement includes use of a technical assistance provider to support ongoing data clean-up and maintenance. RSCCD will act as fiscal agent for the CTE Data Unlocked Initiative.

**Terms (if applicable):**

July 19, 2016 - October 31, 2017

**Expense (if applicable):**

None

**Fiscal Impact Including Source of Funds (if applicable):**

Revenue of \$50,000 assigned to CTE Data Unlock  
New Budget

**Approved:**   
Dr. Debra Daniels, Superintendent/President

**GRANT SUB-AGREEMENT BETWEEN  
RANCHO SANTIAGO COMMUNITY COLLEGE DISTRICT  
AND  
WEST KERN COMMUNITY COLLEGE DISTRICT**

This grant sub-agreement (hereinafter “Agreement”) is entered into on this 18<sup>th</sup> day of July, 2016, between Rancho Santiago Community College District (hereinafter “RSCCD”) and West Kern Community College District (hereinafter “SUBCONTRACTOR”), on behalf of the Taft College. RSCCD and SUBCONTRACTOR may be referred to individually as a “Party” and collectively as the “Parties” in this Agreement.

WHEREAS, RSCCD was selected to serve as the Fiscal Agent for the “CTE Data Unlocked Initiative,” Prime Award #15-197-001 (hereinafter “Grant”), from the California Community Colleges Chancellor’s Office (hereinafter “PRIME SPONSOR”), Workforce and Economic Development Division, to support CTE program development and improvement efforts by providing a suite of tools, training, technical assistance and outcome and labor market data for the California community colleges.

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

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

NOW, THEREFORE, the Parties hereby agree as follows:

**ARTICLE I**

1. **Statement of Work**

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

2. **Period of Performance**

The period of performance for this Agreement shall be from July 19, 2016 through October 31, 2017.

3. **Total Cost**

The total cost to RSCCD for performance of this Agreement shall not exceed \$50,000.00 USD.

2. Budget

SUBCONTRACTOR agrees that expenditure of funds under this Agreement will be in accordance with the Scope of Work (*Exhibit A*) submitted by the SUBCONTRACTOR and approved by the PRIME SPONSOR and/or RSCCD, as appropriate, which by reference is incorporated into this Agreement. Modifications to the budget are allowed without prior approval, as long as budget categories are not added or deleted, the total dollar amount is not affected, and the outcomes of the Agreement will not be materially affected.

3. Payment

A one-time payment of the total cost will be issued to SUBCONTRACTOR upon RSCCD's receipt of the fully executed Agreement and an invoice for payment indicating that the required training has been completed. Payment to the SUBCONTRACTOR will not exceed the amount listed above under Article I.3. "Total Costs".

4. Invoices

One invoice is to be submitted for payment for the total costs of the agreement that includes a statement indicating the date(s) the training was completed. Invoices must include the Agreement number (refer to footer), and should be submitted to the following address:

Rancho Santiago Community College District  
ATTN: Sarah Santoyo, Director of Grants  
2323 North Broadway, Suite 350  
Santa Ana, CA 92706  
Santoyo\_Sarah@rsccd.edu

5. Reporting

Through this Agreement, SUBCONTRACTOR agrees to provide data and submit reports, as requested and required by the PRIME SPONSOR. SUBCONTRACTOR will provide this information to RSCCD in a timely manner.

6. Expenditure of Grant Funds

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

7. Modifications

Substantial changes to the program components and service levels detailed in the Scope of Work must be submitted for prior approval to the PRIME SPONSOR and/or RSCCD.

8. Time Extensions

SUBCONTRACTOR must spend all of the funds allocated through this Agreement within the timeframe of the Agreement.

2. Independent Contractor

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

3. Subcontract Assignment

Unless specifically noted in the Scope of Work (*Exhibit A*), none of the duties of, or work to be performed by, SUBCONTRACTOR under this Agreement shall be sub-contracted or assigned to any agency, consultant, or person without the prior written approval by the PRIME SPONSOR. No subcontract or assignment shall terminate or alter the legal obligation of SUBCONTRACTOR pursuant to this Agreement. SUBCONTRACTOR shall ensure that all subcontracts for services and contracted staff are procured in a manner consistent with state guidelines. Upon request, SUBCONTRACTOR shall submit to RSCCD copies of all subcontracts for services and contracted staff, and other agreements, as well as documentation indicating the approving authority's approval that relate to this Agreement.

4. Record Keeping

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

5. Audit

SUBCONTRACTOR agrees that RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. SUBCONTRACTOR agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, SUBCONTRACTOR agrees to include a similar right of RSCCD, the PRIME SPONSOR, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract related to the performance of this Agreement.

6. Mutual Indemnification

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

7. Termination

Either Party may terminate this Agreement, with or without cause upon thirty (30) days written notice served upon the other Party. Notice shall be deemed served on the date of

mailing. Upon termination, or notice thereof, the Parties agree to cooperate with one another in the orderly transfer of contract responsibilities, records, and pertinent documents.

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

2. Disputes

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

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

3. Notices

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

**RSCCD: Primary Contact:**  
Sarah Santoyo, Director of Grants  
2323 N. Broadway, Suite 350  
Santa Ana, CA 92706  
(714) 480-7466; [santoyo\\_sarah@rsccd.edu](mailto:santoyo_sarah@rsccd.edu)

**Fiscal Representative:**  
Rancho Santiago Community College District  
Peter J. Hardash, Vice Chancellor, Business Operations/Fiscal Services  
2323 North Broadway, Ste. 404-1  
Santa Ana, CA 92706  
(714) 480-7340, [hardash\\_peter@rsccd.edu](mailto:hardash_peter@rsccd.edu)

**SUBCONTRACTOR:**

**Primary Contact:**  
Anthony Cordova  
Interim CTE Director  
29 Emmons Park Dr.  
Taft, CA 93268  
acordova@taftcollege.edu  
(661) 808-7153

2. Total Agreement

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

3. Amendments

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

**ARTICLE II**

1. Legal Terms and Conditions

This Agreement will be implemented in accordance with the conditions defined in the Grant Agreement, RFA Specifications and the Grant Agreement Legal Terms and Conditions (Articles I, Rev. 01/16 and Article II, Rev. 05/14), as set forth and incorporated into this Agreement by reference. As the Grant is subject to any additional restrictions, limitations, or conditions enacted in the State Budget and/or Executive Orders that may affect the provisions, terms, or funding of this Agreement in any manner, RSCCD may modify this Agreement through an amendment, as needed. SUBCONTRACTOR agrees to expend all funds in accordance with all applicable federal, state and local laws and regulations.

2. Assurances

By signing this Agreement the Parties certify that they comply with the Legal Terms and Conditions described in Article II (Rev. 5/14) regarding Standards of Conduct, Workers' Compensation Insurance, Participation in Grant-Funded Activities, the Nondiscrimination Clause, Accessibility for Persons with Disabilities, and Drug-Free Workplace Certification.

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

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

RANCHO SANTIAGO COMMUNITY  
COLLEGE DISTRICT

SUBCONTRACTOR: *West Kern  
Community College District*

By:   
Name: \_\_\_\_\_  
Peter J. Hardash

By: \_\_\_\_\_  
Name: \_\_\_\_\_

Title: \_\_\_\_\_  
Vice Chancellor  
Business Operations/Fiscal Services

Title: \_\_\_\_\_

Date: \_\_\_\_\_  
7/19/16

Date: \_\_\_\_\_

Board Approval Date: July 18, 2016

\_\_\_\_\_  
Employer/Taxpayer Identification Number (EIN)

List of Exhibits

Exhibit A: Scope of Work

Exhibit B: Articles I, Rev. 01/16 and Article II, Rev. 05/14



#76

**COMPLETE**

**Collector:** Web Link 1 (Web Link)  
**Started:** Tuesday, May 31, 2016 5:46:52 AM  
**Last Modified:** Tuesday, May 31, 2016 5:52:47 AM  
**Time Spent:** 00:05:54  
**IP Address:** 108.197.125.68

## PAGE 2: Eligibility

Q1: Which college do you represent?

Taft College

Q2: Has your college sent both a senior leader (CEO, CIO, or CSSO) and at least one additional staff person to spring CTE Data Unlocked training?

Yes

Q3: If either a senior leader (CEO, CIO, CSSO) or another college representative has been unable to attend spring training, who should we contact to schedule a training during summer or early fall? (please provide a name, email, and phone number)

*Respondent skipped this question*

## PAGE 3: Current Data Usage

Q4: Where does your college get information on CTE outcomes at other colleges or training providers? (Please check all that apply)

Statewide or national data systems (e.g., Datamart, LaunchBoard, IPEDS)

Q5: Where does your college get information on employment and earnings? (Please check all that apply)

Statewide data systems (e.g., Salary Surfer, Wage Tracker, LaunchBoard, Perkins report)

Q6: Where does your college get information on labor market information like projected job openings and desired skills? (Please check all that apply)

Statewide or national data systems (e.g., LMID, Bureau of Labor Statistics, O\*NET)

Purchased through a service or vendor (e.g., EMSI, Burning Glass, Help Wanted Online)

## PAGE 4: Technical Assistance

Q7: What support would your college like from a technical assistance provider? (Please select one)

Help with data clean-up

## PAGE 5: Technical Assistance: Data Clean-Up

**Q8: What type of support would your college like with data clean-up? (Please select one)**

Technical support on other missing data elements, such as flags for specific student characteristics (e.g., Perkins special populations)

**Q9: Who on your campus will be responsible for working with the technical assistance provider?**

Name Anthony Cordova  
 Job Title Interim CTE Director  
 Email Address acordova@taftcollege.edu  
 Phone Number 6618087153

**Q10: Would you be interested in pooling resources with other colleges?**

Yes

**Q11: Do you have any additional detail that you'd like to share about your request? (optional response)**

*Respondent skipped this question*

**Q12: When would you like to receive this assistance? (Please check all that apply)**

September/October 2016

**PAGE 6: Technical Assistance: Training**

**Q13: What type of support would your college like with training? (Please select one)**

*Respondent skipped this question*

**Q14: Who on your campus will be responsible for working with the technical assistance provider?**

*Respondent skipped this question*

**Q15: Would you be interested in pooling resources with other colleges?**

*Respondent skipped this question*

**Q16: Do you have any additional detail that you'd like to share about your request? (optional response)**

*Respondent skipped this question*

**Q17: When would you like to receive this assistance? (Please check all that apply)**

*Respondent skipped this question*

**PAGE 7: Technical Assistance: Data Integration**

**Q18: What type of support would your college like with integrating data into college processes? (Please select one)**

*Respondent skipped this question*

**Q19: Who on your campus will be responsible for working with the technical assistance provider?**

*Respondent skipped this question*

**Q20: Would you be interested in pooling resources with other colleges?**

*Respondent skipped this question*

**Q21: Do you have any additional detail that you'd like to share about your request? (optional response)**

*Respondent skipped this question*

**Q22: When would you like to receive this assistance?  
(Please check all that apply)**

*Respondent skipped this question*

**PAGE 8: Designing Technical Assistance**

**Q23: A member of the CTE Data Unlocked team will contact your college in mid-June to discuss how best to design a technical assistance solution that meets your needs. Please identify the appropriate person for us to contact.**

*Respondent skipped this question*

**Q24: Does your college need help in determining how to use the \$50,000 as well?**

*Respondent skipped this question*

**PAGE 9: Technical Assistance: Self-Defined**

**Q25: Please describe the specific support you would like from a technical assistance provider. (500 word maximum)**

*Respondent skipped this question*

**Q26: Who on your campus will be responsible for working with the technical assistance provider?**

*Respondent skipped this question*

**Q27: Would you be interested in pooling resources with other colleges?**

*Respondent skipped this question*

**Q28: When would you like to receive this assistance?  
(Please check all that apply)**

*Respondent skipped this question*

**PAGE 10: Funding**

**Q29: How does your college intend to spend the \$50,000? (Please select one)**

Help with data clean-up and maintenance

**PAGE 11: Funding: Data Clean-Up**

**Q30: How will a consultant or expanded staffing support your college in doing data clean-up?**

Technical support on other missing data elements, such as flags for specific student characteristics (e.g., Perkins flags)

**Q31: Who on your campus will be responsible for managing the work that will be done with this funding?**

Name

Anthony Cordova

Job Title

Interim CTE Director

Email Address

acordova@taftcollege.edu

Phone Number

6618087153

**Q32: Would you be interested in pooling resources with other colleges?** Yes

**Q33: Do you have any additional detail that you'd like to share about your request? (optional response)** *Respondent skipped this question*

**Q34: Would you like help identifying a consultant for this task?** Yes

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**PAGE 12: Funding: Data Integration**

**Q35: How will your college use the funding to integrate data into college processes (select all that apply)?** *Respondent skipped this question*

**Q36: Who on your campus will be responsible for managing the work that will be done with this funding?** *Respondent skipped this question*

**Q37: Would you be interested in pooling resources with other colleges?** *Respondent skipped this question*

**Q38: Do you have any additional detail that you'd like to share about your request? (optional response)** *Respondent skipped this question*

**Q39: Would you like help identifying a consultant for this task?** *Respondent skipped this question*

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**PAGE 13: Funding: Communications**

**Q40: How will your college use the funding to create communications materials?** *Respondent skipped this question*

**Q41: Who on your campus will be responsible for managing the work that will be done with this funding?** *Respondent skipped this question*

**Q42: Would you be interested in pooling resources with other colleges?** *Respondent skipped this question*

**Q43: Do you have any additional detail that you'd like to share about your request? (optional response)** *Respondent skipped this question*

**Q44: Would you like help identifying a consultant for this task?** *Respondent skipped this question*

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**PAGE 14: Funding: Tool Adoption**

**Q45: How will your college use the funding to support adoption of CTE data tools?** *Respondent skipped this question*

**Q46: Who on your campus will be responsible for managing the work that will be done with this funding?** *Respondent skipped this question*

- Q47: Would you be interested in pooling resources with other colleges?** *Respondent skipped this question*
- Q48: Do you have any additional detail that you'd like to share about your request? (optional response)** *Respondent skipped this question*
- Q49: Would you like help identifying a consultant to support the adoption of CTE data tools?** *Respondent skipped this question*

**PAGE 15: Funding: Self-Defined**

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- Q50: Please describe the way you intend to use the \$50,000 (500 word maximum)** *Respondent skipped this question*
- Q51: Would you be interested in pooling resources with other colleges?** *Respondent skipped this question*
- Q52: Would you like help identifying a consultant for this task?** *Respondent skipped this question*

**PAGE 16: Funding Design**

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- Q53: A member of the CTE Data Unlocked team will contact your college in mid-June to discuss how best to design a funding solution that meets your needs. Please identify the appropriate person for us to contact.** *Respondent skipped this question*

# APPENDIX A

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Chancellor's Office, California Community Colleges

## GRANT AGREEMENT

### ARTICLE I

## The Workforce and Economic Development Program CTE Data Unlocked Grant

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Program-Specific Legal Terms and Conditions  
(Effective January 15, 2016)

#### 1. Cost and Payments

In consideration of satisfactory performance of the services described in the Grantee's application, the California Community Colleges, Chancellor's Office (hereinafter Chancellor's Office) agrees to pay the Grantee a total amount not to exceed the "Grant Funds" amount stated on the fully executed Grant Agreement face sheet, which shall be used as set forth in the Application Budget.

Payment shall be made as follows:

- An advance payment of 40% of the total amount of this Grant Agreement will be paid as soon as feasible after the Grant Agreement is fully executed.
- Grantee may submit request for progress payments at the time that year-to-date quarterly and expenditures reports are submitted pursuant to section 4 of this Article. Payment will be made after review and approval of the quarterly reports by the Chancellor's Office. Progress payment(s) can only be made up to 90% of the total grant amount as the last 10% is withheld pending satisfactory performance and submittal of final performance and expenditure reports.
- A final payment will be calculated based on the Final Performance and Expenditure Reports due by July 31, 2018. If the total expenditure of funds by that date is less than the advance payment, the Chancellor's Office may invoice the Grantee for the excess amount.

Grantee agrees to expend matching funds at least equal to the match identified on the face sheet of this Grant Agreement. Payments shall be based on project costs reduced to the extent of required matching funds.

## 2. Budget Changes

- Grant recipient(s) may make changes to any budget category amounts without the approval of the Project Monitor so long as budget categories are not added or deleted, the total dollar amount of the Grant Agreement is not affected, and the outcomes of the Grant Agreement will not be materially affected.
- Adding or deleting budget categories are subject to the prior approval of the Project Monitor. Prior approval for these additions and/or deletions is made through the Chancellor's Office on-line quarterly reporting system. Once the requested change is approved, the affected quarterly budget will be updated electronically.
- Grant amendments are required for budget changes when there are changes in the total dollar amount of the Grant Agreement and/or the outcome of the Grant Agreement is materially affected.

## 3. Application Amendment Requests

If circumstances occur during the performance period that would materially affect outcomes(s) of the approved Grant Application, the grant recipient is required to contact the Project Monitor for further instructions.

## 4. Reporting

The Recipient shall prepare and submit to the Division of Workforce and Economic Development quarterly "Year-to-Date Expenditure and Progress Reports" using the online reporting system at:

<https://misweb.cccco.edu/SB70/prod/logon.cfm>

These reports are due on or before the following dates:

### YEAR ONE

Reports	Due Dates
1 <sup>st</sup> Quarter Year-to-Date Expenditure and Progress Report	July 25, 2016
2 <sup>nd</sup> Quarter Year-to-Date Expenditure and Progress Report	October 25, 2016
3 <sup>rd</sup> Quarter Year-to-Date Expenditure and Progress report	January 25, 2017

4 <sup>th</sup> Quarter Year-to-Date Expenditure and Progress Report	April 25, 2017
<b>YEAR TWO</b>	
<b>Reports</b>	<b>Due Dates</b>
1 <sup>st</sup> Quarter Year-to-Date Expenditure and Progress Report	July 25, 2017
2 <sup>nd</sup> Quarter Year-to-Date Expenditure and Progress Report	October 25, 2017
3 <sup>rd</sup> Quarter Year-to-Date Expenditure and Progress report	January 25, 2018
4 <sup>th</sup> Quarter Year-to-Date Expenditure and Progress Report	April 25, 2016
Final Claim of Expenditures and Final Report due	July 31, 2018

**NOTE:** If the above reporting dates fall on a weekend or a holiday the report shall be due by close of business on the last working day **prior to the reporting deadline**. Extensions of reporting deadlines require written approval of the Project Monitor.

The Final Performance and Expenditure Report must be received by the Division of Workforce and Economic Development no later than July 31, 2018.

**5. The Chancellor's Office reserves the right to evaluate a grantees performance as follows:**

- Reasonable and timely progress meeting the objectives of the grant; and
- Submission of a final report.



## ARTICLE II

### Standard Legal Terms and Conditions

(Revision 5/15/14)

#### 1. Work to be Performed

The Grantee shall complete the tasks described in the Grantee's application and funds shall be expended in compliance with the requirements for the funding source and category referenced in the Grant Agreement face sheet.

Grantee may request modifications to the work to be performed. All such requests must be submitted in writing to the Project Monitor prior to the modification being made. The Project Monitor may require that a Grant Amendment be processed, if the monitor determines that the change would materially affect the project outcomes or the term of this Grant Agreement.

Modifications or amendments to the Work to be Performed provisions of this Agreement involving an extension of time are subject to applicable program limitations. For grants funded under the Carl D. Perkins Career and Technical Education Improvement Act of 2006, extensions of time are not allowed beyond June 30th of the year in which the funds were awarded. For other programs, no modification or amendment may permit expenditures to be made after June 30th of the second year following the period for which the funds were appropriated. Any modification or amendment permitting funds to be spent beyond the year of appropriation shall ensure that Grantee does not receive funding for the same expense from more than one fiscal year.

#### 2. Amendments

An amendment of this Grant Agreement is required when the Grantee wishes to extend the completion date or materially change the work to be performed or the budget (see Article I section 2 and Article II section 1). The request must be made on the appropriate form provided by the Chancellor's Office and must be submitted to the Project Monitor prior to making the desired alteration in the performance or expenditures under the Grant Agreement. Requests for amendments should be received 60 days before the end of the performance period.

Amendments involving an extension of time are subject to applicable program limitations. For grants funded under the Carl D. Perkins Career and Technical Education Improvement Act of 2006, extensions of time are not allowed beyond June 30th of the year in which the funds were awarded. For other programs, no amendment may permit expenditures to be made after June 30th of the second year following the period for which the funds were appropriated. Any amendment permitting funds to be spent beyond

*Article II-Standard Legal Terms and Conditions*

the year of appropriation shall ensure that Grantee does not receive funding for the same expense from more than one fiscal year.

**3. Unenforceable Provision**

In the event that any provision of this Grant Agreement is unenforceable or held to be unenforceable, then the parties agree that all other provisions of this Grant Agreement remain in full force and effect and shall not be affected thereby.

**4. Dispute**

In the event of a dispute, Grantee agrees to file a "Notice of Dispute" with the Chancellor's Office, within ten (10) days of discovery of the problem. Within ten (10) days, the Chancellor or his or her designee shall meet with the Grantee, the Vice Chancellor for the division awarding the Grant Agreement, and the Project Monitor for purposes of resolving the dispute. The decision of the Chancellor shall be final.

In the event of a dispute, the language contained within this Grant Agreement shall prevail over any other language including that of the grant proposal.

Grantee shall continue with the responsibilities under this Grant Agreement during any dispute.

**5. Notice**

Either party may give notice to the other party by sending certified mail properly addressed, postage fully prepaid to the other party's business address. Notices to be sent to the Chancellor's Office shall be addressed to the Project Monitor at California Community Colleges, Chancellor's Office, 1102 Q Street, Suite 4554, Sacramento, CA 95811-6539. Notices to be sent to the Grantee shall be addressed to the Project Director at the Grantee's address as specified on the face sheet of this Grant Agreement. Such notice shall be effective when received, as indicated by post office records, or if deemed undeliverable by the post office, such notice shall be postponed 24 hours for each such intervening day.

**6. Interpretation**

In the interpretation of this Grant Agreement, any inconsistencies between the terms hereof and the Exhibits shall be resolved in favor of the terms hereof.

**7. Project Director and Key Personnel**

The Project Director is designated by the Grantee on the face sheet of the Grant Agreement, and the key personnel are identified in the application or proposal. The Grantee may change the Project Director or other key personnel, but the Grantee shall immediately notify the Project Monitor in writing of any such changes.

*Article II-Standard Legal Terms and Conditions***8. Project Monitor**

The Project Monitor is designated by the Chancellor's Office on the face sheet of the Grant Agreement. The Project Monitor is responsible for overseeing the project and any questions or problems relating to the project should be directed to the Project Monitor. If necessary, the Chancellor's Office may change the Project Monitor by written notice sent to the Grantee.

**9. Budget Concerns**

- a. It is mutually understood between the parties that this Grant Agreement may have been written before ascertaining the availability of state or federal funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which would occur if this Grant Agreement were executed after the determination was made.
- b. It is mutually agreed that if the state or federal budget for the current year and/or any subsequent years covered under this Grant Agreement does not appropriate sufficient funds for the program, this Grant Agreement shall have no force and effect. In this event, the Chancellor's Office shall have no liability to pay any funds whatsoever to Grantee or to furnish any consideration under this Grant Agreement and Grantee shall not be obligated to perform any provisions of this Grant Agreement.
- c. Grantee shall inform any subcontractors and subgrantees that any work performed prior to approval of the state or federal budget, as applicable, will be rendered on a voluntary basis, and shall not be compensated unless and until funding is authorized.
- d. In no event may Grantee use Grant funds to pay any individual or organization for the work associated with preparing the Grant application. For breach or violation of this prohibition, the Chancellor's Office shall, in addition to other remedies provided by law, have the right to annul this Grant Agreement without liability, paying only for the value of the work actually performed, or otherwise recover the full amount of such commission, percentage, brokerage, or contingent fee.
- e. In addition, this Grant Agreement is subject to any additional restrictions, funding reductions, limitations or conditions enacted in the state or federal budget, any amendments thereto, or in the laws and Executive Orders that may affect the provisions, term, or funding of this Grant Agreement in any manner. The parties hereby agree that the Chancellor's Office will notify Grantee of any such changes affecting the terms of this Grant Agreement, but need not execute an amendment to modify the Grant Agreement.

**10. Assignment**

Grantee may not transfer by assignment or novation the performance of this Grant Agreement or any part thereof except with the prior written approval of the Project Monitor. Nor may Grantee, without the prior written consent of the Project Monitor, assign any other right that Grantee may have under this Grant Agreement. Each assignment that is approved by the Project Monitor shall contain a provision prohibiting further assignments to any third or subsequent tier assignee without additional written approval by the Project Monitor. The Project Monitor's consent to one or more such assignments or novations shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent assignment or novation.

**11. Subcontracts or Subgrants**

- a. Grantee agrees to obtain the written approval of the Project Monitor prior to the selection of subcontractors or subgrantees to perform services under this Grant Agreement, based upon a written request indicating compliance with the provisions set forth below. Except where prohibited by the Standards of Conduct provisions set forth in section 15 of this Article, subcontractors or subgrantees specifically identified in this Grant Agreement or the Exhibits attached hereto and which are secured in accordance with applicable legal requirements and the provisions set forth below are deemed approved upon execution of this Grant Agreement.
- b. In any event, if the Grantee wishes to enter into a subcontract or subgrant agreement for performance of any part of the activities under this Grant Agreement, Grantee shall disclose the intended purpose and amount of the subcontracting, identify the proposed subcontractor or subgrantee, and certify that the subcontractor or subgrantee was selected according to locally applicable competitive bidding processes which are reasonably calculated to ensure that cost shall be given substantial weight in the selection process, and that the selected subcontractor or subgrantee is the best qualified party available to provide the required services. Upon request, Grantee shall furnish evidence of compliance with this provision to the Project Monitor. Grantee shall immediately notify the Project Monitor in the event that any subcontract or subgrant is terminated.
- c. All subcontracts or subgrants shall contain a provision prohibiting any third or subsequent tier subcontracts or subgrants without additional written approval by the Project Monitor.
- d. The Project Monitor's consent to one or more subcontracts or subgrants shall not constitute a waiver or diminution of the absolute power to approve each and every subsequent subcontract or subgrant.

EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

- e. Upon request, Grantee shall furnish any additional evidence the Project Monitor may deem appropriate concerning the competitive bidding procedures used or any other matter related to compliance with paragraphs (a) or (b).
  
- f. Grantee shall not enter into any subgrant or subcontract of the types described below and any such agreement which may be executed is null and void and of no force or effect.
  - 1. A former state employee (including a Chancellor's Office employee, or a district employee who worked for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract or subgrant under this Grant Agreement with the Grantee if that employee was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this Grant Agreement while employed by the state. (Gov. Code, §§ 1090, et seq., 87100, and 87400 et seq.; Cal.Code Regs. tit. 5, §§ 18741.1 and 18747.)
  
  - 2. A current state employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) cannot enter into a subcontract or subgrant with the Grantee, with the exception of rank-and-file employees of the California State University and the University of California. (Pub. Contr. Code, § 10410.)
  
  - 3. The spouse or a member of the immediate family of a current Chancellor's Office employee (including a current Chancellor's Office employee or district employee working for the Chancellor's Office on an Interjurisdictional Exchange (IJE)) may not enter into a subcontract or subgrant with the Grantee if the Chancellor's Office employee or person on an IJE was engaged in the negotiations, transactions, planning, arrangements or any part of the decision-making process relevant to this Grant Agreement, or the subcontract or subgrant, or had any influence whatsoever in the making of this Grant Agreement, or the subcontract or subgrant. (Gov. Code, §§ 1090, et seq.; and 87100.)
  
- g. Nothing contained in this Grant Agreement or otherwise, shall create any contractual relationship between the Chancellor's Office and any subcontractors or subgrantees, and no subcontract or subgrant shall relieve Grantee of its responsibilities and obligations hereunder. Grantee agrees to be as fully responsible to the Chancellor's Office for the acts and omissions of its subcontractors, subgrantees, and of persons either directly or indirectly employed by them, as it is for the acts and omissions of persons directly employed by Grantee. Grantee's obligation to pay its subcontractors and subgrantees is independent from the obligation of the Chancellor's Office to make payments to Grantee. As a result, the Chancellor's Office shall have no obligation to pay or enforce the payment of any moneys to any subcontractor.

*Article II-Standard Legal Terms and Conditions***12. Audit**

Grantee agrees that the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s), shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Grant Agreement. Grantee agrees to maintain such records for possible audit for a minimum of three (3) years after final payment or until any audit findings have been resolved, unless a longer period of records retention is stipulated. Grantee agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, Grantee agrees to include a similar right of the Chancellor's Office, the Bureau of State Audits, any other appropriate state or federal oversight agency, or their designated representative(s) to audit records and interview staff in any subcontract or subgrant related to performance of this Grant Agreement.

**13. Products and Deliverables**

- a. Each deliverable to be provided under this Grant Agreement shall be submitted to and approved by the Project Monitor. All products, documents and published materials, including multimedia presentations, shall be approved by the Project Monitor prior to distribution.
- b. Any document or written report prepared, in whole or in part by Grantee, or its subcontractors or subgrantees, shall contain the Grant number and dollar amount of the Grant and subcontracts or subgrants relating to the preparation of such document or written report. The Grant and subcontract or subgrant numbers and dollar amounts shall be contained in a separate section of such document or written report. (Gov. Code, § 7550(a).)
- c. When multiple documents or written reports are the subject or product of the Grant Agreement, the disclosure section must also contain a statement indicating that the total Grant amount represents compensation for multiple documents or written reports. (Gov. Code, § 7550(b).)
- d. All products resulting from this Grant Agreement or its subcontracts in whole or in part shall reference the California Community Colleges, Chancellor's Office and the specific funding source.
- e. All references to the project shall include the phrase, "funded in part by the California Community Colleges, Chancellor's Office."

**14. Travel**

For travel necessary to the performance of this Grant Agreement, Grantee travel and other expense reimbursement claims shall be governed by the travel policy and procedures adopted by the Grantee's governing board. Travel and other expenses shall be limited to those necessary for the performance of this Grant Agreement. For grants involving federal funds, any out-of-state travel must be approved in advance by the Project Monitor.

Grant funds may be used to pay for travel for Chancellor's Office staff provided that the travel is related to the purposes of the Grant Agreement, the travel is necessary to allow Chancellor's Office staff to provide services or technical assistance beyond the scope of normal Grant monitoring, the request is made by the Grantee without duress from Chancellor's Office staff, Grantee does not seek or receive any favorable treatment in exchange for paying for travel, travel is arranged and paid for through ordinary Chancellor's Office processes, and the Grant funds are used to reimburse those costs using Accounting Form RT-01 Request for Services/Agreement to Pay Travel Expenses.

**15. Standards of Conduct**

Grantee hereby assures that, in administering this Grant Agreement, it will comply with the standards of conduct hereinafter set out, as well as the applicable state laws concerning conflicts of interests, in order to maintain the integrity of this Grant Agreement and to avoid any potential conflict of interests in its administration.

- a. Every reasonable course of action will be taken by the Grantee in order to maintain the integrity of this expenditure of public funds and to avoid any favoritism or questionable or improper conduct. The Grant Agreement will be administered in an impartial manner, free from personal, financial, or political gain. The Grantee, and its officers and employees, in administering the Grant Agreement, will avoid situations which give rise to a suggestion that any decision was influenced by prejudice, bias, special interest, or personal gain.
- b. **Conducting Business with Relatives.** No relative by blood, adoption, or marriage of any officer or employee of the Grantee, or of any member of its governing board, will receive favorable treatment in the award of subcontracts or subgrants or in educational or employment opportunities funded by this Grant Agreement.
- c. **Conducting Business Involving Close Personal Friends and Associates.** In administering the Grant Agreement, officers and employees of the Grantee will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates.

*Article II-Standard Legal Terms and Conditions*

- d. Avoidance of Conflicts of Economic Interests.
  - 1. Grantee shall take all reasonable steps to ensure that its officers and employees, and members of its governing board, will avoid any actual or potential conflicts of interests, and that no officer, employee, or board member who exercises any functions or responsibilities in connection with this Grant Agreement shall have any personal financial interest or benefit which either directly or indirectly arises from this Grant Agreement. The term "financial interest" shall include the financial interest of the officer, employee, or board member's spouse or dependent child.
  - 2. Grantee shall establish safeguards to prohibit officers, employees or board members from using their positions for a purpose which could result in private gain, or give the appearance of being motivated for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
  - 3. An officer or employee of Grantee, an elected official in the area, or a member of the governing board, may not solicit or accept money or any other consideration from a third person for the performance of any act reimbursed, in whole or in part, by Grantee or the Chancellor's Office. Supplies, materials, equipment, or services purchased with Grant funds will be used solely for purposes allowed under this Grant Agreement.
  - 4. The governing board may not authorize the award of any subcontract or subgrant funded by this Grant Agreement, if that contract, subcontract or subgrant is for the provision of services or goods by any board member, or by any person or entity which is a source of income to a board member.
- e. In the interest of avoiding conflicts of interests involving friends or associates of Chancellor's Office employees, in administering this Grant Agreement, officers and employees of the Grantee will exercise due diligence to avoid situations which may give rise to an assertion that favorable treatment is being granted to friends and associates of Chancellor's Office employees.

**16. Statewide or Regional Projects**

If this Grant involves provision of coordination, technical assistance, or other services for the California Community College system or for a particular region or group of colleges, the following requirements shall apply:

- a. Grantee agrees to consult regularly with the Project Monitor and representatives of the colleges to be served and to give every reasonable consideration to their views in the conduct of the project.



EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

- b. Grantee shall require all employees, consultants, subcontractors and subgrantees to disclose any employment or contractual relationships they may have with other colleges being served under a statewide or regional grant. Such relationships are prohibited and shall be promptly terminated unless, after being fully informed of the circumstances, the Project Monitor determines that the services being provided to the other college by the employee, consultant, or contractor are above and beyond or unrelated to those provided under this Grant.
- c. If the primary role of the Grantee under this agreement is to serve as a fiscal agent for distribution of funds, the Grantee agrees that it will not make any payment to subcontractors engaged to provide consulting services under this grant without the written approval of the Project Monitor and the Executive Vice Chancellor or the person he/she has designated to approve grants pursuant to subdivision (c) of section 3600 of the Chancellor's Office Contracts and Grants Manual. Grantee may, however, disburse funds as provided in the grant budget for other activities (including paying for expenses related to meetings of advisory bodies or travel expenses for site reviews) without prior approval.
- d. If this Grant exceeds \$750,000 and funds a full-time position to perform grant activities, Grantee hereby agrees to engage in full and open recruitment for that position in accord with subsection (a) of section 53021 of title 5 of the California Code of Regulations, with the understanding that such position may be filled on a temporary basis to the extent authorized by law. Grantee shall, in a timely manner, submit to the Personnel Office of the Chancellor's Office a copy of all such job announcements. In the event that an employee of the Chancellor's Office applies for and is selected to fill the position, the Chancellor's Office may consider executing an Interjurisdictional Exchange Agreement to permit the employee in question to work for the Grantee.
- e. Consistent with the requirements of section 19 of this Article ("Real Property and Equipment"), the disposition of real property or equipment with an initial purchase price in excess of \$5,000 shall be subject to the approval of the Chancellor's Office.

**17. Time Is of the Essence**

Time is of the essence in this Grant Agreement.

**18. Intellectual Property**

- a. Grantee agrees that any and all services rendered and documents or other materials, inventions, processes, machines, manufactures, or compositions of matter, and/or trademarks or servicemarks first created, developed or produced pursuant to the Grant Agreement, whether by Grantee or its subcontractors or subgrantees, shall be and are Work for Hire. All subcontracts or subgrants shall include a Work for Hire provision by which all materials, procedures, processes, machines, and trademarks or servicemarks produced as a result of the Grant

*Article II-Standard Legal Terms and Conditions*

Agreement shall be Work for Hire. All rights, title, and interest in and to the Work first developed under the Grant Agreement or under any subcontract or subgrant shall be assigned and transferred to the Chancellor's Office. This Work for Hire agreement shall survive the expiration or early termination of this Grant Agreement.

- b. The copyright for all materials first produced as a result of this Work for Hire agreement shall belong to the Chancellor's Office. Grantee, and all subcontractors, subgrantees, and others that produce copyright materials pursuant to the Grant Agreement, assigns all rights, title and interest, including the copyright to any and all works created pursuant to this Work for Hire agreement, to the Chancellor's Office. The Chancellor's Office shall acknowledge Grantee or its subcontractors and subgrantees, if any, as the author of works produced pursuant to this Work for Hire agreement on all publications of such work. The Chancellor's Office will license such copyrighted work with a Creative Commons CC BY license. The license will Grantee or its subcontractors and subgrantees, if any, to reproduce and disseminate copies of such work, provided the licensee agrees not to permit infringement of the copyright by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with the licensing agreement. Said license shall include the right to create and use works derived from those created under this Grant Agreement, even if such derivative works compete with those created under this Grant Agreement.

All materials first developed in draft and in final form pursuant to this Grant Agreement shall, in a prominent place, bear the © (the letter "c" in a circle) or the word "Copyright," or the abbreviation "Copr.", followed by the year created; and the words "California Community Colleges, Chancellor's Office." In addition, all such materials shall bear the Creative Commons CC BY symbol below. Acknowledgment may be given to Grantee or the actual author(s) of the work in an appropriate manner elsewhere in the copyright material. If it is deemed necessary by either the Chancellor's Office or the Grantee that the copyright be registered with the U.S. Copyright Office, Grantee will be responsible for applying for, paying the filing fees for, and securing said copyright.



- c. All technical communications and records originated or first prepared by the Grantee or its subcontractors and subgrantees, if any, pursuant to this Work for Hire agreement, including papers, reports, charts, computer programs, and technical schematics and diagrams, and other documentation, but not including Grantee's administrative communications and records relating to this Grant Agreement, shall be delivered to and shall become the exclusive property of the Chancellor's Office and may be copyrighted by the Chancellor's Office.

EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

- d. If it is deemed necessary by either the Chancellor's Office or the Grantee that a patent be obtained from the U.S. Patent and Trademark Office for any invention, process, machine, manufacture, or composition of matter, Grantee will be responsible for applying for, paying the filing fees for, and securing said patent. All patents for inventions, processes, machines, manufactures, or compositions of matter developed pursuant to this Grant Agreement shall be issued to the "California Community Colleges, Chancellor's Office." All products and references to patents shall be marked and designated as such as required by law. Acknowledgment may be given to Grantee or the actual inventor(s) in an appropriate manner. The Chancellor's Office agrees to grant a nonexclusive license for such intellectual property to the Grantee. Said license shall include the right to use the patent for inventions, processes, machines, manufactures, or compositions of matter derived from those created under this Grant Agreement.
- e. All trademarks and servicemarks first created, developed or acquired pursuant to this Grant Agreement shall be the property of the Chancellor's Office. If it is deemed necessary by either the Chancellor's Office or the Grantee that a trademark or servicemark be registered with state or federal agencies, Grantee will be responsible for applying for, paying the filing fees for, and securing said protection. All trademarks and servicemarks obtained pursuant to this Grant Agreement shall be issued to the "Chancellor's Office California Community Colleges" and carry the designations permitted or required by law. The Chancellor's Office agrees to grant a nonexclusive license for the use of trademarks or servicemarks created, developed or obtained under this Grant Agreement to the Grantee.
- f. In connection with any license granted pursuant to the preceding paragraphs, Grantee agrees not to permit infringement by any person, to compensate Chancellor's Office for any infringement which may occur, and to indemnify and hold harmless the Chancellor's Office for any and all claims arising out of or in connection with such license. Grantee may, with the permission of the Chancellor's Office, enter into a written sublicensing agreement subject to these same conditions.
- g. Any and all services rendered, materials, inventions, processes, machines, manufactures, or compositions of matter, and trademarks or servicemarks created, developed or produced pursuant to this Grant Agreement by subcontractors or subgrantees that create works for this Grant for Grantee are for and are the property of the Chancellor's Office. Grantee shall obtain an acknowledgement of the work for hire performed by these subcontractors or subgrantees that produce intellectual property pursuant to this Grant Agreement, and all rights, title, and interests in such property shall be assigned to the Chancellor's Office from all subcontractors or subgrantees. Grantee shall incorporate the above applicable paragraphs, modified appropriately, into its agreements with subcontractors or subgrantees that create works for this Grant. No unpaid volunteer or other person shall produce copyright materials under this Grant Agreement without entering

*Article II-Standard Legal Terms and Conditions*

into a subcontract or subgrant between such person(s) and Grantee giving the Chancellor's Office the foregoing rights in exchange for the payment of the sum of at least one dollar (\$1).

**19. Real Property and Equipment**

Where allowed by the funding source, real property and equipment (as defined in the California Community Colleges Budget and Accounting Manual, page 4.64) procured with Grant funds will be used for the purpose of the Grant in accordance with the following:

- a. Equipment with an initial purchase price in excess of \$5,000 must be appropriately tagged as purchased with funds from the particular funding source and the Grantee shall maintain an inventory of equipment purchased, including a description of the equipment, a serial or other identification number, the acquisition date, the cost of the equipment, the location of the equipment, and any ultimate disposition data. The Grantee will also adhere to all other property management procedures and property accountability requirements as published by the Chancellor's Office.
- b. If the real property or equipment is not needed full time for the purposes of the Grant, it may also be used for other purposes so long as this does not interfere with its use in carrying out the purposes of the Grant throughout the term of this Grant Agreement.
- c. Upon completion or termination of the Grant, or when real property or equipment is no longer useful or necessary for purposes of the Grant, it may be disposed of as follows:
  1. Equipment with an initial purchase price less than \$5,000 may be disposed of as the Grantee deems appropriate.
  2. If the Grant-funded project involves systemwide or regional coordination or technical assistance activities, the disposition of real property or equipment with an initial purchase price in excess of \$5,000 shall be subject to the approval of the Chancellor's Office.
  3. In all other cases, real property or equipment with an initial purchase price in excess of \$5,000 may be sold or used in another program funded by the Chancellor's Office. If the real property or equipment is sold, the proceeds of the sale shall be returned to the program funded by this Grant Agreement, or if that program has been discontinued, to another program funded by the Chancellor's Office; provided however, that the Grantee may retain \$100 or ten percent of the sale price (whichever is greater) to cover the costs of sale.

*Article II-Standard Legal Terms and Conditions*

- d. Equipment purchased with federal funds shall also comply with any additional or more stringent equipment management requirements applicable to the particular federal funding source.

**20. Surveys**

If this Grant Agreement involves a survey of community college faculty, staff, students, or administrators, Grantee shall ensure that the survey is developed, administered, tabulated, and summarized by a survey evaluator/specialist. Surveys shall conform to project goals, shall minimize the burden on the group being surveyed, and shall not collect data already available to the Grantee from the Chancellor's Office or another source.

**21. Work by Chancellor's Office Personnel**

- a. Chancellor's Office staff will be permitted to work side by side with Grantee's staff to the extent and under conditions that may be directed by the Project Monitor. In this connection, Chancellor's Office staff will be given access to all data, working papers, subcontracts, etc., which Grantee may seek to utilize.
- b. Grantee will not be permitted to utilize Chancellor's Office personnel for the performance of services which are the responsibility of Grantee unless such utilization is previously agreed to in writing by the Project Monitor, and any appropriate adjustment in price is made. No charge will be made to Grantee for the services of Chancellor's Office employees while performing, coordinating or monitoring functions, except where an Interjurisdictional Exchange agreement has been properly executed.

**22. Termination**

- a. **Termination Option.** Either party may at its option terminate this Grant Agreement at any time upon giving thirty (30) days' advance notice in writing to the other party in the manner herein specified. In such event, both parties agree to use all reasonable efforts to mitigate their expenses and obligations hereunder. In such event, the Chancellor's Office shall pay Grantee for all satisfactory services rendered and expenses incurred prior to such termination which could not by reasonable efforts of Grantee have been avoided, but not in excess of the maximum payable under the Grant Agreement as specified on the Grant Agreement Face Sheet. In such event, Grantee agrees to relinquish possession of equipment purchased for this project to the Chancellor's Office or Grantee may, with approval of the Chancellor's Office, purchase or dispose of said equipment as provided in section 19 of this Article ("Real Property and Equipment").
- b. **Event of Breach.** In the event of any breach of this Grant Agreement, the Chancellor's Office may, without any prejudice to any of its other legal remedies, terminate this Grant Agreement upon five (5) days' written notice to the Grantee.

*Article II-Standard Legal Terms and Conditions*

In the event of such termination the Chancellor's Office may select a new grantee to proceed with the work in any manner deemed proper by the Chancellor's Office. The cost to the Chancellor's Office of having the project completed by another grantee shall be deducted from any sum due Grantee under this Grant Agreement, and the balance, if any, shall be paid to Grantee upon demand. Whether or not the Chancellor's Office elects to proceed with the project, the Chancellor's Office shall pay Grantee only the reasonable value of the services theretofore rendered by Grantee as may be agreed upon by the parties or determined by a court of law.

- c. **Gratuities.** The Chancellor's Office may, by written notice to Grantee, terminate the right of Grantee to proceed under this Grant Agreement if it is found, after notice and hearing by the Chancellor or his or her duly authorized representative, that gratuities were offered or given by Grantee or any agent or representative of Grantee to any officer or employee of the Chancellor's Office with a view toward securing a grant or securing favorable treatment with respect to awarding or amending or making a determination with respect to the performance of such grant.

In the event this Grant Agreement is terminated as provided herein, the Chancellor's Office shall be entitled to (1) pursue the same remedies against Grantee as it could pursue in the event of the breach of the Grant Agreement by the Grantee, and (2) exemplary damages in an amount which shall be not less than three nor more than ten times the cost incurred by Grantee in providing any such gratuities to any such officer or employee, as a penalty in addition to any other damages to which it may be entitled by law.

The rights and remedies provided in this clause shall not be exclusive and are in addition to any other rights and remedies provided by law or under this Grant Agreement.

**23. Waiver**

No waiver of any breach of this Grant Agreement shall be held to be a waiver of any other or subsequent breach. All remedies afforded in this Grant Agreement shall be taken and construed as cumulative; that is, in addition to every other remedy provided therein or by law. The failure of the Chancellor's Office to enforce at any time any of the provisions of this Grant Agreement, or to require at any time performance by Grantee of any of the provisions thereof, shall in no way be construed to be a waiver of such provisions nor in any way affect the validity of this Grant Agreement or any part thereof or the right of Chancellor's Office to thereafter enforce each and every such provision.

**24. Workers' Compensation Insurance**

Grantee hereby warrants that it carries Workers' Compensation Insurance for all of its employees who will be engaged in the performance of this Grant Agreement, or is self-

*Article II-Standard Legal Terms and Conditions*

insured in accordance with the provisions of Labor Code section 3700, and agrees to furnish to the Chancellor's Office satisfactory evidence thereof at any time the Project Monitor may request.

**25. Law Governing**

It is understood and agreed that this Grant Agreement shall be governed by the laws of the State of California both as to interpretation and performance; venue of any action brought with regard to this Grant Agreement shall be in Sacramento County, Sacramento, California.

**26. Participation in Grant-Funded Activities**

- a. During the performance of this Grant Agreement, Grantee and its subcontractors or subgrantees shall ensure that no person is excluded from, denied the benefits of, or otherwise subjected to discrimination with respect to participation in, any program or activity funded under this Grant Agreement on the basis of ethnic group identification, national origin, religion, age, sex, race, color, ancestry, sexual orientation, or physical or mental disability, or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics.
- b. Programs funded by this Grant Agreement should not be designed, administered, or advertised in a manner that discourages participation on any of the bases set forth above. Any informational, advertising, or promotional materials regarding such programs may not include any statements to the effect that a program is for, or designed for students of a particular race, color, national origin, ethnicity or gender. In the event that mentoring or counseling services are provided with funding provided by this Grant Agreement, students may not be paired with mentors or counselors based solely upon the race, color, national origin, ethnicity or gender of the students, mentors, or counselors. The Chancellor's Office may, by written approval of the Chancellor, grant an exception to the requirements of this paragraph where Grantee provides documentation clearly demonstrating that designing a program for a particular group of students is justified under applicable legal standards as a remedy for past discrimination.

**27. Curriculum Development**

If this Grant Agreement involves the development of new college curriculum, the following shall apply:

- a. All courses initiated or substantially modified as a result of activities supported by this Grant Agreement must comply with all applicable provisions of subchapter 1 of chapter 6 of division 6 of title 5 of the California Code of Regulations (commencing with section 55000), including but not limited to, section 55002, which defines standards for degree-applicable credit, non-degree-applicable

*Article II-Standard Legal Terms and Conditions*

credit, and noncredit courses. All such courses must be reviewed through the appropriate processes as described in the Program and Course Approval Handbook published by the Chancellor's Office.

- b. All programs (certificates or degrees) initiated or substantially modified as a result of activities supported by this Grant Agreement must be approved at the appropriate level and through the appropriate process as described in subchapter 1 (commencing with section 55000) and subchapter 2 (commencing with section 55100) of chapter 6 of division 6 of title 5 of the California Code of Regulations and the Program and Course Approval Handbook published by the Chancellor's Office.
- c. The fact that the Chancellor's Office has awarded funding through this Grant Agreement to support the development of new curriculum shall not be construed to constitute endorsement or approval of the resulting curriculum or to guarantee or affect the outcome of the curriculum review and approval process.

**28. Eligibility for Noncitizens**

Funds provided under this Grant Agreement shall only be used to employ, contract with, or provide services to citizens of the United States or noncitizens who are eligible to receive public benefits pursuant to section 401 (with respect to federally funded activities) or section 411 (with respect to state funded activities) of the Personal Responsibility and Work Opportunity Reconciliation Act of 1996 (P.L. 104-193, codified at 42 U.S.C. §§ 601 and 611, respectively). Grantee certifies that all of its employees and/or subcontractors or subgrantees are qualified pursuant to these provisions.

**29. Nondiscrimination Clause**

- a. During the performance of this Grant Agreement, Grantee and its subcontractors or subgrantees shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of ethnic group identification, national origin, religion, creed, age (over 40), sex, race, color, ancestry, sexual orientation, physical disability (including HIV and AIDS), mental disability, medical condition (cancer and genetic characteristics), or on the basis of these perceived characteristics or based on association with a person or group with one or more of these actual or perceived characteristics, marital status, denial of family care leave, political affiliation, or position in a labor dispute. Grantee and subcontractors or subgrantees shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment.
- b. Grantee and its subcontractors or subgrantees shall comply with the provisions of the Fair Employment and Housing Act (Gov. Code, §§ 12900 et seq.) and the applicable regulations promulgated thereunder (Cal. Code Regs., tit. 2, §§ 7285 et seq.). The applicable regulations of the Fair Employment and Housing



EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

Commission implementing Government Code section 12990 (a-f), set forth in chapter 5 of division 4 of title 2 of the California Code of Regulations are incorporated into this Grant Agreement by reference and made a part hereof as if set forth in full.

- c. Grantee and its subcontractors or subgrantees shall also comply with the provisions of Government Code sections 11135-11139.8, and the regulations promulgated thereunder by the Board of Governors of the California Community Colleges (Cal. Code Regs., tit. 5, §§ 59300 et seq.); provided, however, that if Grantee or any subgrantee or subcontractor is not a community college district the references in the regulations of the Board of Governors to "the district" shall be deemed to refer to the Grantee, subgrantee or subcontractor and references to the "district governing board" shall be deemed to refer to the management or governing body of the Grantee, subgrantee or subcontractor.
- d. Grantee and its subcontractors or subgrantees shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.
- e. Grantee shall include the nondiscrimination and compliance provisions of this clause in all subcontract or subgrant agreements to perform work under this Grant Agreement.

**30. Accessibility for Persons with Disabilities**

- a. By signing this Grant Agreement, Grantee assures the Chancellor's Office that it complies with the Americans with Disabilities Act (ADA) of 1990 (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability, as well as all applicable regulations and guidelines issued pursuant to the ADA.
- b. Grantee shall, upon request by any person, make any materials produced with Grant funds available in braille, large print, electronic text, or other appropriate alternate format. Grantee shall establish policies and procedures to respond to such requests in a timely manner.
- c. All data processing, telecommunications, and/or electronic and information technology (including software, equipment, or other resources) developed, procured, or maintained by Grantee, whether purchased, leased or provided under some other arrangement for use in connection with this Grant Agreement, shall comply with the regulations implementing Section 508 of the Rehabilitation Act of 1973, as amended, set forth at 36 Code of Federal Regulations, part 1194.
- d. Design of computer or web-based materials, including instructional materials, shall conform to guidelines of the Web Access Initiative (see <http://www.w3.org/TR/WAI-WEBCONTENT/>) or similar guidelines developed by the Chancellor's Office.

*Article II-Standard Legal Terms and Conditions*

- e. Grantee shall respond, and shall require its subcontractors and subgrantees to respond to and resolve any complaints regarding accessibility of its products and services as required by this section. If such complaints are not informally resolved, they shall be treated and processed as complaints of discrimination based on disability pursuant to California Code of Regulations, title 5, sections 59300 et seq.; provided, however, that if Grantee or any subgrantee or subcontractor is not a community college district the references in the regulations of the Board of Governors to "the district" shall be deemed to refer to the Grantee, subgrantee or subcontractor and references to the "district governing board" shall be deemed to refer to the management or governing body of the Grantee, subgrantee or subcontractor.
- f. Grantee and its subcontractors and subgrantees shall indemnify, defend, and hold harmless the Chancellor's Office, its officers, agents, and employees, from any and all claims by any person resulting from the failure to comply with the requirements of this section.
- g. Grantee shall incorporate the requirements of this section into all subcontract or subgrant agreements to perform work under this Grant Agreement.

**31. Drug-Free Workplace Certification**

By signing this Grant Agreement, the Grantee hereby certifies under penalty of perjury under the laws of the State of California that the Grantee will comply with the requirements of the Drug-Free Workplace Act of 1990 (Gov. Code. §§ 8350 et seq.) and will provide a drug-free workplace by taking the following actions:

- a. Publish a statement notifying employees that unlawful manufacture, distribution, dispensation, possession, or use of a controlled substance is prohibited and specifying actions to be taken against employees for violations.
- b. Establish a Drug-Free Awareness Program to inform employees about:
  - 1. The dangers of drug abuse in the workplace;
  - 2. The organization's policy of maintaining a drug-free workplace;
  - 3. Any available counseling, rehabilitation, and employee assistance programs; and,
  - 4. Penalties that may be imposed upon employees for drug abuse violations.
- c. Every employee who works under the Grant will:

EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

1. Receive a copy of the Grantee's drug-free policy statement; and,
2. Agree to abide by the terms of the Grantee's policy statement as a condition of employment under the Grant.

Failure to comply with these requirements may result in suspension of payments under the Grant Agreement or termination of the Grant Agreement or both and Grantee may be ineligible for award of any future state grants if the Chancellor's Office determines that any of the following has occurred: (1) Grantee has made false certification, or (2) violated the certification by failing to carry out the requirements as noted above.

**32. Captions**

The clause headings appearing in this Grant Agreement have been inserted for the purpose of convenience and ready reference. They do not purport to and shall not be deemed to define, limit, or extend the scope or intent of the clauses to which they appertain.

**33. Indemnification**

Grantee agrees to indemnify, defend and save harmless the State, the Board of Governors of the California Community Colleges, the Chancellor's Office, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all employees, subcontractors, subgrantees, suppliers, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with performance of this Grant Agreement, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by the Grantee in the performance of this Grant Agreement. Such defense and payment will be conditional upon the following:

- a. The Chancellor's Office will notify Grantee of any such claim in writing and tender the defense thereof within a reasonable time; and
- b. Grantee will have sole control of the defense of any action on such claim and all negotiations for its settlement or compromise; provided that:
  1. When substantial principles of government or public law are involved, when litigation might create precedent affecting future Chancellor's Office operations or liability, or when involvement of the Chancellor's Office is otherwise mandated by law, the Chancellor's Office may participate in such action at its own expense with respect to attorneys' fees and costs (but not liability);
  2. The Chancellor's Office will have the right to approve or disapprove any settlement or compromise, which approval will not unreasonably be withheld or delayed; and

*Article II-Standard Legal Terms and Conditions*

3. The Chancellor's Office will reasonably cooperate in the defense and in any related settlement negotiations.

**34. Independent Status of Grantee**

The Grantee, and the agents and employees of Grantee, in the performance of this Grant Agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California or the Chancellor's Office.

**35. Grant Agreement is Complete**

No amendment, alteration or variation of the terms of this Grant Agreement shall be valid unless made in writing, signed by the parties, and approved as required. No oral understanding or agreement not incorporated in this Grant Agreement is binding on any of the parties.

**36. Union Organizing**

Grantee, by signing this Grant Agreement, hereby acknowledges the applicability of Government Code section 16645.2 to this Grant Agreement, and hereby certifies that none of the Grant funds will be used to assist, promote or deter union organizing.

If Grantee incurs costs, or makes expenditures to assist, promote or deter union organizing, Grantee will maintain records sufficient to show that no reimbursement from state funds has been sought for these costs, and Grantee shall provide those records to the Attorney General upon request.

**37. Debarment, Suspension, and Other Responsibility Matters**

If this Grant Agreement is funded in whole or in part with federal funds, Executive Order 12549, Debarment and Suspension, and the implementing regulations set forth at 34 Code of Federal Regulations part 85, require that prospective participants in covered transactions, as defined at 34 Code of Federal Regulations part 85, sections 85.105 and 85.110, provide the certification set forth in paragraph a. or the explanation required by paragraph b. below.


- a. By signing this Grant Agreement, Grantee hereby certifies under penalty of perjury under the laws of the State of California that Grantee and its principals:
  1. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
  2. Have not within a three-year period preceding this Grant Agreement been convicted of or had a civil judgment rendered against them for

EXHIBIT B

*Article II-Standard Legal Terms and Conditions*

commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (federal, state, or local) transaction or contract under a public transaction; violation of federal or state antitrust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;

3. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (federal, state, or local) with commission of any of the offenses enumerated in paragraph 8(a)(2) of this certification; and
  4. Have not within a three-year period preceding this Grant Agreement had one or more public transactions (federal, state, or local) terminated for cause or default.
- b. Where Grantee is unable to certify to any of the above statements, Grantee shall attach an explanation to the face sheet for this Agreement.

**Date:** August 25, 2016  
**Submitted by:** Brock McMurray, EVP of Administrative Services   
**Area Administrator:** Brock McMurray, EVP of Administrative Services  
**Subject:** Information Item

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Use of Proposition 30 Education Protection Account (EPA) Funds for FY 2016/2017.

**Background:**

Proposition 30, The Schools and Local Public Safety Protection Act of 2012, passed in November 2012. This proposition temporarily raises the sales and use tax by .25 percent for four years and raises the income tax rate for high income earners (\$250,000 for individuals and \$500,000 for couples) for seven years to provide continuing funding for local school districts and community colleges.

Districts have sole authority to determine how the moneys received from the EPA are spent, provided that the governing board makes these spending determinations in open session of public meeting of the governing board. Each entity receiving funds must annually publish on its internet web site an accounting of how much money was received from the EPA and how that money was spent. Additionally, the annual independent financial and compliance audit required of community colleges shall ascertain and verify whether the funds provided from the EPA have been properly disbursed and expended as required by law. Expenses incurred to comply with these additional audit requirements may be paid from the EPA.

In 2016/2017, the state is replacing our General Fund apportionment dollars with funding through Proposition 30. The District expects to receive \$3,274,334 in Proposition 30 funds. However, these funds are not additional dollars beyond our regular state apportionment.

**Terms (if applicable):**

Not applicable.

**Expense (if applicable):**


Not applicable

**Fiscal Impact Including Source of Funds (if applicable):**

Revenue for EPA funds is unrestricted and the Act specifically prohibits the expenditures of EPA funds for administrative salaries and benefits or any other administrative costs. The District is anticipated to receive \$3,274,334 and will have been budgeted and expended for direct instructional salary expenses.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

# BOARD AGENDA ITEM

**Date:** August 29, 2016  
**Submitted by:** Mark Williams, VP of Instruction   
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

West Kern Adult Education Furniture Purchase from Sierra School Supply Equipment Company

**Background:**

This purchase provides necessary office and classroom furniture for the West Kern Adult Education Network (WKAEN). This purchase of furniture, including laptop charging stations, will support WKAEN's mission in providing GED, ESL, and Citizenship courses to the community.

The pricing is based on the Arvin Union School District piggyback bid.

**Expense (if applicable):**

\$47,908.46

**Fiscal Impact Including Source of Funds (if applicable):**

The total cost of this project including delivery and sales tax will be paid by the West Kern Adult Education budget.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

# Sierra School Equipment Company

*A California Corporation*

California Contractors License #422359

P.O. Box 80667 • 93380-0667

1911 Mineral Court

Bakersfield, California 93308-6812

Phone (661) 399-2993 • Fax (661) 399-0218

August 27, 2016

Adeline Ramirez

Taft College

915 North 10 Street, Suite 34

Taft, CA 93268

**RE: West Kern Adult Education Network - Classroom Furniture  
Revision #1**

Dear Adeline:

In accordance with our meeting, I am pleased to submit the following pricing.

<u>Quantity</u>	<u>Description</u>	<u>Discounted Price</u>	<u>Total Price</u>
17	each Berco model #AN1-2460-P12-NST-CST, Anyway nesting mobile table with 3mm PVC edge and deluxe casters. Size: 60"W x 24"D Laminate: Skyline Walnut PVC Edge: Nightfall Base: Titanium (Unit List Price: \$1,172.80)	\$ 709.00	\$ 12,053.00
30	each Sit On It model #1011FT2-PS, Lumin sled base armless stacking chair with plastic seat, plastic flex back and no glides. Frame: Chrome Shell: Pebble (Unit List Price: \$216.00)	\$ 119.00	\$ 3,570.00
2	each Sit On It model #1033-BK2-F-AR4, Novo highback mesh back chair with standard synchro control, slider seat, height adjustable arms and carpet casters. Mesh Back: Aqua Base/Frame/Arms: Fog Seat Vinyl: Element - Charcoal (Unit List Price: \$637.00)	\$ 349.00	\$ 698.00



2	each	Sit On It model #98-CART, Lumin series stacking cart for sled base stacking chairs. Color: Black (Unit List Price: \$399.00)	\$ 219.00	\$ 438.00
1	each	Norco model #8001MCU, mobile low storage cabinet with hinged doors, fully welded unitized frame, 5" casters (two locking), (2) adjustable shelves and lock. Size: 48"W x 22"D x 36"H Laminate: Madagascar #7944K-60 PVC Edge: Black Paint: Black (Unit List Price: \$1,695.00)	\$ 1,049.00	\$ 1,049.00
2	each	Knoll model #3C18C07, mobile file/file pedestal with lock. Size: 15"W x 18"D x 26-3/8"H Paint: Silver (Unit List Price: \$1,004.00)	\$ 549.00	\$ 1,098.00
1	each	SBI model #LTSC20WH/SM, Ergotron LT20 series mobile laptop charging cart with roomy bays, with individual internal outlets in the corner of every shelf, front and back doors with flush handles and locks, and four 5" rubber casters (two directional locking and two total lock casters). Laptop Capacity: 20 Size: 23"W x 28-1/2"D x 45-3/4"H Color: Silver Metallic (Unit List Price: \$1,895.00)	\$ 1,479.00	\$ 1,479.00

<b>Sub-Total:</b>	<b>\$ 20,385.00</b>
<b>7.50% Sales Tax:</b>	<b><u>\$ 1,528.88</u></b>
<b>Total:</b>	<b>\$ 21,913.88</b>

The above price (\$21,913.88) includes delivery to Bakersfield, set-up and California sales tax. The above prices are based on the "Arvin Union School District" piggyback bid. If you wish to place the order, please sign/date the proposal and return to our office at your earliest. If you have any questions or need further information, please call.

Sincerely,

**SIERRA SCHOOL EQUIPMENT COMPANY**

David Shaw

# Sierra School Equipment Company

*A California Corporation*

California Contractors License #422359

P.O. Box 80667 • 93380-0667

1911 Mineral Court

Bakersfield, California 93308-6812

Phone (661) 399-2993 • Fax (661) 399-0218

August 27, 2016

Adeline Ramirez  
Taft College  
915 North 10 Street, Suite 34  
Taft, CA 93268

**RE: West Kern Adult Education Network - Office and Classroom Furniture  
Revision #4**

Dear Adeline:

In accordance with our meeting, I am pleased to submit the following pricing.

<u>Quantity</u>	<u>Description</u>	<u>Discounted Price</u>	<u>Total Price</u>
1	<b><u>Reception Area</u></b> Lot Knoll Dividends "L" shaped height adjustable workstation per space plan dated 8/15/16 Rev #3, consisting of the following: 3 each 30"W x 42"H laminate/fabric tiled panels 1 each 36"W x 42"H laminate/fabric tiled panel 1 each 48"W x 42"H laminate/fabric tiled panel 2 each 42" corner posts 1 each 42" end trim 1 each 42" panel wall starter 1 each 64"W x 39"D rectangle worksurface 1 each 48"W x 24"D rectangle worksurface 1 each 66"W x 15"D transaction counter 1 each 24"D mobile box/box/file pedestal 1 each 24"D mobile file/file pedestal 1 each electric height adjustable base for "L" configuration with (4) preset control 1 each full height modesty panel for 48"W return 1 each pedestal back 2 each cable baskets	\$ 6,759.00	\$ 6,759.00

		Cont. Panel Fabric: Circle Line - Orbit Laminate: Natural Cherry PVC Edge: Natural Cherry Paint: Medium Metallic Grey (List Price: \$12,279.00)			
1	each	Knoll model #SAPMASFTMK, Sapper single monitor arm kit with 16" mast. Arm Finish: Black Knob: Black (Unit List Price: \$294.00)	\$	179.00	\$ 179.00
1	each	Workrite model #2128-22, Banana Board system with leatherite palm support, mouse tray and 22" ball bearing track. Color: Black (Unit List Price: \$488.00)	\$	299.00	\$ 299.00
1	each	Workrite model #179ACD, corner diagonal for 90 degree inside corner application. Color: Black (Unit List Price: \$71.00)	\$	42.00	\$ 42.00
		<b><u>Credenza - Storage Area</u></b>			
2	each	Knoll model #C2C3430C, Calibre storage cabinet with hinged doors, (1) adjustable shelf and lock. Size: 30"W x 18"D x 34-1/2"H Paint: Medium Metallic Grey (Unit List Price: \$1,085.00)	\$	595.00	\$ 595.00
1	each	Knoll model #CW1-S6024-B, Calibre worksurface with 3mm PVC edge, no grommet. Size: 60"W x 24"D x 1-1/4"Thick Laminate: Natural Cherry PVC Edge: Natural Cherry (List Price: \$436.00)	\$	295.00	\$ 295.00
		<b><u>Computer Area</u></b>			
1	Lot	Knoll Dividends workstation per space plan dated 8/15/16 Rev #3, consisting of the following: 1 each 72"W x 24"D rectangle worksurface 2 each 24" end panel support 2 each cable baskets Laminate: Natural Cherry PVC Edge: Natural Cherry Paint: Medium Metallic Grey (List Price: \$1,498.00)	\$	825.00	\$ 825.00

2	each	<p>Sit On It model #5213, Freelance four legged armless chair with casters.                      Frame: Silver                      Vinyl: Element - "TBD"                      (Unit List Price: \$415.00)</p>	\$ 229.00	\$ 458.00
<b><u>Instructor's Supply Cabinet</u></b>				
1	each	<p>Knoll model #C2C6436C, Calibre storage cabinet with hinged doors, (3) adjustable shelves and lock.                      Size: 36"W x 18"D x 64-1/2"H                      Paint: Medium Metallic Grey                      (Unit List Price: \$1,441.00)</p>	\$ 795.00	\$ 795.00
<b><u>Kathy's Office</u></b>				
1	Lot	<p>Knoll Dividends "U" shaped freestanding workstation per space plan dated 5/18/16 Rev #1, consisting of the following:                      1 each 84"W x 36"D peninsula worksurface                      1 each 48"W x 24"D rectangle worksurface                      1 each 84"W x 24"D rectangle worksurface                      1 each 24"D box/box/file pedestal                      1 each 24"D file/file pedestal                      2 each 42"W wall mounted overhead cabinet with partial height door and cubbie's below                      2 each 37" task lights                      2 each 42"W x 18"H tackboards                      1 each 24" end panel support                      1 each 36" T-end panel support                      1 each 4" column support                      1 each pencil drawer                      4 each cable baskets                      Fabric: Circle Line - Orbit                      Laminate: Natural Cherry                      PVC Edge: Natural Cherry                      Paint: Medium Metallic Grey                      (List Price: \$8,979.00)</p>	\$ 4,939.00	\$ 4,939.00
1	each	<p>Knoll model #SAPMASFTMK, Sapper single monitor arm kit with 16" mast.                      Arm Finish: Black                      Knob: Black                      (Unit List Price: \$294.00)</p>	\$ 179.00	\$ 179.00
1	each	<p>Workrite model #2128-22, Banana Board system with leatherite palm support, mouse tray and 22" ball bearing track.                      Color: Black                      (Unit List Price: \$488.00)</p>	\$ 299.00	\$ 299.00

1	each	Workrite model #179ACD, corner diagonal for 90 degree inside corner application. Color: Black (Unit List Price: \$71.00)	\$ 42.00	\$ 42.00
2	each	Sit On It model #5213, Freelance four legged armless chair with casters. Frame: Silver Vinyl: Element - "TBD" (Unit List Price: \$415.00)	\$ 229.00	\$ 458.00
<b><u>Extra Workstation in Kathy's Office</u></b>				
1	Lot	Knoll Dividends "L" shaped freestanding workstation per space plan dated 5/18/16 Rev #1, consisting of the following: 1 each 66"W x 30"D peninsula worksurface 1 each 60"W x 24"D rectangle worksurface 1 each 24"D box/box/file pedestal 1 each 24"D file/file pedestal 1 each 60"W wall mounted overhead cabinet with partial height door and cubbie's below 1 each 49" task lights 1 each 60"W x 18"H tackboards 1 each 30" T-end panel support 1 each 4" column support 3 each cable baskets Laminate: Natural Cherry PVC Edge: Natural Cherry Paint: Medium Metallic Grey (List Price: \$5,866.00)	\$ 3,229.00	\$ 3,229.00
1	each	Knoll model #SAPMASFTMK, Sapper single monitor arm kit with 16" mast. Arm Finish: Black Knob: Black (Unit List Price: \$294.00)	\$ 179.00	\$ 179.00
1	each	Workrite model #2128-22, Banana Board system with leatherite palm support, mouse tray and 22" ball bearing track. Color: Black (Unit List Price: \$488.00)	\$ 299.00	\$ 299.00
1	each	Workrite model #179ACD, corner diagonal for 90 degree inside corner application. Color: Black (Unit List Price: \$71.00)	\$ 42.00	\$ 42.00

Adeline Ramirez  
Taft College

Aug 27, 2016

1	each	Office Master model #YS88-KR200, YES series high-back chair with mesh back, multi-function control, seat slider and multi-adjustable arms. Seat Fabric: Matrix - Neo (Unit List Price: \$663.00)	\$ 399.00	\$ 399.00
1	each	<b><u>Fire Proof Lateral File in Kathy's Office</u></b> FireKing model #3-4422-C, three drawer lateral file fire proof lateral file with Medco lock. Size: 44-1/2"W x 22-1/8"D x 40-1/4"H Paint: "TBD" Weight: 791 .lbs (Unit List Price: \$6,775.00)	\$ 3,869.00	\$ 3,869.00

<b>Sub-Total:</b>	<b>\$ 24,181.00</b>
<b>7.50% Sales Tax:</b>	<b>\$ 1,813.58</b>
<b>Total:</b>	<b>\$ 25,994.58</b>

The above price (\$25,994.58) includes delivery to Bakersfield, set-up and California sales tax. The above prices are based on the "Arvin Union School District" piggyback bid. If you wish to place the order, please sign/date the proposal and return to our office at your earliest. If you have any questions or need further information, please call.

Sincerely,

**SIERRA SCHOOL EQUIPMENT COMPANY**

David Shaw

**Date:** August 23, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with the University of the Pacific to Provide Access to Interim Therapeutic Restoration (ITR) Online Training Materials

**Background:**

Legislation passed in 2014 approved a new function for dental hygienists. AB 1174 (Chapter 662, Statutes of 2014) became law on January 1, 2015. This new law allows a registered dental hygienist (RDH), to place ITRs upon the diagnosis and general supervision of a California-licensed dentist.

The current Standard 2.18 of the Commission on Dental Accreditation Standards for Dental Hygiene Education will require California dental hygiene programs to add the didactic and clinical instruction to their curriculum to ensure that all graduates of DHCC-approved dental hygiene programs are appropriately educated and trained. This will not be something that is optional for a DHCC-approved dental hygiene program in California. Upon graduation, the graduate will be deemed educated and trained to perform this procedure without the need for additional education.

**Terms (if applicable):**

September 16, 2016 - September 16, 2017

**Expense (if applicable):**

\$150.00

**Fiscal Impact Including Source of Funds (if applicable):**

Funds to cover access to ITR online training modules will be paid by the Dental Hygiene District Fund: 11000-205-4311-12042

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

## UNIVERSITY OF THE PACIFIC STANDARD SERVICES AGREEMENT

[Short Form]

This Standard Services Agreement (“**Agreement**”) is entered into effective as of **September, 16 2016** (the “**Effective Date**”) by and between the University of the Pacific, a California nonprofit public benefit corporation (“**Contractor**”), and Taft College a **California nonprofit public corporation** (“**College**”). In consideration of the promises and the mutual covenants and agreements set forth below, the parties hereto agree as follows:

- 1. Services.** Contractor agrees to perform those services (“**Services**”) required under this Agreement and as specifically set forth in the scope of work attached hereto and incorporated herein by reference as **Exhibit A** (“**Scope of Work**”). Use of the term “**Agreement**” shall include the Scope of Work. Contractor may not subcontract to any third party any portion of the Services nor may Contractor, voluntarily or by operation of law, assign or transfer any of its rights or obligations under this Agreement, without the prior written consent of the College.
- 2. Ownership of Work Product.** Contractor acknowledges and agrees that all work product and deliverables prepared for, arising from, related to, or incorporated in the Services may be used, without limitations, by College.
- 3. Compensation and Expenses.** College shall pay to Contractor the fees set forth in the Scope of Work (“**Fees**”). Unless otherwise stated in the Scope of Work, the Fees shall include, and Contractor shall be responsible for, all expenses and taxes incurred by Contractor in connection with providing the Services.
- 4. Payment Terms.** Except as may otherwise be set forth in the Scope of Work, Contractor shall submit to College at the end of the training session on invoice listing in detail all Services provided to College and Fees incurred by Contractor in the prior month (“**Invoice**”). College shall remit payment to Contractor on undisputed Invoices within forty-five (45) days (excluding holidays) of the Contractor’s receipt of the Invoice.
- 5. Term and Termination.** The Agreement shall commence on the Effective Date and, unless otherwise provided in the Scope of Work, shall terminate upon Contractor’s completion of the Services to College’s satisfaction, provided that University may terminate this Agreement: (i) at any earlier time, without cause or penalty, by giving at least five (5) days’ written notice to Contractor; or (ii) immediately upon written notice to Contractor in the event of Contractor’s material breach of this Agreement. Any early termination of this Agreement shall be without prejudice to any claims or damages a party may have.
- 6. Independent Contractor Relationship.** Contractor is and shall be an independent contractor of the College. Neither Contractor nor Contractor’s employees or subcontractors shall be deemed to be employees or agents of College. Contractor and Contractor’s employees and subcontractors will not be entitled to any benefits made available to College employees. Nothing in this Agreement is intended to establish a partnership, joint venture, or agency relationship between the parties, and neither Contractor nor Contractor’s employees or subcontractors are authorized to bind College or make any representations on its behalf in any matter.
- 7. Contractor’s Insurance.** The insurance provisions set forth in **Exhibit B** attached hereto shall be made a part of the terms and conditions of this Agreement and incorporated herein by reference.
- 8. Confidentiality.** At all times hereafter, Contractor will keep in confidence and trust all confidential and proprietary information that Contractor learns of or receives during the term of this Agreement, and will not use, reproduce, or disclose to others any confidential information without College’s advance written consent, except as may be directly necessary in the ordinary course of performance of the Services under this Agreement, or as otherwise may be required by law.
- 9. Contractor’s Representations and Warranties.** Contractor represents and warrants that: (a) Contractor will comply with all federal, state and College laws, rules and regulations in performing the Services,



(b) the Services will be performed in compliance with generally accepted professional procedures and industry standards prevailing at the time the Services are performed, (c) all Services will meet the specifications set forth in the Scope of Work, and (d) Contractor has, and shall maintain in effect for the duration of this Agreement, all licenses, permits, qualifications, and approvals which are legally required for Contractor to render the Services.

10. **Indemnification.** Contractor agrees to hold harmless and indemnify College and its regents, officers, directors, employees and agents from and against all claims, damages, losses, and expenses (including without limitation attorneys' fees and costs) ("**Loss**") arising out of (i) the performance of the Services, except to the extent that such Loss is caused by the sole negligence or willful misconduct of College, or (ii) any breach or default in the performance of any of Contractor's obligations hereunder including, without limitation, any breach of any warranty or representation. This indemnity shall not be limited by reason of any insurance coverage required under this Agreement.

11. **Survival.** The provisions of Sections 5 (Term and Termination), 6 (Independent Contractor Relationship), 8 (Confidentiality), 9 (Contractor's Representations and Warranties), 10 (Indemnification), 12 (Limitation on Damages), 13 (Governing Law; Dispute Resolution), 14 (College Names and Logos), 15 (General Provisions) and Section 2 of Exhibit B (Continuous Coverage) shall survive termination of this Agreement.

12. **Limitation on Damages.** In no event shall either party be liable to the other party for any special, consequential, indirect, exemplary, punitive, incidental, or similar damages (including, without limitation, loss of profits), even if such party has been apprised of the possibility thereof; provided, however, that the foregoing limitation shall not apply in the event that Contractor breaches the provisions of Section 7 (Confidentiality) of this Agreement.

13. **Governing Law; Dispute Resolution.** This Agreement, and any dispute between the parties arising out of or related to this Agreement, shall be governed by and construed in accordance with the laws of the State of California, excluding its conflict of laws rules. Any and all legal action that is initiated to enforce any provision of this Agreement or arising out of or related to this Agreement must be brought or filed in either the state or federal court located in California. Each party shall be entitled to recover the cost of enforcing the understanding and agreements as reflected herein, including, without limitation, any attorney's fees and costs incurred.

14. **College Names and Logos.** Contractor agrees that it shall not use the College's name, logo or insignia, or the name, logo or insignia of any school or division thereof, or otherwise identify the College or any of its schools or divisions in any form of publicity or disclosure without the prior written permission of the College, which permission may be given or withheld in the College's sole discretion.

15. **General Provisions.** No provision of this Agreement is intended to confer any benefit upon any third party and no third party shall have the right to enforce any provision of this Agreement. No waiver of any of the provisions of this Agreement shall be deemed, or shall constitute, a waiver of any other provision, whether or not similar, nor shall any waiver constitute a continuing waiver. This Agreement shall be interpreted in an even-handed manner and without regard to any presumption against the party that was responsible for its drafting. Time is of the essence. If any provision of this Agreement is held invalid, illegal, or unenforceable, the validity, legality, and enforceability of the remaining provisions will not in any way be affected or impaired thereby. This Agreement including its Exhibits, may not be modified except in writing executed by duly authorized representatives of the parties. This Agreement together with the exhibits hereto constitutes the entire agreement between the parties pertaining to its subject matter, superseding all prior and contemporaneous agreements, proposals, letters of intent and memorandums of understanding.

*[Signature page to immediately follow]*

IN WITNESS WHEREOF, this Agreement has been duly executed on behalf of the parties hereto as of the Effective Date.

CONTRACTOR

College

By: \_\_\_\_\_  
Name: Dr. Cindy Lyon  
Title: Director, Dental Practice

By: \_\_\_\_\_  
Name: Dr. Debra Daniels  
Title: Superintendent/President

University of the Pacific  
Arthur A. Dugoni School of Dentistry  
155 Fifth Street  
San Francisco, CA 94103  
Attn: Dr. Paul Glassman  
Fax number: (415) 749-3399

Taft College  
29 Cougar Court  
Taft, CA 93268  
Attn: Dr. Debra Daniels

**Exhibit A**

**SCOPE OF WORK**

**SCOPE OF WORK:**

**SERVICES:** Services will be provided by **University of Pacific** (hereinafter the "CONTRACTOR").

**CONTRACTOR** will provide access to ITR on-line training materials for one year from Effective Date of this contract.

**SERVICES:** Services will be provided by **Taft College** hereinafter the "COLLEGE").

**COLLEGE** will provide a list of faculty and student participants' names to **CONTRACTOR**. List to include full names and email addresses.

**COMPENSATION:**

The **CONTRACTOR** will receive a fee of \$150 dollars to provide access to materials during the contract term.

**PAYMENT TERMS:**

**CONTRACTOR** will bill **COLLEGE** at beginning of the contract.

**INSURANCE REQUIREMENTS:**

Insurance requirements have been waived.

**TERM:**

This agreement will be active from Effective Date (09/16/16) to 09/16/17.

**Exhibit B**

**INSURANCE PROVISIONS**

**INSURANCE REQUIREMENTS HAVE BEEN WAIVED.**

**Date:** September 1, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with Taft Union High School for use of their pool for the Taft College STEM event titled the Lincoln Junior High Cardboard Regatta

**Background:**

The Lincoln Junior High Cardboard Regatta is a Taft College STEM-sponsored event that challenges students to design and construct boats using only cardboard and duct tape that can carry two people in a race. This event gives students the opportunity to develop their engineering skills in a fun, creative, and engaging way.

**Terms (if applicable):**

October 6, 2016.

**Expense (if applicable):**

The college is requesting a waiver for the fees associated with the pool.

**Fiscal Impact Including Source of Funds (if applicable):**

No fiscal impact will occur.

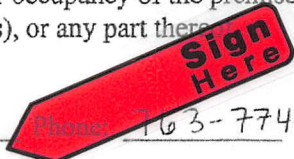
**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

# Taft Union High School District

## HOLD HARMLESS AGREEMENT AND COVENANT NOT TO SUE

I, Allisa Tweedy, Taft College, in consideration for  
 (Person Requesting Use) (Name of Organization)  
 of being permitted to use facilities/equipment of the Taft Union High School District, Taft,  
 California, County of Kern, for the purpose of Use of Swimming pool  
for Cardboard Regatta between the dates of Oct. 6, 2016, and  
 \_\_\_\_\_, do hereby covenant and agree that the Taft Union High School District,  
 their officers, employees, agents, members or representatives shall not be liable for any loss,  
 damage, injury or liability of any kind to any person or property caused by or arising from  
 any use of the premises of the Taft Union High School District, or any part thereof, or by any  
 defect in any building, structure or improvement thereon, or in any equipment to be used  
 therein, or because of the same being out of repair or arising from any act or omission of the  
 undersigned or its agents, employees, nor shall the above enumerated entities be liable for  
 any loss, damage or injury from any cause whatsoever to the property or person of the  
 undersigned or any of its employees, agents or other persons using said premises, or any  
 item, or any part thereof.

The undersigned agrees to protect, indemnify, and covenant not to sue and hold harmless the  
 above-enumerated Taft Union High School District, for the use or occupancy of the premises  
 and arising from any state of condition of said premises, or item(s), or any part thereof.

Event Coordinator: Allisa Tweedy  Phone: 763-7744

Authorized Agent Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Authorized Agent Print Name: Dr. Debra Danics

Title: Superintendent / President

ADDRESS: 29 Cougar Court  
Taft, CA. 93268  
 \_\_\_\_\_

Phone: Bus. \_\_\_\_\_  
 Home: \_\_\_\_\_

## Business Office


701 7th Street - Taft, California 93268 - Phone: (661) 763-2300 - Fax: (661) 763-1445

# Taft Union High School District

## FACILITY USE - CLIENT RESPONSIBILITY

Taft Union High facilities are maintained with a high standard of "excellence." Use of our facilities bear the responsibility on your part to maintain the standards of safety and cleanliness set by the District. To keep excess costs to a minimum and insure a safe environment the District requires the following:

1. Normal facility use fee will be billed upon receipt of the approved activity request and the client must pay the "Facility Use Fee" prior to the use of the facility, unless prior Board approval to waive fees has been requested and approved.
2. Fees will be assessed for any expenses incurred by the District due to damages to the facility or equipment, or for TUHS employee labor used for clean up and repairs.
3. In the event of a conflict with the Taft Union High School home contests your group will need to use an alternate facility. You may contact the Principal's Secretary at 763-2334 for the current availability of our facilities.
4. You must file an "Activity Request Form", a "Hold Harmless and Covenant Not To Sue Agreement", and provide a Certificate of Insurance.
5. NO USE OF TOBACCO PRODUCTS (smoking, chew, etc.), ALCOHOL, OR DRUGS IS PERMITTED AT ANY TIME ON ANY TUHS FACILITY. Violation of this policy could have serious affects. Such use is in violation of both law and Board Policy, which must be strictly enforced during your use of our facility.
6. Proper supervision of the event must be provided. Particular care should be taken to protect the fields and restroom facilities from inappropriate use and/or vandalism.
7. The facility must be cleaned upon completion of each event. FEES will be assessed and you will be invoiced for any damage to the facility, equipment, and for the clean up required by TUHS personnel.

I understand and accept the client responsibilities described above, agree to pay \_\_\_\_\_ fees (not waived) and costs for damages or expenses incurred by the District  resulting from use of the facility.

Authorized Client Signature: \_\_\_\_\_ Date: \_\_\_\_\_

*The maintenance department handles the access and set up of our facilities and can be contacted at 763-2321. If you have additional questions please call Gina Fields at 763-2315.*

**Warning:** Use of steroids to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damaged liver function, men and women changes, and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use, or exchange of anabolic steroids.

CAH:glf

Rev. 8/14/06

## Business Office

701 7th Street - Taft, California 93268 - Phone: (661) 763-2300 - Fax: (661) 763-1445

S:\My Documents\Facility Use\FACILITY USE CLIENT RESPONSIBILITY.doc

Date: September 2, 2016

Submitted by: Primavera Arvizu, Interim VP of Student Services *PA*

Area Administrator: Dr. Debra Daniels, Superintendent/President

Subject: Request for Ratification

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Activity Request for Use of Taft Union High School Soccer Fields for Fall 2016 Classes

**Background:**

The TC Athletic Department is requesting the use of the Taft Union High School soccer field and facilities for the men's and women's 2016 Fall soccer classes and for the practice and intercollegiate schedule for the 2016 Fall season.

**Terms (if applicable):**

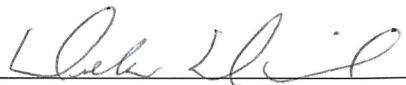
This agreement is for August 1, 2016 through December 16, 2016.

**Expense (if applicable):**

The cost of the rental of the TUHS soccer fields and facilities is \$5,000, not including possible costs for maintenance, non-routine services, or damage incurred due to use.

**Fiscal Impact Including Source of Funds (if applicable):**

The cost of the rental of the TUHS soccer fields and facilities is \$5,000. The cost does not include the additional cost to mow and paint the soccer fields on a weekly basis, non-routine services, nor additional cleaning by TUHS employees to restore the facility to its previous condition. Additional charges will also occur for any damages to the TUHS facility/fields. This has been budgeted for 2016-2017 fiscal year.

Approved:   
Dr. Debra Daniels, Superintendent/President



# Taft Union High School District

701 Wildcat Way  
Taft, California 93268

Business Office

Tel (661) 763-2300  
Fax (661) 763-1445

August 29, 2016

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

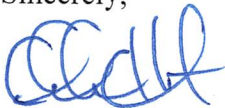
Board of Directors:

I received your "Activity Request" form to use our soccer field for men's and women's fall 2016 classes at Taft College.

Please note that the cost to use our soccer fields is \$5,000 and is in addition to the cost of providing non-routine services. You will be billed for any costs to the District related to the use of this facility. The rental cost for your field use for the 2016 – 2017 school year is \$5,000 rental fee. This cost does not cover the additional cost to mow and paint the soccer fields on a weekly basis. If the facility requires additional cleaning by our employee(s) you will be billed at the current employee rate for the time required to restore the facility to its previous condition. Additional charges will occur if there are any damages to our facility.

I appreciate your taking the time to begin your request for facility use early. Please be aware that the TUHS activities take priority and in some unusual instances may preempt outside activities, even if the outside activity was previously scheduled. If you have any questions regarding the rental of our soccer field facility you may reach me at 763-2316.

Sincerely,



Chuck Hagstrom  
Business Manager

CAH:glf

# Yale University High School District

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# ACTIVITY REQUEST - TAFT HIGH PLEASE PRINT

After this activity request form has been approved and placed on the calendar, the activity is scheduled. To change a scheduled date, time, facility, or to cancel, please submit another request form.

6-22-16 Today's Date      Taft College Athletics Organization      Kanoe Bandy Advisor's/Requestor's Name  
M & W Soccer seasons/practice Type of Activity      8-1-16 to 12-16-16 Date(s) Desired  
SUN-MON-TUES-WED-THURS-FRI-SAT Circle Day(s) of Week Desired      6 - 9 am Time Event Begins      12-5 pm Set Up Time      Ending Time

FACILITY/DESTINATION: Soccer field  
FACILITY NEEDED OR DESTINATION/LOCATION Room (#/Name)

This form is an original/first request for an activity.     This form is a second request to change a date, time, facility, or to cancel the original/first request.

ORIGINAL DATE OF ACTIVITY: \_\_\_\_\_

Change of:     Date     Time     Facility     CANCEL ACTIVITY

SPECIAL NEEDS: Do you wish the building opened for you?     Yes     No

P.A. System       Chairs #. \_\_\_\_\_       Tables # \_\_\_\_\_

Other Needs (Be Specific) \_\_\_\_\_

District transportation is required and has been requested.

If you need students to be released from class(es), please submit the list four (4) days in advance for proper notification of all concerned.

Approved by:	Advisor/Requestor _____	Date _____
	ASB Council _____	Date _____
	Tentatively Posted In Activity Book _____	Date _____
	Principal/Designee _____	Date _____
	Business Manager _____	Date _____

Please be aware of the presence of asbestos containing materials located within certain buildings utilized by this school district. The District's Asbestos Management Plan is available for review at the Administration Office.

-----  
(Outside Organizations or Individuals ONLY)

UNDERSTAND THAT: The use of Taft High School facilities by outside organizations or individuals is on a non-exclusive basis only. High school activities take priority and in some cases, the school district may not be able to accommodate the request.

*Kanoe Bandy*

661-763-7779

Taft College, 29 Cougar Court, Taft CA 93268

# Taft Union High School District

## SCHEDULE OF FACILITY RENTAL FEES

Since the passage of Proposition 13 in 1978, all school income is derived from units of ADA generated. Permissive overrides are no longer allowed. The only income received will be from educational programs conducted by the TUHS District.

All expenditures must be accounted for (justified) as a direct cost, direct support cost, or indirect support cost against an instructional program. Thus, every program must pay its share of the cost of operating the school district.

Whereas several years ago we were able to permit non-TUHS use of our facilities without charge, we can no longer do this as it would be at the expense of income derived for educational programs at Taft High. Thus, all charged fees sufficient to defray attendant overhead costs. Examples of such costs include custodial and maintenance labor and supplies, water, electricity, gas water, telephone, clerical labor, insurance, capital improvement, administrative overhead, and space usage.

The costs listed below are in addition to the cost of providing non-routine services such as personnel services required to prepare a facility for use, to be on duty during use, or to return the facility to its previous condition after use.

Schedule of rental fees for use of TUHS District facilities after an approved "Activity Request", completion of a "Hold Harmless Agreement", and "Certificate of Insurance", shall be as follows:

Auditorium.....	\$750 /event
Baseball Field, With lights.....	\$500 /event
Without lights .....	\$200 /event
Cafeteria, With kitchen.....	\$500 /event
Without kitchen.....	\$300 /event
Farlow Gym –Girls'.....	\$75 /hour (3 hr Minimum)
<i>(Minimum Charge \$225)</i>	
IRC Lecture Hall.....	\$40 /hour
<i>(Minimum Charge \$120 per day)</i>	
Martin Memorial Stadium/Football field	
With lights .....	\$3,500 /event
Without lights .....	\$2,500 /event
Mullen Gym (Boys') .....	\$100 /hour (3 hr Minimum)
<i>(Minimum Charge \$300 per day)</i>	
Swimming Pool..... <i>(Minimum Charge \$500 per day)</i> .....	\$100 /hour
Tennis Courts, With Lights.....	\$300 /event
Without lights .....	\$150 /event
Track & Soccer Fields, With Light.....	\$500 /event
Without Lights.....	\$300 /event
Bus Rental Rate is \$4.00 per mile, plus driver fee of \$30.00 per hour.	

CAH:gjf

Rev. 10/17/11

## Business Office

701 7th Street - Taft, California 93268 - Phone: (661) 763-2300 - Fax: (661) 763-1445

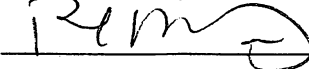
# Taft Union High School District

## HOLD HARMLESS AGREEMENT AND COVENANT NOT TO SUE

I, Kanoe Bandy, Taft College, in consideration for  
 (Person Requesting Use) (Name of Organization)  
 of being permitted to use facilities/equipment of the Taft Union High School District, Taft,  
 California, County of Kern, for the purpose of M & W Soccer practice & games  
 between the dates of 8-1-16, and  
12-16-16, do hereby covenant and agree that the Taft Union High School District,  
 their officers, employees, agents, members or representatives shall not be liable for any loss,  
 damage, injury or liability of any kind to any person or property caused by or arising from  
 any use of the premises of the Taft Union High School District, or any part thereof, or by any  
 defect in any building, structure or improvement thereon, or in any equipment to be used  
 therein, or because of the same being out of repair or arising from any act or omission of the  
 undersigned or its agents, employees, nor shall the above enumerated entities be liable for  
 any loss, damage or injury from any cause whatsoever to the property or person of the  
 undersigned or any of its employees, agents or other persons using said premises, or any  
 item, or any part thereof.

The undersigned agrees to protect, indemnify, and covenant not to sue and hold harmless the  
 above-enumerated Taft Union High School District, for the use or occupancy of the premises  
 and arising from any state of condition of said premises, or item(s), or any part thereof.

Event Coordinator: Kanoe Bandy, Athletic Director Phone: 661-763-7779

Authorized Agent Signature:  Date: 6-23-16

Authorized Agent Print Name: Brock McMurray

Title: Interim Superintendent/President

ADDRESS: 29 Cougar Court

Phone: Bus. 661-763-7900

Taft CA 93268

Home: \_\_\_\_\_

## Business Office

701 7th Street - Taft, California 93268 - Phone: (661) 763-2300 - Fax: (661) 763-1445

# Taft Union High School District

## FACILITY USE - CLIENT RESPONSIBILITY

Taft Union High facilities are maintained with a high standard of "excellence." Use of our facilities bear the responsibility on your part to maintain the standards of safety and cleanliness set by the District. To keep excess costs to a minimum and insure a safe environment the District requires the following:

1. Normal facility use fee will be billed upon receipt of the approved activity request and the client must pay the "Facility Use Fee" prior to the use of the facility, unless prior Board approval to waive fees has been requested and approved.
2. Fees will be assessed for any expenses incurred by the District due to damages to the facility or equipment, or for TUHS employee labor used for clean up and repairs.
3. In the event of a conflict with the Taft Union High School home contests your group will need to use an alternate facility. You may contact the Principal's Secretary at 763-2334 for the current availability of our facilities.
4. You must file an "Activity Request Form", a "Hold Harmless and Covenant Not To Sue Agreement", and provide a Certificate of Insurance.
5. NO USE OF TOBACCO PRODUCTS (smoking, chew, etc.), ALCOHOL, OR DRUGS IS PERMITTED AT ANY TIME ON ANY TUHS FACILITY. Violation of this policy could have serious affects. Such use is in violation of both law and Board Policy, which must be strictly enforced during your use of our facility.
6. Proper supervision of the event must be provided. Particular care should be taken to protect the fields and restroom facilities from inappropriate use and/or vandalism.
7. The facility must be cleaned upon completion of each event. FEES will be assessed and you will be invoiced for any damage to the facility, equipment, and for the clean up required by TUHS personnel.

I understand and accept the client responsibilities described above, agree to pay facility use fees (not waived) and costs for damages or expenses incurred by the District resulting from use of the facility.

Authorized Client Signature: Re D Date: 6-23-16

*The maintenance department handles the access and set up of our facilities and can be contacted at 763-2321. If you have additional questions please call Gina Fields at 763-2315.*

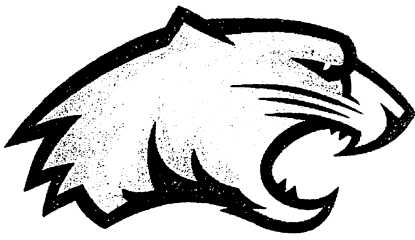
**Warning:** Use of steroids to increase strength or growth can cause serious health problems. Steroids can keep teenagers from growing to their full height; they can also cause heart disease, stroke, and damaged liver function, men and women changes, and acne. Men can also experience premature balding and development of breast tissue. These health hazards are in addition to the civil and criminal penalties for unauthorized sale, use, or exchange of anabolic steroids.

CAH:glf

Rev. 8/14/06

## Business Office

701 7th Street - Taft, California 93268 - Phone: (661) 763-2300 - Fax: (661) 763-1445



# TAFT COLLEGE ATHLETICS

29 Cougar Court, Taft CA 93268 Office: 661-763-7779 Fax: 661-763-7891

**Brock McMurray**  
*Interim Superintendent/  
President*

**Darcy Bogle**  
*Vice President  
of Student Services*

**Kanoe Bandy**  
*Athletic Director  
Volleyball Head Coach*

**Jennifer Edmaiston**  
*Athletic Secretary*

**Bruce Ferguson**  
*Certified Athletic Trainer*

**Lisa Borrecco**  
**Tim Maui**  
*Volleyball Asst. Coaches*

**Angelo Cutrona**  
*Men's Soccer Head Coach*

**John Delaney**  
**Kevin Lundy**  
*Men's Soccer Asst.*

**Myisha Cutrona**  
*Women's Soccer  
Head Coach*

**Valentine Sanchez**  
*Women's Soccer  
Asst. Coaches*

**Carly Flowers**  
*Women's Basketball  
Head Coach*

**Vince Maiocco**  
*Baseball Head Coach*

**Chris DeFreece**  
**Chris Wedel**  
**Michael Hayes**  
*Baseball Asst. Coaches*

**Kanoe Bandy**  
*Softball Head Coach*

**Don Bandy**  
**Amy Droege**  
*Softball Asst. Coaches*

June 22, 2016

Mr. Chuck Hagstrom  
Business Manager  
Taft Union High School  
701 Wildcat Way  
Taft, CA 93268

Dear Mr. Hagstrom:

On behalf of the Taft College Soccer Program, I would like to request the use of the Taft Union High School Soccer Fields for the men's and women's 2016 seasons.

Practice dates for the summer session would be from Monday, August 1 to Thursday, August 19, 2016 from 6:00 to 9:00 am and 12:00 to 5:00 pm. Our fall schedule would be from August 22, 2016 to December 16, 2016, from 12:00 to 5:00 pm. I have attached our men's and women's soccer schedules, if there are any changes, they will be forwarded to you.

If this request meets with your approval, please send any other necessary paperwork to my attention for completion.

We sincerely appreciate your continued support and assistance. If you need additional information, please call at 763-7779.

Sincerely,

Kanoe Bandy  
Athletic Director

cc: Bernardo Valenzuela

cc: Pete Lango



# Taft College Cougars Men's Soccer 2016

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<b>Day</b>	<b>Date</b>	<b>Opponent</b>	<b>Where</b>	<b>Time</b>
<b>Fri.</b>	<b>Aug. 26</b>	<b>Allan Hancock College</b>	<b>Taft</b>	<b>4:00 pm</b>
Tues.	Aug. 30	El Camino College	Torrance	4:00 pm
Tues.	Sept. 6	Santa Barbara City College	Santa Barbara	TBA
Fri.	Sept. 9	L.A. Mission College	Sylmar	2:00 pm
<b>Tues.</b>	<b>Sept. 13</b>	<b>Long Beach City College</b>	<b>Taft</b>	<b>4:00 pm</b>
<b>Fri.</b>	<b>Sept. 16</b>	<b>Moorpark College</b>	<b>Taft</b>	<b>3:00 pm</b>
Tues.	Sept. 20	Cerritos College	Cerritos	4:00 pm
<b>Fri.</b>	<b>Sept. 23</b>	<b>Oxnard College</b>	<b>Taft</b>	<b>4:00 pm</b>
<b>Wed.</b>	<b>Sept. 28</b>	<b>L.A. Mission College</b>	<b>Taft</b>	<b>3:00 pm</b>
Fri.	Sept. 30	★Fresno City College	Fresno	TBA
<b>Tues.</b>	<b>Oct. 4</b>	<b>★West Hills College</b>	<b>Taft</b>	<b>TBA</b>
Fri.	Oct. 7	★College of the Sequoias	Visalia	TBA
Tues.	Oct. 11	Fullerton College	Fullerton	3:00 pm
<b>Thur.</b>	<b>Oct. 13</b>	<b>Pasadena City College</b>	<b>Taft</b>	<b>3:00 pm</b>
<b>Tues.</b>	<b>Oct. 18</b>	<b>Hartnell College</b>	<b>Taft</b>	<b>3:00 pm</b>
Fri.	Oct. 21	Santa Ana College	Santa Ana	4:00 pm
<b>Tues.</b>	<b>Oct. 25</b>	<b>★Clovis Community College</b>	<b>Taft</b>	<b>TBA</b>
Fri.	Oct. 28	Bye		
<b>Tues.</b>	<b>Nov. 1</b>	<b>★Fresno City College</b>	<b>Taft</b>	<b>TBA</b>
Fri.	Nov. 4	★West Hills College	Lemoore	TBA
<b>Tues.</b>	<b>Nov. 8</b>	<b>★College of the Sequoias</b>	<b>Taft</b>	<b>TBA</b>
Fri.	Nov. 11	★Clovis Community College	Clovis	TBA
Sat.	Nov. 19	NorCal 1 <sup>st</sup> Round Regionals	TBA	TBA
Tues.	Nov. 22	NorCal 2 <sup>nd</sup> Round Regionals	TBA	TBA
Sat.	Nov. 26	NorCal Regional Final	TBA	TBA
Fri.-Sun.	Dec. 2-4	State Championships	Ventura College	TBA

★Central Valley Conference

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Head Coach: Angelo Cutrona  
Assistant Coach: John Delaney  
Assistant Coach: Kevin Lundy  
Athletic Trainer: Bruce Ferguson

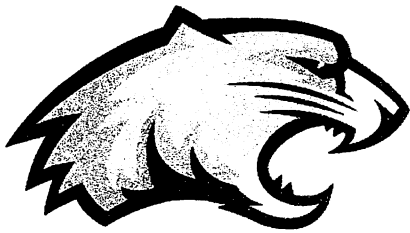
Interim Superintendent/President: Brock McMurray  
Vice President of Student Services: Darcy Bogle  
Athletic Director: Kanoe Bandy  
Athletic Secretary: Jennifer Edmaiston

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29 Cougar Court, Taft, CA 93268 • 661 763-7779 • FAX: 661-763-7891

Revised 6-2-16, je





# Taft College Cougars Women's Soccer 2016

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Day	Date	Opponent	Where	Time
Sat.	Aug. 27	College of the Canyons	Taft	12:00 pm
Tues.	Aug. 30	El Camino College	Torrance	2:00 pm
Tues.	Sept. 6	Santa Barbara City College	Santa Barbara	2:00/7 pm TBA
Fri.	Sept. 9	College of the Desert	Palm Desert	4:30 pm
Tues.	Sept. 13	TBA	TBA	TBA
Fri.	Sept. 16	Long Beach City College	Long Beach	1:00 pm
Tues.	Sept. 20	TBA	TBA	TBA
Fri.	Sept. 23	Antelope Valley College	Taft	1:00 pm
Tues.	Sept. 27	Moorpark College	Taft	1:00 pm
Fri.	Sept. 30	Santa Barbara City College	Taft	1:00 pm
Tues.	Oct. 4	Long Angeles Pierce College	Woodland Hills	4:00 pm
Fri.	Oct. 7	Moorpark College	Moorpark	2:00/4 pm TBA
Tues.	Oct. 11	★Clovis Community College	Clovis	TBA
Fri.	Oct. 14	★West Hills College	Lemoore	4:00 pm
Tues.	Oct. 18	★College of the Sequoias	Taft	1:00 pm
Fri.	Oct. 21	★Cerro Coso College	Taft	1:00 pm
Tues.	Oct. 25	★Fresno City College	Taft	1:00 pm
Fri.	Oct. 28	★College of the Sequoias	Visalia	TBA
Tues.	Nov. 1	★Clovis Community College	Taft	1:00 pm
Fri.	Nov. 4	★Cerro Coso College	Ridgecrest	TBA
Tues.	Nov. 8	★Fresno City College	Fresno	TBA
Fri.	Nov. 11	★West Hills College	Taft	1:00 pm
Sat.	Nov. 19	NorCal 1 <sup>st</sup> Round Regionals	TBA	TBA
Tues.	Nov. 22	NorCal 2 <sup>nd</sup> Round Regionals	TBA	TBA
Sat.	Nov. 26	NorCal Regional Final	TBA	TBA
Fri.-Sun.	Dec. 2-4	State Championships	Ventura College	TBA

★Central Valley Conference

---

Head Coach: Myisha Cutrona  
Assistant Coach: John Delaney  
Assistant Coach: Kevin Lundy  
Athletic Trainer: Bruce Ferguson

Interim Superintendent/President: Brock McMurray  
Vice President of Student Services: Darcy Bogle  
Athletic Director: Kanoe Bandy  
Athletic Secretary: Jennifer Edmaiston

**Date:** August 30, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Ratification

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Classroom Rental Agreement with the Fort Preservation Society to be Utilized by the West Kern Adult Education Network (WKAEN)

**Background:**

This lease provides classroom space for the West Kern Adult Education Network for a two year period. This lease includes utilities and janitorial service and will support WKAEN's mission in providing GED, ESL, and Citizenship courses to the community. This space will allow for four more courses to be offered.

**Terms (if applicable):**


August 1, 2016 - July 31, 2018

**Expense (if applicable):**

\$1200 a month (\$28,800 total)

**Fiscal Impact Including Source of Funds (if applicable):**

This expense was budgeted for in the 2016-17 WKAEN budget.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

# WEST KERN ADULT EDUCATION NETWORK

March 1, 2016

**Memorandum of Understanding between West Kern Adult Education Network and:**

The Historic Fort  
915 North 10th St., # 2  
Taft, CA 93268

This agreement to be in effect from August 1, 2016 through July 31, 2018

The Historic Fort agrees to partner with the West Kern Adult Education Network (WKAEN) by leasing classroom space (room 32) for adult education classes Monday through Friday.

There is an understanding that The Historic Fort may have weekend use of the space for their own use. Classroom furnishings will be kept portable to facilitate this agreement.

WKAEN will pay a two year lease fee of \$28,800 to The Historic Fort.

The Historic Fort will submit an invoice for these fees to West Kern Adult Education Network at 915 N. 10<sup>th</sup> St., Room 34, Taft, CA 93268.

Signed,

---

Dr. Debra Daniels, Superintendent/President

Taft College



The Historic Fort

## West Kern Adult Education Network

Located in Taft's Historic Fort  
915 N. Tenth Street, Suite 34  
Taft, California 93268  
(661) 745-4315

**THE FORT PRESERVATION SOCIETY**  
**915 N. 10<sup>TH</sup> STREET, SUITE 2 – TAFT, CALIFORNIA 93268-2204**  
**661-765-7371**  
**OFFICE RENTAL AGREEMENT**

**THIS AGREEMENT:** Agreement into this day August 2, 2016 by and between **THE FORT PRESERVATION SOCIETY** and Taft College, herein after called respectively Lessor and Lessee.

**WITNESSETH:** That for and in consideration of the payment of the rents and performance of the covenants contained on the part of the Lessee, said Lessor does hereby demise and let unto the premises described as Suite 32 located at 915 N. 10<sup>th</sup> Street, Taft, California 93268, for a tenancy commencing on, August 1, 2016 and end on July 31, 2018, at a monthly rental of \$1,200.00 dollars per month. **Room to be used for adult education classes Monday through Friday from 8:00am to 9:00pm with table storage provided. Evenings and weekends will be open for Fort rentals. Special meetings and events may be held after hours with prior authorization from The Fort. Cleaning will be provided by The Fort.**

It is further mutually agreed between the parties as follows:

1. That all alterations, additions, or improvements made in and to said premises shall, unless otherwise provided by written agreement between the parties hereto, be the property of the Lessor and shall remain upon and be surrendered with the premises.
2. **Lessor shall pay electricity, gas, and water.** All other utilities such as telephone, \*garbage, or any other service shall be the responsibility of Lessee.
3. Lessee shall acquire liability insurance and file a copy with the Rental Agreement.
4. Any failure by Lessee to pay rent or other charges promptly when due, or comply with any other terms or conditions hereof, shall at the opinion of the Lessor, and after lawful notice given, forthwith terminate this tenancy.
5. Lessee shall keep and maintain the premises in a clean and sanitary condition at all times, and upon the termination of the tenancy shall surrender the premises to the Lessor in good condition and when received ordinary wear and damage by the elements expected.
6. Except as to any condition which makes the premises untenable, Lessee hereby waives all rights to make repairs at the expense of Lessor as provided in Section 1924 if the Civil Code of the State of California, and all rights provided in Section 1941 of said Civil Code.
7. This agreement and the tenancy hereby granted may be terminated at any time by either party hereto by giving to the other party not less than thirty days prior notice in writing.

**IN WITNESS WHEREOF** the parties hereto have executed this agreement in duplicate on the day and year first above written.

Edith Laurin  
Lessor – Executive Director

Kerba Johnson  
Lessee

Phone: Business 661 745-4315 Home \_\_\_\_\_ Cell \_\_\_\_\_

Address: 915 N. 10th St., #34, Taft, CA 93268

Phone: Business \_\_\_\_\_ Home \_\_\_\_\_ Cell \_\_\_\_\_

Address: \_\_\_\_\_

**A SECURITY DEPOSIT OF ONE MONTHS RENT SHALL BE REQUIRED IN THE AMOUNT OF \$1,200.00**

**Waived** KEYS ISSUED: Suite 1 Mail 1 Front Gate 1 Side Gate 1 Back Gate   

\*City of Taft Refuse Charge \$42.66

**Date:** August 25, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

---

**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with Schools Legal Service (SLS) for Legal Services

**Background:**

Under Education Code section 35041.5 the District is authorized to appoint legal counsel. SLS provides legal series to California public education agencies who are members of SLS and to others under contractual arrangements. The District appoints SLS to act when requested as its legal counsel and to provide advice, representation, and counsel concerning educational legal issues and related matters including but not limited to school business and contract issues and related matters.

**Terms (if applicable):**


The terms shall automatically roll over so that the Agreement continues in effect for successive one-year terms, subject to termination by the District on 30 days' written notice.

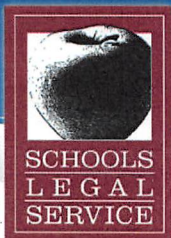
**Expense (if applicable):**

\$228.00/hour

**Fiscal Impact Including Source of Funds (if applicable):**

District Funded services as allowed in the 2016-17 budget.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



## AGREEMENT FOR LEGAL SERVICES

This Agreement for Legal Services ("Agreement") is entered into effective August 23, 2016 between Schools Legal Service ("SLS") and West Kern Community College District ("District").

### RECITALS

- A. SLS is a joint powers entity organized pursuant to Government Code section 6500 under a joint powers agreement among member entities ("JPA") and administered by the Kern County Superintendent of Schools. SLS provides legal services to California public education agencies who are members of SLS, and to other public education agencies, including District, under a contractual arrangement.
- B. SLS employs attorneys who have demonstrated expertise in the field of school law.
- C. District is authorized to appoint legal counsel under Education Code section 35041.5 and District wishes to retain SLS for legal services as described in this Agreement. SLS is willing to provide the services under the terms of this Agreement.

### TERMS

Based on the Recitals and in consideration of the mutual promises contained in this Agreement, SLS and District agree as follows:

- Scope of Legal Services.** District appoints SLS to act as its legal counsel and to provide advice, representation and counsel concerning educational legal issues and related matters, including but not limited to school business and contract issues and related matters.
- Term of Agreement.** The term of the Agreement shall automatically roll over so that the Agreement continues in effect for successive one-year terms, subject to termination by District on 30 days' written notice. If District terminates this Agreement, it shall pay SLS in full for

such fees and costs accrued up to the time of termination. SLS and District each agree to sign any documents necessary to complete SLS's discharge or withdrawal.

3. **Compensation of SLS.** District shall pay SLS for services rendered at the following initial rate: \$228 per hour for attorneys. SLS shall charge for all time expended in connection with District's legal matters including, but not limited to, research, preparation for and/or attendance at meetings, hearings, arbitrations, mediations and trials, travel time, communication with District and others as necessary, and telephone conferences. Time will be charged in minimum units of 0.10 hours (6 minutes) for any task.

If the Board of Directors of Schools Legal Service increases the fees for legal services, SLS reserves the right to raise its fees under this Agreement for a subsequent term; provided, however, that if District does not consent to the fee increase, District shall have the option of terminating the Agreement on that basis if written notice of termination is provided to SLS within 30 days of the date District is notified in writing of a fee increase.

4. **Costs and Other Charges.** District shall reimburse SLS for all out-of-pocket expenses incurred in performing services under this Agreement including, but not limited to, fees of witnesses and government agencies, all legal and/or litigation expenses, deposition/court reporter fees, filing fees, arbitration fees, investigation expenses, document production, charges of non-attorney experts and consultants whether or not utilized as witnesses, costs of obtaining and presenting evidence, necessary travel (including air fair, lodging, meals, ground transportation and parking), express postage, computer research charges and similar items. With District's prior consent, SLS may select and hire investigators, consultants, and experts to assist in the representation of District.

If SLS requests, District agrees to pay for any costs and charges described in this section by paying third parties directly.

5. **Billing.** SLS shall provide detailed billing statements for costs, charges and legal services performed. The statements shall indicate the services rendered, the staff providing the services, the amount of time expended, the rate and basis for calculation of fees, dates of services, and itemizing any costs incurred. Billing statements shall be provided on at least a quarterly basis. District agrees to pay all fees and costs owing within 30 days of receipt of a billing statement.

6. **District's Duties.** District shall be truthful with SLS, cooperate with SLS, keep SLS informed of all developments relating to SLS's representation of District, and pay SLS all amounts owing under this Agreement in a timely manner.

7. **Written Agreement Required by Law.** This document is the written fee agreement between attorneys and clients required by California Business and Professions Code section 6148.

8. **SLS Independent Contractor.** The parties agree that in providing the services described under this Agreement, SLS is an independent contractor and not an employee of District.

9. **Notice Regarding Insurance.** SLS carries errors and omissions insurance applicable to the services rendered under this Agreement.

10. **Disclaimer of Guarantee.** District acknowledges that SLS has made no promises or guarantees to District about the outcome of SLS's representation of District, and nothing in this Agreement shall be construed as such a promise or guarantee.

DATED: August 23, 2016

SCHOOLS LEGAL SERVICE



By: \_\_\_\_\_  
GRANT HERNDON, General Counsel

DATED: August \_\_\_\_, 2016

WEST KERN COMMUNITY COLLEGE DISTRICT

By: \_\_\_\_\_  
DR. DEBRA S. DANIELS

Title: \_\_\_\_\_  
SUPERINTENDENT/PRESIDENT



**Date:** August 24, 2016  
**Submitted by:** Primavera Arvizu, Interim VP of Student Services *PA.*  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Ratification

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with SARS Software Products, Inc. for Annual Renewal of Support License 2016-2017

**Background:**

Taft College utilizes SARS as the main scheduling tool for student scheduling and data needs within Student Services. Taft College would like to renew the annual SARS Support License for SARS GRID Anywhere and SARS Messages (E-mail only).

**Terms (if applicable):**

The terms and conditions of the Software License Agreement between SARS Software Products and Taft College last dated August 15, 2008, shall apply to SARS annual renewal effective 8/20/2016 - 8/19/2017.

**Expense (if applicable):**

The annual renewal cost for SARS GRID Anywhere and SARS Messages is \$3,800.00

**Fiscal Impact Including Source of Funds (if applicable):**

Categorical funds will be used to support the cost of the renewal, and have been included in the 2016-2017 budget.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

# SARS Software Products, Inc.

2175 Francisco Blvd. E., Suite A-3  
San Rafael, California 94901  
Office: (415) 226-0040  
Fax: (415) 226-0038

Bill To

Taft College  
29 Emmons Park Drive  
Taft, California 93268

# INVOICE

Customer Purchase Order Number

Invoice Number

Invoice Date

	16179	8/1/2016
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Quantity	Description	Unit Price	Extended Price
1	Annual Renewal of SARS Anywhere Support License Term: 8/20/2016 - 8/19/2017	3,000.00	3,000.00
1	Annual Renewal of SARS Messages Support License Type: E-mail Only Term: 8/20/2016 - 8/19/2017	800.00	800.00
[Note: All software updates provided by the internet.]			

Sales Tax (7.5%)

\$0.00

**Balance Due**

**\$3,800.00**

**Date:** September 2, 2016  
**Submitted by:** Adrian Agundez, Director Information Services  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Ratification

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Smart Clients for Virtualized Computing and Server – Firefly Computers  
Quote #625914 for 110 thin clients and monitors and #625724 for 1 Server Array System

**Background:**

Taft College classroom equipment replacement plan provides funding for replacement of aged computers, printers, network, and audio-visual systems. This year's funding provides for the replacement of computers for three classrooms. Taft College has been successful with using thin client virtual computing for this purpose.

**Terms (if applicable):**

None

**Expense (if applicable):**

Total cost of equipment and server is \$54,941.25. This includes the tax that will be applied to the quote amount.

**Fiscal Impact Including Source of Funds (if applicable):**

This purchase was funded by instructional equipment funds.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President



We outgrew our building!  
 Our new address is:  
 1271 Red Fox Road  
 Saint Paul, MN 55112  
 www.fireflycomputers.com

**Quotation**

Quote# 625914  
 Expires: 08/12/2016

**Terms**

Net 30 Days

**Customer**

**Taft College**  
 Adrian Agundez  
 Phone: (661) 763-7846  
 Email: Agundez@taftcollege.edu

**Account Manager**

**Steve Dimitroff**  
 Phone: (866) 950-8868 ext.104  
 Fax: 612-392-2155  
 Email: steve@fireflycomputers.com

**Product Details**

	Quantity	Unit Price	Extended Price
ViewSonic SC-T35 Smart Client for Virtualized Computing	110	\$199.00	\$21,890.00
FireFly Advantage Pack - 1 Year -Unlimited technical support with FireFly Computers Engineers -Access to all FireFly Computers virtualization software and guides -Advance Hardware Replacement for Zero Client replacements	110	\$10.00	\$1,100.00
20" LED Monitor, Zero Client Device Mountable ViewSonic VA2055SA	110	\$89.00	\$9,790.00
Logitech USB Keyboard and Mouse Combo	110	\$17.00	\$1,870.00
		<b>Sub Total</b>	<b>\$34,650.00</b>
		Tax	\$0.00
		Shipping	\$0.00
		<b>Grand Total</b>	<b>\$34,650.00</b>

Please fax purchase orders to 612-392-2155 or email to orders@fireflycomputers.com

**Special Offers / Notes**

- Freight is Included

**Additional Items You Might Also Be Interested In**

ViewSonic 22in. Monitor - \$129/each    On-Site Installation - \$40-\$70/each seat    AVer U50 USB Doc Cam - \$160/each    ViewSonic 3D Ready Projector - \$599/each    Microsoft Wireless KB/Mouse - \$30/each

\*Please note: prices in this section are general list prices for quantity one. Please contact your dedicated FireFly Account Manager for quantity discounts and the most current pricing.

Notice: This quote is confidential and is to be viewed solely by individuals within the organization to whom it is addressed. Unauthorized distribution or disclosure of the contents of this quote is strictly prohibited. If you are not from the organization addressed, please notify us immediately so we can prepare a quote specific to your organization. Prices and availability may change without notice prior to the quote expiration date.



We outgrew our building!  
 Our new address is:  
 1271 Red Fox Road  
 Saint Paul, MN 55112  
 www.fireflycomputers.com

**Quotation**

Quote# 625724  
 Expires: 07/31/2016

**Terms**

Net 30 Days

**Customer**

**Taft College**  
 Adrian Agundez  
 Phone: (661) 763-7846  
 Email: Agundez@taftcollege.edu

**Account Manager**

**Steve Dimitroff**  
 Phone: (866) 950-8868 ext.104  
 Fax: 612-392-2155  
 Email: steve@fireflycomputers.com

**Product Details**

	Quantity	Unit Price	Extended Price
<b>FireFly High Density Server Array - 2U Enclosure</b> 2U Rack Mounted Chassis w/Rails for 4-post Rack 1600W 80 PLUS Titanium Redundant Power Supply USB Keyboard, Mouse, and Headset	1	\$4,495.00	\$4,495.00
<b>FireFly High Density Server Array - Server Node</b> Dual Intel® Xeon® E5-2630 V3 2.4GHz 8-Core Processors, HT 64GB DDR4 2133MHz ECC Memory 1TB High-Endurance SSD GeForce GT730 2GB Graphics Card Dual-Port Gigabit Ethernet NIC IPMI 2.0 Remote Management 3 Year On-Site Warranty FireFly Computers Preconfigured	4	\$3,295.00	\$13,180.00
<b>Sub Total</b>			<b>\$17,675.00</b>
Tax			\$0.00
Shipping			\$0.00
<b>Grand Total</b>			<b>\$17,675.00</b>

Please fax purchase orders to 612-392-2155 or email to orders@fireflycomputers.com

**Special Offers / Notes**

- Freight is Included

**Additional Items You Might Also Be Interested In**

ViewSonic 22in. Monitor - \$129/each	On-Site Installation - \$40-\$70/each seat	AVer U50 USB Doc Cam - \$160/each	ViewSonic 3D Ready Projector - \$599/each	Microsoft Wireless KB/Mouse - \$30/each
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\*Please note: prices in this section are general list prices for quantity one. Please contact your dedicated FireFly Account Manager for quantity discounts and the most current pricing.

Notice: This quote is confidential and is to be viewed solely by individuals within the organization to whom it is addressed. Unauthorized distribution or disclosure of the contents of this quote is strictly prohibited. If you are not from the organization addressed, please notify us immediately so we can prepare a quote specific to your organization. Prices and availability may change without notice prior to the quote expiration date.

**Date:** August 31, 2016  
**Submitted by:** Adrian Agundez, Director Information Services  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Insight Systems Exchange, Proposal PRP-44741-K4Q2 3 Party Warranty Support for Cisco 4507R

**Background:**

In 2005, with support of Measure A funds, the college purchased a Cisco Network Core Router as the backbone of the college's fiber network. This unit has a 10 year life and under warranty. This summer Cisco has dropped this unit from the warranty package. Insight Systems Exchange provides 3<sup>rd</sup> party warranties to keep coverage on the core router until ITS can find and fund a replacement unit.

**Terms (if applicable):**

2 year coverage on Cisco 4507R Core Router. Date of warranty 9/14/16 to 9/13/18

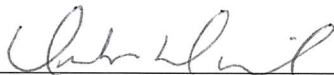
**Expense (if applicable):**

Cost of the 2 year warranty is \$2,700.00

**Fiscal Impact Including Source of Funds (if applicable):**

This cost is included in the ITS budget.

**Approved:** \_\_\_\_\_

  
Dr. Debra Daniels, Superintendent/President

Account Name	Proposal Number	Date
Taft College (TAF01)	PRP-44741-K4Q2	8/8/2016

**Rep Contact Info:**

Vern Harris  
Account Executive, Higher Education  
- ISE  
Insight Systems Exchange  
7012 Belgrave Ave  
Garden Grove, CA 92841  
Phone:(714) 622-3182  
Fax:  
[vharris@insightinvestments.com](mailto:vharris@insightinvestments.com)

**Bill To:**

Attn: Adrian Agundez  
Taft College  
29 Cougar Court  
Taft, CA 93268  
Phone: (661) 763-7737  
  
[agundez@taftcollege.edu](mailto:agundez@taftcollege.edu)

**Remit To:**

Insight Investments, LLC  
Accounts Receivable  
611 Anton Blvd, Ste 700  
Costa Mesa, CA 92626

Qty	Mfr	Description	Limited Warranty	Unit Price	Ext Price
1	Cisco	For the configuration below, 8x5 NBD support W/ NBD parts 2 Years Chassis Type : WS-C4507R  Power consumed by backplane : 40 Watts  Mod Ports Card Type Model Serial No. -----+----- +-----+----- 1 2 Supervisor IV 1000BaseX (GBIC) WS-X4515 JAE0941N69U 2 2 Supervisor IV 1000BaseX (GBIC) WS-X4515 JAE0944P7Z3 3 48 1000BaseX SFP WS-X4448-GB-SFP JAB101100J0 6 48 10/100BaseTX (RJ45)V, Cisco/IEEE WS-X4248-RJ45V JAE1010XHV8 7 48 10/100BaseTX (RJ45)V, Cisco/IEEE WS-X4248-RJ45V JAE1009WRBJ  M MAC addresses Hw Fw Sw Status -----+----- +-----+----- 1 0017.0e3c.0f00 to 0017.0e3c.0f01 5.0 12.2(20r)EW1 12.2(25)EWA5 Ok 2 0017.0e3c.0f02 to 0017.0e3c.0f03 5.0 12.2(20r)EW1 12.2(25)EWA5, Ok 3 0012.7f89.4820 to 0012.7f89.484f 1.1 Ok 6 0017.0eef.e3f0 to 0017.0eef.e41f 3.1 Ok 7 0017.0e56.de00 to 0017.0e56.de2f 3.1 Ok  Mod Redundancy role Redundancy mode Redundancy status -----+----- +-----+----- 1 Active Supervisor SSO Active 2 Standby Supervisor SSO Standby hot	Included	\$2,700.00	\$2,700.00

Limited Warranty Period(s): As specified above.

Freight ID: 151515  
Subtotal: \$2,700.00

**Delivery Terms:** 2 weeks after acceptance of order by ISE

Shipping: \_\_\_\_\_ \$0.00

**Freight Terms:** FCA Origin

Estimated Tax: \_\_\_\_\_ Per State

**Proposal Expiration Date:** While Quantities Last

**Total Purchase:** \_\_\_\_\_ \$2,700.00

**Payment Terms:** Net 30

The price shown includes a 3% discount for payments made by cash, check or wire transfer.  
If payment is made by credit card, the 3% cash discount will not be available.

**Additional Comments:**

**Agreed to and Accepted by:**

**Signature:** \_\_\_\_\_

Ship To:

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**PO#:** \_\_\_\_\_

The Sales terms and Limited Warranty terms governing this Proposal can be found at:

[ISE Sales Agreement Terms and Conditions](#)

[ISE Advance Replacement Warranty](#)

**Insight Systems Exchange:** 7012 Belgrave Ave. Garden Grove, CA 92841- US



# BOARD AGENDA ITEM

**Date:** August 11, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Approval

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with Guest Speaker, Lu Chi Fa (Gordon), to Speak and Sign his Autobiography, *Double Luck: Memoirs of a Chinese Orphan*

**Background:**

Lu Chi Fa is the author of *Double Luck: Memoirs of a Chinese Orphan*, which is read by my students in Intermediate Reading 905. He has been speaking to Taft College students, faculty, staff, and community members for ten years. He will speak on October 10, 2016.

**Terms (if applicable):**

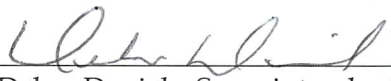
October 10, 2016.

**Expense (if applicable):**

\$600.00

**Fiscal Impact Including Source of Funds (if applicable):**

This expense will be paid from English Language Arts Division.

**Approved:**   
Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT  
CONTRACT FOR PROFESSIONAL SERVICES**

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT ("District") and Lu Chi Fa (Gordon) ("Independent Contractor"). The agreement is effective October 10, 2016

**Recitals**

1. District desires to obtain the services of an education consultant especially trained and experienced in rendering the following services:

Presentation on life story and book signing.

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(and as may be more particularly described in paragraph 3 of terms below).

2. Independent Contractor is an Independent Contractor especially trained and experienced in providing the services described in recital #1 above.

3. The parties have agreed that the Independent Contractor will provide the personal professional services of Lu Chi Fa (Gordon) (name) as specified in this Agreement as an Independent Contractor, as available, and not as an employee of the District.

**Terms**

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.

2. **Length of Agreement.** Independent Contractor shall provide the services

October 10, 2016 through October 10, 2016 All work shall be performed at the following location:

Taft, CA

3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:

Presentation on life and book signing.

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4. **Service Days.** Independent Contractor shall render services on days which the District's Offices are open for business. Services shall be rendered for up to N/A days.

5. **Compensation.** Independent Contractor shall be paid the sum of \$600.

6. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor. The Independent Contractor agrees to pay all Social Security and other income taxes which may accrue by reason of this Agreement, and to indemnify, defend, and hold the

District, its officers, agents, and employees harmless from all claims, penalties, damages, liabilities, costs, and expenses including attorney fees, related to Independent Contractor's failure to pay these and similar obligations. Further, since Independent Contractor is acting solely in an Independent Contractor capacity, the Independent Contractor and its staff will not be entitled to and shall not by reason of this Independent Contractor arrangement receive any employee benefits from the District.

7. **Monthly Service Report.** Upon request, Independent Contractor shall submit a monthly service report in writing to the District which shall include a diary showing days and service rendered.

8. **Travel Expenses/Mileage Reimbursement.** The District shall reimburse Independent Contractor for travel expenses/mileage to a maximum of     \$0     for the entire term at the established rate paid to District employees.

9. **Standards of Ethical Conduct and Confidentiality.** Standards of ethical conduct and confidentiality shall be maintained, and Independent Contractor will not engage in inappropriate contacts or professional conflicts of interest.

10. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with 30 days' prior written notice of such termination.

Executed at     Taft     California, on the dates shown below.

Date of WKCCD Board Approval:

\_\_\_\_\_

West Kern Community College District:

Independent Contractor:

By:

\_\_\_\_\_  
(Signature)

**Deb Daniels**

\_\_\_\_\_  
(Printed Name)

**Superintendent/President**

\_\_\_\_\_  
(Title)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Address)

\_\_\_\_\_  
(Social Security # or TIN #)

**Date:** September 1, 2016  
**Submitted by:** Mark Williams, VP of Instruction  
**Area Administrator:** Dr. Debra Daniels, Superintendent/President  
**Subject:** Request for Ratification

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**Board Meeting Date:** September 14, 2016

**Title of Board Item:**

Agreement with the Yosemite Community College District, Child Development Training Consortium (YCCD/CDTC)

**Background:**

This agreement is the continuum of the 2015-16 Agreement. Becky Roth will continue to serve as a Coordinator for Taft College in the Child Development Training Consortium for 2016/17. The Coordinator will submit all necessary reports and act as a liaison between CDTC and the California Department of Education/Early Education and Support Division and carry out the mission of the consortium.

**Terms (if applicable):**

September 1, 2016 - June 30, 2017

**Expense (if applicable):**

None for Taft College; CDTC will pay Becky an amount not to exceed \$7500.00

**Fiscal Impact Including Source of Funds (if applicable):**

None.

**Approved:**   
\_\_\_\_\_  
Dr. Debra Daniels, Superintendent/President

**CHILD DEVELOPMENT TRAINING CONSORTIUM  
2016-2017 INSTRUCTIONAL AGREEMENT  
AGREEMENT NUMBER 16-17 - 2468**

This Agreement is made and entered into this 1<sup>st</sup> day of September, 2016, by and between the Yosemite Community College District, Child Development Training Consortium, hereafter called the **YCCD/CDTC**, **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 one (1) mandatory YCCD/CDTC sponsored meeting and one (1) mandatory YCCD/CDTC webinar; 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, 2016, and June 30, 2017. 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 QRIS/IMPACT and/or AB212 programs.

The Advisory Committee will meet one time annually.

2. The meeting must be properly documented with agenda and minutes, which must be submitted with the Year End Program and Final Expenditure Narrative.
- H. The CONTRACTOR will provide student grade documentation, demonstrating a grade of "C" or better, to YCCD/CDTC upon request for audit purposes.
  - I. 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 – 2016-2017 Required Reports and Time Lines*. All reports should be submitted to the Child Development Training Consortium, PO Box 3603, Modesto, CA 95352.
  - J. 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.
  - K. The CONTRACTOR will ensure collaboration (if applicable) with CEC Mentor Coordinator. 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, 2016, to and including June 30, 2017. Enrolled units must be completed between July 1, 2016, and June 30, 2017. All allowable expenditures must be encumbered and/or the services rendered prior to June 30, 2017.

## **III. BUDGET AND ALLOWABLE EXPENSES**

- A. By October 14, 2016, a 2016-2017 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, 2017. 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 2016-2017 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 online final expenditure report is due no later than June 30, 2017.

#### **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:	<b>Teresa Scott</b>
Title of Person Signing:	<b>Executive Vice Chancellor/Fiscal Services, YCCD</b>
Date:	

**Attachments for reference:** Appendix A - Child Development Permit Matrix  
Appendix B – 2016-2017 Required Reports and Time Lines

Return **two Instructional Agreements with original signatures to:**  
Child Development Training Consortium  
PO Box 3603, Modesto, CA 95352  
For questions, call (209) 572-6080

<b>For CDTC Use Only:</b> Date Rcvd: _____ To D.O. _____ From D.O.: _____ To CONTRACTOR: _____
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**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021399	08/03/2016	A00269611A-C Electric Company	I0045114	BM1031-1	42350	000	5633	71004	37,517.00
78021400	08/03/2016	A00200043American Express	I0045115	11003062	12563	202	6310	00000	2,181.47
78021401	08/03/2016	A00200053Apple Computer Inc.	I0045085	43928342	12060	113	6415	67801	647.85
			I0045088	43929575	11000	209	6415	49999	885.68
78021402	08/03/2016	A00200063Austin's Pest Control, Inc.	I0045063	JUN.	39000	314	5860	64991	100.00
			I0045064	JUN '16	11000	431	5860	65100	575.00
			I0045110	JUL 16	39000	314	5860	64991	100.00
78021403	08/03/2016	A00200069Bakersfield Californian	I0045070	063016	11000	411	5970	67300	2,109.92
78021404	08/03/2016	A00200076Bandy, Ingrun K.	I0045170	060516	11000	352	5710	69610	160.00
			I0045172	061116	11000	352	5710	69610	240.00
78021405	08/03/2016	Cancelled Check							
78021406	08/03/2016	A00200096Board of Governors, CCC	I0045093	16-068	11000	113	5641	67801	3,900.00
78021407	08/03/2016	A00200111Bogle, Darcy S.	I0045150	062316	11000	356	5970	68100	750.00
			I0045152	071316	11508	301	4310	64500	250.00
78021408	08/03/2016	A00200107Bright House Networks	I0045117	071316	31000	423	5840	69100	152.96
78021409	08/03/2016	A00201143Brown, Elizabeth J.	I0045174	061616	12000	340	5710	64951	115.60
78021410	08/03/2016	A00200116Burt Electric & Communicatio	I0045062	TC039766	12565	223	6414	09565	6,224.00
78021411	08/03/2016	A00200161CDW-G	I0045076	DRK1743	12060	113	6415	67801	214.94
					11000	202	6415	60100	255.73
					11000	113	6415	67801	23.61
			I0045107	DRM0288	12060	113	6415	67801	5,056.96
					11000	202	6415	60100	0.01
					11000	113	6415	67801	157.78
			I0045125	DJJ8307	11000	306	6415	49306	883.63

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					11000	306	6415	49306	9.78	
78021412	08/03/2016	A00202280	Chaidez, Joell C.	I0045175	062116	11000	306	5710	49306	759.08
78021413	08/03/2016	A00200175	Chevron Valley Credit Union,	I0045123	60650608	31000	423	4110	69100	218.84
						31000	423	5910	69100	0.22
78021414	08/03/2016	A00200181	City of Taft	I0045147	080116	11000	431	5850	65500	35.82
						11000	431	5850	65700	1,755.41
78021415	08/03/2016	A00200181	City of Taft	I0045148	08/01/16	11000	431	5850	65500	65.23
						11000	431	5850	65700	3,196.42
78021416	08/03/2016	A00280779	Combat Plumbing & Rooter LLC	I0045097	1694	33428	310	5632	69200	345.00
						33428	310	4310	69200	260.00
78021417	08/03/2016	A00010784	Cordova, Anthony L.	I0045157	05/12/16	12560	223	5710	60103	39.10
				I0045158	060616	12566	223	5710	60103	868.84
				I0045159	052016	12566	223	5710	60103	478.05
78021418	08/03/2016	A00284437	Council for Opportunity in E	I0045068	48703302	12000	340	4311	64951	3,250.00
78021419	08/03/2016	A00278967	Courtyard by Marriott	I0045106	96327361	11000	313	5710	63300	254.52
78021420	08/03/2016	A00284611	Dahlstrom & Company	I0045119	49812	31000	423	4110	69100	64.00
						31000	423	5940	69100	6.40
78021421	08/03/2016	A00200222	Daily Midway Driller	I0045079	060616	11000	110	4211	66003	29.15
78021422	08/03/2016	A00201586	Dodson, John	I0045151	070716	39000	314	5710	64991	309.58
78021423	08/03/2016	A00283101	Dumont Printing, Inc.	I0045105	87058	11000	202	4310	60100	13.08
						12564	223	4318	09565	26.16
						11000	210	4310	21056	13.08
						12000	311	4310	64200	32.70
						39000	314	4310	64991	85.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					39000	312	4310	64991	65.36		
78021424	08/03/2016	A00200761	Eigenauer, John D.	I0045160	052816	11000	208	5710	49999	1,903.77	
78021425	08/03/2016	A00200298	Elsevier Health Science	I0045120	98238DA4	31000	423	4110	69100	3,818.36	
					31000	423	5940	69100	59.17		
78021426	08/03/2016	A00067985	Farnsworth, Lisa M.	I0045116	JUN 16	12460	206	5641	12042	156.00	
					12460	206	5710	12042	4.05		
78021427	08/03/2016	A00200308	Federal Express Corporation	I0045065	5-437-49	11000	202	5950	60103	25.40	
					11000	302	5940	64500	18.92		
78021428	08/03/2016	A00283005	Ford Signs	I0045096	24366	12000	311	4310	64200	64.25	
					12000	311	4310	64200	5.50		
78021429	08/03/2016	A00265008	Foundation for Critical Thin	I0045144	56230	31000	423	4110	69100	125.00	
					31000	423	5940	69100	22.32		
78021430	08/03/2016	A00200627	Gonzalez, Lourdes	I0045069	062416	12484	303	5710	64300	163.17	
					I0045162	060616	12000	303	5710	64300	153.84
78021431	08/03/2016	A00200375	Graham, Sandra L.	I0045167	050116	11000	358	5710	62100	366.26	
78021432	08/03/2016	A00257900	Hall, Daniel N.	I0045163	061416	11000	202	5710	60200	1,328.15	
					I0045173	060816	11000	202	5710	60200	200.00
78021433	08/03/2016	A00201549	Harper Collins Publishers	I0045118	45201017	31000	423	4110	69100	186.89	
					31000	423	5940	69100	18.02		
78021434	08/03/2016	A00241620	Haskell, Morgan E.	I0045171	062416	12484	303	5710	64300	13.16	
78021435	08/03/2016	A00200655	Henry Schein, Inc.	I0045098	30766249	11000	205	4311	12042	51.49	
					I0045101	31406314	11000	205	4310	12042	72.72
78021436	08/03/2016	A00280910	Independent Living Center of	I0045109	2218	12000	311	5641	64200	3,413.76	
78021437	08/03/2016	A00200680	J & L Locksmithing	I0045074	015079	11000	301	5632	64500	111.69	

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021438	08/03/2016	A00200656	Jacobi, Victoria J.	I0045164	070616	11972	202	5710	60300	1,252.23
78021439	08/03/2016	A00200693	John Wiley & Sons, Inc.	I0045131	1971847	31000	423	4110	69100	4,387.00
						31000	423	5940	69100	30.97
78021440	08/03/2016	A00008647	Johnson, Kathleen L.	I0045104	070516	12603	125	4311	68900	629.28
						12603	125	4211	68900	58.18
						12603	125	4326	68900	51.50
						12603	125	4310	68900	241.17
78021441	08/03/2016	A00200708	Kendall/Hunt Publishing Co.	I0045145	11439835	31000	423	4110	69100	640.00
						31000	423	5940	69100	35.86
78021442	08/03/2016	A00200715	Kern Electric Distributors	I0045113	548121	11000	431	4310	65100	252.84
78021443	08/03/2016	A00271523	Logical Operations, Inc.	I0045121	2163506	31000	423	4110	69100	1,055.91
						31000	423	5940	69100	39.14
78021444	08/03/2016	A00205648	Macaulay, Breanna L.	I0045165	062716	12563	202	5710	00000	950.87
78021445	08/03/2016	A00200752	Marcell, Jamia L.	I0045153	061616	39000	312	5710	64991	517.86
				I0045166	052416	39000	312	5710	64991	1,045.00
78021446	08/03/2016	A00227772	MBS Textbook Exchange, Inc.	I0045141	47-42239	31000	423	4110	69100	35.51
						31000	423	5940	69100	26.09
				I0045142	47-42359	31000	423	4110	69100	10,304.84
						31000	423	4115	69100	1,014.86
						31000	423	5940	69100	522.33
78021447	08/03/2016	A00200555	McGraw-Hill	I0045143	92726663	31000	423	4115	69100	5,880.25
						31000	423	4110	69100	5,985.00
						31000	423	5940	69100	188.98

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021448	08/03/2016	A00211081	Miller, Kent L.	I0045154	070516	12434	219	5710	17010	145.06
						12563	202	5710	00000	145.06
78021449	08/03/2016	A00234706	MNJ Technologies Direct, Inc	I0045137	00034652	12060	113	6415	67801	1,812.46
						12060	113	6415	67801	14.20
				I0045138	00034652	12060	113	6415	67801	8.00
						12060	113	6415	67801	0.17
				I0045139	00034572	11000	113	6415	67801	8.16
78021450	08/03/2016	A00255628	Modern Language Association	I0045140	5061027	31000	423	4110	69100	1,386.00
						31000	423	5940	69100	68.08
78021451	08/03/2016	A00227738	National Benefit Services, L	I0045086	534086	11000	411	5510	67300	130.00
				I0045087	542725	11000	411	5510	67300	130.00
				I0045099	551038	11000	411	5510	67300	94.00
78021452	08/03/2016	A00201124	New Monic Books	I0045146	31024	31000	423	4110	69100	310.80
78021453	08/03/2016	A00200498	Office Depot	I0045089	84469279	11000	301	4310	64500	315.60
				I0045122	84288747	31000	423	4321	69100	51.16
78021454	08/03/2016	A00201047	Oxford University Press	I0045134	98059948	31000	423	4115	69100	1,510.92
						31000	423	5940	69100	108.45
				I0045135	98095865	31000	423	4115	69100	16,866.04
						31000	423	5940	69100	322.45
78021455	08/03/2016	A00200508	P. G. & E.	I0045094	071416	11000	431	5830	65700	35,689.77
						39000	314	5830	64991	4,889.88
						33588	310	5830	69200	7,913.92
78021456	08/03/2016	A00200518	Pearson Education	I0045127	BK810675	31000	423	4110	69100	37,228.93
						31000	423	5940	69100	247.46



**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

			I0045128	BK806738	31000	423	4110	69100	14,330.15	
					31000	423	5940	69100	141.58	
			I0045133	BK810761	31000	423	4110	69100	2,738.40	
					31000	423	5940	69100	41.06	
78021457	08/03/2016	A00200536	Praxair Distribution, Inc.	I0045100	55346590	11000	205	5641	12042	429.36
78021458	08/03/2016	A00200541	Proforma	I0045084	0B710202	11508	301	4318	64500	1,265.00
78021459	08/03/2016	A00272268	Ramirez, Natalie E.	I0045169	050916	12000	304	5710	63200	50.00
78021460	08/03/2016	A00200985	Rangel-Escobedo, Juana R.	I0045161	062216	11000	313	5710	63300	145.56
78021461	08/03/2016	A00201159	Ray, Guadalupe	I0045168	050116	11000	358	5710	62100	295.00
78021462	08/03/2016	A00237391	Regents of the University of	I0045149	94193195	11000	313	5710	63300	60.00
78021463	08/03/2016	A00283239	Saint Andrew's Episcopal Chu	I0045083	031716	12603	125	5610	68900	1,250.00
78021464	08/03/2016	A00200486	Shell	I0045111	81753004	11000	432	4316	67703	40.38
78021465	08/03/2016	A00200390	Sonitrol of Bakersfield	I0045077	1286220-	35000	357	5880	69700	571.02
78021466	08/03/2016	A00200393	Sparkletts	I0045075	06-30-16	11000	113	4310	67801	83.86
78021467	08/03/2016	A00200393	Sparkletts	I0045126	06.30.16	11000	411	5641	67300	71.87
78021468	08/03/2016	A00200396	Spurr	I0045080	74832	35819	357	5820	69700	34.25
						33428	310	5820	65700	139.98
				I0045081	74832.	35827	357	5820	69700	113.25
				I0045082	.74832	11000	431	5820	65700	1,773.64
78021469	08/03/2016	A00201787	Standard Insurance Company	I0045073	JUN 16	11000	411	3410	67300	512.61
						11000	411	3420	67300	1,458.92
78021470	08/03/2016	A00275935	Supplyworks	I0045112	37190656	11000	431	4312	65300	73.30
78021471	08/03/2016	A00263777	SWACC	I0045095	189605	11000	401	5310	67702	19,234.00
						11000	401	5320	67702	59,840.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					11000	401	5390	67702	20,221.00	
78021472	08/03/2016	A00200417	Sysco Food Service of Ventur	I0045103	60615018	33429	310	4410	69200	5,837.86
78021473	08/03/2016	A00200419	T.C. Clearing Account	I0045067	060916	11000	353	7130	64600	8,355.00
78021474	08/03/2016	A00200419	T.C. Clearing Account	I0045078	071316	11000	353	7130	64600	6,187.00
78021475	08/03/2016	A00200423	Taft City School District	I0045102	17-003	11000	202	4312	60200	591.00
						11000	202	4316	60200	40.00
						11000	202	5632	60200	378.00
						11000	202	5850	60200	25.00
78021476	08/03/2016	A00200434	Teacher's College Press	I0045129	3823202	31000	423	4110	69100	229.92
						31000	423	5940	69100	20.14
				I0045132	3824452	31000	423	4110	69100	402.36
						31000	423	5940	69100	26.98
78021477	08/03/2016	A00249937	The Learning Underground, In	I0045091	INV-0000	12434	219	5510	17010	1,000.00
78021478	08/03/2016	A00200274	Townsend Press Book Center	I0045136	352444	31000	423	4110	69100	389.00
						31000	423	5940	69100	40.53
78021479	08/03/2016	A00200282	True Value Home Center	I0045066	351399	11000	431	4312	65500	52.44
						35827	357	4310	69700	277.82
						35819	357	4310	69700	18.25
						11000	431	4310	65100	1,384.34
78021480	08/03/2016	A00201575	Vohnout, Danielle E.	I0045176	070616	11000	202	5710	60100	732.32
78021481	08/03/2016	A00200356	West Side Recreation & Park	I0045092	79298	12434	219	5641	17010	125.00
78021482	08/03/2016	A00275443	WestAir Gases & Equipment In	I0045071	80089471	11000	431	5612	65100	40.46
						11000	431	5850	65100	10.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

			I0045108	10339089	12564	223	4311	09565	2,102.41	
78021483	08/03/2016	A00271503	Wolters Kluwer Health	I0045130	D0719143	31000	423	4110	69100	2,483.76
						31000	423	5940	69100	88.07
78021484	08/03/2016	A00202072	Woods, Deanne M.	I0045155	061416	11000	306	5710	49306	108.00
				I0045156	042816	11000	306	5710	49306	178.20
78021485	08/03/2016	A00278523	Worthy & James Publishing	I0045124	3479796	31000	423	4110	69100	572.50
78021486	08/04/2016	A00280048	Acosta, Lori M.	S0035123		11000		9526		460.00
78021487	08/04/2016	A00247031	Ayala, Elizabeth M.	S0035124		11000		9526		184.00
78021488	08/04/2016	A00283055	Calderon, Joanna	S0035125		11000		9526		184.00
78021489	08/04/2016	A00241445	Carrera, Lizeth	S0035126		11000		9526		414.00
78021490	08/04/2016	A00249902	Castaneda, Lance A.	S0035127		11000		9526		1,444.00
78021491	08/04/2016	A00265354	Cloud, Cassidy B.	S0035128		11000		9526		218.00
78021492	08/04/2016	A00279202	Espinoza Castro, Francisco J	S0035129		11000		9526		310.00
78021493	08/04/2016	A00276198	Fee, Asia N.	S0035130		11000		9526		1,000.00
78021494	08/04/2016	A00276481	Greppin, Lauren	S0035131		11000		9526		1,443.00
78021495	08/04/2016	A00279120	Hemingway, Mallori P.	S0035122		11000		9526		479.00
78021496	08/04/2016	A00247679	LaBarge, Samantha M.	S0035132		11000		9526		11,700.00
78021497	08/04/2016	A00267453	Lopez, Jazmin	S0035133		11000		9526		1,000.00
78021498	08/04/2016	A00281122	McCrary, Stephen J.	S0035134		11000		9526		46.00
78021499	08/04/2016	A00280878	McCrary, Lenora I.	S0035135		11000		9526		150.00
78021500	08/04/2016	A00283287	Minter-Shofner, Shania L.	S0035136		11000		9526		150.00
78021501	08/04/2016	A00274668	Monroy, Adam	S0035137		11000		9526		552.00
78021502	08/04/2016	A00267463	Osornia, Jhoana	S0035138		11000		9526		1,000.00
78021503	08/04/2016	A00267482	Parkinson, Tory N.	S0035139		11000		9526		1,000.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021504	08/04/2016	A00267735	Perez Campos, Aldahir	S0035140		11000		9526		5.00
78021505	08/04/2016	A00273626	Plantz, Jake W.	S0035141		11000		9526		230.00
78021506	08/04/2016	A00244391	Sandoval, Armando	S0035142		11000		9526		138.00
78021507	08/04/2016	A00274176	Ten Brink, Courtney R.	S0035143		11000		9526		322.00
78021508	08/04/2016	A00245566	Torres, Joanna M.	S0035144		11000		9526		722.00
78021509	08/04/2016	A00267483	Vega, Bailey D.	S0035145		11000		9526		1,000.00
78021510	08/04/2016	A00281019	Vest, Jade L.	S0035146		11000		9526		150.00
78021511	08/04/2016	A00273785	Wadkins, Brittany M.	S0035147		11000		9526		276.00
78021512	08/09/2016	A002000164	Imprint	I0045072	4677628	31000	423	4310	69100	916.38
				I0045205	4677628.	31000	423	5940	69100	22.43
78021513	08/09/2016	A00200017A	P.I. Plumbing	I0045228	3665	11000	431	4312	65500	171.68
						11000	431	4310	65100	58.05
						35819	357	4310	69700	217.05
						35819	357	5631	69700	840.00
78021514	08/09/2016	A00200034	Albertson's	I0045207	13680719	33429	310	4410	69200	383.50
				I0045208	136807/1	33429	310	4410	69200	501.59
78021515	08/09/2016	A00200043	American Express	I0045179	11003072	11000	203	6310	61200	3,005.32
						11000	203	4211	61200	189.00
						11000	203	4310	61200	51.37
						11000	203	6411	61200	923.77
78021516	08/09/2016	A00200043	American Express	I0045210	21007072	12432	218	5710	64952	232.20
						12432	218	5990	64952	232.20
						11000	101	4410	66004	75.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					11000	110	4410	66003	50.45		
78021517	08/09/2016	A00200043	American Express	I0045243	9100206/	39000	314	5710	64991	77.78	
					39000	312	4310	64991	300.00		
78021518	08/09/2016	A00200043	American Express	I0045244	9100206-	12000	340	5710	64951	256.00	
78021519	08/09/2016	A00269058	Aramark Uniform Services	I0045200	60104362	11000	431	5870	65100	236.50	
					11000	205	5870	12042	12.00		
					39000	314	5870	64991	18.00		
					I0045238	60105817	11000	431	5870	65100	254.49
					11000	205	5870	12042	12.00		
					39000	314	5870	64991	0.01		
78021520	08/09/2016	A00031249	Avina, Nicole E.	I0045209	061516	11000	202	5710	60200	1,123.50	
78021521	08/09/2016	A00284633	Bakersfield Plastic Inc.	I0045222	15-486	12434	219	6414	17010	1,378.39	
78021522	08/09/2016	A00200077	Bang, D.D.S., Robert	I0045181	110515-0	12460	206	5641	12042	11,553.00	
78021523	08/09/2016	A00075823	Binkley, Everett L.	I0045203	AUG &	39000	314	5610	64991	3,492.00	
78021524	08/09/2016	A00200107	Bright House Networks	I0045221	062816	12565	223	5645	09565	404.21	
78021525	08/09/2016	A00200107	Bright House Networks	I0045232	070116	35819	357	5890	69700	750.00	
					35814	357	5890	69700	863.21		
78021526	08/09/2016	A00200107	Bright House Networks	I0045233	073116	35827	357	5890	69700	988.74	
78021527	08/09/2016	A00200122	Calif. Dept. of Health Servi	I0045177	083116	11000	205	5641	12042	930.00	
78021528	08/09/2016	A00283035	CCLC	I0045215	8112	11000	111	5210	66002	2,000.00	
78021529	08/09/2016	A00200161	CDW-G	I0045206	DDM6531	12060	113	6415	67801	956.80	
					I0045218	DMR1604	11000	113	4318	67801	532.71
					11000	113	4318	67801	12.66		
78021530	08/09/2016	A00200167	Central Valley Conference	I0045224	102	11000	352	5750	69615	2,125.00	

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

			I0045225	1-2016	11000	352	5210	69610	7,000.00
78021531	08/09/2016	A00255627Compansol	I0045199	00083197	12000	340	5643	64951	1,590.00
78021532	08/09/2016	A00264649Convergint Technologies, LP	I0045217	W334068	11000	113	5632	67801	331.00
78021533	08/09/2016	A00280417Darnell, Daniel R.	I0045211	MAY 16	11000	101	5985	66003	319.82
78021534	08/09/2016	A00265229DK&M Property	I0045201	AUG &	39000	314	5610	64991	6,776.00
78021535	08/09/2016	A00237331Dumbrigue, Joanne V.	I0045198	072016	12551	353	4410	64600	59.83
78021536	08/09/2016	A00283101Dumont Printing, Inc.	I0045213	87038	11000	302	4310	63100	114.35
					11000	202	4310	60100	96.60
					12434	219	4310	17010	12.74
78021537	08/09/2016	A00253023Ellucian Company L.P.	I0045234	90195743	12000	304	5641	63200	2,103.75
					12000	304	5641	63200	93.50
78021538	08/09/2016	A00267699Greynolds, Julianne E.	I0045237	33257821	11000	000	9513	00000	736.50
78021539	08/09/2016	A00282649Hillcrest Sheet Metal	I0045183	PAY REQ	12050	000	5510	71002	3,189.25
78021540	08/09/2016	A00278494Holiday Inn Sacramento Capit	I0045214	65570543	11000	302	5710	63100	437.00
78021541	08/09/2016	A00200712Kern County Supt. of Schools	I0045239	602374	12461	206	4318	12042	163.21
			I0045240	602382	12461	206	4318	12042	94.21
78021542	08/09/2016	A00200730Launspach, DDS., Inc., Danie	I0045180	020216-0	12460	206	5641	12042	6,263.14
78021543	08/09/2016	A00201272Owens, Patricia A.	I0045226	051516	39000	308	4310	69990	19.76
			I0045241	062516	39000	308	4310	69990	30.08
78021544	08/09/2016	A00200508P. G. & E.	I0045188	072216	39000	314	5890	64991	38.77
78021545	08/09/2016	A00200508P. G. & E.	I0045189	07/22/16	39000	314	5890	64991	56.12
78021546	08/09/2016	A00200508P. G. & E.	I0045190	072116	39000	314	5890	64991	85.58
78021547	08/09/2016	A00200508P. G. & E.	I0045191	071916	39000	314	5890	64991	90.57

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021548	08/09/2016	A00200508P. G. & E.	I0045192	072016	39000	314	5890	64991	251.61
78021549	08/09/2016	A00200508P. G. & E.	I0045193	07/21/16	39000	314	5890	64991	122.89
78021550	08/09/2016	A00200508P. G. & E.	I0045194	07-22-16	39000	314	5890	64991	245.81
78021551	08/09/2016	A00200508P. G. & E.	I0045195	07.22.16	39000	314	5890	64991	206.40
78021552	08/09/2016	A00200508P. G. & E.	I0045196	72216	39000	314	5890	64991	98.09
78021553	08/09/2016	A00200508P. G. & E.	I0045197	080216	39000	314	5890	64991	377.81
78021554	08/09/2016	A00284671PS Kosher Food Works Inc.	I0045219	3873	12000	340	5940	64951	374.96
78021555	08/09/2016	A00270674Public Agency Law Group	I0045216	160309	11000	401	5430	67200	3,315.90
78021556	08/09/2016	A00200543Purdy, D.D.S., Daniel	I0045230	101415-0	12460	206	5641	12042	22,733.65
78021557	08/09/2016	A00231833Ray A. Morgan Company Inc.	I0045212	1296020	11000	207	5641	49999	19.69
			I0045227	1281131	12435	221	5641	19010	16.69
			I0045231	1263370	12435	221	5641	19010	122.08
				12435	221	5641	19010		32.53
78021558	08/09/2016	A00268572Stoyanow, Arielle K.	I0045236	33258766	11000	000	9513	00000	434.04
78021559	08/09/2016	A00252942TC Financial Aid Clearing Ac	I0045220	15/16	12000	353	7601	64600	14,677.31
78021560	08/09/2016	A00200282True Value Home Center	I0045229	353181	11000	431	4310	65100	554.21
					11000	431	4310	65100	127.11
					11000	431	4317	65500	34.95
					35819	357	4310	69700	48.33
					35827	357	4310	69700	278.75
			I0045242	351571	39000	314	4310	64991	395.82
78021561	08/09/2016	A00253173University of La Verne	I0045178	I15012TR	12434	219	2110	17010	28,925.18
					12434	219	5710	17010	24.28
					12434	219	4310	17010	3,493.96

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					12434	219	5910	17010	1,125.37	
78021562	08/09/2016	A00200338	Verizon Wireless	I0045223	97679020	11000	357	5840	69700	163.78
78021563	08/09/2016	A00271491	Watkins, Sherrie D.	I0045204	AUG &	39000	314	5610	64991	2,620.00
78021564	08/09/2016	A00200360	Westec	I0045182	22537	11450	204	5999	09567	1,700.00
78021565	08/09/2016	A00073955	White, Brian L.	I0045202	AUG &	39000	314	5610	64991	2,800.00
78021566	08/09/2016	A00261115	Williams, Mark P.	I0045184	081915	11000	202	5710	60100	986.55
				I0045185	072215	11000	202	5710	60100	707.86
						11000	202	4310	60100	81.02
				I0045186	082415	11000	202	5710	60100	533.20
				I0045187	052115	11000	202	5710	60100	392.35
				I0045235	002469	11000	000	9513	00000	6,808.57
78021567	08/16/2016	A00200846	ACT WorkKeys	I0045298	1151658	11000	306	4310	49306	289.00
78021568	08/16/2016	A00200034	Albertson's	I0045251	44680719	39000	314	4311	64991	175.92
78021569	08/16/2016	A00200043	American Express	I0045247	11004062	11000	306	5710	49306	325.00
						11000	306	4310	64991	999.75
78021570	08/16/2016	A00200043	American Express	I0045248	92002062	11000	352	5710	69610	820.19
78021571	08/16/2016	A00200043	American Express	I0045250	92000062	11000	113	5644	67801	143.05
78021572	08/16/2016	A00200043	American Express	I0045254	11004072	39000	314	4310	64991	840.83
						39000	314	5850	64991	100.87
						39000	314	4311	64991	27.45
						11000	306	4310	49306	3,407.50
78021573	08/16/2016	A00200043	American Express	I0045255	1100407/	39000	314	5990	64991	2,724.71
78021574	08/16/2016	A00200043	American Express	I0045265	91002072	12433	341	4310	64991	580.04
78021575	08/16/2016	A00200043	American Express	I0045266	9100207/	39000	314	4310	64991	500.00



**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021576	08/16/2016	A00282298	Arvizu, Primavera A.	I0045305	060816	12000	304	4310	63200	37.61
				I0045313	06/08/16	11000	202	5710	60200	89.42
78021577	08/16/2016	A00202445	AT&T Mobility	I0045245	071816	39000	314	5890	64991	212.59
78021578	08/16/2016	A00202445	AT&T Mobility	I0045249	062516	12461	206	5840	12042	458.06
78021579	08/16/2016	A00272600	Beard Family Trust	I0045270	AUG 16	12560	223	5610	09565	6,250.00
78021580	08/16/2016	A00259229	Blackboard Inc.	I0045253	1231933	11000	421	5990	67200	46.05
78021581	08/16/2016	A00200109	Brown & Reich Petroleum, Inc	I0045303	28769	39000	314	4316	64991	390.25
78021582	08/16/2016	A00200160	CDT, Inc.	I0045262	42656	39000	314	5990	64991	132.00
						11000	432	5990	64993	66.00
				I0045274	42462	11000	421	5990	67200	15.01
						39000	314	5990	64991	40.10
						12461	203	5990	12042	10.89
78021583	08/16/2016	A00200161	CDW-G	I0045312	DNF9531	11000	113	4318	67801	331.04
						11000	113	4318	67801	8.18
78021584	08/16/2016	A00200168	Central Valley Occupational	I0045264	71-346	11000	411	5990	67300	40.00
						11000	352	5980	69618	60.00
						33428	310	5980	69200	60.00
				I0045310	71-348	11000	411	5990	67300	115.00
						11000	202	5980	60100	60.00
						33000	310	5980	69200	120.00
						12435	221	5980	19010	60.00
						11000	302	5980	63100	60.00
				I0045311	71-347	11000	411	5990	67300	95.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					12434	219	5980	17010	60.00		
					12435	221	5980	19010	180.00		
78021585	08/16/2016	A00200181	City of Taft	I0045278	06.01.16	31000	423	5850	69100	85.34	
78021586	08/16/2016	A00200182	City of Taft Police Departme	I0045275	0616WKCC	33428	310	5990	69200	58.00	
					11000	202	5990	60100	58.00		
					12435	221	5990	19010	58.00		
					I0045287	0416WKCC	12563	202	5990	00000	29.00
					33428	310	5990	69200	29.00		
					11000	401	5990	67200	29.00		
					33428	310	5990	69200	29.00		
					11000	352	5990	69618	29.00		
78021587	08/16/2016	A00264649	Convergint Technologies, LP	I0045308	148623	11000	113	5632	67801	429.71	
					11000	113	5632	67801	3,547.00		
78021588	08/16/2016	A00280417	Darnell, Daniel R.	I0045306	MAY '16	11000	101	5985	66003	3,918.75	
78021589	08/16/2016	A00200238	Department of Justice	I0045276	173950	12435	221	5990	19010	128.00	
					11000	202	5990	60100	96.00		
					33428	310	5990	69200	32.00		
					12434	219	5990	17010	32.00		
					11000	302	5990	63100	96.00		
					I0045301	167818	33000	310	5990	69200	32.00
					11000	202	5990	60100	32.00		
					11000	352	5990	69618	49.00		
78021590	08/16/2016	A00284817	Design Wright Studios	I0045302	TC062316	12000	304	5990	63200	150.00	
78021591	08/16/2016	A00201171	Eastman, Stacy L.	I0045286	053116	11000	205	5710	12042	3,061.00	

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021592	08/16/2016	A00282401	Fred Pryor Seminars	I0045263	20109454	11000	411	5710	67300	149.00
78021593	08/16/2016	A00272252	GL Consulting Services, LLC	I0045257	4107	12563	202	5643	00000	5,985.87
78021594	08/16/2016	A00201333	Gonzalez, Gabriel	I0045291	061516	39000	314	4320	64991	72.00
78021595	08/16/2016	A00228603	Gutierrez, Victor M.	S0035148		11000		9526		2,888.00
78021596	08/16/2016	A00276687	JP Marketing	I0045283	12594	11000	302	5970	63100	949.54
78021597	08/16/2016	A00200712	Kern County Supt. of Schools	I0045252	JUN 16	12461	206	5641	12042	33,664.53
				I0045256	603306	12461	206	4318	12042	22.55
78021598	08/16/2016	A00201542	Klein, Shelley A.	I0045280	061316	11000	110	5710	66003	349.92
				I0045281	070516	11000	110	5710	66003	466.56
78021599	08/16/2016	A00200552	McCallum Group, Inc.	I0044788	16-086	11000	111	5510	66002	2,700.00
78021600	08/16/2016	A00252523	Oak Hall Cap and Gown	I0045277	843554	31000	423	4310	69100	110.40
						31000	423	5940	69100	15.95
78021601	08/16/2016	A00200498	Office Depot	I0045299	84106768	11000	306	4310	49306	123.52
				I0045300	84106767	11000	306	4310	49306	135.44
78021602	08/16/2016	A00200508	P. G. & E.	I0045260	071816	12560	223	5830	09565	422.65
78021603	08/16/2016	A00200508	P. G. & E.	I0045267	070116	31000	423	5820	69100	8.66
						31000	423	5830	69100	836.51
78021604	08/16/2016	A00200508	P. G. & E.	I0045296	08/02/16	39000	314	5890	64991	479.54
78021605	08/16/2016	A00200508	P. G. & E.	I0045304	22JUL16	39000	314	5890	64991	275.36
78021606	08/16/2016	A00284837	Photografx Worldwide, LLC	I0045279	7197	31000	423	4310	69100	2,500.00
						31000	423	5940	69100	18.57
78021607	08/16/2016	A00261201	Proforma Progressive Marketi	I0044079	0B710198	12551	353	4310	64600	4,545.53
						12551	353	4310	64600	64.58

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021608	08/16/2016	A00037161	Ramirez, Adeline	I0045272	072016	12603	125	5310	68900	94.91
78021609	08/16/2016	A00278586	ReadyRefresh	I0045259	063016	12460	206	5641	12042	49.57
78021610	08/16/2016	A00279523	Social Solutions	I0045258	BE-00201	12563	202	5643	00000	2,993.00
78021611	08/16/2016	A00200842	Southwest Signs & Promotions	I0045292	9218	31000	423	4310	69100	240.00
78021612	08/16/2016	A00200393	Sparkletts	I0045268	070816	31000	423	4321	69100	55.88
78021613	08/16/2016	A00200393	Sparkletts	I0045269	061016	31000	423	4321	69100	3.99
78021614	08/16/2016	A00200393	Sparkletts	I0045297	061616	11000	306	4310	49306	90.60
78021615	08/16/2016	A00200862	Taft College Bookstore	I0045282	2500	11000	411	4310	67300	53.74
78021616	08/16/2016	A00200862	Taft College Bookstore	I0045289	15/16	11000	000	5915	00000	9,186.00
						31000	423	5915	69100	59,738.00
						32000	422	5915	69400	3,701.00
78021617	08/16/2016	A00200862	Taft College Bookstore	I0045290	14/15	11000	000	5915	00000	4,465.00
						31000	423	5915	69100	62,990.00
						32000	422	5915	69400	3,824.00
78021618	08/16/2016	A00200282	True Value Home Center	I0045309	351735	11000	411	4310	67300	30.00
						11000	411	4310	67300	10.75
78021619	08/16/2016	A00200284	U.S. Foods	I0045246	4991941	33429	310	4410	69200	1,336.35
78021620	08/16/2016	A00209968	Vavrinek, Trine, Day & Co.,	I0045288	0126577-	11000	421	5420	67200	27,500.00
78021621	08/16/2016	A00200433	Vibul Tangpraphaphorn, M.D.	I0045273	051016	39000	314	5980	67300	95.00
78021622	08/16/2016	A00200355	West Kern Water District	I0045293	07/05/16	39000	314	5890	64991	24.65
				I0045294	07-05-16	39000	314	5890	64991	26.68
				I0045295	07.05.16	39000	314	5890	64991	9.56
78021623	08/16/2016	A00275443	WestAir Gases & Equipment In	I0045284	10317336	12564	223	4311	09565	281.59
				I0045285	80089472	12564	223	4311	09565	342.28

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021624	08/16/2016	A00283951	White, Marisol M.	I0045261	062316	11000	202	5990	60100	20.00
78021625	08/16/2016	A00261115	Williams, Mark P.	I0045271	051716	12566	223	5710	60103	372.68
78021626	08/16/2016	A00200378	WKCCD Custodian Revolving Ca	I0045307	042716-0	11000	101	5720	66003	46.55
						11000	411	5710	67300	200.00
						11000	411	5985	67300	740.09
						11000	411	5985	67300	122.32
						11000	411	5985	67300	319.21
						11000	411	5985	67300	883.12
						12434	219	5710	17010	978.30
						12563	202	5710	00000	978.30
						12000	340	5710	64951	611.20
						11000	110	5710	66003	326.67
						11000	411	5950	67300	1,155.00
78021627	08/17/2016	A00004578	Absher, Jessica	S0035149		11000		9526		138.00
78021628	08/17/2016	A00283080	Anderson, Matthew V.	S0035150		11000		9526		150.00
78021629	08/17/2016	A00275502	Anglin, Emily B.	S0035151		11000		9526		552.00
78021630	08/17/2016	A00273014	Arellano, Cynthia	S0035152		11000		9526		414.00
78021631	08/17/2016	A00284380	Bautista, Rosie M.	S0035153		11000		9526		368.00
78021632	08/17/2016	A00260945	Carranza, Nancy	S0035154		11000		9526		184.00
78021633	08/17/2016	A00267764	Castellon, Jimmy J.	S0035155		11000		9526		644.00
78021634	08/17/2016	A00271139	Castillejos, Nancy C.	S0035156		11000		9526		138.00
78021635	08/17/2016	A00224334	Cazares, Ashley	S0035157		11000		9526		138.00
78021636	08/17/2016	A00224268	Chairez, Yvonne L.	S0035158		11000		9526		644.00
78021637	08/17/2016	A00065540	Ciaramitaro, Michael C.	S0035159		11000		9526		322.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021638	08/17/2016	A00071684	Coleman, April D.	S0035160	11000	9526	115.00
78021639	08/17/2016	A00210165	Contreras, Alyse R.	S0035161	11000	9526	184.00
78021640	08/17/2016	A00267851	Cordero, Sergio A.	S0035162	11000	9526	200.00
78021641	08/17/2016	A00109133	Dandy, Kellie A.	S0035163	11000	9526	368.00
78021642	08/17/2016	A00243788	Erwin, Cheryl L.	S0035164	11000	9526	50.00
78021643	08/17/2016	A00263416	Escobedo, Cenisa D.	S0035165	11000	9526	598.00
78021644	08/17/2016	A00280989	Espinoza, Teresa A.	S0035166	11000	9526	552.00
78021645	08/17/2016	A00284741	Gilbert, Alexis M.	S0035167	11000	9526	598.00
78021646	08/17/2016	A00284882	Gonzales, Andrea R.	S0035168	11000	9526	368.00
78021647	08/17/2016	A00279303	Hammond, Rosalyn N.	S0035169	11000	9526	184.00
78021648	08/17/2016	A00266854	Harrison, Dannika L.	S0035170	11000	9526	200.00
78021649	08/17/2016	A00254241	Henderson, Loren B.	S0035171	11000	9526	506.00
78021650	08/17/2016	A00277204	Huizar, Noel A.	S0035172	11000	9526	400.00
78021651	08/17/2016	A00105293	Irvin, Julie A.	S0035173	11000	9526	253.00
78021652	08/17/2016	A00078795	Kellingsworth, Jerry	S0035174	11000	9526	50.00
78021653	08/17/2016	A00262881	Lopez, Ana M.	S0035175	11000	9526	414.00
78021654	08/17/2016	A00284810	Lopez, Nicole A.	S0035176	11000	9526	184.00
78021655	08/17/2016	A00241584	Lynch, Sean P.	S0035177	11000	9526	92.00
78021656	08/17/2016	A00220320	Lyons, Madison A.	S0035178	11000	9526	225.00
78021657	08/17/2016	A00265312	Martinez, Shaun A.	S0035179	11000	9526	138.00
78021658	08/17/2016	A00283000	Martinez, Unique N.	S0035180	11000	9526	184.00
78021659	08/17/2016	A00284793	Medlock, Miranda D.	S0035181	11000	9526	322.00
78021660	08/17/2016	A00279213	Morales, Oscar M.	S0035182	11000	9526	500.00
78021661	08/17/2016	A00249926	Munoz Rivera, Dulce J.	S0035183	11000	9526	460.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021662	08/17/2016	A00241561	Nieto, Clarissa J.	S0035184		11000		9526		184.00
78021663	08/17/2016	A00280507	Ortega, Daisy C.	S0035185		11000		9526		644.00
78021664	08/17/2016	A00275509	Pedroza Martinez, Dayana	S0035186		11000		9526		460.00
78021665	08/17/2016	A00205464	Reichert, Jaimie L.	S0035187		11000		9526		736.00
78021666	08/17/2016	A00280939	Rodriguez, Karen B.	S0035188		11000		9526		138.00
78021667	08/17/2016	A00267435	Segura, Jesus G.	S0035189		11000		9526		322.00
78021668	08/17/2016	A00238511	Serna, Elizabeth A.	S0035190		11000		9526		230.00
78021669	08/17/2016	A00284418	Terriquez, Rejina G.	S0035191		11000		9526		598.00
78021670	08/17/2016	A00281456	Valadez Prado, Veronica G.	S0035192		11000		9526		184.00
78021671	08/17/2016	A00269935	Villanueva, Wennie Rose V.	S0035193		11000		9526		184.00
78021672	08/17/2016	A00280787	Williams, Brianna R.	S0035194		11000		9526		150.00
78021673	08/23/2016	A002000164	Imprint	I0045416	4765248	31000	423	4321	69100	249.00
						31000	423	5940	69100	9.75
78021674	08/23/2016	A00243588	AARP Health Care Options	I0045327	AUG 16	11000	412	3350	59100	17,969.60
78021675	08/23/2016	A00237174	Allikas, Krystal A.	I0045326	080316	12599	309	4410	64992	18.98
				I0045334	08/03/16	12599	309	4410	64992	31.90
78021676	08/23/2016	A00200040	American Business Machines	I0045354	285483	39000	314	5641	64991	80.78
78021677	08/23/2016	A00200043	American Express	I0045374	92002072	11000	352	5710	69610	239.40
78021678	08/23/2016	A00200043	American Express	I0045396	11006072	12434	219	5710	17010	2,585.57
						12434	219	4311	17010	872.00
78021679	08/23/2016	A00200043	American Express	I0045403	92000072	11000	113	5642	67801	231.83
						11000	113	5644	67801	139.54
						11000	113	5642	67801	40.00
						11000	113	4310	67801	116.94

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

				11000	113	6412	67801	1,260.00		
				11000	113	5642	67801	119.00		
				11000	113	5610	67801	780.00		
				11000	113	6412	67801	3,419.97		
78021680	08/23/2016	A00200043	American Express	I0045410	91006072	11000	110	5710	66003	597.00
						11000	110	5710	66003	121.59
						11000	110	5710	66003	595.50
78021681	08/23/2016	A00223048	AMS.NET	I0045383	0007019	12060	113	5510	67801	3,400.00
78021682	08/23/2016	A00200052	AP Architects	I0045445	10454	42303	000	5510	71002	6,734.50
						41150	000	5510	71002	870.00
						42350	000	5510	71002	93,278.44
78021683	08/23/2016	A00200053	Apple Computer Inc.	I0045409	43932377	12060	113	6415	67801	5,075.55
78021684	08/23/2016	A00269058	Aramark Uniform Services	I0045388	60107295	11000	431	5870	65100	236.50
						11000	205	5870	12042	12.00
						39000	314	5870	64991	18.00
78021685	08/23/2016	A00219472	Arbor Crest Publishing	I0045340	2016-937	31000	423	4110	69100	3,094.00
						31000	423	5940	69100	170.93
78021686	08/23/2016	A00014620	Arnold, Ken F.	I0045397	072816	12434	219	5510	17010	1,680.00
78021687	08/23/2016	A00200063	Austin's Pest Control, Inc.	I0045400	JUL. 16	11000	431	5860	65100	515.00
				I0045439	JUL '16	12560	223	5860	09565	75.00
78021688	08/23/2016	A00273849	Aztec Software Associates, I	I0045470	34395	12603	125	4315	68900	3,750.00
78021689	08/23/2016	A00200069	Bakersfield Californian	I0045362	073116	11000	411	5970	67300	6,983.42
78021690	08/23/2016	A00200072	Bakersfield Retail Systems	I0045440	9915544	32000	422	5632	69400	270.20
78021691	08/23/2016	A00272600	Beard Family Trust	I0045378	JUL 16	12560	223	5610	09565	6,250.00



**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021692	08/23/2016	A00200107	Bright House Networks	I0045320	083116	35819	357	5890	69700	770.00
						35814	357	5890	69700	923.68
78021693	08/23/2016	A00200107	Bright House Networks	I0045321	08/31/16	35827	357	5890	69700	1,038.04
78021694	08/23/2016	A00200107	Bright House Networks	I0045344	072116	39000	314	5890	64991	121.16
78021695	08/23/2016	A00200107	Bright House Networks	I0045345	072615	39000	314	5890	64991	97.58
78021696	08/23/2016	A00200107	Bright House Networks	I0045346	08/16/16	39000	314	5890	64991	115.56
78021697	08/23/2016	A00200107	Bright House Networks	I0045347	072216	39000	314	5890	64991	122.15
78021698	08/23/2016	A00200107	Bright House Networks	I0045348	07/21/16	39000	314	5890	64991	149.24
78021699	08/23/2016	A00200107	Bright House Networks	I0045349	080216	39000	314	5890	64991	146.44
78021700	08/23/2016	A00200107	Bright House Networks	I0045350	080116	39000	314	5890	64991	131.40
78021701	08/23/2016	A00200107	Bright House Networks	I0045351	072016	39000	314	5890	64991	104.16
78021702	08/23/2016	A00200107	Bright House Networks	I0045352	072916	39000	314	5890	64991	118.84
78021703	08/23/2016	A00200107	Bright House Networks	I0045353	07-21-16	39000	314	5890	64991	159.48
78021704	08/23/2016	A00200107	Bright House Networks	I0045357	082316	12461	206	5840	12042	255.64
78021705	08/23/2016	A00200107	Bright House Networks	I0045423	070316	12603	125	5840	68900	180.72
78021706	08/23/2016	A00200109	Brown & Reich Petroleum, Inc	I0045393	29114	39000	314	4316	64991	88.95
				I0045399	29113	11000	432	4316	67703	423.89
				I0045447	29492	39000	314	4316	64991	69.92
78021707	08/23/2016	A00200127	California Dept. of Educatio	I0045411	PS360001	31000	423	4110	69100	615.50
						31000	423	5940	69100	34.95
78021708	08/23/2016	A00200135	CAPED	I0045419	11040181	12000	311	5710	64200	595.00
78021709	08/23/2016	A00200139	Card Integrators	I0045451	0089093-	11000	113	5643	67801	1,474.00
78021710	08/23/2016	A00209699	CCCAOE Executive Secretary	I0045464	092716	11000	202	5710	60103	495.00
78021711	08/23/2016	A00283035	CCLC	I0045406	2016078	11000	352	5210	69610	5,200.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

			I0045441	16/17	11000	352	4310	69610	150.00
78021712	08/23/2016	A00284647CCS Disaster Recovery Servic	I0045402	5825	11000	113	5644	67801	3,420.00
78021713	08/23/2016	A00200161CDW-G	I0045381	DSB1340	12560	223	4311	21050	237.48
78021713	08/23/2016	A00200161CDW-G	I0045452	DWM7755	11000	113	6412	67801	849.70
					11000	113	6412	67801	86.86
78021714	08/23/2016	A00201685Cengage Learning	I0045413	58379782	31000	423	4110	69100	1,741.50
					31000	423	5940	69100	59.87
78021715	08/23/2016	A00200174Chevron U.S.A., Inc.	I0045372	47972198	11000	432	4316	67703	307.57
78021716	08/23/2016	A00200181City of Taft	I0045335	08-01-16	31000	423	5850	69100	91.54
78021717	08/23/2016	A00200181City of Taft	I0045360	08.01.16	12560	223	5850	09565	45.76
78021718	08/23/2016	A00200181City of Taft	I0045391	08 01 16	39000	314	5850	64991	454.19
78021719	08/23/2016	A00200181City of Taft	I0045407	01-AUG-2	39000	314	5850	64991	102.97
78021720	08/23/2016	A00200195Comet School Supplies	I0045414	0017956-	31000	423	4310	69100	1,691.52
					31000	423	5940	69100	28.05
78021721	08/23/2016	A00200198Community College League of	I0045425	8196	11000	202	5642	60200	6,838.80
78021722	08/23/2016	A00200200Computerland of Silicon Vall	I0045375	243740	11000	202	5643	60100	562.50
78021723	08/23/2016	A00228756Country Auto & Truck Taft	I0045433	579606	11000	431	4312	65100	50.97
78021724	08/23/2016	A00284842Courtyard by Marriott - Sant	I0045325	92969234	12000	304	5710	63200	271.32
78021725	08/23/2016	A00200219CSMI	I0045373	123664	11000	352	4310	69610	250.00
78021726	08/23/2016	A00220080CXtec	I0045379	6838877	12060	113	6412	67801	1,353.42
78021727	08/23/2016	A00200222Daily Midway Driller	I0045361	01562565	11000	411	5970	67300	77.44
78021728	08/23/2016	A00200236Demco	I0045424	5915727	11000	203	4310	61200	682.86
78021729	08/23/2016	A00200254Don's Tree Service	I0045387	1658	11000	431	6120	65500	1,800.00
78021730	08/23/2016	A00201247Duron, Candace A.	I0045322	080116	12000	304	5710	63200	60.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021731	08/23/2016	A00281036	Emotiv Lifesciences Inc.	I0045395	261715	12434	219	4311	17010	3,263.92
						12434	219	4311	17010	215.00
						12434	219	5940	17010	207.76
78021732	08/23/2016	A00279024	Enigma, LLC	I0045033	1425	12564	223	4318	09565	1,785.00
78021733	08/23/2016	A00200307	Farmer Bros. Company	I0045431	64036029	32000	422	4410	69400	880.48
78021734	08/23/2016	A00200308	Federal Express Corporation	I0045318	5-495-88	11000	301	5940	64500	40.84
				I0045442	5-503-14	12435	221	5510	19010	42.04
						12434	219	5510	17010	29.50
						11000	202	5940	60100	29.97
						11000	202	5940	60100	30.11
78021735	08/23/2016	A00261816	FireFly Computers, LLC	I0045333	120592	12060	113	6415	67801	17,674.99
						12060	113	6415	67801	0.01
78021736	08/23/2016	A00283199	Fork Lift Specialties, Inc.	I0045377	24529761	11000	202	4310	60103	2,082.19
78021737	08/23/2016	A00282401	Fred Pryor Seminars	I0045420	20-25932	11000	313	5710	63300	199.00
78021738	08/23/2016	A00283264	Frontier California Inc.	I0045385	79000728	11000	431	5840	65700	784.21
78021739	08/23/2016	A00283264	Frontier California Inc.	I0045386	77000728	11000	431	5840	65700	998.34
78021740	08/23/2016	A00201045	Golling, Greg P.	I0045412	FALL	31000	423	4110	69100	746.13
78021741	08/23/2016	A00200658	Higher Education Publication	I0045405	2017	11000	358	4120	62100	67.50
78021742	08/23/2016	A00224086	inContact, Inc.	I0045443	429404	11000	431	5840	65100	182.11
						11000	431	5840	65700	1,473.48
78021743	08/23/2016	A00244581	Independent Fire and Safety,	I0045342	27457	32000	422	5632	69400	463.90
				I0045343	27374	39000	314	5880	64991	299.11
				I0045363	27377	11000	431	5631	65100	1,262.00
						11000	431	4310	65100	348.52

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					35827	357	5631	69700	324.70	
					35827	357	4310	69700	5.91	
					35819	357	5631	69700	178.40	
					35819	357	4310	69700	69.34	
			I0045390	2984	11000	431	5631	65100	91.00	
					11000	431	4317	65100	19.35	
78021744	08/23/2016	A00280910	Independent Living Center of	I0045394	2242	12000	311	5641	64200	853.44
				I0045408	2260	12000	311	5641	64200	1,706.88
78021745	08/23/2016	A00227932	Industrial Press, Inc.	I0045415	424246	31000	423	4110	69100	525.96
						31000	423	5940	69100	20.95
78021746	08/23/2016	A00277752	Jarrahan, Abbas	I0045356	072016	11000	209	4311	04013	26.68
78021747	08/23/2016	A00200704	Karwoski, John	I0045444	AUG 16	42350	000	5510	71002	10,920.00
78021748	08/23/2016	A00200806	Kern Gardening Service	I0045436	25597	12560	223	5633	09565	250.00
78021749	08/23/2016	A00259082	Lozano Smith, LLP	I0045430	082216	11000	110	5430	66003	15,000.00
						11000	411	5430	67300	35,000.00
78021750	08/23/2016	A00002482	May, James P.	I0045368	FALL2016	31000	423	4110	69100	539.50
78021751	08/23/2016	A00234706	MNJ Technologies Direct, Inc	I0045323	00034785	12000	340	6412	64951	0.01
						12000	340	6412	64951	100.36
				I0045324	00034781	12000	340	6412	64951	1,181.62
						12000	340	6412	64951	122.25
				I0045384	00034778	12000	340	6412	64951	31,020.47
						12000	340	6412	64951	106.03
78021751	08/23/2016	A00234706	MNJ Technologies Direct, Inc	I0045401	00034765	11000	202	6110	60200	831.08
						11000	202	6110	60200	74.92

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021752	08/23/2016	A00200575	Montoya, Janice	I0045358	JUL 16	12460	206	5641	12042	2,434.25
78021753	08/23/2016	A00234628	MPS	I0045338	92512860	31000	423	4110	69100	6,852.00
						31000	423	5940	69100	194.26
78021754	08/23/2016	A00200584	Nacscorp	I0045417	L760916	31000	423	4310	69100	12.21
						31000	423	5940	69100	15.45
78021755	08/23/2016		Voided Check							
78021756	08/23/2016		Voided Check							
78021757	08/23/2016	A00200498	Office Depot	I0045453	85635246	12401	353	4310	64600	255.13
				I0045454	84040123	11000	358	4310	62100	3.00
				I0045455	84811452	11000	306	4318	49306	133.59
				I0045456	84719859	11000	205	4310	12042	64.49
				I0045457	84806436	11000	202	4310	17017	49.71
				I0045458	83940270	11000	208	4318	15011	99.84
						12432	218	4310	64952	736.76
				I0045459	84930831	12603	125	4310	68900	374.63
				I0045460	84991373	33428	310	4310	69200	397.29
78021757	08/23/2016	A00200498	Office Depot	I0045461	85031205	12401	353	4310	64600	135.91
				I0045462	85033286	11000	202	4310	60100	157.80
				I0045463	85631197	11000	202	4310	60100	60.33
				I0045465	85614787	11000	209	4310	04012	60.18
				I0045466	85614798	11000	209	4310	04012	57.01
				I0045467	85449675	11000	202	4310	60100	155.40
				I0045468	85371665	11000	110	4310	66003	246.01
				I0045469	85534691	12000	311	4310	64200	81.04

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

		I0045471	85216429	11000	358	4310	62100	303.13	
		I0045472	85204125	11000	110	4310	66003	33.09	
		I0045473	85197118	12565	223	4310	09565	179.32	
		I0045474	85168015	11000	431	4310	65100	186.28	
		I0045475	85037518	12603	125	4310	68900	408.48	
		I0045476	85037518	12603	125	4310	68900	204.24	
		I0045477	85191303	12603	125	4310	68900	152.50	
		I0045478	85191311	12603	125	4310	68900	163.39	
		I0045479	83619900	12603	125	4311	68900	559.00	
		I0045480	85037514	12603	125	4310	68900	42.62	
		I0045481	85037518	12603	125	4310	68900	152.64	
		I0045482	85368649	12599	309	7601	64992	408.23	
		I0045483	85368617	12599	309	7601	64992	1,746.61	
		I0045484	85191330	33428	310	4310	69200	178.73	
		I0045485	85033900	12000	304	4310	63200	226.44	
78021758	08/23/2016	A00200508P. G. & E.	I0045355	081816	39000	314	5890	64991	96.76
78021759	08/23/2016	A00200508P. G. & E.	I0045369	080116	31000	423	5820	69100	8.12
				31000	423	5830	69100	970.31	
78021760	08/23/2016	A00200508P. G. & E.	I0045392	080916	39000	314	5890	64991	49.17
78021761	08/23/2016	A00200508P. G. & E.	I0045446	082216	39000	314	5890	64991	136.13
78021762	08/23/2016	A00200518Pearson Education	I0045339	BK811362	31000	423	4110	69100	2,310.00
				31000	423	5940	69100	55.36	
			I0045367	BK811181	31000	423	4110	69100	1,750.00
				31000	423	5940	69100	13.10	

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021763	08/23/2016	A00274574	Penguin Random House LLC	I0045336	10879481	31000	423	4110	69100	122.15
78021764	08/23/2016	A00200522	Pepsi-Cola Company	I0045366	99499854	32000	422	4410	69400	1,224.30
78021765	08/23/2016	A00261201	Proforma Progressive Marketi	I0045448	0B710206	12551	353	4310	64600	812.20
				I0045449	0B710206	12551	353	4310	64600	397.76
						12551	353	4310	64600	32.24
						12551	353	4310	64600	22.16
78021766	08/23/2016	A00231833	Ray A. Morgan Company Inc.	I0045382	1289293	12435	221	5641	19010	31.11
78021767	08/23/2016	A00210330	Redleaf Press	I0045365	437127	31000	423	4110	69100	354.46
						31000	423	5940	69100	7.09
78021768	08/23/2016	A00085924	Reynolds, Joy N.	I0045427	071816	11000	209	4311	17017	81.15
78021769	08/23/2016	A00200457	Rotary Club of Taft	I0045317	16/17	11000	401	5210	67200	1,200.00
78021770	08/23/2016	A00201548	Scholastic Inc.	I0045328	M5837061	11000	208	4311	15011	329.67
78021771	08/23/2016	A00284316	Sequoia Publishing, Inc.	I0045370	227958	31000	423	4310	69100	186.48
78021772	08/23/2016	A00279523	Social Solutions	I0045329	18510	12563	202	5643	00000	584.00
78021773	08/23/2016	A00200393	Sparkletts	I0045330	072816	11000	301	5810	64500	83.96
78021774	08/23/2016	A00200393	Sparkletts	I0045437	072216	12560	223	4310	09565	53.90
78021775	08/23/2016	A00200393	Sparkletts	I0045450	07/28/16	11000	113	4310	67801	44.00
78021776	08/23/2016	A00237176	SSD Systems	I0045371	1192335-	31000	423	5880	69100	111.02
78021777	08/23/2016	A00200417	Sysco Food Service of Ventur	I0045331	60720049	33429	310	4410	69200	2,889.04
				I0045341	60720018	32000	422	4410	69400	8,963.10
						32000	422	4411	69400	785.88
						32000	422	4411	69400	1,258.12
78021778	08/23/2016	A00200423	Taft City School District	I0045434	17-006	11000	432	4312	67703	13.76
						11000	432	5632	67703	78.00

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

					11000	432	4316	67703	25.00	
					11000	432	5850	67703	5.00	
					39000	314	4312	64991	30.61	
					39000	314	5632	64991	94.50	
78021779	08/23/2016	A00200425	Taft College	I0045418	071116	31000	423	4310	69100	540.00
78021780	08/23/2016	A00200862	Taft College Bookstore	I0045319	0623	11000	421	4310	67200	31.18
78021781	08/23/2016	A00200862	Taft College Bookstore	I0045428	0680	11000	205	4310	12042	35.89
78021782	08/23/2016	A00209682	TechSmith Corporation	I0045380	I438196	12060	113	5643	67801	3,582.60
78021783	08/23/2016	A00255644	U.S. Bank Equipment Finance	I0045315	30982395	11000	401	5641	67704	516.37
				I0045316	30952306	11000	401	5641	67704	486.46
78021784	08/23/2016	A00200284	U.S. Foods	I0045314	372994	32000	422	4411	69400	130.32
						32000	422	4410	69400	4,376.52
				I0045332	5495803	33429	310	4410	69200	2,978.75
78021785	08/23/2016	A00200309	United Refrigeration, Inc.	I0045364	52347743	35819	357	4317	69700	286.82
						35819	357	5940	69700	14.50
78021785	08/23/2016	A00200309	United Refrigeration, Inc.	I0045389	52357566	35827	357	4312	69700	144.44
						35827	357	5940	69700	21.50
				I0045398	52300894	11000	431	4312	65100	547.18
78021786	08/23/2016	A00200820	Uribe, Juventino B.	I0045422	JUL 16	39000	314	5890	64991	90.00
78021787	08/23/2016	A00200338	Verizon Wireless	I0045404	97688143	11000	357	5840	69700	44.42
78021788	08/23/2016	A00200343	Vistar Corporation	I0045432	46256824	32000	422	4410	69400	1,535.72
78021789	08/23/2016	A00232538	Ward's Natural Science	I0045337	80446358	11000	209	4311	19011	20.20
78021790	08/23/2016	A00200355	West Kern Water District	I0045429	080316	11000	432	5810	65700	462.58
						39000	314	5810	64991	94.74



**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

				11000	432	5810	65700	38.69		
				39000	314	5810	64991	7.93		
				11000	432	5810	65700	1,459.87		
				39000	314	5810	64991	299.01		
				11000	432	5810	65700	48.75		
				39000	314	5810	64991	9.98		
				11000	432	5810	65700	1,848.32		
				39000	314	5810	64991	378.57		
				I0045438	071916	12560	223	5810	09565	84.27
78021791	08/23/2016	A00200359Westchester Plaza, LLC	I0045376	SEP 16	12461	206	5611	12042	2,530.00	
				12461	206	5890	12042	864.00		
78021792	08/23/2016	A00200360Westec	I0045486	14/15	11450	204	5999	70990	39,325.50	
78021793	08/23/2016	A00200378WKCCD Custodian Revolving Ca	I0045421	072716-0	11000	411	5985	67300	171.04	
				12434	219	5510	17010	2,000.00		
78021794	08/23/2016	A00279103Yabla, Inc.	I0045426	070616-0	11000	202	4311	60200	250.00	
78021795	08/23/2016	A00200388Zee Medical Service Co.	I0045359	34-20306	32000	422	4310	69400	64.88	
78021796	08/24/2016	A002000164Imprint	I0045496	4761363	31000	423	4310	69100	5,969.70	
				31000	423	5940	69100	520.46		
78021797	08/24/2016	A00271533Ace Marketing and Advertisin	I0045504	1548	12000	304	5970	63200	2,500.00	
78021798	08/24/2016	A00202445AT&T Mobility	I0045530	072516	12461	206	5840	12042	459.90	
78021799	08/24/2016	A002001111Bogle, Darcy S.	I0045489	081616	11000	356	5970	68100	750.00	
				11000	302	4310	63100	115.80		
78021800	08/24/2016	A00200105Brandco	I0045524	19349	11000	431	4320	65100	8.87	
78021801	08/24/2016	A00200107Bright House Networks	I0045507	07/29/16	12560	223	5645	09565	408.96	

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021802	08/24/2016	A00200107	Bright House Networks	I0045534	080316	12603	125	5840	68900	180.72
78021803	08/24/2016	A00200109	Brown & Reich Petroleum, Inc	I0045523	29491	11000	432	4316	67703	368.97
78021804	08/24/2016	A00200175	Chevron Valley Credit Union,	I0045494	60650808	31000	423	4110	69100	854.59
78021804	08/24/2016	A00200175	Chevron Valley Credit Union,	I0045494	60650808	31000	423	5910	69100	39.25
78021805	08/24/2016	A00200175	Chevron Valley Credit Union,	I0045495	60650708	31000	423	4115	69100	86.03
						31000	423	4110	69100	1,222.36
						31000	423	5940	69100	86.60
						31000	423	5910	69100	3.01
78021806	08/24/2016	A00200175	Chevron Valley Credit Union,	I0045532	53640808	12461	206	5990	12042	8.00
						12461	206	5632	12042	375.00
						12461	206	5940	12042	364.61
						12461	206	4312	12042	870.84
						12461	206	4310	12042	83.40
78021807	08/24/2016	A00200181	City of Taft	I0045513	01AUG16	11000	431	5850	65500	20.25
						11000	431	5850	65700	992.62
78021808	08/24/2016	A00237331	Dumbrigue, Joanne V.	I0045490	081816	12551	353	4410	64600	34.74
78021809	08/24/2016	A00283264	Frontier California Inc.	I0045503	57340810	11000	431	5840	65700	40.38
78021810	08/24/2016	A00283264	Frontier California Inc.	I0045533	57030807	11000	431	5840	65700	121.14
78021811	08/24/2016	A00025025	Ginther, Renae E.	I0045501	071816	12434	219	4311	17010	15.00
78021812	08/24/2016	A00200627	Gonzalez, Lourdes	I0045502	082216	12000	305	5730	64301	1,712.00
78021813	08/24/2016	A00242940	ICM Distributing Company, In	I0045492	1309573	31000	423	4310	69100	154.10
						31000	423	5940	69100	12.01
78021814	08/24/2016	A00244581	Independent Fire and Safety,	I0045512	27456	33428	310	4310	69200	41.01

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

				33428	310	5632	69200	315.50		
			I0045526	27458	11000	431	5631	65100	38.00	
					11000	431	5850	65100	7.60	
78021815	08/24/2016	A00228562	Infobase Publishing	I0045517	290468	11000	203	6310	61200	214.64
78021816	08/24/2016	A00200702	K-mart	I0045529	072716	33428	310	4310	69200	306.84
78021817	08/24/2016	A00262851	Lytle, Steve	I0045497	071216	11000	209	4311	04011	19.89
				I0045519	071916	11000	209	4310	04011	23.97
				I0045520	082016	11000	209	4311	04011	19.34
78021818	08/24/2016	A00284871	NYS Collection	I0045508	W66958IN	31000	423	4310	69100	157.50
						31000	423	5940	69100	25.09
78021819	08/24/2016	A00271462	OCLC, Inc.	I0045516	00004805	11000	203	5643	61200	3,887.52
78021820	08/24/2016	A00200498	Office Depot	I0045499	85111429	11000	113	4318	67801	696.58
78021820	08/24/2016	A00200498	Office Depot	I0045500	84975242	11000	113	4318	67801	144.31
				I0045505	84940370	11000	401	4310	67200	75.90
				I0045506	85318187	32000	422	4310	69400	8.59
78021821	08/24/2016	A00277057	Omega Construction	I0045491	PAY REQ	42350	000	5510	71002	11,289.99
78021822	08/24/2016	A00200508	P. G. & E.	I0045487	081116	39000	314	5890	64991	103.48
78021823	08/24/2016	A00200508	P. G. & E.	I0045488	08/11/16	39000	314	5890	64991	309.51
78021824	08/24/2016	A00200508	P. G. & E.	I0045509	081416	31000	423	5830	69100	1,092.08
						31000	423	5820	69100	8.12
78021825	08/24/2016	A00200508	P. G. & E.	I0045522	08-02-16	39000	314	5890	64991	85.07
78021826	08/24/2016	A00200508	P. G. & E.	I0045531	08.02.16	12560	223	5830	09565	443.84
78021827	08/24/2016	A00200508	P. G. & E.	I0045536	08 02 16	39000	314	5890	64991	87.81
78021828	08/24/2016	A00200508	P. G. & E.	I0045537	080816	39000	314	5890	64991	223.50

**Taft College Check Register Report**

**01-August-16 through 31-August-16**

**FY 16-17**

78021829	08/24/2016	A00276319	Parlan, Arianna C.	S0035032		11000		9526		184.00
78021830	08/24/2016	A00200536	Praxair Distribution, Inc.	I0045515	55450096	11000	205	5641	12042	416.25
78021831	08/24/2016	A00237176	SSD Systems	I0045511	1199215-	33428	310	5880	69200	78.75
78021832	08/24/2016	A00200430	Taft Plaza, LLC	I0045535	SEP 16	31000	423	5611	69100	1,907.00
78021833	08/24/2016	A00230471	The Storage Bin	I0045518	081916	11000	202	5610	60100	337.50
78021834	08/24/2016	A00200282	True Value Home Center	I0045498	354179	33428	310	4310	69200	1,175.31
				I0045527	354420	11000	431	4310	65100	607.87
						11000	431	4310	65100	9.91
						11000	431	4312	65500	139.67
						35819	357	4310	69700	268.93
						35827	357	4310	69700	12.76
				I0045539	354642	39000	314	4310	64991	497.96
78021835	08/24/2016	A00200309	United Refrigeration, Inc.	I0045510	52295491	33428	310	4310	69200	173.03
78021836	08/24/2016	A00278975	Val's Detail	I0045525	8816	11000	431	5632	65100	110.00
78021837	08/24/2016	A00200338	Verizon Wireless	I0045514	97695504	11000	357	5840	69700	133.78
78021838	08/24/2016	A00200338	Verizon Wireless	I0045528	97693543	11000	113	5840	67801	40.63
						11000	411	5840	67300	44.66
78021839	08/24/2016	A00200355	West Kern Water District	I0045538	080816	39000	314	5890	64991	75.39
78021840	08/24/2016	A00200360	Westec	I0045521	22741	11450	204	5641	09543	88,331.25
				I0045540	22656	11450	204	5641	09543	88,331.25
78021841	08/24/2016	A00279103	Yabla, Inc.	I0045493	070516-0	31000	423	4110	69100	7,249.20
=====										
BANK TOTAL										
1,525,455.30										

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	CL	C	A
		NUMBER	NAME	NUMBER	DATE				
ARAMIREZ	08/01/2016	A00200107	Bright House Networks	P0040489	07/20/2016	07/20/2016			\$2,300.00
		A00200498	Office Depot	P0040450	07/19/2016	07/19/2016			\$163.39
		A00037349	Sanchez, Ysscek	P0040582	06/30/2016	06/30/2016			\$25.00
		A00044216	Velez, Fernando	P0040580	06/30/2016	06/30/2016			\$125.00
		A00200498	Office Depot	P0040451	07/19/2016	07/19/2016			\$152.50
		A00254706	Vega, Yanira Lizbeth.	P0040566	06/30/2016	06/30/2016			\$95.00
		A00257071	Walton, Luz Graciela.	P0040579	06/30/2016	06/30/2016			\$90.00
		A00259039	Lopez, Concepcion Guadalupe.	P0040581	06/30/2016	06/30/2016			\$145.00
		A00271230	Gamez, Benito	P0040577	06/30/2016	06/30/2016			\$100.00
		A00271284	Hernandez Alavez, Regina	P0040578	06/30/2016	06/30/2016			\$30.00
		A00277767	Garcia, Jennifer	P0040575	06/30/2016	06/30/2016			\$60.00
		A00278029	Garcia, Teresa	P0040576	06/30/2016	06/30/2016			\$15.00
	08/03/2016	A00273849	Aztec Software Associates, I	P0040433	07/18/2016	07/18/2016			\$3,750.00
	08/04/2016	A00037161	Ramirez, Adeline	P0040589	06/30/2016	06/30/2016			\$94.91
	08/19/2016	A00200498	Office Depot	P0040860	08/16/2016	08/16/2016			\$752.49
				P0040704	08/02/2016	08/02/2016			\$810.64
	08/23/2016	A00279142	Flores, George	P0040567	06/30/2016	06/30/2016			\$75.00
		A00200498	Office Depot	P0040935	08/22/2016	08/22/2016			\$51.03
				P0040936	08/22/2016	08/22/2016			\$7.69
	08/29/2016	A00200498	Office Depot	P0041049	08/29/2016	08/29/2016			\$119.54
				P0041050	08/29/2016	08/29/2016			\$226.93

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A	
				P0041052	08/29/2016	08/29/2016				\$24.49	
				P0041053	08/29/2016	08/29/2016				\$52.00	
	08/30/2016	A00282666	KV Print	P0040912	08/19/2016	08/19/2016				\$274.39	
		A00200498	Office Depot	P0041033	08/26/2016	08/26/2016				\$739.01	
				P0041034	08/26/2016	08/26/2016				\$6.39	
				P0041035	08/26/2016	08/26/2016				\$25.98	
		A00200498	Office Depot	P0041039	08/26/2016	08/26/2016				\$193.35	
							-----				
							TOTAL USER				\$10,504.73
ASALAZAR	08/25/2016	A00200498	Office Depot	P0041021	08/25/2016	08/25/2016				\$174.44	
							-----				
							TOTAL USER				\$174.44
BLOPEZ	08/01/2016	A00231833	Ray A. Morgan Company Inc.	P0040313	07/12/2016	07/12/2016				\$850.00	
				P0040561	07/25/2016	07/25/2016				\$500.00	
		A00234706	MNJ Technologies Direct, Inc	P0040537	07/21/2016	07/21/2016				\$906.00	
	08/03/2016	A00234706	MNJ Technologies Direct, Inc	P0040614	07/28/2016	07/28/2016				\$1,381.62	
	08/04/2016	A00209682	TechSmith Corporation	P0040530	07/21/2016	07/21/2016				\$3,851.30	
		A00200161	CDW-G	P0040057	06/01/2016	06/01/2016				\$1,284.77	
				P0040541	06/30/2016	06/30/2016				\$545.38	

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00264649	Convergint Technologies, LP	P0040542	06/30/2016	06/30/2016				\$331.00
		A00284647	CCS Disaster Recovery Servic	P0040583	07/26/2016	07/26/2016				\$3,420.00
		A00200043	American Express	P0040590	06/30/2016	06/30/2016				\$143.05
				P0040591	07/26/2016	07/26/2016				\$6,107.28
		A00200139	Card Integrators	P0040679	08/02/2016	08/02/2016				\$1,474.00
		A00234706	MNJ Technologies Direct, Inc	P0040569	07/26/2016	07/26/2016				\$31,280.62
		A00248933	Abtech Systems, Inc.	P0040544	07/25/2016	07/25/2016				\$19,231.21
		A00260774	ITsavvy LLC	P0040680	08/02/2016	08/02/2016				\$10,732.52
		A00200161	CDW-G	P0040728	08/04/2016	08/04/2016				\$908.98
		A00231833	Ray A. Morgan Company Inc.	P0040685	08/02/2016	08/02/2016				\$450.00
08/10/2016		A00231833	Ray A. Morgan Company Inc.	P0040796	08/10/2016	08/10/2016				\$1,445.14
				P0040809	08/10/2016	08/10/2016				\$7,452.57
08/16/2016		A00264649	Convergint Technologies, LP	P0040763	06/30/2016	06/30/2016				\$3,976.71
		A00200393	Sparkletts	P0040779	08/09/2016	08/09/2016				\$850.00
		A00200498	Office Depot	P0040791	06/30/2016	06/30/2016				\$339.23
		A00200161	CDW-G	P0040863	06/16/2016	06/30/2016				\$339.23
08/18/2016		A00231833	Ray A. Morgan Company Inc.	P0040886	08/18/2016	08/18/2016				\$410.51
08/22/2016		A00200338	Verizon Wireless	P0040794	08/10/2016	08/10/2016				\$1,100.00
		A00200200	Computerland of Silicon Vall	P0040833	08/11/2016	08/11/2016				\$28,465.00
		A00200498	Office Depot	P0040816	08/10/2016	08/10/2016				\$121.53
				P0040817	08/10/2016	08/10/2016				\$80.00

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

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	P0040818	08/10/2016	08/10/2016				\$109.60
				P0040819	08/10/2016	08/10/2016				\$100.26
				P0040820	08/10/2016	08/10/2016				\$185.13
		A00249930	Best Buy Business Advantage	P0040884	08/17/2016	08/17/2016				\$3,846.36
	08/23/2016	A00200161	CDW-G	P0040835	08/11/2016	08/11/2016				\$449.73
		A00200498	Office Depot	P0040950	08/22/2016	08/22/2016				\$144.31
				P0040951	08/22/2016	08/22/2016				\$696.58
	08/24/2016	A00200498	Office Depot	P0041008	08/24/2016	08/24/2016				\$2,691.10
				P0041010	08/24/2016	08/24/2016				\$109.91
				P0041002	08/24/2016	08/24/2016				\$220.96
	08/29/2016	A00200498	Office Depot	P0040952	08/22/2016	08/22/2016				\$60.60
		A00200053	Apple Computer Inc.	P0040982	08/23/2016	08/23/2016				\$202.07
		A00200498	Office Depot	P0040977	08/23/2016	08/23/2016				\$578.02
				P0040978	08/23/2016	08/23/2016				\$244.87
		A00234706	MNJ Technologies Direct, Inc	P0041009	08/24/2016	08/24/2016				\$6,694.84
		A00200498	Office Depot	P0040821	08/10/2016	08/10/2016				\$830.09
				P0040822	08/10/2016	08/10/2016				\$1,211.36
	08/31/2016	A00200161	CDW-G	P0041084	08/31/2016	08/31/2016				\$221.46
				P0041091	08/31/2016	08/31/2016				\$518.84

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# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

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	P0040953	08/22/2016	08/22/2016				\$168.64
							-----			
							TOTAL USER			\$147,262.38
DDURAN	08/04/2016	A00200862	Taft College Bookstore	P0040702	06/30/2016	06/30/2016				\$71,279.00
				P0040703	08/02/2016	08/02/2016				\$72,625.00
		A00200360	Westec	P0040592	06/30/2016	06/30/2016				\$1,700.00
							-----			
							TOTAL USER			\$145,604.00
DEKDAHL	08/01/2016	A00201272	Owens, Patricia A.	P0040503	06/14/2016	06/21/2016				\$30.08
		A00200043	American Express	P0040457	06/16/2016	06/23/2016				\$377.78
		A00200282	True Value Home Center	P0040458	06/17/2016	07/22/2016				\$395.82
		A00200508	P. G. & E.	P0040523	06/16/2016	06/23/2016				\$56.12
		A00201272	Owens, Patricia A.	P0040456	06/15/2016	06/17/2016				\$19.76
		A00200508	P. G. & E.	P0040524	06/16/2016	06/23/2016				\$377.81
				P0040528	06/16/2016	06/23/2016				\$206.40
				P0040525	06/16/2016	06/23/2016				\$479.54
				P0040526	06/16/2016	06/23/2016				\$38.77
				P0040527	06/16/2016	06/23/2016				\$98.09
				P0040529	06/16/2016	06/23/2016				\$275.36

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
				P0040531	06/16/2016	06/23/2016				\$245.81
				P0040532	06/16/2016	06/23/2016				\$122.89
				P0040533	06/16/2016	06/23/2016				\$251.61
				P0040534	06/16/2016	06/23/2016				\$90.57
				P0040535	06/16/2016	06/23/2016				\$85.58
	08/03/2016	A00244581	Independent Fire and Safety,	P0040674	08/02/2016	08/02/2016				\$5,000.00
	08/04/2016	A00200043	American Express	P0040635	06/16/2016	06/23/2016				\$580.04
				P0040636	08/01/2016	08/01/2016				\$500.00
		A00200107	Bright House Networks	P0040675	08/02/2016	08/02/2016				\$122.15
				P0040676	08/02/2016	08/02/2016				\$246.94
				P0040677	08/02/2016	08/02/2016				\$97.58
				P0040678	08/02/2016	08/02/2016				\$121.16
				P0040686	08/02/2016	08/02/2016				\$159.48
				P0040687	08/02/2016	08/02/2016				\$118.84
				P0040688	08/02/2016	08/02/2016				\$104.16
				P0040689	08/02/2016	08/02/2016				\$131.40
		A00200355	West Kern Water District	P0040654	06/16/2016	06/23/2016				\$26.68
				P0040655	06/16/2016	06/23/2016				\$24.65
				P0040656	06/16/2016	06/23/2016				\$9.56
		A00200508	P. G. & E.	P0040568	07/26/2016	07/26/2016				\$49.17
				P0040662	08/02/2016	08/02/2016				\$96.76

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200820	Uribe, Juventino B.	P0040626	07/28/2016	07/28/2016				\$90.00
		A00201333	Gonzalez, Gabriel	P0040683	06/16/2016	06/23/2016				\$72.00
		A00202445	AT&T Mobility	P0040659	06/16/2016	06/23/2016				\$212.59
		A00200107	Bright House Networks	P0040690	08/02/2016	08/02/2016				\$146.44
				P0040691	08/02/2016	08/02/2016				\$149.24
				P0040692	08/02/2016	08/02/2016				\$4.76
		A00200043	American Express	P0040755	06/16/2016	06/23/2016				\$2,724.71
				P0040627	07/28/2016	07/28/2016				\$4,376.65
	08/05/2016	A00200043	American Express	P0040628	06/16/2016	06/23/2016				\$2,724.71
	08/09/2016	A00200508	P. G. & E.	P0040762	08/04/2016	08/04/2016				\$136.13
	08/10/2016	A00200043	American Express	P0040792	06/16/2016	06/23/2016				\$1,324.00
		A00200034	Albertson's	P0040625	06/16/2016	06/23/2016				\$440.26
	08/16/2016	A00200109	Brown & Reich Petroleum, Inc	P0040780	06/16/2016	06/23/2016				\$390.25
		A00200508	P. G. & E.	P0040784	06/16/2016	06/23/2016				\$275.36
	08/19/2016	A00200508	P. G. & E.	P0040807	08/10/2016	08/10/2016				\$103.48
	08/23/2016	A00200717	Kern Regional Center	P0040976	08/23/2016	08/23/2016				\$180.00
		A00200282	True Value Home Center	P0040831	08/11/2016	08/11/2016				\$497.96
		A00200355	West Kern Water District	P0040830	08/11/2016	08/11/2016				\$75.39
		A00200498	Office Depot	P0040829	08/11/2016	08/11/2016				\$170.51
		A00200508	P. G. & E.	P0040805	08/10/2016	08/10/2016				\$85.07
				P0040834	08/11/2016	08/11/2016				\$223.50

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200862	Taft College Bookstore	P0040803	08/10/2016	08/10/2016				\$51.28
		A00200498	Office Depot	P0040887	08/18/2016	08/18/2016				\$60.26
		A00200508	P. G. & E.	P0040836	08/15/2016	08/15/2016				\$126.58
				P0040847	08/15/2016	08/15/2016				\$309.51
	08/24/2016	A00200498	Office Depot	P0040905	08/18/2016	08/18/2016				\$32.24
	08/25/2016	A00200498	Office Depot	P0040927	08/22/2016	08/22/2016				\$1,211.57
	08/26/2016	A00200107	Bright House Networks	P0041024	08/26/2016	08/26/2016				\$243.31
		A00200508	P. G. & E.	P0041023	08/26/2016	08/26/2016				\$175.19
	08/31/2016	A00200043	American Express	P0041089	08/31/2016	08/31/2016				\$3,807.25
							-----			
							TOTAL USER		\$30,960.76	
FLARA	08/04/2016	A00025025	Ginther, Renae E.	P0040682	08/02/2016	08/02/2016				\$15.00
	08/08/2016	A00284823	Test Equipment Depot	P0040701	08/02/2016	08/02/2016				\$8,733.92
	08/19/2016	A00014620	Arnold, Ken F.	P0040705	08/03/2016	08/03/2016				\$1,680.00
	08/22/2016	A00200146	Carolina Biological Supply C	P0040855	08/16/2016	08/16/2016				\$2,773.56
		A00283182	United Scope LLC	P0040853	08/16/2016	08/16/2016				\$2,837.87
		A00200043	American Express	P0040904	08/18/2016	08/18/2016				\$3,457.57
		A00201117	Vernier	P0040856	08/16/2016	08/16/2016				\$5,504.18
		A00281036	Emotiv Lifesciences Inc.	P0040906	08/19/2016	08/19/2016				\$3,698.68
		A00072599	Bledsoe, Adam Wesley.	P0040925	08/22/2016	08/22/2016				\$15.71

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A	
				P0040938	08/22/2016	08/22/2016				\$34.87	
		A00285167	Newark element14	P0040940	08/22/2016	08/22/2016				\$1,191.32	
		A00250001	Blake, Paul Anderson.	P0040939	08/22/2016	08/22/2016				\$1,578.66	
	08/23/2016	A00200498	Office Depot	P0040593	07/26/2016	07/26/2016				\$1,998.91	
		A00284825	National Instruments Corpora	P0040744	08/04/2016	08/04/2016				\$2,468.33	
		A00200862	Taft College Bookstore	P0040900	08/18/2016	08/18/2016				\$334.11	
	08/29/2016	A00234793	Southwest Signs	P0040902	08/18/2016	08/18/2016				\$212.85	
	08/30/2016	A00285499	HI-POD, INC	P0040996	08/24/2016	08/24/2016				\$5,375.43	
							-----				
							TOTAL USER				\$41,910.97
GDUNHAM	08/01/2016	A00200284	U.S. Foods	P0040639	08/01/2016	08/01/2016				\$4,506.85	
		A00200388	Zee Medical Service Co.	P0040643	08/01/2016	08/01/2016				\$64.87	
	08/03/2016	A00200417	Sysco Food Service of Ventur	P0040706	08/03/2016	08/03/2016				\$11,007.10	
		A00200522	Pepsi-ColaCompany	P0040661	08/02/2016	08/02/2016				\$1,224.30	
		A00244581	Independent Fire and Safety,	P0040709	08/03/2016	08/03/2016				\$463.90	
	08/08/2016	A00200307	Farmer Bros. Company	P0040765	08/08/2016	08/08/2016				\$880.48	
		A00200343	Vistar Corporation	P0040766	08/08/2016	08/08/2016				\$1,535.72	
	08/09/2016	A00200072	Bakersfield Retail Systems	P0040770	08/08/2016	08/08/2016				\$270.20	
	08/15/2016	A00200284	U.S. Foods	P0040827	08/11/2016	08/11/2016				\$5,868.47	
	08/17/2016	A00200522	Pepsi-Cola Company	P0040854	08/16/2016	08/16/2016				\$1,290.96	

**Taft College Purchase Order Activity Report**

**1-August-2016 through 31-August-2016**

**FY 16-17**

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200307	Farmer Bros. Company	P0040878	08/17/2016	08/17/2016				\$342.88
		A00200417	Sysco Food Service of Ventur	P0040876	08/17/2016	08/17/2016				\$10,845.96
	08/25/2016	A00200034	Albertson's	P0040983	08/24/2016	08/24/2016				\$7.50
	08/30/2016	A00280401	Flowers Baking Co of Henders	P0041073	08/30/2016	08/30/2016				\$263.01
							-----			
							TOTAL USER			\$38,572.20
JCHAIDEZ	08/16/2016	A00200393	Sparkletts	P0040802	06/30/2016	06/30/2016				\$114.43
		A00200498	Office Depot	P0040798	06/30/2016	06/30/2016				\$135.43
				P0040800	06/30/2016	06/30/2016				\$123.52
		A00200846	ACT WorkKeys	P0040801	06/30/2016	06/30/2016				\$289.00
	08/29/2016	A00200279	Educational Testing Service	P0041044	08/29/2016	08/29/2016				\$3,790.00
				P0041047	08/29/2016	08/29/2016				\$5,340.00
				P0041051	08/29/2016	08/29/2016				\$177.91
		A00200498	Office Depot	P0041046	08/29/2016	08/29/2016				\$98.57
							-----			
							TOTAL USER			\$10,068.86
JEDMAISTON	08/03/2016	A00200561	Medco Supply Company	P0040495	07/21/2016	07/21/2016				\$3,285.07
		A00283035	CCLC	P0040585	07/26/2016	07/26/2016				\$5,200.00
	08/04/2016	A00200043	American Express	P0040646	08/01/2016	08/01/2016				\$239.40

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200219	CSMI	P0040640	08/01/2016	08/01/2016				\$250.00
		A00244660	J & J Supply, Inc.	P0040641	08/01/2016	08/01/2016				\$136.64
	08/10/2016	A00200043	American Express	P0040793	08/10/2016	08/10/2016				\$820.19
		A00283035	CCLC	P0040767	08/08/2016	08/08/2016				\$150.00
	08/24/2016	A00200498	Office Depot	P0040924	08/22/2016	08/22/2016				\$65.59
	08/30/2016	A00200167	Central Valley Conference	P0041077	08/30/2016	08/30/2016				\$7,300.00
		A00200432	Taft Union High School	P0041076	08/30/2016	08/30/2016				\$5,000.00
							-----			
							TOTAL USER		\$22,446.89	
JGARRETT	08/04/2016	A00200135	CAPED	P0040153	07/06/2016	07/06/2016				\$530.00
	08/16/2016	A00200498	Office Depot	P0040745	08/04/2016	08/04/2016				\$81.04
							-----			
							TOTAL USER		\$611.04	
JMADDING	08/02/2016	A00200396	Spurr	P0040696	06/30/2016	06/30/2016				\$1,773.64
		A00283264	Frontier California Inc.	P0040694	08/02/2016	08/02/2016				\$998.34
				P0040695	08/02/2016	08/02/2016				\$784.21
		A00209968	Vavrinek, Trine, Day & Co.,	P0040684	06/30/2016	06/30/2016				\$27,500.00
	08/04/2016	A00200457	Rotary Club of Taft	P0040718	08/03/2016	08/03/2016				\$1,200.00
		A00200308	Federal Express Corporation	P0040715	08/03/2016	08/03/2016				\$40.84

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
	08/08/2016	A00267699	Greynolds, Julianne E.	P0040746	08/04/2016	08/04/2016				\$736.50
		A00200862	Taft College Bookstore	P0040717	08/03/2016	08/03/2016				\$31.17
		A00261115	Williams, Mark Preston.	P0040743	08/04/2016	08/04/2016				\$6,808.57
		A00268572	Stoyanow, Arielle K.	P0040747	08/04/2016	08/04/2016				\$434.04
				P0040749	08/04/2016	08/04/2016				\$360.00
	08/09/2016	A00224086	inContact, Inc.	P0040775	08/08/2016	08/08/2016				\$1,655.59
		A00200308	Federal Express Corporation	P0040776	08/08/2016	08/08/2016				\$131.62
		A00200052	AP Architects	P0040778	08/09/2016	08/09/2016				\$100,882.94
		A00200704	Karwoski, John	P0040777	08/09/2016	08/09/2016				\$10,920.00
	08/10/2016	A00200181	City of Taft	P0040795	08/10/2016	08/10/2016				\$1,014.17
		A00200293	United Parcel Service	P0040808	08/10/2016	08/10/2016				\$982.29
	08/15/2016	A00200430	Taft Plaza, LLC	P0040839	08/15/2016	08/15/2016				\$1,907.00
	08/16/2016	A00200355	West Kern Water District	P0040769	08/08/2016	08/08/2016				\$4,648.44
	08/17/2016	A00200559	McMurray, Robert B.	P0040845	08/15/2016	08/15/2016				\$197.94
		A00283264	Frontier California Inc.	P0040870	08/17/2016	08/17/2016				\$121.14
	08/18/2016	A00200508	P. G. & E.	P0040901	08/18/2016	08/18/2016				\$54,058.12
	08/19/2016	A00200712	Kern County Supt. of Schools	P0040882	08/17/2016	08/17/2016				\$1,680.75
		A00277057	Omega Construction	P0040893	08/18/2016	08/18/2016				\$11,289.99
	08/22/2016	A00200498	Office Depot	P0040955	08/22/2016	08/22/2016				\$75.90
				P0040957	08/22/2016	08/22/2016				\$8.59
		A00200360	Westec	P0040814	08/10/2016	08/10/2016				\$88,331.25



# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
				P0040815	08/10/2016	08/10/2016				\$88,331.25
	08/23/2016	A00200181	City of Taft	P0040944	08/22/2016	08/22/2016				\$8,163.59
		A00283264	Frontier California Inc.	P0040967	08/23/2016	08/23/2016				\$40.38
	08/24/2016	A00200396	Spurr	P0040883	08/17/2016	08/17/2016				\$469.45
		A00200498	Office Depot	P0040954	08/22/2016	08/22/2016				\$55.26
		A00262056	Weiss, Chelsea	P0040926	08/22/2016	08/22/2016				\$993.68
	08/25/2016	A00200498	Office Depot	P0040956	08/22/2016	08/22/2016				\$87.05
	08/26/2016	A00255644	U.S. Bank Equipment Finance	P0041001	08/24/2016	08/24/2016				\$486.46
	08/29/2016	A00255644	U.S. Bank Equipment Finance	P0041041	08/29/2016	08/29/2016				\$475.87
	08/30/2016	A00200360	Westec	P0041079	08/30/2016	08/30/2016				\$88,331.25
							-----			
							TOTAL USER			\$506,007.28
JNICHOLAS	08/23/2016	A00200360	Westec	P0040981	08/23/2016	08/23/2016				\$39,325.50
							-----			
							TOTAL USER			\$39,325.50
JPATTERSON	08/01/2016	A00200236	Demco	P0040618	07/28/2016	07/28/2016				\$682.86
		A00200889	Harland Technology Services	P0040594	07/27/2016	07/27/2016				\$663.00
		A00277752	Jarrahan, Abbas	P0040595	07/27/2016	07/27/2016				\$26.68
		A00279523	Social Solutions	P0040539	06/30/2016	06/30/2016				\$2,993.00

**Taft College Purchase Order Activity Report**

**1-August-2016 through 31-August-2016**

**FY 16-17**

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00272252	GL Consulting Services, LLC	P0040538	06/30/2016	06/30/2016				\$5,985.87
		A00200498	Office Depot	P0040642	08/01/2016	08/01/2016				\$155.41
	08/03/2016	A00200043	American Express	P0040616	07/28/2016	07/28/2016				\$4,169.46
		A00201575	Vohnout, Danielle E.	P0040710	08/03/2016	08/03/2016				\$732.32
	08/04/2016	A00261115	Williams, Mark Preston.	P0040727	06/30/2016	06/30/2016				\$533.20
				P0040729	06/30/2016	06/30/2016				\$392.35
				P0040730	06/30/2016	06/30/2016				\$788.88
				P0040731	06/30/2016	06/30/2016				\$986.55
		A00201542	Klein, Shelley A.	P0040713	06/30/2016	06/30/2016				\$349.92
				P0040714	08/03/2016	08/03/2016				\$466.56
		A00283035	CCLC	P0040554	07/25/2016	07/25/2016				\$2,000.00
		A00200043	American Express	P0040598	07/27/2016	07/27/2016				\$1,314.09
		A00200498	Office Depot	P0040601	07/27/2016	07/27/2016				\$246.01
		A00280417	Darnell, Daniel R.	P0040564	06/30/2016	06/30/2016				\$319.82
		A00279523	Social Solutions	P0040671	08/02/2016	08/02/2016				\$584.00
		A00282298	Arvizu, Primavera Azul.	P0040658	06/08/2016	06/08/2016				\$89.42
		A00201548	Scholastic Inc.	P0040733	08/04/2016	08/04/2016				\$329.67
		A00261115	Williams, Mark Preston.	P0040754	06/30/2016	06/30/2016				\$372.68
	08/09/2016	A00200498	Office Depot	P0040781	08/09/2016	08/09/2016				\$57.00
				P0040782	08/09/2016	08/09/2016				\$60.18
		A00200598	Poliski, Robin J.	P0040761	08/04/2016	08/04/2016				\$182.30

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

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	P0040786	08/09/2016	08/09/2016				\$60.33
	08/11/2016	A00085924	Reynolds, Joy N.	P0040540	07/25/2016	07/25/2016				\$81.15
	08/16/2016	A00265784	Patterson, Jo Ellen.	P0040708	08/03/2016	08/03/2016				\$100.00
		A00280417	Darnell, Daniel R.	P0040789	06/30/2016	06/30/2016				\$3,918.75
	08/19/2016	A00200092	Bio Rad	P0040872	08/17/2016	08/17/2016				\$1,000.00
		A00200146	Carolina Biological Supply C	P0040874	08/17/2016	08/17/2016				\$1,000.00
		A00202271	Sigma Aldrich Corporation	P0040873	08/17/2016	08/17/2016				\$500.00
		A00200498	Office Depot	P0040851	08/16/2016	08/16/2016				\$147.88
				P0040852	08/16/2016	08/16/2016				\$8.92
				P0040908	08/19/2016	08/19/2016				\$83.99
				P0040909	08/19/2016	08/19/2016				\$159.45
	08/22/2016	A00200146	Carolina Biological Supply C	P0040910	08/19/2016	08/19/2016				\$2,000.00
		A00200645	Hardy Diagnostics	P0040875	08/17/2016	08/17/2016				\$10,000.00
		A00262851	Lytle, Steve	P0040896	08/18/2016	08/18/2016				\$19.89
		A00200498	Office Depot	P0040928	08/22/2016	08/22/2016				\$47.40
				P0040929	08/22/2016	08/22/2016				\$20.76
				P0040932	08/22/2016	08/22/2016				\$18.25
		A00200089	Berube, Eric	P0040911	08/19/2016	08/19/2016				\$10.04
		A00244039	DB & Company	P0040862	08/16/2016	08/16/2016				\$241.87
		A00280536	Kern Trophies	P0040846	08/15/2016	08/15/2016				\$15.60
	08/23/2016	A00200498	Office Depot	P0040966	08/23/2016	08/23/2016				\$68.34

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200348	Ware, Thomas B.	P0040975	08/23/2016	08/23/2016				\$343.85
		A00230471	The Storage Bin	P0040974	08/23/2016	08/23/2016				\$337.50
		A00262851	Lytle, Steve	P0040968	08/23/2016	08/23/2016				\$19.34
				P0040969	08/23/2016	08/23/2016				\$23.97
	08/24/2016	A00200709	Kern Autism Network	P0040937	08/22/2016	08/22/2016				\$1,500.00
		A00200146	Carolina Biological Supply C	P0040988	08/24/2016	08/24/2016				\$1,000.00
		A00232538	Ward's Natural Science	P0040987	08/24/2016	08/24/2016				\$1,000.00
		A00200498	Office Depot	P0040989	08/24/2016	08/24/2016				\$27.93
				P0040990	08/24/2016	08/24/2016				\$192.93
				P0040991	08/24/2016	08/24/2016				\$62.33
		A00262851	Lytle, Steve	P0040971	08/23/2016	08/23/2016				\$39.48
		A00200498	Office Depot	P0040992	08/24/2016	08/24/2016				\$23.20
	08/25/2016	A00201117	Vernier	P0040972	08/23/2016	08/23/2016				\$222.00
		A00285336	Danlee Medical Products, Inc	P0040973	08/23/2016	08/23/2016				\$283.96
		A00200498	Office Depot	P0041005	08/24/2016	08/24/2016				\$13.64
		A00200487	Sierra School Equipment Co.	P0041004	08/24/2016	08/24/2016				\$805.17
		A00200498	Office Depot	P0041007	08/24/2016	08/24/2016				\$8.13
		A00200348	Ware, Thomas B.	P0041014	08/25/2016	08/25/2016				\$93.64
		A00200498	Office Depot	P0041011	08/25/2016	08/25/2016				\$90.11
				P0041012	08/25/2016	08/25/2016				\$64.71
		A00201117	Vernier	P0041016	08/25/2016	08/25/2016				\$237.06

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	PURCHASE ORDER				
		NUMBER	NAME	NUMBER	DATE		REQ. DATE	AMOUNT	CL	C	A
	08/26/2016	A00200656	Jacobi, Victoria J.	P0040907	08/19/2016	08/19/2016				\$1,206.40	
		A00200673	IBM	P0040824	08/11/2016	08/11/2016				\$10,690.40	
	08/29/2016	A00278562	DAI Source	P0040826	08/11/2016	08/11/2016				\$8,187.11	
		A00200773	Beasley, Michelle A.	P0041027	08/26/2016	08/26/2016				\$106.64	
		A00200498	Office Depot	P0041031	08/26/2016	08/26/2016				\$292.47	
		A00200645	Hardy Diagnostics	P0041029	08/26/2016	08/26/2016				\$1,000.00	
		A00201045	Golling, Greg P.	P0041015	08/25/2016	08/25/2016				\$76.92	
		A00277752	Jarrahan, Abbas	P0041026	08/26/2016	08/26/2016				\$62.55	
		A00200498	Office Depot	P0041037	08/26/2016	08/26/2016				\$59.48	
				P0041038	08/26/2016	08/26/2016				\$172.70	
		A00200146	Carolina Biological Supply C	P0041025	08/26/2016	08/26/2016				\$1,449.41	
		A00200323	Flinn Scientific, Inc.	P0041028	08/26/2016	08/26/2016				\$5,000.00	
		A00202272	VWR International	P0041030	08/26/2016	08/26/2016				\$4,000.00	
		A00200043	American Express	P0041048	08/29/2016	08/29/2016				\$1,508.16	
	08/30/2016	A00283088	Mitchell, David Thomas.	P0040877	08/17/2016	08/17/2016				\$96.73	
	08/31/2016	A00200498	Office Depot	P0041087	08/31/2016	08/31/2016				\$56.00	
		A00200862	Taft College Bookstore	P0041093	08/31/2016	08/31/2016				\$107.48	
		A00201542	Klein, Shelley A.	P0041095	08/31/2016	08/31/2016				\$349.92	
		A00222771	Academic Senate for Communit	P0041094	08/31/2016	08/31/2016				\$1,072.25	
							-----				
							TOTAL USER				\$85,867.42

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR		PURCHASE ORDER		PURCHASE ORDER	CL	C	A
		NUMBER	NAME	NUMBER	DATE				
JROTHGEB	08/01/2016	A00200181	City of Taft	P0040553	07/25/2016	07/25/2016			\$45.76
		A00200508	P. G. & E.	P0040546	06/30/2016	06/30/2016			\$422.65
	08/03/2016	A00283199	Fork Lift Specialties, Inc.	P0040552	07/25/2016	07/25/2016			\$2,082.18
	08/04/2016	A00272600	Beard Family Trust	P0040644	08/01/2016	08/01/2016			\$75,000.00
		A00200063	Austin's Pest Control, Inc.	P0040649	08/02/2016	08/02/2016			\$75.00
		A00200355	West Kern Water District	P0040652	08/02/2016	08/02/2016			\$81.50
		A00200393	Sparkletts	P0040647	08/02/2016	08/02/2016			\$53.90
		A00200806	Kern Gardening Service	P0040653	08/02/2016	08/02/2016			\$250.00
		A00261115	Williams, Mark Preston.	P0040681	08/02/2016	08/02/2016			\$372.68
		A00283057	A-T Solutions, Inc.	P0040648	08/02/2016	08/02/2016			\$1,334.00
		A00275443	WestAir Gases & Equipment In	P0040722	06/30/2016	06/30/2016			\$342.28
				P0040723	06/30/2016	06/30/2016			\$281.58
	08/10/2016	A00200950	Furman, Tori J.	P0040773	08/08/2016	08/08/2016			\$162.50
		A00275443	WestAir Gases & Equipment In	P0040698	08/02/2016	08/02/2016			\$577.76
	08/11/2016	A00200629	Grainger	P0040379	07/13/2016	07/13/2016			\$7,519.78
	08/19/2016	A00010784	Cordova, Anthony L.	P0040823	08/11/2016	08/11/2016			\$124.20
				P0040825	08/11/2016	08/11/2016			\$131.40
		A00280086	Rothgeb, Julie J.	P0040832	08/11/2016	08/11/2016			\$14.18
		A00010784	Cordova, Anthony L.	P0040864	08/16/2016	08/16/2016			\$55.19
		A00200282	True Value Home Center	P0040378	07/13/2016	07/13/2016			\$698.68
	08/22/2016	A00261115	Williams, Mark Preston.	P0040842	08/15/2016	08/15/2016			\$1,050.32

**Taft College Purchase Order Activity Report**

**1-August-2016 through 31-August-2016**

**FY 16-17**

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200107	Bright House Networks	P0040880	08/17/2016	08/17/2016				\$408.96
		A00200282	True Value Home Center	P0040861	08/16/2016	08/16/2016				\$74.36
		A00280086	Rothgeb, Julie J.	P0040879	08/17/2016	08/17/2016				\$32.72
	08/23/2016	A00200508	P. G. & E.	P0040838	08/15/2016	08/15/2016				\$443.84
		A00277845	Double D Cleaning Service	P0040837	08/15/2016	08/15/2016				\$240.00
		A00209699	CCCAOE Executive Secretary	P0040881	08/17/2016	08/17/2016				\$495.00
		A00010784	Cordova, Anthony L.	P0040774	08/08/2016	08/08/2016				\$1,684.30
	08/24/2016	A00200355	West Kern Water District	P0040964	08/23/2016	08/23/2016				\$97.70
		A00275443	WestAir Gases & Equipment In	P0040943	08/22/2016	08/22/2016				\$451.44
	08/25/2016	A00283057	A-T Solutions, Inc.	P0040965	08/23/2016	08/23/2016				\$1,434.06
	08/29/2016	A00200498	Office Depot	P0041022	08/26/2016	08/26/2016				\$417.00
		A00200806	Kern Gardening Service	P0041020	08/25/2016	08/25/2016				\$250.00
		A00280086	Rothgeb, Julie J.	P0041003	08/24/2016	08/24/2016				\$14.18
	08/30/2016	A00275443	WestAir Gases & Equipment In	P0041036	08/26/2016	08/26/2016				\$200.17
	08/31/2016	A00275443	WestAir Gases & Equipment In	P0041082	08/31/2016	08/31/2016				\$331.40
				P0041083	08/31/2016	08/31/2016				\$342.28
							-----			
							TOTAL USER		\$97,592.95	
KALLIKAS	08/03/2016	A00200498	Office Depot	P0040612	07/28/2016	07/28/2016				\$1,746.61
	08/04/2016	A00200498	Office Depot	P0040613	07/28/2016	07/28/2016				\$408.23

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
							TOTAL USER			\$2,154.84
KEHELMS	08/01/2016	A00200393	Sparkletts	P0040623	07/28/2016	07/28/2016				\$55.88
		A00219472	Arbor Crest Publishing	P0040645	08/01/2016	08/01/2016				\$3,264.93
		A00237176	SSD Systems	P0040622	07/28/2016	07/28/2016				\$111.02
		A00284316	Sequoia Publishing, Inc.	P0040621	07/28/2016	07/28/2016				\$186.48
	08/03/2016	A00200181	City of Taft	P0040669	06/01/2016	06/01/2016				\$85.34
				P0040670	08/02/2016	08/02/2016				\$91.31
		A00200518	Pearson Education	P0040668	08/02/2016	08/02/2016				\$2,365.36
		A00200842	Southwest Signs & Promotiona	P0040657	06/01/2016	06/01/2016				\$240.00
		A00234628	MPS	P0040660	08/02/2016	08/02/2016				\$7,046.26
		A00252523	Oak Hall Cap and Gown	P0040666	06/01/2016	06/01/2016				\$126.35
		A00274574	Penguin Random House LLC	P0040672	08/02/2016	08/02/2016				\$122.15
		A00284837	Photografx Worldwide, LLC	P0040667	06/30/2016	06/30/2016				\$2,518.57
	08/04/2016	A00200016	4Imprint	P0040711	06/01/2016	06/01/2016				\$22.43
	08/15/2016	A00258705	El Dorado Trading Group	P0040828	08/11/2016	08/11/2016				\$1,630.54
	08/22/2016	A00200016	4Imprint	P0040914	08/20/2016	08/20/2016				\$6,490.16
		A00200175	Chevron Valley Credit Union,	P0040918	08/20/2016	08/20/2016				\$1,397.26
				P0040919	08/20/2016	08/20/2016				\$893.84
		A00200393	Sparkletts	P0040917	08/20/2016	08/20/2016				\$26.01



# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200508	P. G. & E.	P0040913	08/20/2016	08/20/2016				\$1,100.20
		A00200827	W.W. Norton & Company Inc.	P0040922	08/20/2016	08/20/2016				\$263.04
		A00201685	Cengage Learning	P0040923	08/20/2016	08/20/2016				\$550.00
		A00210209	ULINE	P0040916	08/20/2016	08/20/2016				\$873.74
		A00234793	Southwest Signs	P0040921	08/20/2016	08/20/2016				\$452.50
		A00242940	ICM Distributing Company, In	P0040673	08/02/2016	08/02/2016				\$166.11
		A00259618	Taft College ASB General	P0040915	08/20/2016	08/20/2016				\$5,700.00
		A00279103	Yabla, Inc.	P0040920	08/20/2016	08/20/2016				\$7,249.20
		A00284871	NYS Collection	P0040608	07/28/2016	07/28/2016				\$182.59
	08/25/2016	A00200079	Bar Charts, Inc.	P0040995	08/24/2016	08/24/2016				\$313.82
		A00200521	Pens Etc.	P0040998	08/24/2016	08/24/2016				\$181.04
		A00200555	McGraw-Hill	P0040999	08/24/2016	08/24/2016				\$1,619.28
		A00237176	SSD Systems	P0040993	08/24/2016	08/24/2016				\$55.51
		A00253920	Mancomm, Inc.	P0041000	08/24/2016	08/24/2016				\$392.42
		A00258703	College House	P0040997	08/24/2016	08/24/2016				\$1,234.85
	08/30/2016	A00200016	4Imprint	P0041059	08/30/2016	08/30/2016				\$37.30
		A00200107	Bright House Networks	P0041055	08/30/2016	08/30/2016				\$152.96
		A00200143	Carlson, Kamala A.	P0041056	08/30/2016	08/30/2016				\$330.00
		A00200243	Dick Blick	P0041069	08/30/2016	08/30/2016				\$224.96
		A00200298	Elsevier Health Science	P0041057	08/30/2016	08/30/2016				\$359.80
		A00200426	Taft College Cafeteria	P0041065	08/30/2016	08/30/2016				\$145.83

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

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	P0041060	08/30/2016	08/30/2016				\$878.80
		A00200518	Pearson Education	P0041070	08/30/2016	08/30/2016				\$18,332.84
		A00200584	Nacscorp	P0041071	08/30/2016	08/30/2016				\$1,290.92
		A00210209	ULINE	P0041064	08/30/2016	08/30/2016				\$553.14
		A00234793	Southwest Signs	P0041067	08/30/2016	08/30/2016				\$2,135.50
		A00237176	SSD Systems	P0041066	08/30/2016	08/30/2016				\$55.51
		A00258705	El Dorado Trading Group	P0041058	08/30/2016	08/30/2016				\$53.55
		A00271043	SDC Publications	P0041068	08/30/2016	08/30/2016				\$728.40
		A00271503	Wolters Kluwer Health	P0041062	08/30/2016	08/30/2016				\$471.96
		A00283264	Frontier California Inc.	P0041063	08/30/2016	08/30/2016				\$31.90
							-----			
							TOTAL USER			\$72,791.56
KHELMS	08/09/2016	A00200498	Office Depot	P0040735	08/04/2016	08/04/2016				\$178.73
	08/10/2016	A00200284	U.S. Foods	P0040741	06/30/2016	06/30/2016				\$1,369.91
	08/19/2016	A00200498	Office Depot	P0040812	08/10/2016	08/10/2016				\$77.29
		A00256341	Terminix	P0040811	08/10/2016	08/10/2016				\$387.00
	08/22/2016	A00200282	True Value Home Center	P0040813	08/10/2016	08/10/2016				\$1,175.31
	08/23/2016	A00200309	United Refrigeration, Inc.	P0040738	08/04/2016	08/04/2016				\$173.03
		A00200702	K-mart	P0040737	08/04/2016	08/04/2016				\$306.84
		A00237176	SSD Systems	P0040736	08/04/2016	08/04/2016				\$78.75

**Taft College Purchase Order Activity Report**

**1-August-2016 through 31-August-2016**

**FY 16-17**

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00244581	Independent Fire and Safety,	P0040742	08/04/2016	08/04/2016				\$356.51
	08/29/2016	A00200528	Plak Smacker	P0040961	08/22/2016	08/22/2016				\$288.66
		A00218045	Geiger, Joe L.	P0040959	08/22/2016	08/22/2016				\$517.50
		A00280779	Combat Plumbing & Rooter LLC	P0040958	08/22/2016	08/22/2016				\$320.00
				P0040962	08/22/2016	08/22/2016				\$655.00
		A00200254	Don's Tree Service	P0040960	08/22/2016	08/22/2016				\$2,400.00
								-----		
								TOTAL USER		\$8,284.53
LRISS	08/01/2016	A00200862	Taft College Bookstore	P0040574	07/26/2016	07/26/2016				\$35.89
	08/03/2016	A00201171	Eastman, Stacy L.	P0040619	06/30/2016	06/30/2016				\$3,061.00
	08/04/2016	A00200122	Calif. Dept. of Health	P0040740	08/04/2016	08/04/2016				\$930.00
	08/22/2016	A00255176	Pattison Institute Online LL	P0040895	08/18/2016	08/18/2016				\$2,394.80
	08/23/2016	A00200539	Proctor & Gamble	P0040849	08/16/2016	08/16/2016				\$41.13
	08/29/2016	A00285582	eHuman, Inc.	P0041013	08/25/2016	08/25/2016				\$549.00
		A00200516	Patterson Dental Supply, Inc	P0038183	12/21/2015	12/21/2015				\$578.97
								-----		
								TOTAL USER		\$7,590.79
MBLANCO	08/01/2016	A00283101	Dumont Printing, Inc.	P0040390	06/30/2016	06/30/2016				\$223.69
	08/04/2016	A00200498	Office Depot	P0040512	07/21/2016	07/21/2016				\$303.13

**Taft College Purchase Order Activity Report**

**1-August-2016 through 31-August-2016**

**FY 16-17**

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00237174	Allikas, Krystal Anne.	P0040734	08/04/2016	08/04/2016				\$18.98
		A00282401	Fred Pryor Seminars	P0040603	07/28/2016	07/28/2016				\$199.00
	08/08/2016	A00200393	Sparkletts	P0040751	08/04/2016	08/04/2016				\$1,500.00
	08/10/2016	A00200125	California Community College	P0040772	08/08/2016	08/08/2016				\$280.00
		A00200721	Kiwanis Club of Taft	P0040764	08/04/2016	08/04/2016				\$635.50
		A00237174	Allikas, Krystal Anne.	P0040753	08/04/2016	08/04/2016				\$31.90
		A00251443	Doubletree by Hilton Hotel S	P0040771	08/08/2016	08/08/2016				\$327.75
	08/16/2016	A00201247	Duron, Candace A.	P0040724	08/03/2016	08/03/2016				\$60.00
		A00282298	Arvizu, Primavera Azul.	P0040725	06/30/2016	06/30/2016				\$37.61
		A00284817	Design Wright Studios	P0040726	06/30/2016	06/30/2016				\$150.00
		A00284842	Courtyard by Marriott - Sant	P0040739	08/04/2016	08/04/2016				\$271.31
		A00284848	Marriott Riverside	P0040716	08/03/2016	08/03/2016				\$107.64
	08/18/2016	A00215716	Kern County Auditors Office	P0040891	08/18/2016	08/18/2016				\$11.00
		A00200096	Board of Governors, CCC	P0040866	08/16/2016	08/16/2016				\$280.00
		A00200141	Careertrack	P0040867	08/16/2016	08/16/2016				\$299.00
		A00200498	Office Depot	P0040889	08/18/2016	08/18/2016				\$43.72
		A00251443	Doubletree by Hilton Hotel S	P0040865	08/16/2016	08/16/2016				\$327.25
		A00284904	California State Polytechnic	P0040868	08/16/2016	08/16/2016				\$75.00
				P0040869	08/16/2016	08/16/2016				\$75.00
		A00200862	Taft College Bookstore	P0040897	08/18/2016	08/18/2016				\$95.31
		A00282401	Fred Pryor Seminars	P0040899	08/18/2016	08/18/2016				\$299.00

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
	08/19/2016	A00200862	Taft College Bookstore	P0040894	08/18/2016	08/18/2016				\$5,030.23
		A00278900	Fantastic Displays	P0040624	07/28/2016	07/28/2016				\$3,410.55
	08/22/2016	A00211077	Strata Information Group	P0040930	08/22/2016	08/22/2016				\$510.00
		A00282298	Arvizu, Primavera Azul.	P0040948	08/22/2016	08/22/2016				\$36.54
		A00237331	Dumbrigue, Joanne Valdez.	P0040890	08/18/2016	08/18/2016				\$34.74
		A00253023	Ellucian Company L.P.	P0040931	08/22/2016	08/22/2016				\$46.75
		A00200111	Bogle, Darcy S.	P0040892	08/18/2016	08/18/2016				\$865.80
	08/23/2016	A00271533	Ace Marketing and Advertisin	P0040933	08/22/2016	08/22/2016				\$2,500.00
		A00200627	Gonzalez, Lourdes	P0040949	08/22/2016	08/22/2016				\$1,712.00
		A00276687	JP Marketing	P0040945	08/22/2016	08/22/2016				\$3,095.26
	08/24/2016	A00284753	Mark Wattenbarger Constructi	P0040903	08/18/2016	08/18/2016				\$37,564.74
	08/25/2016	A00200712	Kern County Supt. of Schools	P0040888	08/18/2016	08/18/2016				\$1,500.00
							-----			
							TOTAL USER			\$61,958.40
MHASKELL	08/29/2016	A00200498	Office Depot	P0041043	08/23/2016	08/25/2016				\$392.07
		A00200862	Taft College Bookstore	P0041042	08/01/2016	08/01/2016				\$689.83
							-----			
							TOTAL USER			\$1,081.90

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A	
MMATTHEWS	08/01/2016	A00200712	Kern County Supt. of Schools	P0040545	06/30/2016	06/30/2016				\$163.21	
				P0040547	06/30/2016	06/30/2016				\$94.21	
				P0040617	06/30/2016	06/30/2016				\$22.55	
			A00200077	Bang, D.D.S., Robert	P0040549	06/30/2016	06/30/2016				\$11,553.00
			A00200730	Launspach, DDS., Inc., Danie	P0040548	06/30/2016	06/30/2016				\$6,263.14
	08/04/2016	A00200543	Purdy, D.D.S., Daniel	P0040732	06/30/2016	06/30/2016					\$22,733.65
	08/19/2016	A00200494	Smilemakers	P0040844	08/15/2016	08/15/2016					\$510.68
	08/22/2016	A00200528	Plak Smacker	P0040840	08/15/2016	08/15/2016					\$3,104.98
				P0040841	08/15/2016	08/15/2016					\$1,042.41
	08/23/2016	A00200539	Proctor & Gamble	P0040850	08/16/2016	08/16/2016					\$233.23
			A00200175	Chevron Valley Credit Union,	P0040857	08/16/2016	08/16/2016				\$1,701.85
			A00200516	Patterson Dental Supply, Inc	P0040843	08/15/2016	08/15/2016				\$6,000.00
			A00200655	Henry Schein, Inc.	P0040848	08/16/2016	08/16/2016				\$2,000.00
	08/25/2016	A00200498	Office Depot	P0040970	08/23/2016	08/23/2016					\$3,000.00
								-----			
							TOTAL USER				\$58,422.91
MTOFTE	08/09/2016	A00228562	Infobase Publishing	P0040783	08/09/2016	08/09/2016				\$214.64	
	08/10/2016	A00271462	OCLC, Inc.	P0040785	08/09/2016	08/09/2016				\$3,887.52	
	08/24/2016	A00200498	Office Depot	P0040963	08/23/2016	08/23/2016				\$68.34	
	08/29/2016	A00200043	American Express	P0038893	03/01/2016	03/01/2016				\$5,583.17	

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
	08/30/2016	A00200043	American Express	P0041072	08/30/2016	08/30/2016				\$6,175.79
	08/31/2016	A00200119	C.A. Reding Company, Inc.	P0041090	08/31/2016	08/31/2016				\$1,575.00
							-----			
							TOTAL USER			\$17,504.46
MWHITE	08/02/2016	A00269058	Aramark Uniform Services	P0040560	07/25/2016	07/25/2016				\$7,200.00
	08/03/2016	A00200254	Don's Tree Service	P0040663	08/02/2016	08/02/2016				\$1,800.00
		A00244581	Independent Fire and Safety,	P0040664	08/02/2016	08/02/2016				\$110.35
	08/04/2016	A00228756	Country Auto & Truck Taft	P0040750	08/04/2016	08/04/2016				\$50.97
		A00200309	United Refrigeration, Inc.	P0040602	07/28/2016	07/28/2016				\$301.32
		A00244581	Independent Fire and Safety,	P0040597	07/27/2016	07/27/2016				\$2,188.87
		A00200309	United Refrigeration, Inc.	P0040665	08/02/2016	08/02/2016				\$165.94
	08/05/2016	A00200423	Taft City School District	P0040748	08/04/2016	08/04/2016				\$246.87
	08/10/2016	A00200066	Bacsco	P0040799	08/10/2016	08/10/2016				\$112.16
		A00200862	Taft College Bookstore	P0040797	08/10/2016	08/10/2016				\$46.73
		A00244581	Independent Fire and Safety,	P0040804	08/10/2016	08/10/2016				\$45.60
	08/16/2016	A00200282	True Value Home Center	P0040806	08/10/2016	08/10/2016				\$1,039.14
	08/17/2016	A00200421	Tacony Corporation	P0040859	08/16/2016	08/16/2016				\$39.84
		A00200327	US Air Conditioning	P0040871	08/17/2016	08/17/2016				\$70.34
	08/18/2016	A00200629	Grainger	P0040898	08/18/2016	08/18/2016				\$504.43
	08/22/2016	A00200423	Taft City School District	P0040858	08/16/2016	08/16/2016				\$1,591.30

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00200017	A.P.I. Plumbing	P0040934	08/22/2016	08/22/2016				\$9,430.70
	08/25/2016	A00201057	Johnstone Supply	P0040984	08/24/2016	08/24/2016				\$1,501.43
		A00244581	Independent Fire and Safety,	P0040986	08/24/2016	08/24/2016				\$2,430.00
	08/29/2016	A00200423	Taft City School District	P0040994	08/24/2016	08/24/2016				\$151.35
	08/30/2016	A00200017	A.P.I. Plumbing	P0041061	08/30/2016	08/30/2016				\$16,222.50
		A00200629	Grainger	P0041075	08/30/2016	08/30/2016				\$463.27
	08/31/2016	A00201051	Central Sanitary Supply	P0041092	08/31/2016	08/31/2016				\$284.40
							-----			
							TOTAL USER		\$45,997.51	
NAVINA	08/01/2016	A00200198	Community College League of	P0040609	07/28/2016	08/01/2016				\$6,838.80
							-----			
							TOTAL USER		\$6,838.80	
NLANDRETH	08/29/2016	A00284435	Ramsey Solutions	P0041017	08/25/2016	08/25/2016				\$30,035.00
							-----			
							TOTAL USER		\$30,035.00	
RWELBORN	08/10/2016	A00200498	Office Depot	P0040790	08/09/2016	08/09/2016				\$255.12
		A00261201	Proforma Progressive Marketi	P0040788	08/09/2016	08/09/2016				\$452.18
	08/30/2016	A00261201	Proforma Progressive Marketi	P0041080	08/30/2016	08/30/2016				\$631.60



# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
							TOTAL USER			\$1,338.90
SCRISS	08/01/2016	A00200378	WKCCD Custodian Revolving Ca	P0040238	07/11/2016	07/11/2016				\$6,360.76
	08/04/2016	A00200043	American Express	P0040565	07/26/2016	07/26/2016				\$589.85
		A00200378	WKCCD Custodian Revolving Ca	P0040615	07/28/2016	07/28/2016				\$2,171.04
	08/16/2016	A00200378	WKCCD Custodian Revolving Ca	P0040768	06/30/2016	06/30/2016				\$6,360.76
	08/22/2016	A00280536	Kern Trophies	P0040946	08/22/2016	08/22/2016				\$15.60
							TOTAL USER			\$15,498.01
SGARDNER	08/01/2016	A00231833	Ray A. Morgan Company Inc.	P0040111	06/30/2016	06/30/2016				\$154.61
							TOTAL USER			\$154.61
TPAYNE	08/29/2016	A00200200	Computerland of Silicon Vall	P0041018	08/25/2016	08/25/2016				\$116.00
		A00285337	EZ-Robot Inc	P0041019	08/25/2016	08/25/2016				\$492.23
							TOTAL USER			\$608.23
TROWDEN	08/01/2016	A00283951	White, Marisol Martinez.	P0040633	06/30/2016	06/30/2016				\$20.00

# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
	08/03/2016	A00200160	CDT, Inc.	P0040631	06/30/2016	06/30/2016				\$198.00
	08/04/2016	A00200069	Bakersfield Californian	P0040629	06/30/2016	06/30/2016				\$2,109.92
				P0040630	07/30/2016	07/30/2016				\$25,000.00
		A00200168	Central Valley Occupational	P0040638	06/30/2016	06/30/2016				\$160.00
		A00200222	Daily Midway Driller	P0040634	07/30/2016	07/30/2016				\$2,500.00
		A00201787	Standard Insurance Company	P0040693	08/02/2016	08/02/2016				\$28,800.00
		A00243588	AARP Health Care Options	P0040697	08/02/2016	08/02/2016				\$22,800.00
		A00282401	Fred Pryor Seminars	P0040632	06/30/2016	06/30/2016				\$149.00
		A00200862	Taft College Bookstore	P0040719	06/30/2016	06/30/2016				\$53.74
		A00200433	Vibul Tangpraphaphorn, M.D.	P0040700	06/30/2016	06/30/2016				\$95.00
	08/08/2016	A00200182	City of Taft Police Departme	P0040651	06/30/2016	06/30/2016				\$145.00
	08/09/2016	A00200160	CDT, Inc.	P0040699	06/30/2016	06/30/2016				\$66.00
		A00200182	City of Taft Police Departme	P0040757	06/30/2016	06/30/2016				\$174.00
		A00283088	Mitchell, David Thomas.	P0040759	08/04/2016	08/04/2016				\$20.00
	08/10/2016	A00200238	Department of Justice	P0040756	06/30/2016	06/30/2016				\$384.00
	08/16/2016	A00200168	Central Valley Occupational	P0040752	06/30/2016	06/30/2016				\$335.00
				P0040758	06/30/2016	06/30/2016				\$415.00
		A00200282	True Value Home Center	P0040760	06/30/2016	06/30/2016				\$40.75
		A00200238	Department of Justice	P0040637	06/30/2016	06/30/2016				\$113.00
	08/31/2016	A00200028	ACHRO/EEO Treasurer	P0041096	08/31/2016	08/31/2016				\$400.00

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# Taft College Purchase Order Activity Report

1-August-2016 through 31-August-2016

FY 16-17

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00243588	AARP Health Care Options	P0041086	08/31/2016	08/31/2016	\$209,000.00			
							-----			
							TOTAL USER			\$292,978.41

**WEST KERN COMMUNITY COLLEGE DISTRICT  
REQUESTS FOR CONFERENCE ATTENDANCE & EXPENSES**

September 7, 2016

Page 1 of 6

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Woods, Deanne	Blanket Travel to local prisons to administer and proctor high school equivalency exams	Kern County	07/01/16 - 06/30/17	\$1,458.00 *
Cordova, Anthony	Central Mother Lode Regional Consortium Strong Workforce Program Regional Planning Meeting	Clovis	08/03/16	\$131.40 ♦
Daniels, Debra Arvizu, Primavera Bandy, Kanoe Bell, Cassidy Borrecco, Lisa Burroughs, Bruce Cardona, Tony Cutrona, Angelo Cutrona, Myisha DeFreece, Chris Delaney, John Edmaiston, Jennifer Ferguson, Bruce Flowers, Carly Hayes, Michael Hernandez, Brittany Maiocco, Vince Maui, Tim Munguia, Jovanny Sorensen, Chad Thompson, Tony	Central Valley Conference Compliance Summit 2016	Lemoore	08/09/16	\$400.00 *
Eveland, Sharyn	Accrediting Commission for Community and Junior Colleges	Los Angeles	08/29/16 - 08/30/16	-0-
Thornsberry, Don	Taft High School Back to School Night	Taft	08/30/16	-0-

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

△ Auxiliary Funds

▲ Revised

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Agundez, Adrian	Ellucian's California Community Colleges Roadshow for the Banner ERP System	Anaheim	09/08/16	\$174.00 *
Amerio, Barbara	Ellucian's California Community Colleges Roadshow for the Banner ERP System	Anaheim	09/08/16	\$206.32 •
Cordova, Anthony	Pathways to Paycheck Central Valley Mother Lode Region 2016 Counselor Conference	Modesto	09/08/06 - 09/09/16	\$431.15 ♦
Sundgren, Lori	Basic Skills Kick-Off Event	Los Angeles	09/09/16	\$142.84 ♦
Rangel-Escobedo, Juana	Multiple Subject and Single Subject Teaching Info Session	Bakersfield	09/09/16	-0-
Allikas, Krystal Chaidez, Joe'll Gonzalez, Lourdes Haskell, Morgan	Kern County Department of Human Services Nondiscrimination Training	Bakersfield	09/09/16	\$30.78 •
Thornsberry, Don	Kern County College Night	Bakersfield	09/12/16	-0-
Curiel-Garcia, Genoveve Adema, Lisa Barajas, Alma Bozarth, Debbie Helms, Kathleen Hudson, Brandi	Contract Monitoring Review Training	Camarillo	09/13/16	\$180.00 •
Chaidez, Joe'll	Adult Education Block Grant Conference	Santa Barbara	09/14/16	\$157.72 ♦
May, James	Wallace Creek GEOL 1501 Field Trip	McKittrick	09/14/16	-0-
Lytle, Steve	Tule Elk Reserve BIOL 2202 Field Trip	Tupman	09/15/16	\$80.00 *

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

◊ Auxiliary Funds

▲ Revised

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Curiel-Garcia, Genoveve Barajas, Alma Davis, Cheryl Helms, Kathleen Hudson, Brandi Silveira, Meghan	California Department of Education Contractor's Meeting	Bakersfield	09/15/16	-0-
Eveland, Sharyn	Institutional Effectiveness Partnership Initiative Partnership Resource Team Training	Sacramento	09/15/16 - 09/16/16	-0-
Sundgren, Lori	Common Assessment Initiative Regional Meeting	Fresno	09/16/16	\$119.88 ♦
Rangel-Escobedo, Juana	Common Assessment Initiative Regional Meeting	Fresno	09/16/16	\$115.56 ♦
Brown, Jill Cook, Nichole Landreth, Nancy	Museum of Tolerance TRIO Cultural Field Trip	Los Angeles	09/16/16	\$2,042.50 •
MetEAU, Robert	2016 Back to School Legal Update	Visalia	09/19/16	\$197.60 *
Roth, Becky	Child Development Training Consortium and Mentor Program Coordinator's Meeting	San Jose	09/21/16 - 09/22/16	-0-
May, James	Page Museum GEOL 1500 Field Trip	Los Angeles	09/23/16	\$145.00 *
Waugh, Victoria	Kern Autism Network Seminars & Support Groups	Bakersfield	09/24/16 - 05/12/17	\$1,897.60 ■
Cutrona, Myisha Delaney, John Hernandez, Brittany Munguia, Jovany	California State University San Bernardino vs. California State University San Francisco Soccer Game	San Bernardino	09/25/16	-0-
Cordova, Anthony	Career Technical Education: Your Key to Equity & Access	Rancho Mirage	09/26/16 - 09/29/16	\$1,364.24 *

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Bogle, Darcy	California State University Community College Conference	Riverside	09/26/16 - 09/27/16	\$100.00 •
Arvizu, Primavera	Student Equity/ Student Support Services Program Director's Training 2016	Sacramento	09/27/16 - 09/29/16	\$1,064.95 •
Rodenhauser, Debora	Norton Simon Museum ART 1620 ART 1640 Field Trip	Pasadena	09/28/16	\$168.00 *
Gonzalez, Lourdes	Bakersfield Women's Business Conference EOPS/CARE/CalWORKs Field Trip	Bakersfield	09/29/16	\$1,712.00
Williams, Mark Blanco, Paul Cordova, Anthony Gil, Aldo Goddard, Parker Haslam, Kaila Lopez, Martin Oja, Michelle Payne, Tiffany Rodenhauser, Debra Thornsberry, Don Thornsberry, Melissa Tweedy, Allisa	Maker Faire	San Diego	09/30/16 - 10/02/16	\$10,056.53
Arvizu, Primavera	Central Valley Higher Education Policy/Legislative Summit	Fish Camp	10/02/16 - 0/03/16	\$30.00 *
Eveland, Sharyn	Accrediting Commission for Community & Junior Colleges Antelope Valley Site Visit	Antelope Valley	10/02/16 - 10/06/16	-0-
Dumbrigue, Joanne	Central Valley Higher Ed Foster Youth Consortium	Fresno	10/07/16	\$138.56 ♦
Rangel-Escobedo, Juana	National Association of Veterans Program Administrators 2016 Conference	San Diego	10/10/16 - 10/11/16	\$885.28 •

\*General Funds

•Restricted Funds

♦Grant Funds

■TIL

◊ Auxiliary Funds

▲ Revised

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
May, James	Ridge Route Basin GEOL 1501 Field Trip	Castaic - Tejon	10/12/16	-0-
Carpenter, Carey Carty, Ramona Waugh, Vicky Wells, Susan	Lanterman Developmental Disabilities Services Act 50 <sup>th</sup> Anniversary	Bakersfield	10/12/16	\$180.00 ■
Eveland, Sharyn	Institutional Effectiveness Partnership Initiative Professional Resource Team Canada College Site Visit	Redwood City	10/16/16 - 10/17/16	-0-
Thompson, Tony	National Association of Academic Advisors for Athletes	Reno, NV	10/16/16 - 10/18/16	\$481.54 *
Duron, Candace	How to Communicate with Tact & Professionalism	Bakersfield	10/20/16 - 10/21/16	\$319.00 *
Rangel-Escobedo, Juana	How to Communicate with Tact & Professionalism	Bakersfield	10/20/16 - 10/21/16	\$299.00 *
Landreth, Nancy	How to Communicate with Tact & Professionalism	Bakersfield	10/20/16 - 10/21/16	\$89.46 •
Beasley, Michelle	Kern County Child Development Conference	Bakersfield	10/22/16	\$50.00 *
May, James	San Andreas Fault Zone: Carrizo Plain	Maricopa	10/28/16	\$20.00 *
Jacobi, Victoria	2016 Fall Plenary Session, State Academic Senate	Costa Mesa	11/02/16 - 11/05/16	\$1,247.00 *
Gonzalez, Lourdes	California Community Colleges Extended Opportunities Programs & Services Association Conference	Monterey	11/07/16 - 11/10/16	\$1,624.69 •
Rangel-Escobedo, Juana	The Conference for Women	Bakersfield	11/10/16	\$149.00 *
Duron, Candace	The Conference for Women	Bakersfield	11/10/16	\$159.00 *

\*General Funds

•Restricted Funds

◆Grant Funds

■TIL

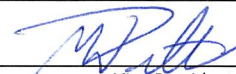
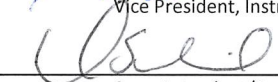
◇ Auxiliary Funds

▲ Revised



EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Brown, Jill Gonzalez, Lourdes Landreth, Nancy	California State University at Los Angeles TRIO, Extended Opportunities Programs & Services, Cooperative Agencies Resources for Education Field Trip	Los Angeles	11/18/16	\$1,570.00 •
May, James	Sespe Creek, Padre National Forest GEOL 1500 Field Trip	Padre National Forest	11/19/16	\$20.00 *
Landreth, Nancy	Communication Skills for Women	Fresno	12/16/16	\$181.48 •

Division Chair	Instructor	Class	Field Trip	Location	Semester	Est. # Students	Cost Estimate
Julian Martinez	Debora Rodenhauer	ART 1600, ART 1625, & ARTH 1500 & other art students	Los Angeles Museum of Art	Los Angeles	Fall 2016	45	\$0.00
Julian Martinez	Debora Rodenhauer	ARTH 1510, or other art students	Getty Villa	Los Angeles	Fall 2016	35-40	\$0.00
Julian Martinez	Adjunct	ART 1620 & 1640	Los Angeles Museum of Art or Norton Simon Museum	Los Angeles	Fall 2016	35	\$0.00
Mike Mayfield	Steve Lytle	BIOL 2202	Natural History Museum	Los Angeles	Fall 2016	50	\$600.00
Mike Mayfield	Steve Lytle	BIOL 2202	Buena Vista Lake	Bakersfield	Fall 2016	25	\$50.00
Mike Mayfield	Steve Lytle	BIOL 2202	Bitter Creek Wild Refuge	Maricopa	Fall 2016	25	\$50.00
Mike Mayfield	Steve Lytle	BIOL 2202	Wind Wolves Wildlife Area	Maricopa	Fall 2016	25	\$50.00
Mike Mayfield	Steve Lytle	BIOL 2202	Tule Elk Wildlife Refuge	Bakersfield	Fall 2016	25	\$50.00
Mike Mayfield	Steve Lytle	BIOL 2202	Morro Bay State Park	Morro Bay	Fall 2016	25	\$300.00
Mike Mayfield	Wendy Berry	BIOL 1500	Los Angeles Zoo & Botanical Garden	Los Angeles	Fall 2016	30	\$500.00
Mike Mayfield	Wendy Berry	BIOL 2203	Los Angeles Zoo & Botanical Garden	Los Angeles	Fall 2016	28	\$500.00
Mike Mayfield	Wendy Berry	BIOL 2203	Paramount Farms	Lost Hills	Fall 2016	28	\$100.00
Mike Mayfield	Wendy Berry	BIOL 2203	North vs South Facing Slopes Grimway Farms	Ventucopa	Fall 2016	28	\$100.00
Mike Mayfield	Wendy Berry	BIOL 2203	Sequoia National Forest	Sequoia National Forest	Fall 2016	28	\$800.00
Mike Mayfield	Wendy Berry	BIOL 2203	Sequoia National Forest	Sequoia National Forest	Fall 2016	28	\$800.00
Mike Mayfield	Greg Golling	BIOL 2201	Lengthwise Brewery-Fermentation	Bakersfield	Fall 2016	15	\$25.00
Mike Mayfield	Greg Golling	BIOL 1510	Los Angeles Natural History Museum	Los Angeles	Fall 2016	50	\$400.00
Mike Mayfield	Jordan Mead	BIOL 1513	Wind Wolves Wildlife Area	Maricopa	Fall 2016	24	\$50.00
Mike Mayfield	Jordan Mead	BIOL 1513	McCormick Biological	Maricopa	Fall 2016	24	\$50.00
Mike Mayfield	Jordan Mead	BIOL 1513	Southwest Water Management District Site	Tupman & Taft	Fall 2016	24	\$50.00
Mike Mayfield	Jordan Mead	BIOL 1513	Buena Vista Lake	Bakersfield	Fall 2016	24	\$50.00
Mike Mayfield	Jordan Mead	BIOL 1513	Sequoia or Yosemite National Forest	Sequoia National Forest	Fall 2016	24	\$50.00
Julian Martinez	Leigh Golling	DRAM 1510	CSUB Theatre Production	Bakersfield	Fall 2016	20	\$75.00
Sharyn Eveland	Becky Roth	ECEF 1521, & 1531 & PSYCH 2003	Kern AEYC Workshop	Bakersfield	Fall 2016	20	
Sharyn Eveland	Becky Roth	ECEF 1521, & 1531 & PSYCH 2003	3 Center Visits (Reggio, Nature & Waldorf)	Pasadena	Fall 2016	40	\$25.00
Sharyn Eveland	Becky Roth	ECE 1601, History, CJA	Museum of Tolerance & LA Farmer's Market	Los Angeles	Fall 2016	90	\$75.00
Mike Mayfield	James May	GEOL 1500	San Andreas Fault	Carrizo Plain to Coalinga	Fall 2016	24	\$20.00
Mike Mayfield	James May	GEOL 1500	Fossil Falls & Mojave Desert	Lone Pine to Barstow	Fall 2016	24	\$20.00
Mike Mayfield	James May	GEOL 1500	Los Angeles County Museum of Natural History	Los Angeles	Fall 2016	24	\$180.00

  
 Vice President, Instruction  
  
 Superintendent/President

9/2/16  
 Date  
 9/6/16  
 Date

**WEST KERN COMMUNITY COLLEGE DISTRICT GENERAL FUND UNRESTRICTED  
 BUDGETED SOURCES OF FUNDS AT ACCOUNT LEVEL 1  
 REVENUE ACCOUNTS FISCAL YEAR 2016-2017  
 FOR THE MONTH ENDING AUGUST 31, 2016**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
8600	State Revenues	11,331,927	0	700,183	0	10,631,744
8800	Local Revenues	12,171,537	0	77,747	0	12,093,790
<b>Summary</b>		<b>23,503,464</b>	<b>0</b>	<b>777,930</b>	<b>0</b>	<b>22,725,534</b>

**West Kern Community College District General Fund Unrestricted  
 Budgeted Sources of Funds at Account Level 1  
 Expenditure Accounts Fiscal Year 2016-17  
 For the Month Ending August 31, 2016**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
1000	Academic Salaries	8,160,418	0	344,246	0	7,816,172
2000	Classified & Other Nonacademic Sala	4,478,822	0	338,353	0	4,140,469
3000	Employee Benefits	5,346,838	0	391,379	223,980	4,731,479
4000	Supplies and Materials	488,655	0	17,494	140,658	330,503
5000	Other Operating Expenses & Services	4,037,677	0	603,766	188,641	3,245,270
6000	Capital Outlay	116,646	0	14,957	22,767	78,922
7000	Other Outgo	402,054	0	795	0	401,259
7200	Transfers	472,354	0	0	0	472,354
<b>Summary</b>		<b>23,503,464</b>	<b>0</b>	<b>1,710,990</b>	<b>576,046</b>	<b>21,216,428</b>

**Disbursement Register of Expenditures Greater than \$10,000  
For the Month of August 2016**

Check Number	Check Date	Vendor Name	Description	Net Amount
78021399	08/03/2016	A-C Electric Company	Student Ctr Project - Dorm Removal	37,517.00
78021446	08/03/2016	MBS Textbook Exchange, Inc.	Textbooks-Multiple Invoices	11,842.03
78021447	08/03/2016	McGraw-Hill	Rental Textbooks	12,054.23
78021454	08/03/2016	Oxford University Press	Rental Textbooks	17,188.49
78021455	08/03/2016	P. G. & E.	PGE Bill - District	48,493.57
78021456	08/03/2016	Pearson Education	Textbooks	37,476.39
78021456	08/03/2016	Pearson Education	Textbooks	14,471.73
78021471	08/03/2016	SWACC	SWACC Property Insurance	99,295.00
78021496	08/04/2016	Samantha Michelle LaBarge	REFUND - Standard	11,700.00
78021522	08/09/2016	Robert Bang, D.D.S.	TREAT SRVCS 11/5/15-7/7/16	11,553.00
78021556	08/09/2016	Daniel Purdy, D.D.S.	TREAT SRVCS 10/14/15-5/17/16	22,733.65
78021559	08/09/2016	TC Financial Aid Clearing Account	Student Pell Refunds for 15/16	14,677.31
78021561	08/09/2016	University of La Verne	Invoice #I15012TRE	33,568.79
78021597	08/16/2016	Kern County Supt. of Schools	2015-2016 KCSOS/KCCDHN CLAIMS	33,664.53
78021616	08/16/2016	Taft College Bookstore	CA Board of Equal. 15/16 \$9,186.00	72,625.00
78021617	08/16/2016	Taft College Bookstore	CA Board of Equal. 14/15 \$4,465.00	71,279.00
78021620	08/16/2016	Vavrinek, Trine, Day & Co., LLP	VDT 2016 District and Bond Audit	27,500.00
78021674	08/23/2016	AARP Health Care Options	16-17 Retiree Medical Supplemental Insurance	17,969.60
78021682	08/23/2016	AP Architects	Master Planning, Voc Center, 5yr COP, Def Maint	100,882.94
78021735	08/23/2016	FireFly Computers, LLC	Server for Viewsonic	17,675.00
78021747	08/23/2016	John Karwoski	Karwoski - August Inspection Services	10,920.00
78021749	08/23/2016	Lozano Smith, LLP	Deposit to Trust Account for Legal Services	50,000.00
78021751	08/23/2016	MNJ Technologies Direct, Inc.	Lenovo Laptops Trio	31,126.50
78021777	08/23/2016	Sysco Food Service of Ventura	food 607200187, 607270284, 608030169	11,007.10
78021792	08/23/2016	Westec	2014/2015 Final BOGG reconciliation	39,325.50
78021821	08/24/2016	Omega Construction	Site Utility Project, Omega Const, Pay App #6	11,289.99
78021840	08/24/2016	Westec	WESTEC Contract FTES August Draw #2	88,331.25
78021840	08/24/2016	Westec	WESTEC Contract FTES July Draw #1	88,331.25
				<b>1,044,498.85</b>

**ASB 2016/17**  
**Balance Sheet**  
**As of August 31, 2016**

**August 31, 2016**

**ASSETS**

**Current Assets**

**Checking/Savings**

**ASB Chevron** 122,469.69

**ASB Chevron - Savings** 143.23

**Total Checking/Savings** 122,612.92

**Total Current Assets** 122,612.92

**TOTAL ASSETS** 122,612.92

**LIABILITIES & EQUITY**

**Equity**

**Restricted Funds**

**ASB Athletics** 54,822.24

**ASB Cards** 14,590.20

**ASB General** 3,477.83

**ASB Soft Drinks** 4,041.63

**Baseball Club** 2,503.23

**Best Buddies** 2,192.73

**Cougar Echo** 773.50

**CRU** 160.00

**D.H. GENERAL**

**D.H.CLASS OF 2015** 2,761.27

**D.H.CLASS OF 2016** 2,975.23

**D.H. CLASS OF 2017** 0.00

**D.H. GENERAL - Other** 1,262.72

**Total D.H. GENERAL** 6,999.22

**DISNEYLAND** 1,786.00

**ECE** 94.00

**EOPS** 342.24

**Field Trips** 280.00

**Literary Club-Equity** 805.52

**NSLS Club - Equity** 2,322.15

**On Our Own** 1,999.53

**Phi Theta Kappa**

**PTK-Scholarship** -2,000.00

**PTK-Conference/Meeting** -3,054.23

**Phi Theta Kappa - Other** 5,697.81

**Total Phi Theta Kappa** 643.58

**Reentry Voc Club** 2.99

**Soccer Club - Mens** 4,858.17

**Soccer Club - Womens** 5,800.68

**Social Science/ Research Equity** 1,358.48

**ASB 2016/17**  
**Balance Sheet**  
**As of August 31, 2016**

**August 31, 2016**

<b>Softball Fund</b>	-2,498.64
<b>TC Debate Society</b>	8.04
<b>TIL Class Trip - Equity</b>	775.59
<b>TIL Orientation</b>	349.00
<b>TIL Program</b>	-5,978.57
<b>TIL Reunion</b>	34.94
<b>Uniform Replacement</b>	16,843.24
<b>Women's Athletic Club</b>	924.78
<b>Women's Basketball Club</b>	-2.74
<b>Total Restricted Funds</b>	<u>120,309.56</u>

<b>Retained Earnings</b>	2,484.27
<b>Unrestricted Funds</b>	-180.91
<b>Net Income</b>	0.00

**Total Equity** 122,612.92

**TOTAL LIABILITIES & EQUITY** 122,612.92

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Aug 04, 2016 10:14:33AM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
417378

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 \$1,572.67

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$1,572.67	\$1,572.67

TOTAL DEPOSIT: \$1,572.67

**GENERAL DEPOSIT NOTES:**

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$1,572.67 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170013

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



078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/04/2016 To 08/04/2016  
Transaction Number from: 170013 To 170013  
Date entered from: 00/00/0000 To 99/99/9999

J38661 DC0100 L.00.01 08/04/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170013	08/04/2016	08/04/2016	WKCCD DEPOSIT		
1.	78	BOOKSTORE SALES		31000-423-8841-69100	
				ENTERED BY: MDJB UNAPPROVED	1,572.67
				TOTAL AMOUNT	1,572.67
				DISTRICT TOTAL	1,572.67
				GRAND TOTAL	1,572.67

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Aug 04, 2016 10:15:26AM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
417379

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 \$41,651.60

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$41,651.60	\$41,651.60

TOTAL DEPOSIT: \$41,651.60

**GENERAL DEPOSIT NOTES:**

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$41,651.60 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170014

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

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/04/2016 To 08/04/2016  
Transaction Number from: 170014 To 170014  
Date entered from: 00/00/0000 To 99/99/9999

J38662 DC0100 L.00.01 08/04/16 PAG:

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170014	08/04/2016	08/04/2016	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
ENTERED BY: MDJB UNAPPROVED					41,651.60
TOTAL AMOUNT					41,651.60
DISTRICT TOTAL					41,651.60
GRAND TOTAL					41,651.60

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 04, 2016 10:16:58AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 DEPT NO.  
 0886  
 EROD NO.  
 417380

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 **\$506,408.73**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$2,835.38	\$2,835.38
RESTRICTED FUND	84097	0886	5490	\$498,406.27	\$498,406.27
CHILD DEVELOPMENT	84496	0886	5490	\$3,824.44	\$3,824.44
CAFETERIA	84699	0886	5490	\$1,342.64	\$1,342.64

TOTAL DEPOSIT: **\$506,408.73**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$506,408.73 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
 CARD: \$0.00  
 NOTES: DEPOSIT #170015**

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

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 08/04/2016 To 08/04/2016  
 Transaction Number from: 170015 To 170015  
 Date entered from: 00/00/0000 To 99/99/9999

J38664 DC0100 L.00.01 08/04/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170015	08/04/2016	08/04/2016	WKCCD DEPOSIT		
ENTERED BY: MDJB UNAPPROVED					
1.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	508.10
2.	78	REIMBURSEMENT		11000-209-8892-04010	500.00
3.	78	REIMBURSEMENT		11000-000-7411-00000	463.20
4.	78	PROCTORING		11000-306-8889-49306	20.00
5.	78	TRANSCRIPT FEES		11508-301-8879-64900	1,344.08
6.	78	QFS GRANT		12432-218-8199-64952	311,181.22
7.	78	TRIO		12000-340-8199-64951	54,000.00
8.	78	REIMBURSEMENT		12000-114-8892-70999	36,524.00
9.	78	CTE REGIONAL		12566-223-8659-60103	96,701.05
10.	78	CAFETERIA SALES		32000-422-8841-69400	1,342.64
11.	78	REIMBURSEMENTS		33428-310-8892-69200	3,824.44
TOTAL AMOUNT					506,408.73
DISTRICT TOTAL					506,408.73
GRAND TOTAL					506,408.73

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Aug 11, 2016 10:03:43AM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
417941

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 **\$3,760.95**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$3,760.95	\$3,760.95

TOTAL DEPOSIT: **\$3,760.95**

**GENERAL DEPOSIT NOTES:**

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$3,760.95 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
CARD: \$0.00  
NOTES: DEPOSIT #170016

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

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/11/2016 To 08/11/2016  
Transaction Number from: 170016 To 170016  
Date entered from: 00/00/0000 To 99/99/9999

J43467 DC0100 L.00.01 08/11/16 PAG

NUMBER		DATE	ENTERED	DESCRIPTION	APPROVED AND UNAPPROVED TRANSACTIONS			AMOUNT
LN.	DI	DETAIL	DESCR		-FUND-ORG-ACCT-PROGR-			
170016	08/11/2016	08/11/2016	WKCCD DEPOSIT			ENTERED BY: MDJB	UNAPPROVED	3,760.95
1.	78	BOOKSTORE SALES		31000-423-8841-69100				3,760.95
						TOTAL AMOUNT		3,760.95
						DISTRICT TOTAL		3,760.95
						GRAND TOTAL		3,760.95

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 11, 2016 10:04:38AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 417943

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 **\$17,005.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$17,005.00	\$17,005.00

TOTAL DEPOSIT: **\$17,005.00**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$17,005.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
**NOTES: DEPOSIT #170017**

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



078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/11/2016 To 08/11/2016  
Transaction Number from: 170017 To 170017  
Date entered from: 00/00/0000 To 99/99/9999

J43468 DC0100 L.00.01 08/11/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
170017	08/11/2016	08/11/2016	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	17,005.00
				TOTAL AMOUNT	17,005.00
				DISTRICT TOTAL	17,005.00
				GRAND TOTAL	17,005.00

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 11, 2016 10:05:56AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 417945

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 **\$13,691.74**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CHILD DEVELOPMENT	84496	0886	5490	\$12,483.33	\$12,483.33
CAFETERIA	84699	0886	5490	\$1,208.41	\$1,208.41

TOTAL DEPOSIT: **\$13,691.74**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$13,691.74 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
 NOTES: DEPOSIT #170018

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

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/11/2016 To 08/11/2016  
Transaction Number from: 170018 To 170018  
Date entered from: 00/00/0000 To 99/99/9999

J43469 DC0100 L.00.01 08/11/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170018	08/11/2016	08/11/2016	WKCCD DEPOSIT		
				ENTERED BY: MDJB UNAPPROVED	
1.	78	CAFETERIA SALES		32000-422-8841-69400	1,208.41
2.	78	CC CHILD CARE FOOD		33429-310-8621-69200	12,483.33
				TOTAL AMOUNT	13,691.74
				DISTRICT TOTAL	13,691.74
				GRAND TOTAL	13,691.74

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
SEC.26900-26902 GOV.CODE

USER NAME  
Mindy Jewell  
SUBMIT DATE  
Aug 19, 2016 10:44:51AM  
PROCESS DATE  
NOT PROCESSED AT  
THIS TIME  
EROD NO.  
418591

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 **\$15,634.25**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$15,634.25	\$15,634.25

TOTAL DEPOSIT: **\$15,634.25**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$15,634.25 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
NOTES: DEPOSIT #170019

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

078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/19/2016 To 08/19/2016  
Transaction Number from: 170019 To 170019  
Date entered from: 00/00/0000 To 99/99/9999

J48431 DC0100 L.00.01 08/19/16 PAG

NUMBER		DATE	ENTERED	DESCRIPTION	APPROVED AND UNAPPROVED TRANSACTIONS		AMOUNT
LN.	DI	DETAIL	DESCR	-FUND-ORG-ACCT-PROGR-			
170019		08/19/2016	08/19/2016	WKCCD DEPOSIT		ENTERED BY: MDJB UNAPPROVED	15,634.25
1.	78	BOOKSTORE SALES		31000-423-8841-69100		TOTAL AMOUNT	15,634.25
						DISTRICT TOTAL	15,634.25
						GRAND TOTAL	15,634.25

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
**Mindy Jewell**  
 SUBMIT DATE  
**Aug 25, 2016 12:53:53PM**  
 PROCESS DATE  
**NOT PROCESSED AT THIS TIME**  
 DEPT NO. 0886  
 EROD NO. 419110

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 **\$17,348.28**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$17,348.28	\$17,348.28

TOTAL DEPOSIT: **\$17,348.28**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$17,348.28 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #170020**

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

D78 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/25/2016 To 08/25/2016  
Transaction Number from: 170020 To 170020  
Date entered from: 00/00/0000 To 99/99/9999

J52403 DC0100 L.00.01 08/25/16 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170020	08/25/2016	08/25/2016	WKCCD DEPOSIT		
1.	78	BOOKSTORE SALES		31000-423-8841-69100	
				ENTERED BY: MDJB UNAPPROVED	17,348.28
				TOTAL AMOUNT	17,348.28
				DISTRICT TOTAL	17,348.28
				GRAND TOTAL	17,348.28

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 25, 2016 12:54:43PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 419111

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 **\$33,164.75**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$33,164.75	\$33,164.75

TOTAL DEPOSIT: **\$33,164.75**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$33,164.75 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00**  
**NOTES: DEPOSIT #170021**

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



078 WEST KERN COMM. COLLEGE  
WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
Date last used from: 08/25/2016 To 08/25/2016  
Transaction Number from: 170021 To 170021  
Date entered from: 00/00/0000 To 99/99/9999

J52405 DC0100 L.00.01 08/25/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170021	08/25/2016	08/25/2016	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	33,164.75
				TOTAL AMOUNT	33,164.75
				DISTRICT TOTAL	33,164.75
				GRAND TOTAL	33,164.75

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 25, 2016 12:56:16PM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 DEPT NO. 0886  
 EROD NO. 419113

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 **\$173,471.73**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$15,592.03	\$15,592.03
RESTRICTED FUND	84097	0886	5490	\$6,528.00	\$6,528.00
CHILD DEVELOPMENT	84496	0886	5490	\$146,375.00	\$146,375.00
CAFETERIA	84699	0886	5490	\$4,976.70	\$4,976.70

TOTAL DEPOSIT: **\$173,471.73**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$173,471.73 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT  
 CARD: \$0.00  
 NOTES: DEPOSIT #170023**

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

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 08/25/2016 To 08/25/2016  
 Transaction Number from: 170022 To 170022  
 Date entered from: 00/00/0000 To 99/99/9999

J52406 DC0100 L.00.01 08/25/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170022	08/25/2016	08/25/2016	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	GED/HISET TESTING		11000-306-8892-49306	715.63
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	334.40
3.	78	R2T4		11000-000-9161-00000	14,542.00
4.	78	LIBRARY PROGRAMS		12201-203-8892-61200	439.00
5.	78	PELL		12000-353-8154-64600	6,089.00
6.	78	CAFETERIA SALES		32000-422-8841-69400	4,976.70
7.	78	CC MIGRANT BILINGUAL		33591-310-8621-69200	18,315.00
8.	78	CC MIGRANT ED GRANT		33588-310-8621-69200	128,060.00
				TOTAL AMOUNT	173,471.73
				DISTRICT TOTAL	173,471.73
				GRAND TOTAL	173,471.73

**COUNTY OF KERN**  
**ELECTRONIC RECORD OF DEPOSIT**  
 SEC.26900-26902 GOV.CODE

USER NAME  
 Mindy Jewell  
 SUBMIT DATE  
 Aug 29, 2016 11:56:30AM  
 PROCESS DATE  
 NOT PROCESSED AT  
 THIS TIME  
 EROD NO.  
 419335

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 **\$983,247.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
AUGUST SCHOOL APPORTIONMENT	84096	0886	5490	\$700,182.00	\$700,182.00
AUGUST SCHOOL APPORTIONMENT	84097	0886	5490	\$283,065.00	\$283,065.00

TOTAL DEPOSIT: **\$983,247.00**

**GENERAL DEPOSIT NOTES:**

**SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$983,247.00 CREDIT  
 CARD: \$0.00  
 NOTES: DEPOSIT #170023**

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

078 WEST KERN COMM. COLLEGE  
 WKCCD DEPOSIT

DEPOSIT TRANSACTIONS  
 Date last used from: 08/29/2016 To 08/29/2016  
 Transaction Number from: 170023 To 170023  
 Date entered from: 00/00/0000 To 99/99/9999

J54329 DC0100 L.00.01 08/29/16 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
170023	08/29/2016	08/29/2016	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	AUGUST	SCHOOL APPORTIONMENT	11495-202-8613-00000	7,200.00
2.	78	AUGUST	SCHOOL APPORTIONMENT	11006-201-8633-00000	8,198.00
3.	78	AUGUST	SCHOOL APPORTIONMENT	12551-353-8615-64600	3,398.00
4.	78	AUGUST	SCHOOL APPORTIONMENT	12000-303-8622-64301	24,647.00
5.	78	AUGUST	SCHOOL APPORTIONMENT	12000-311-8623-64200	21,206.00
6.	78	AUGUST	SCHOOL APPORTIONMENT	12000-305-8624-64301	2,963.00
7.	78	AUGUST	SCHOOL APPORTIONMENT	12551-353-8625-64600	12,526.00
8.	78	AUGUST	SCHOOL APPORTIONMENT	12600-309-8627-64992	10,560.00
9.	78	AUGUST	SCHOOL APPORTIONMENT	12000-304-8630-00000	73,653.00
10.	78	AUGUST	SCHOOL APPORTIONMENT	12000-304-8631-00000	943.00
11.	78	AUGUST	SCHOOL APPORTIONMENT	12563-000-8644-00000	30,465.00
12.	78	AUGUST	SCHOOL APPORTIONMENT	12567-000-8645-00000	8,400.00
13.	78	AUGUST	SCHOOL APPORTIONMENT	12599-309-8632-64992	2,326.00
14.	78	AUGUST	SCHOOL APPORTIONMENT	12060-113-8634-67801	13,780.00
15.	78	AUGUST	SCHOOL APPORTIONMENT	12050-431-8654-00000	13,780.00
16.	78	AUGUST	SCHOOL APPORTIONMENT	12603-125-8643-68900	64,418.00
17.	78	AUGUST	SCHOOL APPORTIONMENT	11000-000-8612-00000	684,784.00
				TOTAL AMOUNT	983,247.00
				DISTRICT TOTAL	983,247.00
				GRAND TOTAL	983,247.00

**West Kern Community College District  
Board of Trustees Meeting**

**September 14, 2016**

**Agenda Item 15.**

**A. Academic Employment**

**1. Fall 2016-17 Adjunct Lecturers**

Item	Name	Assignment	Class/Step	Hourly Rate	Effective Date
a.	Bell, Cassidy	PHED 1523, 1524, 1623, 1723, 1724, 1823 Courses	1	\$55.79	8/22/16 - 12/16/16
b.	Cutrona, Angelo	PHED 1511, 1523, 1623, 1723, 1823, 2511 Courses	3	\$65.56	8/22/16 - 12/16/16
c.	Elkerdany, Amira	DNTL 2131, 2134 Courses	3	\$65.56	8/22/16 - 12/16/16
d.	Falgout, Stacey	GED Courses	3	\$65.56	8/22/16 - 12/16/16
e.	Kelsch, Noel	DNTL 1514, 2133 Courses	3	\$65.56	8/22/16 - 12/16/16
f.	Lemus, Everardo,	GED Courses	1	\$55.79	8/22/16 - 12/16/16
g.	McGhie, Raheela	ENGL 1500 Course	3	\$65.56	8/22/16 - 12/16/16
h.	Romley, Mary	PSYC 2003 Course	3	\$65.56	8/22/16 - 12/16/16
i.	Turakhia, Mit	ENGR 2000 Course	3	\$65.56	8/22/16 - 12/16/16

**2. Fall 2016-17 Athletic Assignments**

Item	Name	Assignment	Class/Step	Stipend	Effective Date
a.	Burroughs, Bruce	Head Women's Golf Coach Recruiting Stipend	--	\$2,2685.14	8/1/16 - 12/31/16
b.	Hernandez, Brittany	Assistant Women's Soccer Coach	--	\$2,264.05	8/1/16 - 12/31/16

**3. Summer Screening Committee Assignments**

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Blake, Paul	Adjunct Engineering Lecturer Pool	3	\$65.56*	8/1/16
↓	Reynolds, David	Adjunct Engineering Lecturer Pool	3	\$65.56*	8/1/16
↓	Mayfield, Mike	Adjunct Engineering Lecturer Pool	3	\$65.56*	8/1/16
b.	Mayfield, Mike	Adjunct Dental Hygiene Lecturer Pool	3	\$65.56*	8/11/16

\*Total of 1 hour

**4. Fall 2016-17 Adjunct Advisor Assignment**

Item	Name	Assignment	Step	Salary	Effective Date
a.	Elkerdany, Amira	Student American Dental Hygiene Association Advisor	--	\$1,586.80*	8/22/16 - 5/19/17

\*Split into two payments (January 2017 & June 2017)

**5. Fall 2016-17 Extra Duty Assignments**

Item	Name	Assignment	Class/Step	Salary	Effective Date
a.	Agundez, Adrian	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Altenhofel, Jennifer	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Beasley, Michelle	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Bledsoe, Adam	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Dyer, Geoffrey	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Furman, Tori	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Grimes, Jessica	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Jean, Brian	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Jiles, Michael	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Layne, David	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Oja, Michelle	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Roth, Rebecca	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	Salomon, Stephanie	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
↓	West, Linda	Canvas	Stipend	\$700.00	7/1/16 - 8/23/16
b.	Berube, Eric	Accreditation Liaison Officer	--	\$65.56/hr.*	7/1/16 - 6/30/17
c.	Eveland, Sharyn	PTK Advisor	Stipend	\$2,229.04**	8/22/16 - 5/19/17
d.	Smith, Gaysha	Art Gallery Coordinator	Stipend	\$1,375.23	8/22/16 - 5/19/17

\* 3 hrs. per week for fall, spring and summer sessions \*34 weeks x \$65.56/hr.

**6. Fall 2016-17 Adjunct Counselor Assignment**

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Mendenhall, Janis	Temporary DSPS Counselor	3	\$65.56*	8/1/16 - 6/30/17

\* Up to 3 hours/week

**West Kern Community College District  
Board of Trustees Meeting  
September 14, 2016**

**Agenda Item 15.**

**B. Classified Employment**

Item	Name	Position	%Assignment	Range/ Step	Salary	Term	Effective Date
<b>1. Administrative Services</b>							
a.	Morrow, Travis	Bookstore Clerk	Temporary	1A	\$11.86/hr.	A/N	9/12/16 - 6/30/17
<b>2. Instruction</b>							
a.	Chavez, Kassandra	May/Stanley Grant Intern	Temporary	2A	\$12.16/hr.*	A/N	8/1/16 - 6/30/17
↓	Guerrero, Maria	May/Stanley Grant Intern	Temporary	2A	\$12.16/hr.*	A/N	8/1/16 - 6/30/17
b.	Decker, Mary	Working Out of Class Stipend	Temporary	--	\$2.67/hr.	A/N	6/27/16 - 6/30/16
c.	Decker, Mary	Working Out of Class Stipend	Temporary	--	\$2.67/hr.	A/N	7/1/16 - 12/31/16
↓	Tofte, Miranda	Working Out of Class Stipend	Temporary	--	\$2.67/hr.	A/N	7/1/16 - 12/31/16
d.	Haslam, Kaila	STEM Pathways Program Technician	Temporary	13F	\$20.37/hr.	A/N	8/26/16 - 6/30/17
e.	Holt, Lucille	Library and Learning Resources Technician	Substitute	13A	\$15.80/hr.	A/N	9/6/16 - 6/30/17
f.	Payne, Tiffany	STEM Pathways Program Technician	Temporary	13F	\$20.37/hr.	A/N	8/22/16 - 6/30/17
g.	Tofte, Miranda	Working Out of Class Stipend	Temporary	--	\$2.67/hr.	A/N	6/20/16 - 6/30/16
h.	Tweedy, Allisa	Working Out of Class Stipend	Temporary	--	\$12.37/hr.**	A/N	7/18/16 - 12/31/16
<b>3. Student Services</b>							
a.	Delaney, John	Ash Street Dorm Resident Aide	Temporary	--	\$474.40/mo.	A/N	8/1/16 - 6/30/17
↓	Hernandez, Brittany	Ash Street Dorm Resident Aide	Temporary	--	\$474.40/mo.	A/N	8/1/16 - 6/30/17
b.	Graham, Sandra	Working Out of Class Stipend	Temporary	--	\$284.75/mo.	A/N	9/1/16 - 11/30/16
c.	Zermeno, Mireya	Counseling Center Secretary	Temporary	15A	\$16.77/hr.	A/N	9/1/16 - 12/29/16
<b>4. Superintendent/President</b>							
a.	Hicks, Dana	Information Systems Secretary	Temporary	15A	\$16.77/hr.	A/N	8/29/16 - 9/30/16
b.	Hicks, Dana	Information Systems Secretary	100%	15A	\$2,906.00/mo.	12 mo.	10/1/16 - 6/30/17

\* Up to 20 hours/week \*\* Total of 24 hours/week