

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

August 8, 2018

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
Claim Received from Donald Thornsberry
Claim Received from Melissa Thornsberry
 - F. Conference with Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 1 Potential Case
 - G. 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. QUARTERLY INVESTMENT REPORTS
9. PRESENTATION - Solar Project Presentation
10. APPROVAL OF MINUTES - Regular Meeting Held July 11, 2018, Special Meeting Held July 11, 2018 and Special Meeting Held July 13, 2018
11. NEW BUSINESS:
 - A. Adoption of West Kern Community College District Board of Trustees' Goals 2018/19
 - B. Request for Approval - Final Project Proposal (FPP) - Taft College Vocational Center
 - C. Request for Approval - West Kern Community College District 2020-2024 Capital Outlay Plan

- D. Request for Approval – Non-Represented, Insurance Eligible Groups – Insurance Benefits

12. CONSENT AGENDA (Items A – T)

- A. Information Item – CCFS-311Q for the 4th Quarter Ending June 30, 2018
- B. Request for Approval – 2019 Enrollment Priorities
- C. Request for Approval – Updates to Parking Fees
- D. Request for Approval – Agreement with the Chancellor’s Office Tax Offset Program (COTOP), 10/1/18 – 12/28/18
- E. Request for Approval – Pearson Education (“Pearson”) Publisher Consignment Rental Program Agreement
- F. Request for Approval – Disposal of District Property - Vehicles
- G. Request for Approval – Agreement with Foundation for California Community Colleges (FCCC) to Provide Microsoft Campus Agreement 2018 with Computerland of Silicon Valley, 9/16/18 – 9/15/19, \$33,590.00
- H. Request for Approval – Agreement with McNeil and Associates, LLC for Executive Coaching for Professional Development, 9/3/18 – 2/28/19, \$3,150.00 monthly for 6 Months (Total \$18,900.00)
- I. Request for Approval – AMS.NET Annual Support Coverage, Quote #Q-00027714, CISCO Network Hardware, Terms Vary, \$15,794.10
- J. Request for Approval – Annual Renewal of IBM SPSS Statistics Base Concurrent User Subscription and Support, Quote No. 18057740, 9/1/18 – 8/31/19, \$11,715.22
- K. Request for Approval – Renewal Agreement (Quote #26995700) with International Business Machines for IBM Cognos (Report Writer) License, 11/1/18 – 10/31/19, \$8,475.28
- L. Request for Ratification – Agreement with Van Dermeyden Maddux Law Firm, Rates Vary, Effective 7/19/18
- M. Request for Ratification – Statement of Work (320 Reporting Consulting) with Strata Information Group, Not to Exceed \$8,000.00 which Includes Labor and Travel Expenses

- N. Request for Approval – GT Software NetCOBOL Maintenance Renewal, 9/1/18 – 8/31/19, \$2,244.00
- O. Request for Ratification – Renewal of Liebert Cassidy Whitmore (LCW) Central California Community College District Employment Relations Consortium Membership, 7/1/18 – 6/30/19, \$3,895.50
- P. Request for Approval – Renewal of Annual Maintenance Services with Harland Technology Services for the Campus Scantron Scanner, 9/6/18 – 9/5/19, \$766.00
- Q. Request for Approval – Training Services Agreement with Westside Energy Services Training and Education Center, Inc. (WESTEC) – Active Shooter Training for Faculty and Staff, 8/14/18 and 8/17/18, \$700.00
- R. Request for Approval – Subscription Service for Choice Reviews, an Online Catalog of Reviews of Library Resources, Effective Upon Agreement for one-year, \$300.00 for First Year and \$600.00 Annually After
- S. Ratification of the July 2018 Vendor Check & Purchase Order Registers
- T. Routine Personnel Items:
 - Request for Conference Attendance and Expenses as of July 30, 2018

13. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

14. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Educational Administrator Employment (Appendix II)
- C. Classified Supervisory Employment (Appendix II)
- D. Confidential Management Employment (Appendix II)
- E. Classified Employment (Appendix II)
- F. Resignation/Retirements (Appendix II)

15. REPORTS:

- A. Financial Reports (for information):
 - 1. Revenue Accounts (Account Level 1) FY 2018/19
 - 2. Expenditure Accounts (Account Level 1) FY 2018/19
 - 3. Expenditure Detail of \$10,000.00 or Greater, July 2018
 - 4. Student Organization and Special Accounts, July 2018
 - 5. Funds Deposited in County Treasury, July 2018
 - 6. Investments Held at U.S. Bank Global Corporate Trust Services and The Bank of New York Mellon Trust Company, Quarter June 30, 2018
- B. Trustee Reports
- C. Academic Senate Report

D. Reports from Staff and Student Organizations

16. REPORT OF THE SUPERINTENDENT

17. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, September 12, 2018, at 5:00 p.m.

18. CONTINUATION OF CLOSED SESSION (If Necessary)

19. ADJOURNMENT

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

REGULAR MEETING

July 11, 2018

The regular meeting of the Board of Trustees of the West Kern Community College District was called to order at 5:00 p.m. by Secretary Emmanuel Campos. Trustees Michael Long, Dr. Kathy Orrin and Billy White were present. President Dawn Cole was absent. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

At 5:01 p.m. it was moved by Trustee White, seconded by Trustee Orrin 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 Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 2 Potential Cases
Claim Received from Donald Thornsberry
Claim Received from Melissa Thornsberry
- F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)

RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 6:00 p.m., it was moved by Trustee Orrin, seconded by Trustee Long and unanimously carried, to reconvene in Public Session. Secretary Campos reported there was action taken during Closed Session.

On the item PUBLIC EMPLOYEE DISCIPLINE/DISMISSAL/RELEASE, the Board took action by the following vote to approve and accept the discipline and demotion agreement of Employee ID No. A00201151. The vote was 4 to 0, with all members voting yea, and no members voting nay.

Yes: Emmanuel Campos, Michael Long, Dr. Kathy Orrin and Billy White

No: None
Abstain: None
Absent: Dawn Cole

PLEDGE OF ALLEGIANCE

Secretary Campos led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

GENERAL COMMUNICATIONS

There were no general communications.

APPROVAL OF MINUTES

On a motion by Trustee Orrin, seconded by Trustee White and unanimously carried, the minutes of the Regular Meeting held June 8, 2018 were approved.

NEW BUSINESS

Collective Bargaining – Public Hearing and Request for Approval (A-D)

Dr. Daniels reviewed that the first presentation of the initial collective bargaining proposals took place at the meeting held June 8th. The proposals require two presentations including a public hearing. Accordingly, at 6:02 p.m. it was moved by Trustee Long, seconded by Trustee White and unanimously carried, that the Board enter into a public hearing to discuss the District’s initial collective bargaining proposals (agenda items A-D). Secretary Campos called for public comments. No comments were heard and the public meeting was declared closed at 6:05 p.m.

Request for Approval – Presentation of the Taft College Faculty Association CTA/NEA Reopener for FY 2018/19

On a motion by Trustee Orrin, seconded by Trustee White and unanimously carried, the reopener request was approved.

Request for Approval – Presentation of the Taft College CSEA Chapter #543, Reopener for FY 2018/19

On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the reopener request was approved.

Request for Approval – Presentation of the WKCCD Reopener Proposal with the Taft College Faculty Association CTA/NEA for FY 2018/19

On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the reopener request was approved.

Request for Approval - Presentation of the WKCCD Reopener Proposal with the Taft College CSEA Chapter #543 for FY 2018/19

On a motion by Trustee Orrin, seconded by Trustee Long and unanimously carried, the reopener request was approved.

Request for Approval - Recommendation to Award P39 Interior Lighting Retrofit Project to Low Bidder Clear Blue Energy Corp., \$120,000.00

Brock McMurray, Executive Vice President of Administrative Services, explained this is the final year for Proposition 39 energy efficiency funds to be awarded. The current project will update interior lighting around campus. On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval - Second Presentation Tentative Agreement between Taft College Faculty Association ("TCFA/CTA/NEA") and West Kern Community College District ("District") - Work Experience Classes Compensation

Dr. Daniels explained this agreement is to determine compensation for faculty members who are assigned a work experience course. This is a recent offering at the College and the committee worked to find a compensation agreement that fit the need of the College. On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the request was approved (copy attached to official minutes).

Request for Approval - Second Presentation Tentative Agreement between Taft College Faculty Association ("TCFA/CTA/NEA") and West Kern Community College District ("District") - Insurance Benefits

Dr. Daniels stated the attached agreement was determined through the bargaining process. She commended the committee for the effort made to reach this agreement (copy attached to official minutes). On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the request was approved (copy attached to official minutes).

Information Item - First Presentation - Tentative Agreement Between West Kern Community College District ("District") and the Taft College Classified Employees Association, Chapter #543 ("CSEA") - Insurance Benefits

Dr. Daniels reported that this agreement is similar to the Faculty agreement. She thanked the CSEA unit for its work in the bargaining process.

Request for Approval - 2nd Reading - Board Policy #3410 - Nondiscrimination

Dr. Daniels told the Board this updated Board Policy reflects legal language suggestion as recommended by the Community College League of California. On a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the request was approved (copy attached to official minutes).

CONSENT AGENDA:

- A. Information Item – Spring 2018 President’s and Vice President’s Lists
- B. Information Item – Spring 2018 Academic All-Conference Awards Recipients
- C. Request for Approval – Applied Technologies Grade Made – Credit by Exam
- D. Request for Approval – Satisfaction of Child Development Center Interfund Balance
- E. Information Item – Annual List of Board Policies and Administrative Procedures for July 2018
- F. Request for Approval - WKCCD 2018-19 Accident Insurance Renewal, 8/1/18 – 8/1/19, \$47,659.00
- G. Request for Approval – Cisco Umbrella Insights Agreement, 7/20/18 – 7/19/19, \$4,500.00
- H. Request for Approval – Activity Request for Use of Taft Union High School Soccer Fields for Summer/Fall 2018 Classes/Season, 7/30/18 – 12/14/18, \$5,000.00
- I. Request for Approval – TIL Fall Staff Training Contracts for Three Self-Advocates who will Provide Disability Competency Training for TIL Staff, 7/31/18, Up to \$660.00 in Travel Expenses
- J. Request for Approval – Fort Rental Agreement for August 2018 In-Service Breakfast, \$425.00
- K. Ratification of the June 2018 Vendor Check & Purchase Order Registers
- L. Routine Personnel Items:
 - Request for Conference Attendance and Expenses as of June 28, 2018

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

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments on items of general interest.

EMPLOYMENT

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

Yes: Emmanuel Campos, Michael Long, Dr. Kathy Orrin and Billy White

No: None

Abstain: None

Absent: Dawn Cole

REPORTS

Financial Reports

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

Financial Reports (for information):

1. Revenue Accounts (Account Level 1) FY 2017/18
2. Expenditure Accounts (Account Level 1) FY 2017/18
3. Expenditure Detail of \$10,000.00 or Greater, June 2018
4. Student Organization and Special Accounts, June 2018
5. Funds Deposited in County Treasury, June 2018

Trustee Reports

Trustee White reported that the TIL awards banquet was a great event, in particular due to the peer awards. Seeing the support that is grown between the students in the program is touching.

Trustee Orrin also spoke of the end of year events for TIL. While it is emotional and moving for all, she noted she was most touched by the courage parents show in their dedication to provide opportunities for their children.

Information Services

Andrew Prestage, Executive Director of Information Services, reported that the department is working on installing equipment and updating classroom devices.

Dental Hygiene

Vickie Kimbrough, Director of Dental Hygiene, reported that 18 of 19 of the recent graduates have passed the state clinical exams. The last student is taking the exam this weekend.

Foundation

Sheri Horn-Bunk, Foundation Director, told the Board that there was a Chevron check presentation for \$80,000 held at the STEM lab with TIL, STEM and childcare present. There is a California Resource Corporation BBQ and tour coming up with the Petroleum Partners group. Ms. Horn-Bunk recently

attended a dental society meeting with Dr. Vickie Kimbrough. She thanked Dr. Kimbrough for the invitation and reported that the DH program has a verbal commitment to a generous donation due to that meeting.

Human Resources

Heather Meason, Executive Director of Human Resources, updated the Board on current recruitment efforts.

Student Services

Severo Balason, Jr., Vice President of Student Services, reported that the 320 report (attendance) has been submitted on time to the Chancellor's office.

Business Services

Amanda Bauer, Director of Fiscal Services, said that the new fiscal year has begun and efforts to close out the 2017-18 fiscal year are underway. An audit visit is scheduled and documentation is being completed.

Administrative Services

Brock McMurray, Executive Vice President of Administrative Services, told the Board that the department is still awaiting the new funding formula to be released from the Chancellor's office. While the formula is unknown, the current budget remains balanced and is conservative.

REPORT OF THE SUPERINTENDENT

Events

Dr. Daniels spoke of the Promise Program dinner held recently to welcome the 2018-19 students and to network the students who just completed the first year of the program. The 2017-18 students will be receiving a second year of the scholarship and will also serve as mentors to the 1st year students in the program. Joining Sheri Black in mentoring the Promise recipients is Kristi Richards.

Dr. Daniels also stated that the TIL awards dinner was heartwarming and inspirational. The students and the parents alike are honored to be part of the program. She commended staff for making the event special for these families.

Other

Fall enrollment continues to rise. Classes are full and only a few may be cut. Class sizes have been adjusted to increase efficiency.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, August 8, 2018, at 5:00 p.m.

ADJOURNMENT

At 6:26 p.m., on a motion by Trustee White, seconded by Trustee Long and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary

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

SPECIAL MEETING

July 11, 2018

The special meeting of the Board of Trustees of the West Kern Community College District was called to order at 6:27 p.m. by Secretary Emmanuel Campos. Trustees Michael Long, Dr. Kathy Orrin and Billy White were present. President Dawn Cole was absent. Superintendent/President Dr. Debra Daniels and Executive Secretary Sarah Criss were in attendance.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

No closed session was held.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

NEW BUSINESS

Request for Approval - Second Presentation - Tentative Agreement Between West Kern Community College District ("District") and the Taft College Classified Employees Association, Chapter #543 ("CSEA") - Insurance Benefits

Dr. Daniels reported that this agreement was the second reading of the agreement reached from the bargaining process. On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the agreement was approved (copy attached to official minutes).

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, August 8, 2018, at 5:00 p.m.

ADJOURNMENT

At 6:28 p.m., on a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary

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

**SPECIAL MEETING
Annual Board Retreat**

July 13, 2018

The special meeting of the Board of Trustees of the West Kern Community College District was called to order at 9:00 a.m. by President Dawn Cole. Secretary Emmanuel Campos and trustees Michael Long, Dr. Kathy Orrin and Billy White were present. Superintendent/President Dr. Debra Daniels, retreat facilitator Dr. Cindra Smith and Executive Secretary Sarah Criss were in attendance.

PLEDGE OF ALLEGIANCE

President Cole led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

SENIOR LEADERSHIP REVIEWS

Institutional Research and Planning

Oleg Bespalov, Executive Director of Institutional Research and Planning, presented an update on the Strategic Action Plan (SAP) via PowerPoint. He highlighted that the data collected in the planning process showed a 36.7% increase in degrees/certificates awarded and that deficiencies from the previous goals are already being address (i.e. Access Committee work with Degree Works). Mr. Bespalov reviewed the new goals to the SAP and gave a description of their history/necessity.

Student Services

Severo Balason, Jr., Vice President of Student Services, presented a general update from the department via PowerPoint. In specific, Student Services has headed the District's plan for the Guided Pathways initiative. The Guided Pathways enters its first year of the 5 year plan this year and will be observed by the Guided Pathways Oversight Committee. Currently, the committee and staff are working to support AB 705's requirements to help students complete transfer-ready courses. The District is completing Guided Pathways' tasks which is allowing such things as faculty extra hours for writing labs, increase in student tutors, NetTutor and Cranium Café. Recently, the District was notified they will receive \$90,000 for technology support to meet the Guided Pathways plan.

In the area of campus safety and security, Mr. Balason stated the campus is now under 24 hours a day supervision in an effort to protect students/staff and property. With the addition of Kevin Altenhofel as the Director of Security and collaboration with the IT staff, the website and Banner access in the event of an emergency have both been improved with safety measures in mind. This fall inservice there will be an active shooter presentation delivered by WESTEC staff.

Administrative Services

Mr. Brock McMurray, Executive Vice President of Administrative Services, presented a handout with a review of the possible solar project as presented at a previous meeting (copy attached to official minutes). Mr. McMurray said that if the Board wishes to move forward the best time for the project would be summer 2019 to allow for construction in the parking lot. The solar project will include the power estimated to be used by the Student Center project.

Information Services

Andrew Prestage, Executive Director of Information Services, provided a PowerPoint presentation on highlights from the academic year (copy attached to official minutes). The department has worked with California State University, Bakersfield to coordinate a satisfaction survey on the department's efforts on campus and plans to continue such evaluations annually. The department has completed the 10 gigabyte bandwidth circuit update, a Banner update, increased file server back up space to 23 terabytes, and many other projects. The Banner update will transition the District to the next major update – Banner 9. The Banner 9 self-service interface will roll out this fall and the department is working with campus staff to make sure each department is prepared.

Human Resources

Heather Meason, Executive Director of Human Resources, presented a PowerPoint on the annual reflection from the department (copy attached to official minutes). Currently efforts are being made to review internal processes to become more customer friendly and efficient. Staff are also working to update recruiting efforts, including using the website to inform candidates of the highlights to becoming a Taft College employee. Ms. Meason reported that the department is working to become more technology based to work with the interfaces on campus.

Foundation

Sheri Horn-Bunk, Executive Director of the Foundation, presented a PowerPoint showing the Foundation work from the past year (copy attached to official minutes). This year, among other events, the Foundation renamed the library in honor of Opal Smith and Harry Wilson for their bequest to the College. They recently received \$80,000 from Chevron to benefit the TIL program, Childcare Center and STEM outreach efforts. Chevron's gifts this year also assisted in providing three STEM camps in the Chevron Innovation Lab. Partner participation led to the first annual Grad Summit as well as internships for students. Ms. Horn-Bunk shared a story of success for a TIL student who through internships gained valuable jobsite skills that led to immediate fulltime employment post-graduation. On the horizon, a TC Alumni Committee has begun to meet to assist in promoting alumni relations.

Superintendent

Dr. Debra Daniels, Superintendent/President, reported that the highlight from the past academic year was the work completed by management in PALM leadership training with consultant Dr. Idahlynn Karre. The full-day sessions led to the learning of behaviors/styles and leadership

development. Dr. Daniels thanked the Foundations' effort to fund this training, which will lead to strengthened departments with prepared leaders. The management team will take these lessons and self-train in the next academic year.

REVIEW OF BOARD POLICIES, ETHICS AND TRUSTEESHIP

Dr. Cindra Smith had interactive discussion on what being a Board member looks like from each individual Board member. She presented Board Policy #2715 to the Board and reviewed the standards of ethics as adopted by the Board (copy attached to official minutes). Discussion was had in regards to the views of Board members into what they value ethically in their action as a Board.

BOARD REVIEW AND SELF-EVALUATION OF 2017/18 GOALS

Dr. Smith reviewed the notes and ratings from the 2017/18 Board of Trustee meetings in relation to the goals set by the Board. The Board discussed reports and information given over the specified goal topics. Overall the goals reflected a well-rounded effort by the Board as a whole. The discussion focused on the need for some goals to continue and the notation of goals that had been met and are no longer necessary. The Board also discussed areas of interest for future reports from staff.

ESTABLISHMENT OF 2018/19 BOARD GOALS

The Board, as identified in the self-evaluation of the 2017/18 goals, struck goals that were no longer needed. With the direction of Dr. Smith and Dr. Daniels, suggestions for a draft of 2018/19 goals were recorded and will be brought forward in a future meeting for consideration/approval.

PUBLIC COMMENT ON CLOSED SESSION ITEMS

No comments were heard.

CLOSED SESSION

At 2:56 p.m. it was moved by Trustee Long, seconded by Trustee White 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 Legal Counsel - Anticipated Litigation
Significant Exposure to Litigation Pursuant to Paragraph (2) or (3) of Subdivision (d) of Section 54956.9 - 2 Potential Cases

Claim Received from Donald Thornsberry

Claim Received from Melissa Thornsberry

- F. Student Discipline and Other Confidential Student Matters, Education Code Sections 35146, 48900 et. Seq. and 48912(b)

RECONVENE IN PUBLIC SESSION; ANNOUNCE CLOSED SESSION ACTIONS

At 3:02 p.m., it was moved by Trustee White, seconded by Secretary Campos and unanimously carried, to reconvene in Public Session. President Cole reported there was no action taken during Closed Session.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, August 8, 2018, at 5:00 p.m.

ADJOURNMENT

At 3:03 p.m., on a motion by Trustee Long, seconded by Trustee Orrin and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary



BOARD OF TRUSTEES

2018/19 Goals

(Developed July 2018)

Strategic Action Plan

1. Expect and monitor completion of the Strategic Action Plan objectives scheduled for the 2018-19 year.
2. Maintain 100% compliance of the Accreditation Standards.
3. Expect continued focus on Guided Pathways, opportunities and strategies for student learning and success.
4. Continue to ensure the Board is knowledgeable about college programs and facilities, including how they meet community and student needs and foster student achievement.
5. Continue to support the expansion of dual and concurrent enrollment opportunities for students.
6. Monitor how current CTE programs are aligned with employment skills in the region. Expect and review plans to expand CTE as needed – including exploration of agricultural industrial needs.
7. Provide leadership and support for the College's Foundation, particularly for Foundation/business collaboration.
8. Conduct an economic impact study of the College on the community.
9. Oversee the completion of Measure A projects.
10. Monitor campus security and safety.
11. Ensure that internal program reviews/audits are in place for efficiency and accuracy.
12. Expect and monitor that evaluation and compliance reports are completed in a timely manner.

Board Fiduciary Role: District Sustainability

1. Continue to expect long-range financial planning that addresses debt obligations (i.e. OPEB), reserves, and financial needs; provide direction as needed.
2. Expect a system of internal controls to be developed to monitor program compliance.
3. Monitor the impact of the new funding formula from the state.

Board Effectiveness

1. Continue to strengthen trustee knowledge and skills, and the ability of the Board to work as a team.
2. Ensure success of the Superintendent/President through ongoing communication and support.
3. Foster increased involvement of the student trustee in board development.

Date: July 25, 2018
Submitted by: Brock McMurray, EVP of Administrative Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval

B ✓

Board Meeting Date: August 8, 2018

Title of Board Item:

Final Project Proposal (FPP) – Taft College Vocational Center

Background:

The State Chancellor’s Office has requested colleges to submit updated FPP’s pending potential funding. The Vocational Center project is a high priority project pending available funding sources per our Master Facilities Plan and Five Year Plan. The Vocational Center Project is comprised of 23,407 assignable square feet (ASF) consisting of 20,037 ASF laboratory space, 2,370 ASF office space, and 1,000 ASF space for other uses. The Center will provide permanent space for vocational programs as well as our current Dental Hygiene Program. The building is planned to be constructed at the current site of the cafeteria/testing facility.

Terms (if applicable):

Not applicable.

Expense (if applicable):

None at this time.

Fiscal Impact Including Source of Funds (if applicable):

The total estimated budget for this project is \$22,973,000, comprised of 1,172,000 in local funds and \$19,682,000 in state funds.

Approved: _____



Dr. Debra Daniels, Superintendent/President

3.1 Approval Page
Final Project Proposal
Budget year: 2020-21

District: West Kern Community College District

Project Location: Taft College
(College, Campus, or Center)

Project Name: Vocational Center

The district proposed funds for (check items below), be included in the State Capital Outlay Budget.

Site Acquisition Preliminary Plans Working drawings Construction Equipment

Contact Person: Kevin Cobb, AIA/ARA Telephone: (661)-327-1690

E-Mail Address: kcobb@aparchitects.net Fax: (661)-327-7204

District Certification

Approved for submission:  Date: 7/31/18
(Chancellor/President/Superintendent Signature)

District Board of Trustees Certification

The Governing Board of the District approves the submission of this application to the Board of Governors of the California Community Colleges and promises to fulfill the succeeding list of Project Terms and Conditions.

President of the Board of Trustees signature _____ *date* _____ *Secretary of the Board of Trustees signature* _____ *date*

Attach a copy of the Board Resolution which substantiates approval of the application and promises to fulfill the Project Terms and Conditions.

Chancellor's Office Certification

Submit proposal to:
Facilities Planning and Utilization
Chancellor's Office
California Community Colleges
1102 Q Street, Suite 4550
Sacramento, CA 95811-6549

Reviewed by: _____

Date Completed: _____

3.1 Approval Page
Final Project Proposal
Budget year: 2020-21

District: West Kern Community College District

Project Location: Taft College
(College, Campus, or Center)

Project Name: Vocational Center

The district proposed funds for (check items below), be included in the State Capital Outlay Budget.

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Approved for submission: _____ Date: _____
(Chancellor/President/Superintendent Signature)

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Secretary of the Board of Trustees signature *date*

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Chancellor's Office Certification

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Facilities Planning and Utilization
Chancellor's Office
California Community Colleges
1102 Q Street, Suite 4550
Sacramento, CA 95811-6549

Reviewed by: _____

Date Completed: _____

3.1 Approval Page
Final Project Proposal

Budget year: 2020-21

District: West Kern Community College District

Project Location: Taft College
(College, Campus, or Center)

Project Name: Vocational Center

The district proposed funds for (check items below), be included in the State Capital Outlay Budget.

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(Chancellor/President/Superintendent Signature)

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President of the Board of Trustees signature _____
date _____
Secretary of the Board of Trustees signature _____
date

Attach a copy of the Board Resolution which substantiates approval of the application and promises to fulfill the Project Terms and Conditions.

Chancellor's Office Certification

Submit proposal to:
Facilities Planning and Utilization
Chancellor's Office
California Community Colleges
1102 Q Street, Suite 4550
Sacramento, CA 95811-6549

Reviewed by: _____

Date Completed: _____

COST ESTIMATE SUMMARY AND ANTICIPATED TIME SCHEDULE - JCAF 32:

District: West Kern Community College District
 Project Name: Vocational Center

College: Taft College
 Date Prepared: 7/23/2018
 Estimate CCI: 6108

To Q&UC | Print | Save | Reset | Delete

CFIS Ref. #: 40.68.XXX

DoF Project ID: null

Prepared by:

Request For: L P W C E

Round to Thousands:

Escalation View: Estimate

Estimate EPI: 3560

	Acres:	Total Cost	State Funded		District Funded				
			State-Supportable	Non State-Supportable					
1. Site Acquisition									
2. Preliminary Plans	Estimate CCI: 6596	\$1,032,036	100.00%	\$1,032,036	0.00%				
A. Architectural Fees (for preliminary plans)		\$493,452							
B. Project Management (for preliminary plans)		\$176,233							
C. Division of the State Architect Plan Check Fee		\$224,229							
D. Preliminary Tests (soils, hazardous materials)		\$31,208							
E. Other Costs (for preliminary plans)		\$106,914							
3. Working Drawings	Estimate CCI: 6596	\$697,811	100.00%	\$697,811	0.00%				
A. Architectural Fees (for working drawings)		\$563,945							
B. Project Management (for working drawings)									
C. Division of the State Architect, Plan Check Fee									
D. Community College Plan Check Fee		\$50,351							
E. Other Costs (for working drawings)		\$83,515							
(Total PW may not exceed 13% of construction)	True								
4. Construction	Estimate CCI: 6596	\$17,623,284	93.47%	\$16,473,284	6.53%	\$1,150,000			
A. Utility Service		\$1,582,245							
B. Site Development, Service		\$579,908							
C. Site Development, General		\$892,084							
D. Other Site Development		\$68,299							
E. Reconstruction									
F. New Construction (building) (w/Group I equip)		\$14,205,594							
G. Board of Governor's Energy Policy Allowance (2% or 3%)		\$284,112							
H. Other		\$11,042							
5. Contingency		\$881,165	100.00%	\$881,165	0.00%				
6. Architectural and Engineering Oversight		\$352,466	100.00%	\$352,466	0.00%				
7. Tests and Inspections		\$417,901	100.00%	\$417,901	0.00%				
A. Tests		\$176,233							
B. Inspections		\$241,668							
8. Construction Management & Labor Compliance Program (if justified)		\$406,886	100.00%	\$406,831	0.00%				
A. Construction Management		\$352,466							
B. Labor Compliance Program		\$54,420							
9. Total Construction Costs (items 4 through 8 above)		\$19,681,702		\$18,531,647		\$1,150,000			
10. Furniture and Group II Equipment	Estimate EPI: 3560	\$1,560,877	100.00%	\$1,560,877	0.00%				
11. Total Project Cost (items 1, 2, 3, 9, and 10)		\$22,972,426		\$21,822,371		\$1,150,000			
12. Project Data	Outside GSF	Assignable Square Feet	Ratio ASF/GSF	Unit Cost Per ASF	Unit Cost Per GSF	14. State Funded	District Funded Supportable	District Funded Non Supportable	District Funded Total
Construction	36,311	23,407	0.64	\$607	\$391	Acquisition			
Reconstruction						Preliminary Plans	\$1,032,036		
						Working Drawings	\$697,811		
13. Anticipated Time Schedule						Construction	\$18,531,647	\$1,150,000	\$1,150,000
Start Preliminary Plans	8/15/2020	Advertise Bid for Construction	5/14/2022	Equipment	\$1,560,877	Total Costs	\$21,822,371	\$1,150,000	\$1,150,000
Start Working Drawings	5/15/2021	Award Construction Contract	8/14/2022	% of SS Total	94.99%	SS Total:	\$22,972,371		
Complete Working Drawings	10/14/2021	Advertise Bid for Equipment	6/21/2023						
DSA Final Approval	4/14/2022	Complete Project	1/13/2024						



BOARD AGENDA ITEM

Date: July 25, 2018
Submitted by: Brock McMurray, EVP of Administrative Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval

BV

Board Meeting Date: August 8, 2018

Title of Board Item:

Request for Approval of West Kern Community College District 2020-2024 Capital Outlay Plan.

Background:

Authorization is sought to submit the 2020-2024 Capital Outlay Plan.

The governing board of each community college district is required to prepare and submit to the California Community College Chancellor's Office a plan for capital construction for a five year period commencing with the next proposed year of funding. The Five-Year Construction Plan is an annual summary of current and proposed capital outlay projects. The plan gives the Chancellor's Office a complete picture of the capital improvement projects for the District, enabling the Chancellor's Office to make informed decisions regarding project priorities for State funding. The projects outlined in the Five-Year Construction Plan are consistent with the District's Facilities Master Plan. Please see the attached District Projects Priority Order from the Five Year Construction Plan for your review.

Terms (if applicable):

2020 to 2024.

Expense (if applicable):

Not applicable.

Fiscal Impact Including Source of Funds (if applicable):

Not applicable.

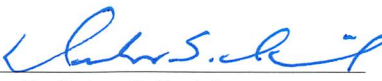
Approved: 

Dr. Debra Daniels, Superintendent/President

2020-24 FIVE YEAR CONSTRUCTION PLAN
(2020-21 FIRST FUNDING YEAR)

West Kern CCD

Prepared in reference to the Community College Construction Act of 1980
and
approved on behalf of the local governing board for submission to
the office of the Chancellor, California Community Colleges

Signed 
Dr. Debra S. Daniels
(Chief Executive Officer)

Title President /Superintendent

Date 7/31/18

Contact Person Kevin Cobb AIA/ARA

Telephone (661) 327-1690

Date Received at
Chancellor's Office

Chancellor's Office
reviewed by

Notice of Approval

No.	Project	Occupancy	Source	Schedule of Funds						
				2018/2019	2019/2020	2020/2021	2021/2022	2022/2023	2023/2024	2024/2025
1	Child Development Center									
0		2005/2006								
		\$2,722,000	State							
		\$1,419,000	NonState							
2	Science Modernization									
		2006/2007								
		\$2,741,000	State							
		\$772,000	NonState							
3	TIL Center									
		2012/2013								
		\$10,541,000	State							
		\$4,531,000	NonState							
4	Student Center									
6,599		2018/2019								
		\$17,616,159	NonState							
5	Vocational Center									
11,174		2023/2024				(P)(W)	(C)(E)			
		\$21,823,000	State			\$1,730,000	\$20,093,000			
		\$1,150,000	NonState				\$1,150,000			
6	Field Sports									
7,845		2024/2025					(P)(W)	(C)(E)		
		\$43,195,000	State				\$2,311,000	\$40,884,000		
		\$2,324,000	NonState				\$1,136,000	\$1,188,000		
7	Technology Center									
8,812		2024/2025						(P)(W)	(C)(E)	
		\$26,667,000	State					\$1,957,000	\$24,710,000	
		\$543,000	NonState						\$543,000	
8	Gymnasium Modernization Expansion									
9,235		2028/2029								
		\$19,809,000	State							
		\$1,043,000	NonState							
9	Instructional Center									
9,250		2029/2030								
		\$10,115,000	State							
		\$175,000	NonState							
10	Library Expansion									
14,465		2030/2031								
		\$15,866,000	State							
		\$882,000	NonState							

Date: July 25, 2018
Submitted by: Heather Meason, Executive Director of Human Resources
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Information Item

Board Meeting Date: August 8, 2018

Title of Board Item:

Non-Represented, Insurance Eligible Groups -Insurance Benefits

Background:

All full-time non-represented employee groups, Superintendent/President, and Board of Trustee members will receive family coverage health insurance through Anthem Blue Cross, Delta dental insurance and VSP vision care in the same premium amount agreed to in negotiations between the faculty bargaining unit and the District as reference in Appendix F, Page 1 of the Collective Bargaining Agreement ("CBA") as appropriate.

Terms (if applicable):

An implementation date of October 1, 2018.

Expense (if applicable):

See below.

Fiscal Impact Including Source of Funds (if applicable):

The amount will be included in the Adopted Budget for 2018-19.

Approved: 

Dr. Debra Daniels, Superintendent/President

Appendix F



District Name West Kern Community College District

Bargaining Unit Faculty Bargaining Group

2018-2019	Anthem	Anthem	Anthem	Anthem
Appendix F	100-A \$20	100-D \$20	100-G \$20	Select Medical Plan
MEDICAL - CALENDAR YEAR Deductibles & Maximums	Member Pays	Member Pays	Member Pays	Member Pays
Individual/Family Deductibles	\$0/\$0	\$300/ \$600	\$500/ \$1,000	
Individual/Family Out-of-Pocket (OOP) Max (includes medical deductibles, co-insurance and co-pays)	\$1,000/ \$3,000	\$1,000/ \$3,000	\$1,000/ \$3,000	

PROFESSIONAL SERVICES

Office Visit (OV) co-pay	\$20	\$20	\$20	
Urgent Care co-pay	\$20	\$20	\$20	
Specialists/Consultants co-pay	\$20	\$20	\$20	
Prenatal, postnatal office visit co-pay	\$20	\$20	\$20	
Scans: CT, CAT, MRI, PET etc.	0%	0%	0%	
Diagnostic X-ray & Laboratory Procedures	0%	0%	0%	
Infertility (diagnosis/treatment of causes of infertility subject to plan benefits)	Not covered	Not covered	Not covered	
Preventive Care (includes physical exams & screenings)	0% Ded Waived	0% Ded Waived	0% Ded Waived	

HOSPITAL & SKILLED NURSING FACILITY SERVICES

Emergency Room visit (waived if admitted)	0% \$100 co-pay	0% \$100 co-pay	0% \$100 co-pay	
Inpatient Hospital (preauthorization required)	0%	0%	0%	
Outpatient Hospital	0%	0%	0%	
Surgery, Outpatient (performed in Surgery Center)	0%	0%	0%	
Surgery, Outpatient (performed in a Hospital)	0%	0%	0%	

Appendix F	100-A \$20	100-D \$20	100-G \$20	Select Medical Plan
------------	------------	------------	------------	---------------------

MENTAL HEALTH & SUBSTANCE ABUSE TREATMENT

INPATIENT: Facility Based Care (preauth required)	0%	0%	0%	
OUTPATIENT: Facility Based Care (preauth required)	0%	0%	0%	

OTHER SERVICES

Acupuncture - Limits apply	0%	0%	0%	
Ambulance (Ground or Air)	0% \$100 co-pay	0% \$100 co-pay	0% \$100 co-pay	
Chiropractic - Limits apply	0%	0%	0%	
Durable Medical Equipment (DME)	0%	0%	0%	
Physical and Occupational Therapy - Limits apply	0%	0%	0%	

PHARMACY BENEFITS

Plan	5-20	9-35	5-20	Select Rx Plan
Individual/Family Brand & Specialty Rx Deductibles	none	none	none	
Individual/Family Rx Out-of-Pocket (OOP) Max (includes Rx deductibles and co-pays)	\$1,500/ \$2,500	\$2,500/ \$3,500	\$1,500/ \$2,500	
Generic co-pay/30 days supply	\$0 at Costco \$5 at Other Network	\$0 at Costco \$9 at Other Network	\$0 at Costco \$5 at Other Network	
Brand co-pay/30 days supply	\$20	\$35	\$20	
Specialty co-pay/up to 30 days supply	\$20 Must Use Navitus Mail	\$35 Must Use Navitus Mail	\$20 Must Use Navitus Mail	
Mail Order (Generic-Brand co-pay/90 days supply)	\$0-\$50	\$0-\$90	\$0-\$50	

Date: July 30, 2018
Submitted by: Amanda Bauer, Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services *Bm*
Subject: Information Item

Board Meeting Date: August 8, 2018

Title of Board Item: CCFS-311Q for the 4th quarter ending June 30, 2018.

Background:

Title 5 of the California Code of Regulation, Section 58310 requires the chief executive officer or another designee of the governing board to regularly report in detail to the governing board of the district the District's financial condition and shall submit reports showing the financial and budgetary conditions of the district, including outstanding obligations, to the governing board at least once every three months. The certified report shall be reviewed by the district governing board at a regularly scheduled meeting and entered into the minutes of the meeting.

Terms (if applicable): Not applicable.

Expense (if applicable): Not applicable.

Fiscal Impact Including Source of Funds (if applicable):

Attached is a copy of the West Kern Community College District's California Community Colleges Chancellor's Office Financial Status Report (CCFS-311Q) for the quarter ended June 30th, 2018. This report will be submitted to the Taft College Board of Trustees for their review at the regularly scheduled board meeting on August 8th, 2018.

This report represents the fourth quarter of the 2017-2018 fiscal year. Total General Fund unrestricted revenues received to date were \$23,768,92 or 95.59% of the projected levels for the current fiscal year. General Fund unrestricted expenditures were \$23,323,218 or 95.22% of the budgeted projections. The net effect year to date was \$444,874. The year to date totals do not include all yearend adjustments such as current liabilities, payroll liabilities, account receivables, etc. Final 2017-18 figures will be reflected in the 311A & annual audit reports.

Approved: 

Dr. Debra Daniels, Superintendent/President

Quarterly Financial Status Report, CCFS-311Q
ENTER OR EDIT CURRENT DATA

Record Updated

CHANGE THE PERIOD ▼

Fiscal Year: 2017-2018

Quarter Ended: (Q4) Jun 30, 2018

District: (690) WEST KERN

Line	Description	Adopted Budget (Col. 1)	Annual Current Budget (Col. 2)	Year-to-Date Actuals (Col. 3)	Projected Actuals as of June 30 (Col. 4)
I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:					
Closed for edits after Aug 16, 2018					
A.	Revenues:				
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	24,785,511	24,863,570	23,768,092	24,863,570
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	24,785,511	24,863,570	23,768,092	24,863,570
B.	Expenditures:				
B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	23,902,368	23,989,863	22,642,316	23,812,480
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	472,354	503,519	680,902	680,902
B.3	Total Unrestricted Expenditures (B.1 + B.2)	24,374,722	24,493,382	23,323,218	24,493,382
C.	Revenues Over(Under) Expenditures (A.3 - B.3)	410,789	370,188	444,874	370,188
D.	Fund Balance, Beginning	9,392,842	9,392,842	9,392,842	9,392,842
D.1	Prior Year Adjustments + (-)	0	0	0	0
D.2	Adjusted Fund Balance, Beginning (D + D.1)	9,392,842	9,392,842	9,392,842	9,392,842
E.	Fund Balance, Ending (C. + D.2)	9,803,631	9,763,030	9,837,716	9,763,030
F.1	Percentage of GF Fund Balance to GF Expenditures (E. / B.3)	40.2%	39.9%	42.2%	39.9%
SAVE EDITS »»					

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)				2,830
-----	---	--	--	--	-------

Amount as of the Specified Quarter Ended

III. Total General Fund Cash Balance (Unrestricted and Restricted)

H.1	Cash, excluding borrowed funds	3,192,789
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1+ H.2)	3,192,789

IV. Has the district settled any employee contracts during this quarter? Yes No

If yes, complete the following: (If multi-year settlement, provide information for all years covered.)

Contract Period Settled (Specify) YYYY-YY	Management		Academic		Classified	
	Total Cost Increase	% *	Total Cost Increase	% *	Total Cost Increase	% *
a. SALARIES:						
Year 1:						
Year 2:						
Year 3:						
b. BENEFITS:						
Year 1:						
Year 2:						
Year 3:						

* As specified in Collective Bargaining Agreement or other Employment Contract

SAVE EDITS »»

c. Provide an explanation on how the district intends to fund the salary and benefit increases, and also identify the revenue source/object code.

2000 Characters Remaining

V. Did the district have significant events for the quarter (include incurrence of long-term debt, settlement of audit findings or legal suits, significant differences in budgeted revenues or expenditures, borrowing of funds (TRANS), issuance of COPs, etc.)?

Yes No

If yes, list events and their financial ramifications. (Enter explanation below, include additional pages if needed.)

2000 Characters Remaining

VI. Does the district have significant fiscal problems that must be addressed?

This year?

Yes

No

Next year?

Yes

No

If yes, what are the problems and what actions will be taken? (Enter explanation below, include additional pages if needed.)

2000 Characters Remaining

« « EXIT WITHOUT SAVING | SAVE EDITS » »

California Community Colleges, Chancellor's Office
Fiscal Services Unit
1102 Q Street, Suite 4550
Sacramento, California 95811

Send questions to:
Christine Atalig (916)327-5772 catalig@cccco.edu or Tracy Britten (916)324-9794 tbritten@cccco.edu

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BOARD AGENDA ITEM

Date: July 17, 2018

Submitted by: Severo Balason, Vice President of Student Services

Area Administrator: Dr. Debra Daniels, Superintendent/President

Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item: 2019 Enrollment Priorities

Background:

Each year, the priority schedule is set to begin around the 12th week of the fall and spring semesters. The following enrollment priorities are recommended for the 2019 academic year.

2018-2019 ENROLLMENT PRIORITIES		
Registration Group	Spring 2019	Summer/Fall 2019
1 CW/DSPS/EOPS/VA/Foster Youth	Mon, Nov 5	Mon, Apr 1
2.1 Athletes/TRIO/PTK/ASO	Tues, Nov 13	Mon, Apr 8
2.2 Continuing/New Matriculating	Mon, Nov 19	Mon, Apr 22
3.1 Returning/Academic Probation/Non-Matriculating	Wed, Nov 28	Wed, May 1
3.2 Over 100 Units/Current High School	Fri, Nov 30	Fri, May 3

Terms (if applicable):

The priority registration schedule will be effective for the 2019 academic year.

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

N/A

Approved: Debra Daniels 7/31/18
Dr. Debra Daniels, Superintendent/President

Date: July 17, 2018
Submitted by: Severo Balason, Vice President of Student Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item: Updates to Parking Fees

Background:

The City of Taft voted on Tuesday 4/3/18 to adopt a resolution to change the parking fine fee structure (resolution number 3883-18, effective immediately). The fees had not changed since 1999. Since Taft College attempts for our fines to mirror those of the City of Taft, we propose the following changes in keeping with the City of Taft.

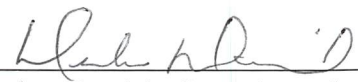
Description	Old Fee	New Fee
Illegal Parking or curb violation	\$27	\$38
Parking near a fire hydrant (within 15 ft.)	\$27	\$38
Stopping, standing, or parking prohibited	\$27	\$38
Parking in fire lane	\$73	\$150
Handicapped/Disabled space violation	\$282	\$450

Terms (if applicable):

The fees will be effective immediately.

Fiscal Impact Including Source of Funds (if applicable):

Minimal positive fiscal impact based on historically issuing few parking tickets.

Approved: 

Dr. Debra Daniels, Superintendent/President

Date: July 25, 2018
Submitted by: Brock McMurray, EVP of Administrative Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval

B ✓

Board Meeting Date: August 8, 2018

Title of Board Item:

Request for Approval of Agreement with The Chancellor's Office Tax Offset Program (COTOP)

Background:

WKCCD has participated in COTOP for many years as an effective means for recovering outstanding student debts owed to the college, such as enrollment fees, uncollected non-resident tuition, library fines, personal checks written with non-sufficient funds, student loans, financial aid overpayments and other approved debts.

Under the COTOP program, the Chancellor's Office requests the Franchise Tax Board to offset (deduct) the amount owed to a district from the student/debtor's personal state income tax refund, lottery winnings, or other state refund. The Franchise Tax Board remits any amounts offset to the Chancellor's Office, which then authorizes the State Controller to disburse the offset amount, minus a 25 percent (25%) administrative fee, to the participating local districts.

It is my recommendation that the Board approve the agreement with the Chancellor's Office for continued participation in COTOP.

Terms (if applicable):

October 1, 2018 through December 28, 2018.

Expense (if applicable):

The Chancellor's Office collects a fee equal to 25% of the amount collected through COTOP.

Fiscal Impact Including Source of Funds (if applicable):

Not applicable.

Approved: _____



Dr. Debra Daniels, Superintendent/President

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

1102 Q STREET, SUITE 4400
SACRAMENTO, CA 95811-6549
(916) 322-4005
<http://www.cccco.edu>



July 6, 2018

SS 17-12
VIA E-MAIL

TO: Chief Business Officers
Chief Student Services Officers

FROM: Laura Hope
Vice Chancellor, Educational Services

SUBJECT: District Participation in the 2019 Chancellor's Office Tax Offset Program

Synopsis: The Chancellor's Office is pleased to invite you as a continuing or initial participant in the Chancellor's Office Tax Offset Program (COTOP) for 2019. Assembly Bill 2347 (Chapter 937, Statutes of 1982) authorizes the Chancellor's Office to act on behalf of local community college districts for the purpose of collecting outstanding student financial aid obligations through participation in the Franchise Tax Board's Interagency Tax Offset Program. The program was enhanced in 1991 by legislation (Assembly Bill 3929, Jones) to permit the offset of specific non-financial aid obligations owed to the districts.

By contracting with the Chancellor's Office, local districts can recover outstanding student debts owed to the colleges such as enrollment fees, uncollected non-resident tuition, library fines, personal checks written with non-sufficient funds, student loans, financial aid overpayments and other approved debts. A complete listing of debts recoverable under this program is attached for your review.

Under the COTOP program, the Chancellor's Office requests the Franchise Tax Board to offset (deduct) the amount owed to a district from the student/debtor's personal state income tax refund, lottery winnings, or other state refund. The Franchise Tax Board remits any amounts offset to the Chancellor's Office, which then authorizes the State Controller to disburse the offset amount, minus a 25 percent (25%) administrative fee, to the participating local districts.

In the last 3 years, the COTOP program has succeeded in offsetting and returning over \$15 million directly to participating districts. **In the first 2 quarters of 2018, more than \$5 million has been collected and returned to the districts.** As of June 1, 2018, more than 36,000 prior student debt have been relieved by tax offsets.

In addition to significant enhancements the past several years, the COTOP system is constantly being evaluated for improvement opportunities. Useful tools such as information on offsets, account balances and record deletions are available for district staff to view. The program is able to tally the amounts owed the districts in each category of debt submitted, as well as tally the amounts collected in each of those categories.

District Participation in the 2018 Chancellor's Office
Tax Offset Program
July 6, 2018
Page 2

District staff members are able to view the previous offset history, if any, for any account submitted by the district.

Action/Date Requested: A link to the contract packet is listed below.

<http://extranet.cccco.edu/Divisions/StudentServices/COTOP/CotopResources.aspx>

To participate in the 2019 COTOP program, please submit the two items below no later than Monday, October 1, 2018 (unless an extension is requested and granted):

- **Six** copies of the COTOP contract (**with original ink signatures on each**);
- The Transmittal Document.

COTOP data will be directly entered into the database by district staff. Although it is recommended that data be loaded by November 19, 2018, an extension can be accommodated if a district needs additional time and consults with the Chancellor's Office in advance.

The schedule of training dates for 2018 will be posted on the COTOP Contract Packet webpage at the link noted above. Training will be conducted via CCC Confer.

The COTOP program can help recover your college's/district's accounts receivable and capture funds which may not otherwise have been recovered. Your thoughtful consideration as to whether this program can be of assistance to your college/district is requested.

Contact: If you have any questions or concerns, please contact:

Terence Gardner, COTOP Program
California Community Colleges Chancellor's Office
1102 Q Street, Suite 4550
Sacramento, CA 95811
tgardner@cccco.edu or (916) 322-7412

Attachment

cc: Daisy Gonzalez, Deputy Chancellor
Christian Osmena, Vice Chancellor, College Finance and Facilities Planning
Division
District COTOP Coordinators
Financial Aid Directors

THIS CONTRACT, made and entered into on or before this first day of October 1, 2018, in the State of California, by and between the

_____ COMMUNITY COLLEGE DISTRICT
and the
CHANCELLOR OF THE CALIFORNIA COMMUNITY COLLEGES

The CHANCELLOR of the CALIFORNIA COMMUNITY COLLEGES
(hereinafter Chancellor) and the

_____ COMMUNITY COLLEGE DISTRICT
(hereinafter District) do agree that:

I.

Performance of this contract shall be pursuant to Government Code Sections 12419.2, 12419.5, 12419.7, 12419.9, 12419.10. Both parties' performance of this contract shall conform to the requirements of those statutes.

The Chancellor agrees to act on behalf of the District for the purpose of collecting through the State Franchise Tax Board's Interagency Offset Program, outstanding student financial aid and proper non-financial aid obligations owed to the District.

II.

The Chancellor's Office Tax Offset Program (hereafter known as COTOP) will require the District to pay to the Chancellor an amount equal to but not greater than 25 percent (25%) of the amount which the Chancellor collects on behalf of the district from the Franchise Tax Board.

The Chancellor will, if a debtor owes an obligation to more than one college or district, eliminate the name of that debtor from the college or agency to which the debtor owes the smaller obligation.

III.

The Chancellor will perform only those administrative services necessary to implement the legislation and related functions concerning the repayment of student financial aid and proper non-financial aid obligations through the COTOP program. Names and amounts submitted in error by the district will be treated as all other names and amounts and may be offset by the Franchise Tax Board.

The district may submit requests for deletions or revisions to the unpaid account balance to the Chancellor at any time and as often as needed.

Districts must enter their *initial* COTOP debtor data to the Chancellor's Office Tax Offset Program web-based system no later than November 19, 2018. Districts may make modifications to accounts (adds/changes/deletes) until November 19, 2018. All additional modifications (add/changes/deletes) can be made after January 2, 2019. If an offset occurs prior to the implementation of the deletion or modification by the Franchise Tax Board, it will be the responsibility of the District to make restitution directly to the debtor as required by Section IV.6 below.

The Chancellor or Franchise Tax Board will delete all names which cannot be processed by the Chancellor's Office or the Franchise Tax Board.

IV.

The District will:

1. Submit a single record for each affected individual as specified in #3 below according to the format and specifications in Appendices A and B which are incorporated into and made a part of this contract.
2. Notify those debtors whose names are submitted for collection of the pending action no later than submitting those names to the Chancellor's Office and review any objections received from those debtors. This notification should inform the debtor that the individual is entitled to request a review of the decision to collect the debt by the offset procedure. Immediately submit to the Chancellor's Office any modifications of the amount or deletions of any record found to be submitted in error, as necessary, as a result of the review as required by Appendix C, which is incorporated into and made a part of this contract.
3. Submit for collection through the COTOP program only the following types of debtor obligations:
 - A. defaulted Perkins, Nursing, Emergency and Extended Opportunity Programs and Services (EOPS) loans;
 - B. campus financial aid funds; EOPS Grants and Board of Governors Enrollment Fee Waivers for which the student was ineligible;
 - C. other financial aid obligations.
 - D. Proper student non-financial aid obligations limited to: non-resident tuition; enrollment fees; library fines; library replacement material charges; parking fees; parking fines (incurred within 3 years of date submitted for collection only); residence hall rent contracts; cafeteria meal contracts; telephone bills; drop fees (incurred prior to January 1992); personal checks returned for non-sufficient funds (limited to bookstore and other charges listed in this section only); returned check service charges; child care charges; instructional equipment breakage/replacement charges; health fees; transcript fees; foreign student insurance charges; dental health center charges; community services fees; lost key charges; transportation charges/fees; audit fees; contract class charges; instructional material fees; damage to campus facilities/equipment charges; personal checks written to "Cash" returned for non-sufficient funds (including returned check service fee); auto repair costs (including parts, lab fee, sales tax on parts); student representation fee; student center fee.

4. For those student financial aid and non-financial aid obligations in default, send at least one written notice to the last known address of the debtor requesting that the debtor either pay the amount owed or contact the participating district regarding the debt. The written notice must be sent at least 30 days prior to Franchise Tax Board receiving the offset request. The district must retain copies of the notifications in the district/college file.
5. Do not submit names of any debtors who are:
 - A. not in default;
 - B. in litigation/bankruptcy.
6. Refund to debtor any overpayments or amounts collected in error resulting from collection through COTOP within 30 days from notification of offset by the Chancellor.

V.

The District agrees that the Chancellor is acting in reliance on the accuracy of information supplied by the District as to the names of debtors, identification of debtors, and amounts owed by debtors, and that the Chancellor shall not be liable for any damages arising from inaccuracies in information supplied by the District.

The District agrees that it will submit for collection only amounts which it is legally entitled to collect through this program.

The District agrees that it will respond to all debtor complaints received by the Chancellor regarding this program.

VI.

Each party agrees to indemnify, defend and save harmless the other, its officers, agents and employees from any and all claims and losses accruing or resulting to any and all contractors, subcontractors, materialmen, laborers and any other person, firm or corporation furnishing or supplying work, services, materials or supplies in connection with the performance of this contract, and from any and all claims and losses accruing or resulting to any person, firm or corporation who may be injured or damaged by either party in the performance of this contract.

VII.

The District and the agents and employees of the District, in the performance of this agreement, shall act in an independent capacity and not as officers or employees or agents of the State of California.

VIII.

Time is of the essence of this agreement.

IX.

No alteration or variation of the terms of this contract shall be valid unless made in writing and signed by the parties hereto, and no oral understanding or agreement not incorporated herein, shall be binding on any of the parties hereto.

X.

The term of this contract shall be from October 1, 2018 through December 28, 2018, which as defined by the Franchise Tax Board, is the end of the 2018 interagency program processing year.

IN WITNESS WHEREOF, this agreement has been executed by the parties hereto, upon the date first above written.

CALIFORNIA COMMUNITY COLLEGES

By _____
Daisy Gonzalez _____ Date
Deputy Chancellor

_____ DISTRICT
(Name of District)

By _____
(Authorized Signature) _____ Date

(Printed Name of Signature)

(Title)

(Address)

Transmittal Document

District Name: _____

Date: _____

District contact person for **data** processing technical problems:

Name: _____ **Title:** _____ **Phone #:** () _____

District contact person **to receive** COTOP reports and take student/debtor referral phone calls:

Name: _____ **Title:** _____

Phone #: () _____ **Fax #:** () _____ **Email Address:** _____

District contact person's supervisor for Chancellor's Office COTOP staff **to contact when contact person is unavailable:**

Name: _____ **Title:** _____

Phone #: () _____ **Fax #:** () _____ **Email Address:** _____

District/College: _____

Address: _____

Note: Please return this form by US mail or email to be received on or before October 1, 2015 to:

COTOP Program
California Community Colleges, Chancellor's Office
1102 Q Street Suite 4554, Sacramento, CA 95811
tgardner@cccco.edu

Date: July 25, 2018
Submitted by: Bill Norris, Bookstore Manager
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval



Board Meeting Date: August 8, 2018

Title of Board Item:

Pearson Education ("Pearson") Publisher Consignment Rental Program Agreement

Background:

MBS Service Company, LLC is the current hardware and software provider for the Taft College Bookstore. Pearson has established a consignment agreement with MBS Service Company, LLC for digital or rental basis for physical books on select titles. MBS Service company, LLC will manage communications, inventory, and billing for Pearson. The program is designed to provide the bookstore a 25% commission on books when renting for the recommended rental price. The Taft College Bookstore will have the ability to adjust rental fees for digital, textbook and rental pricing from the Pearson recommended price list.

This rental agreement will serve as Exhibit B to the existing agreement with MBS Service Company.

Terms (if applicable):

The Taft College Bookstore will be responsible for renting these materials to students. Specific terms are further outlined in the attached agreement.


Expense (if applicable):

None.

Fiscal Impact Including Source of Funds (if applicable):

Taft College Bookstore will receive a 25% commission on books when renting for the recommended rental price.

Approved: _____


Dr. Debra Daniels, Superintendent/President

**EXHIBIT B
PEARSON EDUCATION (“PEARSON”)
CONSIGNMENT RENTAL TERMS AND CONDITIONS**

The following Exhibit B is added to the Publisher Consignment Rental Program Agreement previously signed.

A. PEARSON SPECIFIC TERMS AND CONDITIONS

Store will charge the Publisher Rental Price for the Books provided through this Program. The Program is designed to provide the Store a 25% commission on Books.

B. FEE SCHEDULE FOR PROGRAM TRANSACTIONS

FEE	OWED TO MBS / PEARSON
Print Rental Usage Fee (180 day usage)	75% of Publisher Rental Price
Up to 30-day Rental Extension	75% of Student Extension Fee
Buy-Out/Non-Return Fee for Print Rental	75% of the Buy-Out/Non-Return Fee
Shrinkage Cost (non-rented)	75% of the Shrinkage Cost (refer to below)

All fees above are subject to annual review and modification by MBS.

C. OTHER ITEMS

1. **Shrink:** PEARSON provides an allowance for unaccounted inventory that is unavoidable as a part of doing business (“Shrink Allowance”). The Shrink Allowance is calculated on a title-by-title basis over a semi-annual period based on the following formula:

Total net rental units over the period are multiplied by the Shrinkage Cost, and then multiplied by 5% to determine the Shrink Allowance.

Shrink Amount equals the number of unaccounted inventory (inventory shortage) multiplied by PEARSON’s Shrinkage Cost plus the number of uncollected non-return buyouts multiplied by PEARSON’s buy-out price for those titles.

Shrink Amount in excess of the Shrink Allowance will be invoiced to the Store for payment. If the Shrink Amount is less than the Shrink Allowance, no money is owed, and no invoice is created.

The Shrink Amount and Shrink Allowance will be evaluated on a title-by-title basis. Any Shrink Allowance not used does not carry over to another title nor to the next reporting period.

The Shrink Allowance will be calculated on rental transactions from January to June, the Shrink Amount will be based on unaccounted inventory for the six months ending the following September 30. For the rental transactions from July to December, the Shrink Amount will be based on unaccounted inventory for the six months ending the following March 31.

2. **Reporting:** There are no additional requirements for PEARSON.

[STORE]

Sign: _____

Name: Bill Norris

Title: _____

Date: _____

Date: July 23, 2018
Submitted by: Michael Capela, Director of Maintenance & Operations
Area Administrator: Brock McMurray, EVP of Administrative Services *B2*
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item: Request for Approval to Dispose of District Property

Background:

Occasionally it is necessary for the District to dispose of property that is no longer required for District purposes, that must be replaced, or is unsatisfactory or not suitable for use. Disposal of District property is governed by Education Code §§ 70902(b)(6), 81360 et seq., and 81450 et seq., and is embodied in Administrative Procedure number 6550. AP 6550 provides that "If the Board, by a unanimous vote of those members present, finds that the property whether one or more items, does not exceed in value the sum of \$5,000, the property may be sold by the CFO or designee at private sale without advertising."

We estimate that the value of the items listed below do not exceed \$5,000, and are requesting approval to dispose of the following District property at private sale:

<u>Item Description</u>	<u>Estimated Value</u>
1986 Ford Ranger (Not operational)	\$250.00 (Salvage value)
1997 Chevrolet Van (Not operational)	\$250.00 (Salvage value)
1998 Plymouth Minivan (Not operational)	\$250.00 (Salvage value)

Terms (if applicable):

None.

Expense (if applicable):

None.

Fiscal Impact Including Source of Funds (if applicable):

Pursuant to AP 6550, any revenues derived from the sale shall be used for capital outlay or deferred maintenance.

Approved: 
Dr. Debra Daniels, Superintendent/President



BOARD AGENDA ITEM

Date: July 25, 2018
Submitted by: Andrew Prestage, Executive Director Information Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Agreement with Foundation for California Community Colleges (FCCC) to Provide Microsoft Campus Agreement 2018 with Computerland of Silicon Valley.

Background:

Taft College, a member of the Foundation for California Community Colleges, participates in the Microsoft Campus Agreement. This agreement allows for reduced costs for licensing Microsoft products used by campus departments and classrooms.

Terms (if applicable):


Term of the agreement is from 9/16/2018 to 9/15/2019.

Expense (if applicable):

Annual cost of this agreement is \$33,590.00.

Fiscal Impact Including Source of Funds (if applicable):

Cost of this agreement is included in the ITS budget.

Approved: 
Dr. Debra Daniels, Superintendent/President



482 West San Carlos St
 San Jose, CA 95110 Telephone : 408-519-3200
 www.cland.com Fax : 408-519-3260

Quotation

Ship to Taft College
 29 Cougar Court
 Taft, CA 93268

Salesperson Sheri York
 syork@cland.com
 Director, Software & Licensing
 Phone : 800-639-1319
 Fax : 408-519-3260

Date : 7/24/2018
 Number : 154583-2
 Page : 1 of 1
 Sales order : 154583
 Payment : Net 15
 Purchase order :

Bill to Taft College
 29 Cougar Court
 Taft, CA 93268

Contact Mark Gibson
 mgibson@taftcollege.edu
 661/763-7737

Item number	Description	Quantity	Unit price	Amount
AAA-73004CFB	M365 EDU A3 EES LEVEL B PER USER FAC/STAFF 1 YR SUB	300.00	60.00	18,000.00
359-00765CF	SQL CAL ALL LANGUAGES LIC/SA PACK FAC/STAFF MVL DEVICE CAL CAMPUS AGMT	251.00	7.00	1,757.00
6VC-01251CF	WIN REMOTE DESKTOP SERVICES DEVICE CAL LIC/SA FAC/STAFF CAMPUS AGMT	251.00	7.00	1,757.00
AAA-73002CS	M365 EDU A3 SHRDSVR ALNG SUBSVL MVL PERUSR STUUSEBNFT	5,000.00		0.00
MX3-00115CFU	VISUAL STUDIO ENTERPRISE W/MSDN PER USER ADDITIONAL PRODUCT CAMPUS SUB	2.00	375.00	750.00
9GS-00128CF	CORE INFRASTRUCTURE SVR (CIS) SUITE DATACENTER 16 CORE CAMPUS 1 YR SUB	8.00	560.00	4,480.00
7JQ-00341CF	SQL SVR ENTRPRS CORE - 2 CORE LIC/SA PK - 4 CORE PER PROC/VM MIN EES	2.00	1,335.00	2,670.00
228-04437CF	SQL SVR STANDARD EDTN WIN32 ALL LNG LIC/SA PACK MVL-CAMPUS AGMT	8.00	88.00	704.00
R39-00374CF	WINDOWS SVR EXTRNCONN ALL LANG MVL LIC/SA PACK CAMPUS AGREEMENT	7.00	196.00	1,372.00
9EM-00265CF	WIN SVR STD 16 CORE LIC/SA PK EES CAMPUS 1 YR SUB	15.00	52.00	780.00
6QK-00001CF	MICROSOFT AZURE MONETARY COMMITMENT SHRDSVR MONTHLY SUB EES CAMPUS	1.00	1,320.00	1,320.00

Hi Mark,

Attached is the quote for Microsoft 365 A3 for 300 Knowledge Workers, along with your other Campus Agreement licensing. You can license any "light users" with the free Office 365 A1 suite so that they will have email and the other free online services. I have also included 1 unit of Azure, which will give you access to the Azure enterprise portal, and which acts as a debit card against which you will consume services. Once you use up the pre-paid credit, Microsoft will bill through is monthly for your Azure usage.

I was stalling waiting to hear back from Microsoft on whether M365 subscribers will be offered the discount that Desktop subscriptions on the FCCC agreement get when ordering 2 units of Azure. If I get the OK on that I will quote with the 2 units as an option.

Please let me know if you have any questions.

Thanks,
 Sheri

Subtotal: 33,590.00
 Tax: 0.00
 Shipping & handling : 0.00
 Total: 33,590.00

Date: July 24, 2018

Submitted by: Sarah Criss, Executive Administrative Assistant to Superintendent/President

Area Administrator: Dr. Debra Daniels, Superintendent/President

Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Agreement with Julie McNeil for Executive Coaching for Professional Development

Background:

In an effort to continue professional leadership growth of administrators, the District seeks to engage executive coaching services. The agreement with McNeil and Associates, LLC will provide bimonthly coaching for 6 months for 7 administrators.

Terms (if applicable):

Effective September 3, 2018 – February 28, 2019

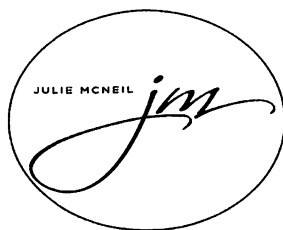
Expense (if applicable):

\$3,150.00 monthly x 6 months = \$18,900.00

Fiscal Impact Including Source of Funds (if applicable):

District funds will be used to covered expenses.

Approved:  7/26/18
Dr. Debra Daniels, Superintendent/President



**Coaching Proposal
For
Taft College
June 4, 2018**

Purpose and Commitment

McNeil and Associates, LLC is submitting this proposal at the request of Taft College to provide Executive Coaching for key team members of the college. Coaching will be provided by Julie McNeil a certified, Integrative Wellness Life Coach and Professional Development Consultant.

Scope of Work

The Coaching format will include 6 months of bi-monthly 60 minutes, one on one coaching sessions via phone and when necessary through either Zoom Meeting (or similar free platforms) in order to screen share. This allows for freedom for full completion of the work and some integration time as well. This will be a 6-month contract with evaluation check points after 3 months in order to track outcomes, adjust goals and make any modifications needed to ensure effectiveness of the coaching process.

Coaching Approach

Coaching sessions will be conducted in a holistic manor. First identifying role, function, perspectives and business and personal goals/vision within Taft College. Next, the focus will be to identify core beliefs in relation to both the role within the college and to identify and address barriers to achieving career and personal goals. We will also review and examine the mental, emotional physical and spiritual (MEPS) systems integrating them with each of the major areas of life, career and finance,



family & relationships, health & wellness, and self-development & spirituality to work toward achievement of defined goals. Leadership and skills assessment tools may be utilized as needed to assist in identifying developmental needs and opportunities for growth.

Goals & Results

The goal is to improve self-awareness, gain clarity, build confidence, develop work life balance and to identify strategies to achieve excellence in both professional and personal life. The take-away for each team member will be both personal and professional growth and expansion.

Time frame

Coaching will begin during the week of September 3, 2018 ending February 28, 2019. The college will establish starting dates for employees that corresponds to the needs of the business.

Scheduling

A scheduling link will be provided so that employees can schedule coaching sessions electronically. It is anticipated that employees will demonstrate personal accountability for their participation in the coaching sessions. In order to ensure effectiveness of the coaching process employees should provide a minimum of 24-hours prior notice of a need to cancel or reschedule a coaching session. A reasonable accommodation will be provided to meet the employee scheduling needs.



Payment Terms

1- 7 employees bi-monthly 60 minute @ \$3150.00/month

Coaching Assessment tools if utilized will be billed at cost.

Upon acceptance of this proposal, McNeil and Associates, LLC agrees to commit all resources to complete the work, as described in this proposal, in an effective manner. McNeil and Associates, LLC will commit resources to perform services using due diligence, best efforts and commercially reasonable judgment, but unless delineated in writing, guarantees no specific outcome to the client. Taft College agrees to pay McNeil and Associates, LLC for performing work outlined in the contract according to the cost structure stated above. McNeil and Associates, LLC and its representatives agree to hold confidential all information received, viewed directly or exposed to regarding Taft College that is not public knowledge.

An invoice for services rendered will be billed monthly. Payments will be made to McNeil and Associates, LLC c/o Julie McNeil.

The undersigned complies with and agrees to the terms and conditions as defined above.

Dr. Debra Daniels Date
President and Superintendent, Taft College

Julie McNeil Date
Principal McNeil and Associates, LLC

BOARD AGENDA ITEM

Date: July 17, 2018
Submitted by: Andrew Prestage, Executive Director Information Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

AMS.NET Annual Support Coverage, Quote #Q-00027714, CISCO Network Hardware.

Background:

With Measure A Funds, Taft College has been rebuilding its network infrastructure with Cisco network equipment. Working with AMS.NET, Taft College maintains the bulk of the college network under one maintenance support contract.

Terms (if applicable):

Terms vary as they are determined by the contract components as indicated on the contract.

Expense (if applicable):

Total cost is \$15,794.10

Fiscal Impact Including Source of Funds (if applicable):

This contract cost is included in the ITS budget.

Approved: 
Dr. Debra Daniels, Superintendent/President



AMS.NET
Technology Solution Provider

AMS.NET, Inc.

502 Commerce Way, Livermore, CA 94551
925-245-6100 • 925-245-6150 Fax
www.ams.net

Customer Price Quote

Customer

West Kern Community College District
29 Cougar Court
Taft CA, 93268 US
ATTN: Mark Gibson

Ship To

West Kern Community College District
29 Cougar Court
Taft, CA 93268
ATTN: Mark Gibson

Quote Description

Renewals 18-19

Quote #	#Q-00027714
Project #	87370
Modified	6/25/2018
Account Mgr.	Sean Harrington
AM Phone	(925) 245-4769
AM Email	sharrington@ams.net
Inside Account Mgr.	Mike Bruington
IAM Phone	(925) 245-6165
IAM Email	mbruington@ams.net
Quote Exp.	9/23/2018

Line	Item Description	Manufacturer	Qty	Unit Price	Extended Price
Singlewire Support. Coverage Dates: 8/18/18-8/18/19					
1	IPTA-M1Y-B 1 Year Maintenance Subscription Per Endpoint - 250 User Tier	Singlewire	300.00	\$6.17	\$1,851.00

Cisco SMARTnet Support. Coverage Dates: 9/1/18-8/31/19					
2	CON-SNT-CT5508HA SMARTNET 8X5XNBD Cisco 5508 Series Wi Serial Numbers: FCW1804L04X	Cisco Systems Inc.	1.00	\$1,092.54	\$1,092.54
3	CON-SNT-BE6KSTBD SMARTNET 8X5XNBD Cisco Business Edition 6000 UCS Srv 9.0 Serial Numbers: FCH1932V05E, FCH1932V057	Cisco Systems Inc.	2.00	\$191.13	\$382.26
4	CON-ECMU-LICUWLT SWSS UPGRADES Services Mapping SKU	Cisco Systems Inc.	345.00	\$34.75	\$11,988.75
5	CON-ECMU-ER11USR1 SWSS UPGRADES EMRGNCY RSPNDR USR LIC 1 PHN FOR NEW 11X	Cisco Systems Inc.	345.00	\$1.39	\$479.55



AMS.NET
Technology Solution Provider

AMS.NET, Inc.

502 Commerce Way, Livermore, CA 94551
925-245-6100 • 925-245-6150 Fax
www.ams.net

Order Summary

Subtotal	\$15,794.10
Adjustment	\$0.00
Estimated Taxes	\$0.00
Total	\$15,794.10



AMS.NET, Inc.

502 Commerce Way, Livermore, CA 94551
925-245-6100 • 925-245-6150 Fax
www.ams.net

Terms and Conditions

1. AMS.NET will require a Purchase Order referencing this Quote # or if a Purchase order is not provided, an authorized representative must sign this quote.

2. Payment terms are Net 30. An interest charge of 1.5% per month will be applied to all accounts past due, plus all costs of collection and reasonable attorneys fees. AMS.NET accepts all major credit cards. A convenience fee of 3.5% will be assessed. Customer agrees to accept multiple invoices for projects that cover multiple sales. In the event that a site's readiness is delayed by the customer, customer agrees to accept and pay invoices that reflect equipment and services already received.

3. Items sold by AMS.NET, Inc. and shipped to destinations in California are subject to sales tax. If an item is subject to sales tax in the state to which the order is shipped, tax is generally calculated on the total selling price of each individual item. In accordance with state tax laws, the total selling price of an order will generally include shipping and handling charges and item-level discounts. The amount of tax charged on your order will depend upon many factors including, but not limited to, the type of item(s) purchased, and the source and destination of the shipment. Factors can change between the time you place an order and the time an invoice is sent, which could affect the calculation of sales taxes. The amount appearing on your proposal as 'Estimated Sales Tax' may differ from the sales taxes ultimately charged. Shipping charges and sales tax will be added to this order when invoiced and the customer agrees to pay these charges.

4. All companies with tax exemption must present a valid Tax Exempt form. If Customer is tax exempt or if tax exempt form is not provided then customer agrees to pay all applicable taxes.

5. All shipments are FOB Origin or Pre-paid and shipped to Dock. Any Special shipping requirements must be clearly stated on all PO's (i.e. inside delivery). If inside Delivery or Lift-gate is required it must be specified and additional fees will incur. Shipping charges that appear on this quote are an estimate, AMS.NET will invoice and the customer will pay the actual shipping charge when identified.

6. Upon delivery of equipment, customer agrees to open all shipments and visually inspect equipment for physical damages. All damages must be reported to AMS.NET within 24 hours of delivery.

7. Returns will be accepted at AMS.NET discretion and are subject to manufacturer returns policies as well. For returns to be approved all merchandise must be in an unopened box and the customer agrees to pay a restocking fee of 15% of the purchase price. Returns must be made within 15 Days of receipt. All shipments must have a valid RMA number from AMS.NET before returning. For RMA requests please contact our Customer Service Department at (800) 893-3660 Ext. 6111. Email RMA requests should be directed to service@ams.net. A copy of AMS.NET's full RMA policy is available for review online at www.ams.net/services/procurement-and-financing/

8. The laws of the State of California will apply to this sale.

9. The term "installation date" means the first business day on which installation of the system is complete. Minor omissions or variances in performance of the System that do not materially or adversely affect the operation of the system, shall not be deemed to have postponed the Installation Date. Seller shall use its best efforts to make timely delivery and installation. However, all stated delivery and installation dates are approximate and except as expressly provided in this agreement, Seller shall, under no circumstance, be deemed to be in default hereunder or be liable for consequential, incidental or special damages or commercial loss resulting from delays in delivery or installation.

10. Warranties. AMS warrants to Customer that it has good title to the equipment being sold to Customer under this Agreement, and the right to sell such equipment to Customer free of liens or encumbrances. AMS further warrants to Customer that the equipment being sold to Customer hereunder shall be free from defects in workmanship for a warranty period of thirty (30) days commencing on the later date the equipment is delivered to Customer or the date upon which AMS completes performance of the services to be performed under this agreement (this warranty being hereinafter referred to as an "Installation Warranty"). Except as expressly set forth in this paragraph, AMS does not make, and hereby disclaims, any and all representations or warranties, express or implied, with respect to the equipment or services being provided under this agreement, including but not limited to any implied warranties of merchantability, fitness for a particular purpose, satisfactory quality, against infringement, or arising from a course of dealing, usage or trade practice. AMS shall reasonably cooperate and assist Customer in enforcing any manufacturer warranties with respect to the equipment being sold to Customer under this Agreement. AMS hereby advises Customer, and Customer acknowledges that in the event Customer desires to procure from AMS any warranty protection beyond the warranty of title and the Installation Warranty provided under this Paragraph, Customer may do so by entering into a separate Service Agreement with AMS.

Manufacturer's warranty that is guaranteed is whatever is published by the manufacturer at the time of purchase.

AMS.NET Tax ID: 94-3291629

C7 License: 763508



AMS.NET
Technology Solution Provider

AMS.NET, Inc.

502 Commerce Way, Livermore, CA 94551
925-245-6100 • 925-245-6150 Fax
www.ams.net

Please fax signed Quotation or Purchase Order to your
AMS.NET account manager or to 925.245.6150. Full terms and
conditions can be viewed on our website at
www.ams.net/services/procurement-and-financing/

Authorized Signature: _____ Date: _____

Print Name: _____ Print Title: _____

BOARD AGENDA ITEM

Date: July 10, 2018
Submitted by: Sharyn Eveland, Professor of Psychology
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Annual Renewal of IBM SPSS Statistics Base Concurrent User Subscription and Support. Quote number: 18057740

Background:

This annual renewal of software supports Psychology 2200, Elementary Statistics for the Behavioral Sciences and Psychology 2205, Introduction to Research Methods in the Social Sciences.

Terms (if applicable):

September 1, 2018 - August 31, 2019

Expense (if applicable):

\$11,715.22

Fiscal Impact Including Source of Funds (if applicable):

This expense is included in the 2018/19 District budget.

Approved: 

Dr. Debra Daniels, Superintendent/President

International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



Quotation Number: 18057740
 IBM Contact: JEFFREY P. DIMARCO
 Phone Number: 1-919-884-3417

09-Jul-2018

SAP Customer Number: 3212931
 IBM Customer Number: 9140091

Quote Effective Date: 09-Jul-2018
 Quote Expiration Date: 31-Aug-2018

Customer:
 Attn: Sharyn Eveland
 Taft College
 29 COUGAR CT
 TAFT CA 93268-2329
 UNITED STATES

Payer: 3212931
 Taft College
 29 COUGAR CT
 TAFT CA 93268-2329
 UNITED STATES

Item	Part Number	Quantity		Unit Price	Extended Amount
IBM SPSS Statistics Base Campus Edition Campus Value Unit Term License Subscription and Support 12 Months 001 D0EVQLL 70 90.12 6,308.42 02-Aug-2018 - 31-Aug-2019					
IBM SPSS Exact Tests Campus Value Unit Term License Subscription and Support 12 Months 002 D0EU4LL 70 77.24 5,406.80 02-Aug-2018 - 31-Aug-2019					
IBM acceptance of the order is subject to credit approval.					
Applicable tax will be recalculated at the time of order processing.					
Subtotal in USD:					11,715.22
Total in USD:					11,715.22

Final coverage dates for new license, Software Subscription and Support reinstatement, and Software Subscription and Support renewal part numbers will be based upon IBM's acceptance of the order, and as specified in the applicable agreements, irrespective of the dates which may appear in this quote.



Quotation Terms and Conditions

01. The prices listed above are based on the Program(s) being licensed under the terms of the IBM International Program License Agreement ("IPLA") and the License Information ("LI") that can be viewed at <http://www-306.ibm.com/software/sla/sladb.nsf/> and are included with the shipment of the Program, or for electronic delivery included with the product download instructions. Software Subscription and Support (Software Maintenance) is governed by the IBM International Agreement for the Acquisition of Software Subscription and Support ("IAASSS"), which is available upon request. This quotation is expressly conditional on acceptance of such terms. No additional terms will apply without IBM's prior, express written consent.
02. More detailed information about Support can be found in the IBM Software Support Guide, located at <http://www-304.ibm.com/support/customer/sas/f/handbook/home.html>.
03. Price quoted does not include any VAT/GST/sales tax. Applicable sales tax/VAT/GST will be added upon invoicing. If any authority imposes a duty, tax, levy or fee, excluding those based on IBM's net income, upon the Programs and/or Software Subscription and Support, then the End User agrees to pay the amount specified or supply exemption documentation. The End User is responsible for any personal property taxes for the Programs, and/or Software Subscription and Support from the delivery date.*
04. Changes to the terms of this Quote or the documents referred to herein shall not be valid unless agreed in writing by the End User and IBM. Additional or different terms in any order or written communication from the End User will be void. Please submit your Purchase Order or sign this quotation form to confirm your acceptance of these terms.**
05. Prices set forth in this Quote are valid only through the "Quote Expires" date above. Any discounts offered herein are subject to change if item(s) or quantity ordered do not match those listed in this Quote.
06. Net Payment of the Total Fees is due upon receipt of invoice from IBM. ***
07. Shipping is FOB Origin.
08. You acknowledge and agree that this transaction is to be conducted in the language of this quote, and agree that the terms of the agreement (including this form and the IPLA, LI and IAASSS) as written are valid and enforceable. ***
09. IBM shall have the right to verify your compliance with the license terms on your premises during your normal business hours and in a manner that minimizes disruption to your business. IBM may use an independent auditor for this with your prior approval, which you will not unreasonably withhold. If you are a Business Partner you will procure that IBM has the right to verify the End User's compliance with the license terms in accordance with this paragraph.
10. Unless otherwise agreed, IBM may make partial shipment of Programs making up one order.
11. The Attachment for Purchase of IBM Appliances and Appliance Services ("Attachment") govern the purchase, warranty, maintenance and services terms for IBM Appliances obtained from IBM or an authorized reseller available at the following URL: www.ibm.com/appliance/attachment
12. This quotation is conditional on satisfactory credit checks being performed and a sufficient credit limit being in place at the time of placing the purchase order ("PO"). In the absence of this, IBM reserves the right to reject the PO, to require up-front payment or require that a satisfactory payment guarantee be put in place prior to processing the PO.
13. Data Processing Protection - IBM's Data Processing Addendum (DPA) at <http://ibm.com/dpa> and the DPA Exhibit at <https://www.ibm.com/mysupport/s/article/support-privacy> applies and supplements the Agreement, if and to the extent the European General Data Protection Regulation (EU/2016/679) applies to Client Personal Data, as described in the DPA.
14. This Quote, and the documents referenced herein, including but not limited to the IPLA, LI and IAASSS in Item 1 above and the Attachment, constitute the entire agreement between the parties (and where relevant the End User) in connection with the subject matter includes, and supersedes, merges and voids all prior and contemporaneous agreements, understandings, negotiations and discussions, whether oral or written, of the parties with respect thereto.



* For Customers in Brunei, Indonesia, Philippines, Vietnam, Malaysia, Thailand, Hong Kong, Taiwan, or Macau Item 3 is replaced as follows:

3. Price quoted does not include any VAT/GST/sales tax or other local tax. Applicable sales or local tax/VAT/GST will be added upon invoicing. Should you be required under any law or regulation of any government entity or authority, domestic or foreign, to withhold or deduct any portion of the payments due to IBM, then the sum payable to IBM shall be increased by the amount necessary to yield to IBM an amount equal to the sum it would have received had no withholdings or deductions been made. The End User is responsible for any personal property taxes for the Programs, and/or Software Maintenance from the delivery date.

* For Customers in Europe, Middle East or Africa Item 3 is replaced as follows:

3. Price quoted does not include any VAT/GST/sales tax. If any authority imposes a duty, tax, levy or fee, excluding those based on IBM's net income, upon the Programs and/or Software Subscription and Support, then you agree to pay the amount specified on the invoice or supply exemption documentation. The end user of the Programs ("End User") is responsible for any personal property taxes for the Programs, and/or Software Subscription and Support from the delivery date.

* For Customers in Australia Item 3 is replaced as follows:

3. If any authority imposes a duty, tax, levy or fee, excluding those based on IBM's net income, upon the Programs and/or Software Subscription and Support, then the End User agrees to pay the amount specified or supply exemption documentation. The End User is responsible for any personal property taxes for the Programs, and/or Software Subscription and Support from the delivery date. If the rate of GST or other indirect taxes changes, IBM may adjust the charge or other payable to take into account that change from the date the change becomes effective.

* For Customers in Japan Item 3 is replaced as follows:

3. Price quoted does not include any consumption tax. Applicable consumption tax will be added upon invoicing. If any authority imposes a duty, tax, levy or fee, excluding those based on IBM's net income, upon the Programs and/or Software Subscription and Support, then the End User agrees to pay the amount specified or supply exemption documentation. The End User is responsible for any personal property taxes for the Programs, and/or Software Subscription and Support from the delivery date.

** For Customers in Europe, Middle East or Africa Item 4 is replaced as follows:

4. Changes to the terms of this Quote or the documents referred to herein shall not be valid unless agreed in writing by the End User and IBM. Additional or different terms in any order or written communication from the End User will be void. Please submit your Purchase Order to confirm your acceptance of these terms.

*** For Business Partner Item 6 is replaced as follows:

6. Net payment due upon receipt or per your Partner Agreement

*** For Business Partner Item 8 add the following:

Added to 8. Prior to providing any Program(s) to the End user, you will ensure that the terms of each end-user license agreement satisfies the requirements of your Partner Agreement.

For customers in the following countries, please sign below for your acceptance of this quote and return with your order.

Afghanistan, Albania, Algeria, Andorra, Angola, Bahrain, Belgium, Benin, Botswana, Bulgaria, Burkina Faso, Burundi, Cameroon, Capverde, Central African



republic, Chad, The Democratic Republic of Congo, Cote D'Ivoire, Czech Republic, Djibouti, Egypt, Equatorial Guinea, Eritrea, Ethiopia, France, French Guiana, French Polynesia, Gabon, Gambia, Ghana, Guinea, Guinea-Bissau, Iran, Iraq, Italy, Japan, Jordan, Kenya, Kuwait, Lesotho, Liberia, Libya, Macedonia, Malawi, Mali, Malta, Mauritania, Morocco, Mozambique, Namibia, Netherlands, Niger, Nigeria, Oman, Pakistan, Palestinian Territory, Poland, Qatar, Rwanda, San Marino, Sudan, Swaziland, Syria, United Republic of Tanzania, Togo, Tunisia, Turkey, Uganda, United Arab Emirates, Western Sahara, Yemen, Zambia, and Zimbabwe.

For customers in the following countries, please sign below for your acceptance of this quote and return with your order. An IBM delegate will need to countersign.

Argentina, Belize, Bolivia, Bosnia and Herzegovina, Brazil, Chile, China, Colombia, Costa Rica, Croatia, Cuba, Dominican Republic, Ecuador, El Salvador, Guam, Guatemala, Haiti, Honduras, Hungary, Luxembourg, Marshall Islands, Mexico, Federated States of Micronesia, Nicaragua, Northern Mariana Islands, Palau, Panama, Paraguay, Peru, Puerto Rico, Romania, Serbia and Montenegro, Turkmenistan, Uruguay, and Venezuela.

Agreed to:
'Customer'

Agreed to:
Local International Business Machines Delegate

By _____
Authorized Signature

By _____
Authorized Signature

Name (type or print):

Name (type or print):

Date:

Date:

Addendum to the Program License Agreement for IBM SPSS Academic Campus Value Option



The terms of this Addendum to the Program License Agreement for IBM SPSS Campus Value Option ("Addendum") are in addition to or modify the terms of the IBM International Program License Agreement ("IPLA") or the Client Relationship Agreement ("CRA") license and govern IBM's provision of selected IBM SPSS Programs, on a limited use basis, to "Licensee" (also called "Client"). If there is a conflict between the terms of this Addendum and those of the IPLA or CRA, including its License Information document ("LI"), the terms of this Addendum prevail. The IPLA or CRA and its LIs are available on the Internet at ibm.com/software/sla.

You accept the terms of this Addendum by signing below.

To participate in the IBM SPSS Academic Campus Value Option under the Agreement, Licensee must be an Accredited Education Institution and meet the requirements set forth in this Addendum.

An Accredited Education Institution is defined as a public or privately funded body. The institution may take the form of:

1. a university or college offering education leading to nationally recognized qualifications or levels of academic achievement, accredited by a regional or national accrediting council or commission or appropriate government agency or board of education of the state or country in which the educational institution is located,
2. an academic research institution or
3. a primary, elementary or secondary level school, either publicly or privately funded, where education is the principal objective leading to nationally recognized qualifications or levels of academic achievement, accredited to deliver education by national or regional councils or agencies.

1. Campus Value Option License Grant & Restrictions

If Licensee acquires a license to use the Program(s) listed in Section 3 under the "Campus Value Unit" licensing model, ("CVU License") as indicated by the notation "Campus Value Unit" in a Proof of Entitlement ("PoE") for the Program, the following additional terms and conditions apply:

- a. Campus Value Units are calculated based upon the number of full time equivalent students ("FTE") of Licensee's institution and the projected number of users during the fixed term specified by the start and end dates on Quotation Number **18057740** ("Quotation") that accompanies this Addendum and as indicated in the PoE for the Program. "Full Time Equivalent" or "FTE" students are defined as the sum of full time enrolled students plus one-half of the total number of part time enrolled students.
- b. Licensee may use the Program(s) listed below only during the fixed term specified in the Quotation and on Licensee's PoE.
- c. Except for Home Use, Licensee may use the Program(s) listed below without restriction as to quantity during the applicable fixed term.
- d. Licensee may only use the Program(s) listed below for teaching and non-commercial academic research on computers owned or leased by Licensee. Non-commercial academic research means research by degree seeking students and faculty members where (i) the results of such research are not intended primarily for the benefit of a third party; (ii) such results are made available to anyone without restriction on use, copying or further distribution; and (iii) any copy of any such result is furnished for no more than the cost of hosting, reproduction, and shipping. Any other use including but not limited to university administration and operations is strictly prohibited under the terms of this Addendum.

2. Home Use, Academic Hospital Use, and Virtual Computer Lab Use Extensions

Licensee may elect "Home Use", "Academic Hospital Use" or "Virtual Computer Lab Use" in Section 3 as part of their Campus Value Option.

2.1 Authorization for Home Use:

If Licensee obtains the proper entitlement for Home Use as indicated in Section 3, then Licensee's students and faculty of Licensee's institution may use the Program(s) listed below at home on computers that are owned or leased by the students or faculty ("Home Use") up to the entitled number of Authorized Users in Section 3 for the purposes set forth in Section 1d above. Institutions who purchase the home user rider need to develop a method to deliver the SPSS Statistics software to their students. Students and faculty can no longer use the SPSS Statistics trial to download the software. The Home Use edition will mirror the purchased Campus edition in features and functionality.

2.2 Authorization for Academic Hospital Use

If Licensee obtains the proper entitlement for Academic Hospital Use as indicated in Section 3 and the Licensee hospital is at minimum partially owned by Licensee, non-profit, and serving as a teaching hospital, then Licensee may use the Program(s) listed below in connection for the purposes set forth in Section 1d above ("Academic Hospital Use").

2.3 Authorization for Virtual Computer Lab Use

If Licensee obtains the proper entitlement for Virtual Computer Lab Use as indicated in Section 3, then Licensee may use the Program(s) listed below in a virtualized computing environment on computers that are owned or leased by Licensee and students and faculty of Licensee's institution may access and use the Program(s) on or off campus for the purposes set forth in Section 1d above ("Virtual Computer Lab Use"). Virtual Computer Lab Use is restricted to Licensee's campuses covered by this Campus Value Option.

3.0 Campus Value Option Programs

CAMPUS VALUE OPTION EXTENSIONS	AUTHORIZATION
Number of IBM SPSS Statistics Authorized Home Users	0
Number of IBM SPSS Amos Authorized Home Users	0
IBM SPSS Statistics Virtual Computer Lab Use	N
IBM SPSS Modeler Virtual Computer Lab Use	N
IBM SPSS Statistics Academic Hospital Use	N

PART NUMBER	PART NUMBER DESCRIPTION	QUANTITY
DOEVQLL	IBM SPSS Statistics Base Campus Edition Campus Value Unit Term License Subscription and Support 12 Months	70
DOEU4LL	IBM SPSS Exact Tests Campus Value Unit Term License Subscription and Support 12 Months	70

Once signed, any reproduction of this Addendum made by reliable means (for example, electronic image, photocopy or facsimile) is considered an original. Each of us agrees that the complete agreement, which replaces any prior oral or written communications between us regarding this transaction, consists of 1) this Addendum, 2) the IPLA, and, 3) the Quotation. In entering into this Addendum, Client is not relying upon any representation made by or on behalf of IBM that is not specified in this Addendum, the IPLA or CRA, or the Quotation.

Agreed to: Taft College

Agreed to:
International Business Machines Corporation

By _____
Authorized signature

By _____
Authorized signature

Name (type or print):

Name (type or print):

Title:

Title: Sales Manager

Date:

Date:

Customer identification number:

Customer site number:

Customer address:

IBM address: 71 S. Wacker Drive
Chicago, IL 60606

Date: July 17, 2018
Submitted by: Andrew Prestage, Executive Director Information Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Renewal Agreement (Quote #26995700) with International Business Machines for IBM Cognos (Report Writer) License

Background:

This renewal agreement with International Business Machines provides required licensing for Cognos, the College data reporting system. This IBM software Subscription and Support includes both product upgrades and technical support. This maintenance agreement includes eight "analytics" reporting users for the data modeling team as well.

Terms (if applicable):

Licensing will be renewed from November 1, 2018 - October 31, 2019

Expense (if applicable):

The total cost of this license is \$8,475.28

Fiscal Impact Including Source of Funds (if applicable):

This expense will be split 50/50 between the Instruction and Information Technology Departments

Approved: _____


Dr. Debra Daniels, Superintendent/President

International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



IBM Software Subscription and Support Renewal Quote

Note: If you will be placing your renewal order with an authorized Business Partner, please provide your partner with a copy of this Software Subscription and Support Renewal Quote to obtain final pricing and for fulfillment.

The prices quoted are only applicable if the total specified quantity of each and every designated part number is ordered. The prices are only effective up to the specified start date of the renewal part number.

Renewal Contact
Attn: Mark Gibson
Taft College
29 Cougar Court
TAFT CA 93268-2329
UNITED STATES

Passport Advantage Contact
Attn: Mark Gibson
Taft College
29 Cougar Court
TAFT CA 93268-2329
UNITED STATES

Technical Contact
Attn: Mark Gibson
Taft College
29 Cougar Court
TAFT CA 93268-2329
UNITED STATES

Passport Advantage Customer Information

Quotation Number: 26995700
Passport Advantage Agreement Number: 188400
Passport Advantage Site Number: 3407311
IBM Customer Number: 9467386
Anniversary Date: 01-November-2018
Relationship SVP Level: ED
Quotation SVP Level: ED

IBM Renewal Contact Information

IBM Renewal Representative: IBMSubscriptionandSupport
Phone Number:
eMail Address: erenewal@us.ibm.com

Product Information

Unit SVP Price: Is the IBM Suggest Volume Price for 12 months of coverage.

Unit Price: Is the price established for a full renewal, completed prior to the quote expiration date. This price may be lower than the Unit SVP price and is only effective up to the specified start date of the renewal part number.

Item No.	Part Number	Quantity	Total Points	Coverage Starts	Coverage Ends	Months	Unit SVP Price	Unit Price	Extended Amount
IBM Cognos Analytics Explorer Authorized User Annual SW Subscription & Support Renewal									
001	E0K2DLL	8	20.00	01-Nov-2018	31-Oct-2019	12	224.80	137.36	1,098.88
IBM Cognos Analytics Information Distribution Processor Value Unit Annual SW Subscription & Support Renewal									
002	E0K2HLL	200	100.00	01-Nov-2018	31-Oct-2019	12	44.80	27.42	5,484.00
IBM Cognos Analytics Administrator per Authorized User Annual SW Subscription & Support Renewal									
003	E0K30LL	1	15.10	01-Nov-2018	31-Oct-2019	12	1,360.00	1,360.00	1,360.00
IBM SPSS Modeler Personal Authorized User Annual SW Subscription & Support Renewal 12 Months									
004	E0L0GLL	1	9.69	01-Nov-2018	31-Oct-2019	12	872.00	532.40	532.40

International Business Machines Corporation

International Business Machines Corporation, PO Box 643600, Pittsburgh, PA 15264-3600



We recommend that you renew IBM Software Subscription and Support for all of the in service authorized use of all IBM programs installed at your site to ensure continued access to new software versions and releases and 24x7 technical support.

Please follow the steps below to renew your IBM Software Subscription and Support.

1. Review your IBM Software Subscription and Support renewal quote and IBM Software Subscription and Support Renewal Quote Information Details. If you have questions, please contact either an authorized IBM Business Partner or your IBM renewal representative referenced above.

2. Choose one of the following options to renew before your anniversary date:
 - Contact an authorized IBM Business Partner for final pricing and fulfillment
 - erenewal@us.ibm.com
 - Sign in to <https://www.ibm.com/software/howtobuy/passportadvantage/paocustomer/eorder/eRenewal?quotenum=0026995700> and renew.

3. If we do not hear from you or your Business Partner before 11/01/2018, we will renew your IBM Software Subscription and Support automatically to the next anniversary date under the terms of the current IBM International Passport Advantage Agreement (<http://www-01.ibm.com/software/lotus/passportadvantage/agreementsandforms.html>) unless, prior to the expiration date, IBM receives, either directly from Customer or through Customer's resellers, as applicable, Customer's written notification that Customer does NOT want to renew.

Note:

Your renewal order will be governed by and is subject to the terms of your IBM International Passport Advantage Agreement or the IBM International Passport Advantage Express Agreement, as applicable, against which this transaction will be placed.

Data Processing Protection - IBM's Data Processing Addendum (DPA) at <http://ibm.com/dpa> and the DPA Exhibit at <https://www.ibm.com/mysupport/s/article/support-privacy> applies and supplements the Agreement, if and to the extent the European General Data

BOARD AGENDA ITEM

Date: July 24, 2018

Submitted by: Sarah Criss, Executive Administrative Assistant to Superintendent/President

Area Administrator: Dr. Debra Daniels, Superintendent/President

Subject: Request for Ratification

Board Meeting Date: August 8, 2018

Title of Board Item:

Agreement with Van Dermeyden Maddux Law Firm

Background:

The District is working with Van Dermeyden Maddux, an investigation law firm, as a third-party investigator to a claim made against the District. The firm is an impartial, third-party entity who routinely performs work in educational institutions in the state of California.

Terms (if applicable):

Effective July 19, 2018

Expense (if applicable):

Dependent on need. Expenses and travel will be covered. Hourly rates vary – See Contract “Fees and Costs” for details.

Fiscal Impact Including Source of Funds (if applicable):

District funds will be used to covered expenses.

Approved: *Debra Daniels* 7/30/18
Dr. Debra Daniels, Superintendent/President



VAN DERMYDEN MADDUX

Investigations Law Firm

July 19, 2018

VIA ELECTRONIC MAIL: ddaniels@taftcollege.edu

Dr. Debra S. Daniels
Superintendent/President
Taft College
West Kern Community College District
29 Cougar Court
Taft, CA 93268

Re: Engagement Letter for Investigative Services

Dear Dr. Daniels:

This letter will confirm your request to engage Van Dermyden Maddux Law Corporation (“the Firm”) to provide investigative services for West Kern Community College District (“Client”). This Agreement will govern all services to be performed for this engagement.

Scope of Services. Client hires the Firm to perform legal services in the form of an impartial investigation regarding allegations of discrimination. The Firm will perform these duties as an attorney at law for the purpose of facilitating the rendering of legal advice to the Client by its counsel. The Firm’s communications, work product, and the final report will be protected from disclosure pursuant to the attorney-client privilege, unless waived by the Client.

Independence. As an independent contractor, the Firm has the right to determine the means, manner and findings related to the investigation. The Client agrees to allow the Firm full discretion to undertake the investigation and otherwise make findings without influencing or interfering with the outcome. The Client understands and acknowledge that the Firm will exercise its independent judgment to make whatever findings it deems are warranted based on the evidence developed in the investigation, and that this Agreement is not dependent on the Firm’s making or failing to make any particular credibility determination, finding of fact, or conclusion.

Confidentiality Admonitions. Client acknowledges that it is the Firm’s practice not to provide any confidentiality admonitions unless directed to do so, in writing, by the Client. The Client acknowledges the decisions by the National Labor Relations Board in *Banner Health System*, NLRB No. 93 (2012) and *Banner Health System*, Case 28-CA-023438 (2015) (as well as the Public Employment Relations Board’s decision in *Los Angeles Community College District* (2014), for

public employers), which require an employer to provide a legitimate business justification in order to ask witnesses to keep an investigation confidential. Client agrees it will provide a confidentiality admonition in writing to Investigator before witness interviews commence, if the Client determines such an admonition is appropriate. Investigator agrees she/he will notify Client if any changed circumstances arise that relate to the confidentiality analysis.

Limited Scope Agreement. The scope of this attorney-client representation is limited. The Firm will perform an investigation as an attorney at law for the purpose of facilitating the rendering of legal advice to the Client by its counsel. The Firm will not render a legal determination whether there were violations of any law or statute. The Firm will not act as an advocate or provide advice to the Client with respect to what employment actions, if any, should be taken as a result of the findings. The Firm will not represent the Client in any legal action or proceeding. It is expressly agreed that the client will look to its regular legal counsel for such services, as well as for advice with respect to issues which may arise relating to the investigation. This includes, without limitation, the admonitions, if any, to be made to employees who are interviewed concerning confidentiality; the consequences of employee failure to cooperate in the investigation; the accessing of electronic and other data; document retention; litigation holds; appropriate interim employment measures pending investigation; compliance with the federal Fair Credit Reporting Act; and, compliance with the California Investigative Consumer Reporting Agencies Act. The Client also agrees it will look to its regular outside counsel for advice with respect to issues of attorney-client privilege, scope of privilege, waiver, and work product in connection with the Firm's services.

The Client agrees they will comply with employer-required notice and consent rules to the extent applicable, including those under Civil Code sections 1786 et seq.

Cooperation. To perform its services effectively, the Firm requires the full cooperation and support of all representatives of the Client. You can assist us by keeping us fully informed as to facts and developments relevant to our investigative services. It is essential that each client (as well as any employees or representatives) provide us with accurate and complete information, including written materials when requested, and make personnel available to the extent required.

Fees and Costs. Client agrees to pay the Firm at the following rates:

Staff	Discounted Hourly Rates for Public Entities
Senior Partner	\$425
Partner	\$350
Senior Associate	\$290
Associate	\$250
Law Clerk	\$175
Paralegal	\$120

Time charged will include, for example, time spent interviewing witnesses, writing the report of the findings, and performing any necessary research. The time charged will also include travel time and the time the Firm spends on telephone calls relating to the matter, including calls with the Client, witnesses, potential witnesses, or counsel representing any of the parties.

Costs. The Firm may incur various costs and expenses in performing services under this Agreement. Client agrees to pay for all costs and expenses, in addition to the hourly fee. Specifically, Client agrees to pay a 2% administrative charge calculated on the service fees billed. This fee covers costs and expenses incurred in our handling of the matter, such as postage, photocopies, parking fees, bridge or other road tolls, fax charges, telephone charges and other similar charges. This administrative fee does not include other out-of-pocket charges incurred by the Firm, such as messenger and other special delivery fees, other travel costs such as mileage reimbursement at the federal standard mileage rate in effect for the year or a vehicle rental, meals, lodging, and similar charges. In the event of a vehicle rental, Client will be expensed for either the rental or calculated mileage at the federal standard mileage rate in effect for the year, whichever is less. Client will be responsible for reimbursing Firm for the out-of-pocket expenses as actually incurred by the Firm, and all costs and expenses will be charged at the Firm's cost. The Firm will not charge for word processing or overtime expenses associated with administrative personnel.

Billing Statements. The Firm will send the Client periodic statements for fees and costs incurred. Each statement will be payable within ninety (90) days of its mailing date. The statements shall include the amount, rate, basis of calculation or other method of determination of the fees and costs, and which costs will be clearly identified by item and amount. The Firm acknowledges and agrees that Client shall be solely responsible for payment of the Firm's statements for these services.

Payment is due upon presentation of the invoice. Invoices that remain unpaid after ninety (90) days from the invoice date are immediately subject to a late payment charge of fifteen percent (15%) per year, accrued monthly. Because this matter is of a sensitive nature and subject to the attorney-client privilege, we recommend that you treat our invoices as confidential documents and safeguard them appropriately.

Any estimate of fees given by the Firm shall not be a guarantee. Actual fees may vary from estimates given.

Outside Experts. Should the matter require expertise from any outside consultants, you will have an opportunity in advance to: (a) approve the rationale for retention of same; (b) approve the selection of same; and, (c) approve the rates and anticipated fees relating to such services. As of the time of this engagement letter, the Firm has not identified the need to hire an outside consultant to assist in this investigation, although there may be a need for transcription services relating to the tape recordings, if any, of the witness interviews.

Compensation for Post-Investigative Work. This engagement shall be considered concluded after the Firm has provided a final investigation report in this matter, whether oral or written. After the conclusion of this engagement, should a need arise for the Firm to respond to any subpoena or discovery, to provide testimony at deposition, trial or arbitration, or to otherwise perform services with respect to any matter relating to or arising out of this engagement, the Client shall compensate the Firm at its then-applicable rates for time expended, including all required preparation time. The Client

agrees to reimburse the Firm for all reasonable fees and costs incurred in obtaining necessary representation for such proceedings, including legal fees and costs that the Firm incurs in preparing for such proceedings. The Client shall also compensate the Firm at its then-applicable rates for time expended in defending against any actual or threatened claim with respect to which the Firm is entitled to indemnification pursuant to this Agreement, below. If costs and/or expenses, including the costs of legal representation should reasonably be expected to exceed \$5,000, Client shall advance the funds to the Firm or the Firm's designee.

Indemnification The Client agrees to defend, indemnify and hold the Firm harmless for and against all actions, claims, and complaints, whether formal or informal, actual or threatened, arising from or related to the investigation brought or asserted against the Firm by any investigation interviewee, Client employee or official, or anyone claiming through them. This right of indemnification shall not extend to any loss, liability, damage, or expense resulting from the Firm's actual negligence or other actual misconduct. Any right of defense or indemnification shall be undertaken by Client at its sole expense and under its control. In accordance with California Rule of Professional Conduct 3-400, this provision is not intended to apply to any potential professional malpractice action brought by the Client against the Firm. The Firm agrees to defend, indemnify and hold the Client harmless for and against all other actions, claims, and complaints, whether formal or informal, actual or threatened, arising from or related to the investigation brought or asserted against the Client, other than those claims for which the Client is defending and indemnifying the Firm, as set forth above.

Discharge and Withdrawal. The Client may terminate the Firm's investigative services at any time effective upon delivery of written notice to the Firm. In this event, all unpaid charges will immediately become due and payable. Unless we specifically agree to do so, we will provide no further services and advance no further costs on the matter after we receive notice of termination. Our right to terminate services to a client is subject to certain Rules of Professional Conduct that: (a) require us to take reasonable steps to avoid foreseeable prejudice to the Client from our withdrawal; and, (b) establish standards for mandatory and permissive withdrawal under certain circumstances. Failure by a client to pay our bills in full, and on a timely basis, can constitute adequate grounds for us to withdraw.

No Warranty of Result. Although we believe that we can assist Client in reaching its goals, we cannot predict or represent that a particular result can be obtained. We can make no promises or guarantees regarding the outcome of the matter or matters that are the subject of our services.

Entire Agreement. This letter represents our entire Agreement, which will be effective on the date of your signature. It supersedes all prior agreements, statements, or promises made before this time.

Severability. Should any provisions of this contract be declared to be invalid or unenforceable, the remainder of this contract shall remain in full force and effect.

Applicable Law. This Agreement shall be governed by the laws of the State of California. If it becomes necessary for either party to instigate litigation to enforce its rights under this agreement, such litigation shall be filed exclusively in the California state courts in the County in which the underlying matter is pending, or the United States District Court, and each of the parties waive any objection to venue or personal jurisdiction with respect to any suit under this agreement so filed. The prevailing party in any such litigation will be entitled to recover from the other party all costs it incurs in connection with the dispute, including reasonable attorney's fees. The parties agree that if any portion

Mr. Kameya
July 13, 2018
Page 5

of this agreement is found to be unenforceable or invalid by a court of law, then all other portions that can be separated from it or appropriately limited in scope shall remain fully valid and enforceable.

To signify the Client's agreement with the terms of this letter, please sign the original and retain it for your files. You should sign the enclosed copy and return it to us for our files. Individuals authorized to execute this Agreement on behalf of Client, should sign, date and return a copy of this letter to the Firm, signifying agreement to these terms.

Thank you for this opportunity to provide investigative services.

Very truly yours,



Sue Ann Van Dermyden

I am authorized to sign this Agreement. I have read and understand the terms of this Agreement. I hereby confirm the engagement of Van Dermyden Maddux Law Corporation to provide investigative services in accordance with its terms.

West Kern Community College District


By: Debra Daniels, Superintendent / President
Printed Name

[Handwritten Signature]
Signature

Date: 7/19/18

BOARD AGENDA ITEM

Date: July 12, 2018
Submitted by: Severo M. Balason, Jr., Vice President of Student Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Ratification



Board Meeting Date: August 8, 2018

Title of Board Item:

Statement of Work (320 Reporting Consulting) with Strata Information Group

Background:

Strata Information Group will provide 320 reporting consulting services to Taft College on-site for 2-3 day for two weeks.

Terms (if applicable):

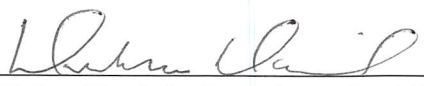
The term of the agreement is for 2-3 days of on-site consulting for two weeks.

Expense (if applicable):

The cost for services is not to exceed \$8,000 which includes labor and travel expenses.

Fiscal Impact Including Source of Funds (if applicable):

District funds (Admissions & Records) will be utilized and have been included in the 2018-2019 budget projections for this service.

Approved: 
Dr. Debra Daniels, Superintendent/President



**Strata Information Group
Statement of Work
(TAFTCOLLEGE-SOW108-320RPTG)
July 9, 2018**

Taft College	Banner® Student – 320 Reporting Consulting
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Under the terms of the Agreement dated January 5, 2009 and further amended July 1, 2016, Strata Information Group (SIG) will provide consulting services for the staff of Taft College (Taft) as directed, to perform the following work.

Description of Work:

Taft has requested consulting services to assist 320 Reporting. This engagement included 2-3 days of on-site consulting for two weeks.

Proposed Services:

Tasks	Hours
Consulting for California 320 Reporting	30 - 40
Total Hours Range:	30 - 40

Summary of Estimated Costs:

Labor Range:	Travel Expenses:	Total Cost Range:
\$5,100 - \$6,800	\$1,200 (one on-site visit)	\$6,300 - \$8,000

Notes:

- Rate: \$170/hour for on-site and remote delivered services through June 30, 2019; rates may increase by \$5/hour effective July 1, 2019, and on each subsequent year.
- SIG will invoice only for the consulting hours and travel expenses actually used.
- The hours estimate includes project management, preparation time, travel time, on-site and remote labor, and the development of trip reports.
- Approximate hours and costs are based on the estimated tasks to complete this project. This may vary based on the assumptions listed and changes in Taft's needs.
- Travel expenses, if applicable:
 - Travel time is capped at 8 hours per trip.
 - Travel expenses are estimated at \$1,200 per consultant, per trip.
 - SIG will make every attempt to reduce travel costs, including coach fares and the use of the client's recommended lodging.
 - Actual travel expenses may be lower or higher than estimated. Labor costs may be adjusted to accommodate this as long as the total cost is not exceeded.
- Costs exclude all state taxes, if applicable.
- SIG will invoice for meals and incidental expenses on a per diem basis. Receipts will not be provided. Per diem rates are generally based on GSA guidelines. Per diem rates are: \$59 per full on-site day \$44.25 per partial day

For Taft College:


For Strata Information Group:



 Dr. Debra Daniels
 President/Superintendent

7/11/18

 Date

DocuSigned by:


 Henry A. Eimstad
 President

Jul-09-2018

 Date

General Outline of Services

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

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

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



BOARD AGENDA ITEM

Date: July 18, 2018
Submitted by: Andrew Prestage, Executive Director Information Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

GT Software NetCOBOL Maintenance Renewal

Background:

GT Software NetCOBOL is used for compiling the Banner software on District servers.

Terms (if applicable):

Maintenance coverage is from September 1, 2018 to August 31, 2018.

Expense (if applicable):

Total cost of this contract is \$2,244.00.

Fiscal Impact Including Source of Funds (if applicable):

This support cost is included in the 2018-19 ITS budget.

Approved: _____


Dr. Debra Daniels, Superintendent/President



6255 Barfield Road, Suite 200
 Atlanta, GA 30328
 USA

GT Software Quote

Quote Number: 00010991 Payment Terms: Net 30 days
 Quote Date: 7/18/2018 Quote Expiration: 8/31/2018

Customer/Contact Information

<p>Contact: Dana Hicks dhicks@taftcollege.edu (661) 763-7939</p> <p>Prepared by: Cari Roberts, Sales Administrator croberts@gtsoftware.com (O) (404) 303-3237 (F) (404) 973-3581</p>	<p>Bill To: Taft College Emmons Park Drive to 29 Cougar Court Taft, CA 93268 USA</p> <p>Ship To: Taft College Emmons Park Drive to 29 Cougar Court Taft, CA 93268 United States</p> <p>Customer Number: 0024580</p>
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Part Number	Product Description	Sales Price	Net Price	Quantity	Total Price
LNCXE000RN0D-D	NetCOBOL for Linux x64 Enterprise - per developer - Renew Maintenance/support	\$748.00	748.00	3.00	\$2,244.00
Grand Total					\$2,244.00

Listed Enhancement and Support begins on 9/1/2018 and ends on 8/31/2019.

GT Software is currently setup for Electronic Invoicing. Please provide your preferred Account's Payable/Finance email address in order for us to make sure the invoice is sent to the correct contact.

Customer Acceptance

Acceptance of this Order in any form (including its signature below, and/or the issuance of a purchase order) shall constitute Customer's acknowledgement and acceptance of this order. Please email to 'Prepared by' contact above or mail to: GT Software 6255 Barfield Rd. Suite 200, Atlanta, GA 30328

By: _____ Title: _____
 Authorized Signature

Name: _____ Date: _____

Special Provisions and Notes



6255 Barfield Road, Suite 200
Atlanta, GA 30328
USA

Please reference this Quote Number when placing a Purchase Order to ensure prompt handling and delivery of your license key (via download).

Items will be delivered electronically via download.

Unless otherwise agreed to in writing by GT Software, this quote is only valid through the stated expiration date.

Sales Tax will be added to this quote as applicable.

Purchasers of the software license and services itemized in this quote agree to be bound by the terms written in the GT Software End User Software License Agreement and the terms of service. A copy of this agreement can be found at <https://support.gtsoftware.com/documents/GTSoftwareNeoandNetCOBOLEULASep2014.pdf>. It also must be accepted by the installer of the software and a copy will be included in the order fulfillment email and/or packaging if shipped physically.

(1) The price quoted is exclusive of any taxes which may be applicable. (2) Please reference this Quote Number when placing a Purchase Order to ensure prompt handling and delivery of your license key (via download). (3) Purchased Enhancement and Support is provided according to the terms in the following link <https://www.gtsoftware.com/maintenancepolicies/>.

Date: July 26, 2018
Submitted by: Heather Meason, Executive Director of Human Resources
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Ratification

Board Meeting Date: August 8, 2018

Title of Board Item:

2018-19 Renewal of Liebert Cassidy Whitmore (LCW) Central California Community College District Employment Relations Consortium Membership.

Background:

West Kern Community College District participates in the Central California Community College District Employment Relations Consortium (ERC). The ERC provides representational, litigation and other employment relations services when requested by the District. This membership renewal will provide training in the area of public-sector labor, employment topics, in addition provides access to over 200 forms, policies and checklists that can be used as templates.

Terms (if applicable):

The contract is effective July 1, 2018 - June 30, 2019

Expense (if applicable):

\$3,895.50

Fiscal Impact Including Source of Funds (if applicable):

The expense is included in the 2018-19 Human Resources budget and general revenue funds will be utilized.

Approved:  7/30/18
Dr. Debra Daniels, Superintendent/President

6033 West Century Boulevard, 5th Floor
Los Angeles, California 90045
T: (310) 981-2000 F: (310) 337-0560

June 27, 2018

Heather Meason
Associate Vice President of Human Resources
West Kern Community College District (Taft College)
29 Cougar Court
Taft, CA 93268

Re: Central California Community College District Employment Relations Consortium

Dear Ms. Meason:

We are looking forward to another successful year with the Central California Community College District Employment Relations Consortium. The consortium committee has selected a wide variety of topics for your managers and supervisors and administrators. We are pleased to provide the consortium with five full days of training, our monthly newsletter, Education Matters, and telephone consultation.

We are enclosing the planning meeting notes for your records. We will forward the schedule when it is ready.

Enclosed is an Agreement for Special Services. Please execute and return a copy to our office.

You'll note that the attached invoice gives you the option of subscribing (or renewing) your Liebert Library membership. We've combined this with the consortium billing for your ease. If you do not want to subscribe to the Library, simply check the box next to ERC only and submit that amount. If you do want to subscribe/renew, just check the corresponding box and return the amount indicated (the listed rate reflects the ERC discount.)

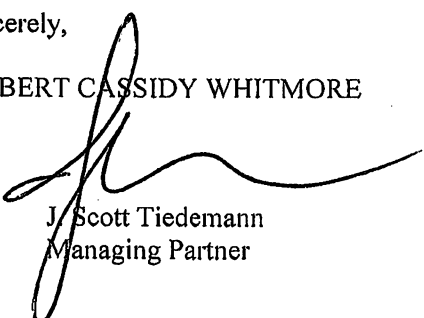
If you have any questions about the consortium or our other training programs, please contact Cynthia Weldon, Director of Marketing & Training at (310) 981-2055 or cweldon@lcwlegal.com.

We thank you for your membership and we look forward to another successful training year.

Sincerely,

LIEBERT CASSIDY WHITMORE

BY:


J. Scott Tiedemann
Managing Partner

Enclosures

AGREEMENT FOR SPECIAL SERVICES

This Agreement is entered into between the West Kern Community College District (Taft College), hereinafter referred to as "College," and the law firm of LIEBERT CASSIDY WHITMORE, A Professional Corporation, hereinafter referred to as "Attorney."

WHEREAS College has the need to secure expert training and consulting services to assist College in its workforce management and employee relations; and

WHEREAS College has determined that no less than ten (10) colleges in the Central California area have the same need and have agreed to enter into identical agreements with Attorney; and

WHEREAS Attorney is specially experienced and qualified to perform the special services desired by the College and is willing to perform such services;

NOW, THEREFORE, College and Attorney agree as follows:

Attorney's Services:

During the year beginning July 1, 2018, Attorney will provide the following services to College (and the other aforesaid public agencies):

1. Five (5) days of group training workshops covering such employment relations subjects as management rights and obligations, negotiation strategies, employment discrimination and affirmative action, employment relations from the perspective of elected officials, performance evaluation (administering evaluations), grievance and discipline administration for supervisors and managers, planning for and responding to concerted job actions, current court, administrative and legislative developments in personnel administration and employment relations, etc., with the specific subjects covered and lengths of individual workshop presentations to be determined by College and the other said local agencies.

It is expressly understood that the material used during these presentations, including written handouts and projected power points are provided solely for the contracted workshops. This agreement warrants there will be no future use of Liebert Cassidy Whitmore material in other trainings or formats without the expressed written permission of Liebert Cassidy Whitmore. Any such use will constitute a violation of this agreement and copyright provisions.

2. Availability of Attorney for College to consult by telephone. Consortium calls cover questions that the attorney can answer quickly with little research. They do not include the review of documents, in depth research, written responses (like an opinion letter) or advice on on-going legal matters. The caller will be informed if the question exceeds the scope of consortium calls. Should the caller request, the attorney can assist on items that fall outside the service, but these matters will be billed at the attorney's hourly rate. (See additional services section.)
3. Providing of a monthly newsletter covering employment relations developments.

Fee:

Attorney will provide these special services to College for a fee of Three Thousand Dollars (\$3,000.00) payable in one payment prior to August 1, 2018. The fee, if paid after August 1, 2018 will be \$3,100.00.

Said fee will cover Attorney's time in providing said training and consultative services and the development and printing of written materials provided to attendees at the training programs.

Additional Services:

Attorney shall, as and when requested by College, make itself available to College to provide representational, litigation, and other employment relations services. The College will be billed for the actual time such representation services are rendered, including reasonable travel time, plus any necessary costs and expenses authorized by the College.

The range of hourly rates for Attorney time is from Two Hundred Ten to Three Hundred Forty Dollars (\$210.00 - \$340.00) per hour for attorney staff, One Hundred Ninety-Five Dollars to Two Hundred Thirty Dollars (\$195.00 - \$230.00) per hour for Labor Relations/HR Consultant and from Eighty Dollars to One Hundred Seventy Dollars (\$80.00 - \$170.00) per hour for services provided by paraprofessional and litigation support staff. Attorneys, paraprofessional and litigation support staff bill their time in minimum units of one-tenth of an hour. Attorney reviews its hourly rates on an annual basis and if appropriate, adjusts them effective July 1.

Independent Contractor:

It is understood and agreed that Attorney is and shall remain an independent contractor under this Agreement.

Term:

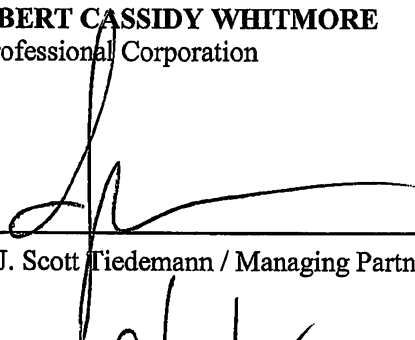
The term of this Agreement is twelve (12) months commencing July 1, 2018. The term may be extended for additional periods of time by the written consent of the parties.

Condition Precedent:

It is understood and agreed that the parties' aforesaid rights and obligations are contingent on no less than ten (10) local college employers entering into a substantially identical Agreement with Attorney on or about July 1, 2018.

LIEBERT CASSIDY WHITMORE
A Professional Corporation

WEST KERN COMMUNITY COLLEGE
DISTRICT (TAFT COLLEGE)

By: 

J. Scott Fiedemann / Managing Partner

By: _____

Name: _____

Date: 6/27/18

Title: _____

Date: _____

INVOICE

June 25, 2018

*Associate Vice President of Human Resources
West Kern Community College District (Taft College)
29 Cougar Court
Taft, CA 93268*

(WE026-10000)

INVOICE NUMBER: 1461543

**CENTRAL CALIFORNIA COMMUNITY COLLEGE DISTRICT
EMPLOYMENT RELATIONS CONSORTIUM**

Membership: 07/01/18 through 06/30/19

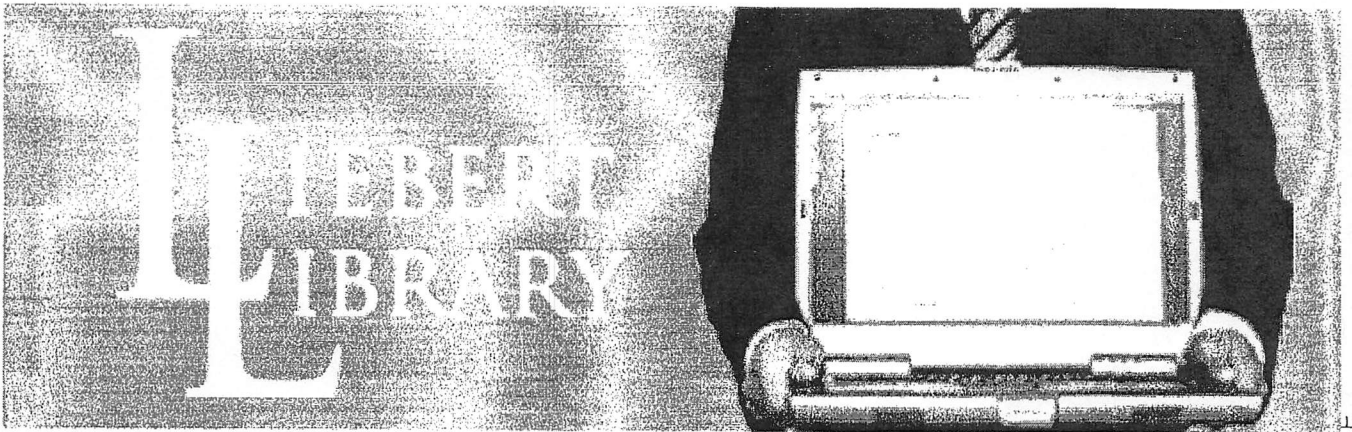
Please make your check out for one of the following amounts:

ERC Membership	\$3,000.00	<input type="checkbox"/>
ERC Membership w/ Basic Liebert Library Subscription (optional) <i>Basic Subscription provides access to over 200 sample forms, policies and checklists that can be used as templates.</i>	\$3,405.00	<input type="checkbox"/>
ERC Membership w/ Premium Liebert Library Subscription (optional) <i>Premium Subscription provides unlimited access to LCW workbooks in digital format, as well as over 200 sample forms, policies and checklists that can be used as templates.</i>	\$3,895.50	<input type="checkbox"/>

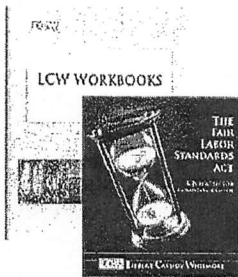
Note: Please send us a copy of this invoice along with your payment.

For more information on the many benefits of Liebert Library, please visit www.liebertlibrary.com, call Sherron Pearson at 310.981.2000 or email info@lcwlegal.com.

*If ERC Membership paid after August 1, 2018 amount due is \$3,100.00
(Includes \$100.00 late fee)*



Our firm is proud to present the **Liebert Library** – an online collection of trusted legal training and reference materials that cover a variety of public-sector labor and employment topics!



For nearly 40 years our attorneys have tirelessly worked to create an entire library of legal resources that covers a variety of labor and employment topics. Now you can get on-demand access to our extensive collection of workbooks, sample forms, polices and checklists, including:

Workbooks

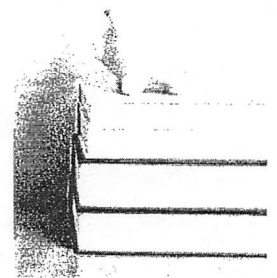
- The FLSA Compliance Guide
- Principles for Public Safety Employment
- Annual Audit of Your Personnel Rules
- Labor & Employment Relations Issues During Lean Times
- Understanding Public Employee Retirement Issues

Sample Forms and Polices

- Checklist for POBR/FBOR Investigation
- Reasonable Accommodation Policy
- Sample Anti-Bullying Policy
- Sample Discipline Policy
- Social Media Policy

We offer 2 levels of subscription for Liebert Library at **economical** prices that will allow you to lower future legal costs for your agency:

1. **Basic Membership** - Access to **all of our sample forms and policies** that we use as appendices in **our workbooks**. You will have **on-demand** access to these documents and can download them in Word and PDF formats.
2. **Premium Membership** - Access to all of the benefits of our Basic Membership (see above), as well as the ability to read and reference **our workbooks at any time!** You will also receive a \$15 discount on the purchase of any workbook.



For more information visit: www.LiebertLibrary.com

CENTRAL CALIFORNIA CCD ERC

1) Comments

- The members mentioned that the consortium call service is wonderful and calls are always responded to quickly.
- Regarding the 3CMeNow video conference sessions:
 - Members reported issues with the connection quality and with linking in. We will try using Zoom for the video-conferences this year as an alternative to 3CMeNow.
 - Monterey Peninsula CCD said they have seen improved attendance and technology set-up by reserving a conference room and having a technician set up. This seems to give attendees more accountability to attend once they RSVP.
- The members reported that Francesca has been great with sending reminders and keeping things going smoothly.
- Members think a mix of video-conferences and webinars has been good and would like to continue with that model.
- Today's workshop was on payroll. We discussed the need to schedule payroll workshops carefully and avoid the first or last week of the month to allow more payroll personnel to attend.
- The group has stopped meeting on their own on a regular basis but may start again. If that begins, we can discuss scheduling next year's planning meeting during one of those meetings.

2) Services Explained

- Consortium Calls: Can be placed to any of the LCW offices: Los Angeles, Fresno, San Francisco, San Diego, or Sacramento. Members may ask for a specific attorney or any available attorney. Questions may also be submitted by e-mail directly to the attorney or to info@lcwlegal.com.
- LCW's Website: www.lcwlegal.com is fully searchable for specific articles and content appearing in our monthly newsletters and our annual *Legislative Round-Up*.
- Individual/Customized Training:
 - Includes the incorporation of your policies and procedures, as well as an original set of materials for your reproduction.
 - Any of the workshops listed on the Community College Workshop Topics List can be presented outside of the consortium to one specific district or a group of districts to share the cost. Our rate for a three-hour, half day session ranges from \$2,000 - \$2,500 while a six-hour, full day session ranges from \$3,000 - \$3,500. If you schedule two half day sessions on the same day, we will honor the full day rate.

- LCW would be happy to send an e-mail to other districts if a request for an individual workshop has been made and the district requesting the workshop wishes to combine with other districts. For more information, contact Anna Sanzone-Ortiz at (310) 981-2051.
- **Consortium Workshops across the State:** ERC members are able to attend other Consortiums' workshops. If you are interested in attending, you must contact Francesca Savellano two weeks prior to the scheduled workshop. Once all the registration sheets are received from the host Consortium, if space is available, members from other Consortiums are able to attend. There is no cost to attend another Consortium's workshop, *unless* they require a per person/refreshment fee.
- **Reminder:** LCW reminds districts that they are responsible for monitoring who is registering for the workshops. LCW provides a guide as to who should attend the workshops and requests that the district use its best discretion when registering employees as the composition of the audience can impact the message and tone of the workshop.
- **Newsletters:** LCW has multiple monthly newsletters: Education Matters, The Briefing Room (geared towards law enforcement) and Fire Watch (geared towards Fire Safety Personnel). Consortium members may request to receive any or all of these publications. The newsletters are sent either via surface mail or via e-mail. The e-mail comes from newsletter@lcwlegal.com so please ensure that this e-mail address is accepted by your system.
- **Social Media:** ERC members can follow us on Twitter and our Labor and Employment blog. Twitter followers receive instant tweets to our alerts of firm publications, blog posts, attorney authored articles and upcoming speaking engagements, events and seminars (twitter.com/lcwlegal). Blog subscribers receive weekly updates on fresh and new labor and employment issues from www.calpublicagencylaboremploymentblog.com.
- **Webinars:** LCW provides webinars that are open to all public agencies, but provides them at a discounted rate for consortium members. A list of upcoming webinars and webinars on demand can be found at: www.lcwlegal.com/events-and-training.

3) **Workshops Selected for the 2018/2019 Training Year**

- Name That Section: Frequently Used Education Code and Title 5 Sections for Community College Districts (Half Day)
- An Employment Relations Primer for Community College District Administrators and Supervisors (Half Day)
- Prevention and Control of Absenteeism and Abuse of Leave (Half Day)
- Technology and Employee Privacy (Half Day)
- Allegations and Reports of Sexual Misconduct: Effective Institutional Compliance with Title IX and Related Statutes (Half Day)
- Speaking Freely or Shouting "Fire" (Half Day)
- Managing Performance Through Evaluation (Half Day)

- Promoting Safety in Community College Districts (Half Day)
- Building Workforce Diversity: It Takes a Village (Full Day Summit) – **Live (In-person) only**

4) **Workshop Details**

- The Consortium receives 5 full days of training.
- The preferred day for all trainings is Friday.
- A half day of training is better than a full day of training, if possible. Double up (with one session in the morning and one in the afternoon) if needed.
- Hartnell CCD and Monterey CCD volunteered to host. State Center CCD can host the summit, which is in-person only.
- ❖ LCW encourages group participation for webinar presentations. Participants are able to receive the webinar on their desktop, but we recommend bringing the group together in one conference room.
- ❖ *Handout material will only be distributed to the group via e-mail. Please remind recipients that handout material is for use by district personnel only and sharing it outside of the district (including forwarding it or posting it on a website accessible by non-district employees) is a violation of the copyright.*

5) **ERC Membership Fee**

- The 2018/2019 annual membership fee is \$3,000.
- \$100 late fee to be paid after August 1, 2018.

BOARD AGENDA ITEM

Date: July 2, 2018
Submitted by: Dr. Debra Daniels, Superintendent/President
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Renewal of Annual Maintenance Services with Harland Technology Services for the Campus Scantron Scanner for 2018/19

Background:

This renewal is a recurring annual agreement for maintenance services with Harland Technology Services for the Scantron scanner located in the college mailroom.

Terms (if applicable):

September 6, 2018 - September 5, 2019

Expense (if applicable):

\$766.00

Fiscal Impact Including Source of Funds (if applicable):

This renewal is included in the 2018/19 District Office of Instruction budget.

Approved: 
Dr. Debra Daniels, Superintendent/President

Notice of Renewal – Return With PO#



2020 S 156th Circle
Omaha, NE 68130
(F) 402.697.3350
(E) renewals@harlandts.com
Questions: 800.228.3628
Renewals: x3251
Invoice Questions: x3281

PAGE: 1

Notice of Renewal: 42346 - 320042346
PURCHASING
TAFT COLLEGE
29 EMMONS PARK DR
TAFT, CA 93268-1729

Billing Address: 42346
TAFT COLLEGE
ACCOUNTS PAYABLE
29 EMMONS PARK DR
TAFT, CA 93268-1729

Scantron Corporation and Scantron Technology Solutions ("STS"), a division of Scantron Corporation ("Scantron"), currently provides you maintenance services for the products referenced in the schedule below and located at the address(es) set forth herein. The services keep the products in good operating condition and minimize breakdowns. The services are offered subject to the terms and conditions below, on the back of this form, and within any applicable enclosures (the "Agreement").

Schedule of Service And Products

Scantron and STS will provide maintenance services at the prices indicated from **09/06/2018** to **09/05/2019**. This Agreement will remain in effect after that date unless cancelled or modified by either party in accordance with Agreement terms and conditions.

Agreement Num: 00081200 **Enhanced Maint**
Previous PO#: SUPERINTEDENT PRES(17)

Billing Cycle: Annual

Model	Description	Serial Number	Contact	Rate
CUST# 0042346-000: Taft College, 29 Emmons Park Dr, Taft, CA 93268-1729 8882.01	SCANTRON SCANNER, 888P/P+, TSM	K-31557	Norberto Lopez 661-763-7981	766.00

TOTAL AMOUNT 766.00

This price quote does NOT include any sales or use taxes. Applicable taxes will be applied at the time of invoicing.
If payment is made prior to invoicing, please add the appropriate sales or use taxes to your payment.

Katie DeWitt
HTS Representative Signature
CATHERINE DEWITT
HTS Representative Printed Name
6/21/2018
Date

[Signature]
Customer Signature
President
Title
Date

Notice of Renewal Return With PO#

Purchase Order # P0048221

OPTICAL MARK READER MAINTENANCE SERVICE AGREEMENT TERMS AND CONDITIONS

1. Harland Technology Services ("HTS"), a division of Scantron Corporation, will provide the customer ("Customer") signing this Optical Mark Reader ("OMR") Maintenance Service Agreement (the "Agreement") services to repair or replace parts necessary to keep the equipment listed in the attached schedule (the "Equipment") in proper operating condition and will make necessary adjustments to keep the Equipment in proper operating condition.
2. Customer, by its acceptance signature hereon, agrees to furnish HTS with quantities, model numbers, and when possible, serial numbers for the Equipment to be covered. Customer also agrees to notify HTS of modifications to the Equipment inventory.
3. Preventive maintenance and cleaning inspections will be performed according to HTS' published Preventive Maintenance Schedule.
4. Replacement parts will be provided at no charge except for those parts which by their nature are considered consumable (example: ribbons, paper, print bands, organic photo conductor kits). HTS agrees to maintain at its location the stock of parts it considers adequate to maintain the Equipment.
5. Customer, by its acceptance signature hereon, agrees to notify HTS by telephone or in writing of all service call requests. HTS agrees to respond to those calls in a timely manner.
6. Onsite
Service calls will be made at Customer's premises during regular business hours defined as Monday through Friday between 8 A.M. and 5 P.M. except for HTS' observed holidays. The cost of mileage and labor to affect such service calls will be borne by HTS.
7. Enhanced Depot
Upon equipment failure, Customer shall notify HTS during regular business hours. Upon notification, HTS will ship via next day air a similar/equivalent loaner machine to Customer. Upon receipt, Customer must immediately return failed Equipment via the enclosed shipping label to an authorized United Parcel Service drop-off location or driver. HTS will repair the failed Equipment and return to Customer. Upon receipt of the original Equipment, customer will return the loaner machine back to HTS via the enclosed shipping label to an authorized United Parcel Service drop-off location or driver. In the event Customer fails to return the loaner equipment within ten (10) business days, the customer shall be charged the full retail value of the loaner machine.
8. Central Exchange
In the case of Equipment failure, Customer shall promptly call HTS' Call Center for diagnosis and consultation. Within one (1) working day of the diagnosis, HTS will ship a replacement for the Equipment. Customer shall install the replacement per HTS' specifications. Within five (5) business days of receipt of the replacement, Customer shall return the original, faulty Equipment to HTS via the enclosed shipping label to an authorized United Parcel Service drop-off location or driver. In the event the customer fails to return the failed Equipment within ten (10) business days, Customer shall be charged the full retail value of the Equipment.
9. Depot
Customer shall ship, at their own expense, failed Equipment to HTS' Depot Service Center. HTS will restore the equipment to good operating condition. HTS will then ship the equipment back to the Customer location. The cost of return shipping shall be paid by HTS.
10. Costs of mileage and labor necessary to make service calls other than during normal business hours will be charged to Customer separately at HTS' then current rates.
11. Maintenance provided under this Agreement shall extend to service, repairs and replacements made necessary by normal wear and usage of the Equipment. Maintenance provided under this Agreement shall not include any service, repairs or replacements required or made necessary as a result of the use of non-Scantron software, hardware or forms, electrical power failure, fire, theft, software virus, water, casualty, employee negligence, abuse, misuse, inadequate or inappropriate environment, room size, inadequate ventilation, or other external forces.
12. HTS warrants that the maintenance services provided under this Agreement will be provided in a professional and workmanlike manner. HTS' responsibility under this Agreement is limited to providing service, replacement or repair, in full satisfaction of all of Customer's claims relating to the maintenance services. HTS DOES NOT WARRANT THAT CUSTOMER'S USE OF THE EQUIPMENT WILL BE SECURE, UNINTERRUPTED, OR ERROR-FREE OR THAT DEFECTS IN THE EQUIPMENT WILL BE CORRECTED. THE WARRANTIES AND REMEDIES SET FORTH IN THIS SECTION 12, ARE EXCLUSIVE AND ARE IN SUBSTITUTION FOR ALL OTHER WARRANTIES, OBLIGATIONS AND LIABILITIES OF HTS. CUSTOMER HEREBY WAIVES ALL OTHER RIGHTS AND REMEDIES WITH RESPECT TO ANY SERVICE, MAINTENANCE OR OTHER ITEM FURNISHED BY OR ON BEHALF OF HTS UNDER THIS AGREEMENT, INCLUDING, BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE.
13. HTS' entire liability, whether in contract, tort (including negligence), product liability, strict liability, or other legal or equitable theory, for any claim arising from or related to this Agreement or any maintenance, services or other items furnished or to be furnished under this Agreement, will in no event exceed the fees paid to HTS by Customer for such services during the three (3) month period immediately preceding the occurrence of the event giving rise to the cause of action. No action related to this Agreement may be brought more than two (2) years after the occurrence of the event giving rise to the cause of action.

IN NO EVENT WILL HTS BE LIABLE TO CUSTOMER OR ANY OTHER PERSON OR ENTITY FOR LOST DATA, LOST PROFITS, INTEREST OR COST OF MONEY; OR FOR COVER; OR FOR ANY DIRECT, PUNITIVE, INDIRECT, INCIDENTAL, SPECIAL OR CONSEQUENTIAL DAMAGES ARISING OUT OF HTS' PERFORMANCE OR NONPERFORMANCE OR THE USE OF, INABILITY TO USE OR RESULTS OF USE OF ANY ITEM OF MAINTENANCE OR SERVICES.
14. During the term of the Agreement, and for a period of one (1) year thereafter, neither party shall hire personnel of the other party involved in the efforts performed hereunder, without the express written consent of the other party.
15. Customer further agrees to pay net due invoices rendered by HTS within thirty (30) days of the invoice date in consideration of the above-described service. Interest will be assessed on all outstanding balances at the rate of 1.5% per month, or the maximum rate allowed by law, whichever is less. Customer agrees that HTS shall have the right to offset any amounts owed by HTS to Customer under other contracts, purchase orders, or agreements between the two parties against any non-current, unpaid invoices, claims, or demands for payment owed to HTS by Customer hereunder.
16. Customer shall pay or reimburse HTS for any taxes now or hereafter imposed, levied or based on this Agreement, or on the services rendered or parts supplied pursuant to this Agreement, including the sales and use taxes, personal property taxes and excise taxes based on gross revenue.
17. This Agreement shall become effective upon acceptance by HTS. It shall remain in effect for the period stated and be automatically extended for successive periods of one (1) year unless and until terminated. However, either party may, at any time, terminate this Agreement upon ninety (90) days written notice. If terminated, HTS will in turn prorate on a basis of 1/12 per month, the unused portion of any fee which has been paid.

Date: July 16, 2018
Submitted by: Severo M. Balason, Jr., Vice President of Student Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval



Board Meeting Date: August 8, 2018

Title of Board Item:

Training Services Agreement with Westside Energy Services Training and Education Center, Inc. (WESTEC) - Active Shooter Training for Faculty and Staff

Background:

WESTEC will provide faculty and staff active shooter training on two days during Fall 2018 In-Service.

Terms (if applicable):

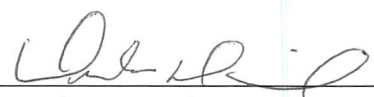
The term of the agreement is for two Fall 2018 in-service days: August 14 and August 17, 2018.

Expense (if applicable):

The cost for training is a flat fee of \$700 for services provided.

Fiscal Impact Including Source of Funds (if applicable):

District funds (VP of Student Services budget) will be utilized and have been included in the 2018-2019 budget projections for this service.

Approved: 

Dr. Debra Daniels, Superintendent/President



EVENT CODE:
Active Shooter

WESTEC Contract #

TRAINING SERVICES AGREEMENT

This agreement is between Westside Energy Services Training and Education Center, Inc. (WESTEC, a non-profit training cooperative) and

Taft College

WESTEC agrees to provide the following services for CUSTOMER:

COURSE:	LOCATION:	DATE:
Active Shooter	Taft College	August 14, 2018 2:10-3:30
Active Shooter	Taft College	August 17, 2018 2:10-3:30

Service Terms:

- There will be a flat fee of \$700.00 for services provided.**
* Payment for services rendered is due and payable in full upon receipt within 15 days of completion of class. This is due to expenses incurred for specialty equipment that may be required.
- EQUIPMENT REQUIRED (Computer Projector Speakers Screen for power point,) WILL BE PROVIDED BY Taft College, AT SPECIFIC SITE OF TRAINING Taft College).**
- CUSTOMER Billing Information:
Student Services Division
Attn: Severo M Balason, Jr., Vice President of Student Services
Taft College
29 Cougar Court
Taft CA 93268
- All invoices are due upon receipt.
- Cancellation notice must be received to WESTEC in writing or by fax (661-846-6959) at least 72 hours in advance of the event. If cancellation notice is not received by this deadline, the CUSTOMER agrees to pay the total fee for services outlined in this agreement.
6A WESTEC has the right to amend any section of this contract without notice.
6B. WESTEC has the right to cancel or terminate this contract within 24 hours of instruction or as needed.

CUSTOMER INFO:	WESTEC INFO:
Name: Severo Balason Title:	Name: Chris Resendez Title: AOJ Program Manager
Signature:	Signature:
Date: 7/9/18	Date: 7/2/18

Thank you for choosing WESTEC!

Date: July 10, 2018
Submitted by: Terri Smith
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: August 8, 2018

Title of Board Item:

Approval of subscription service for Choice Reviews, an online catalog of reviews of library resources including books and internet resources.

Background:

Taft College library's subscription to the printed version is no longer offered by the publisher. The subscription is a valuable tool for selecting current, relevant, and appropriate materials for community college libraries. The online version will replace the printed version, providing the same valuable service.

Terms (if applicable):

Upon signature of License Agreement: Terms of Use, the subscription shall extend through the one-year calendar anniversary and automatically renewed annually.

Expense (if applicable):

Introductory offer of \$300 for the first year (50% discount) increasing to \$600 annually thereafter.

Fiscal Impact Including Source of Funds (if applicable):

Cost of database subscription is included in the 2018-19 library budget for computer license fees.

Approved: _____


Dr. Debra Daniels, Superintendent/President



License Agreement Part 1: Account Activation Form

The *Choice Reviews* License Agreement is in two parts, this **Account Activation Form** (Part I) and the **Terms of Use** (Part 2). **Your subscription to Choice Reviews is not complete without both documents.**

In order to start your subscription to *Choice Reviews* please complete this **Account Activation Form** and submit it to the address shown at the bottom of the form. We will activate your account within forty-eight hours of receiving this document, and the activation date shall be considered the Commencement Date for billing purposes unless otherwise indicated below.

After you have submitted this form, please execute Part II, **Terms of Use** at <http://choice360.org/products/reviews/subscribe/crterms.pdf> and submit it to the address shown on that form.

Customer Information

Are you subscribing through a subscription vendor? Yes No

If yes, please indicate agency name: _____

Licensing Institution: Taft College / Library

Account Manager: Terri Smith / librarian

Mailing Address: Taft College Library

29 Cougar Court

Taft, CA 93268

Country: USA

Email tsmith@taftcollege.edu

Phone: 661-763-7817 Fax: _____

Bill-to Address: Please check if billing address is the same as above.

Billing Contact Person: Terri Smith

Title: Librarian

Mailing Address: Taft College Library

29 Cougar Court

Taft, CA 93268

Country: USA

Email tsmith@taftcollege.edu

Phone: 661-763-7817 Fax: _____

Site Licenses

Your license to *Choice Reviews* is a Site license. As defined in the License Agreement, a Site is (a) a building or geographically continuous campus having a single physical address, and (b) affiliated buildings or facilities located within the same city as the main campus. For the avoidance of doubt, branch campuses, regional campuses, extension campuses (for universities) or branch libraries (for public libraries) are considered separate Sites, *provided that they have separate physical libraries*. Those branch sites having separate physical libraries are subject to additional licensee fees on a per-Site basis.

Number of Sites to be licensed: 1 Region: United States Rest of World

Institution Type: College or University Public Library K-12 school library
 Government Library Special Library Other

SITE ONE			
Institution Name <u>Taft College</u>			
FTEs (US colleges and universities only): <u>1239</u>		IPEDS# <u>124113</u>	
Site One Administrator (if different from Account Manager, above) _____			
Site One Mailing Address: _____ _____ _____			
			Country: _____
Email _____			
Phone: _____		Fax: _____	
IP Address: (Use a hyphen in the 4 th octet to indicate an IP range. Example IP: 123.45.678.150–255.)			
1 st Octet	2d Octet	3 Octet	4 th Octet
207.	233.	123.	254

List IP(s) for Site One only. For additional IPs for Site One, please use a separate sheet.

SITE TWO

Institution Name _____

FTEs (US colleges and universities only): _____ IPEDS# _____

Site Two Administrator (if different from Account Manager, above) _____

Site Two Mailing Address: _____

_____ Country: _____

Email _____

Phone: _____ Fax: _____

IP Address: (Use a hyphen in the 4th octet to indicate an IP range. Example IP: 123.45.678.150-255.)

1 st Octet	2d Octet	3 Octet	4 th Octet

List IP(s) for Site Two only. For additional IPs for Site Two, please use a separate sheet.

SITE THREE

Institution Name _____

FTEs (US colleges and universities only): _____ IPEDS# _____

Site Three Administrator (if different from Account Manager, above) _____

Site Three Mailing Address: _____

_____ Country: _____

Email _____

Phone: _____ Fax: _____

[continued on next page]

IP Address: (Use a hyphen in the 4th octet to indicate an IP range. Example IP: 123.45.678.150–255.)

1 st Octet	2d Octet	3 Octet	4 th Octet

List IP(s) for Site Three only.
For additional IPs for Site
Three, please use a separate
sheet

(use separate sheets if necessary for additional sites)

Commencement Date and Term

Your subscription shall begin on the date your account is activated (the Commencement Date) and shall extend through the one-year anniversary of this date. If you prefer another Commencement Date, please indicate below; we will activate your account on the date so written:

Please start my account on the following date: _____ (Leave blank if you wish the account to be activated immediately.)

License Fee

If you have a special offer code, please enter it here: _____ Choice Select customer 1st yr @ \$300

STEP ONE:

Email *Choice Reviews* customer service at support@acrchoice.freshdesk.com with the following information:

- Number of sites
- Institution type (see Site Licenses, above)
- Special offer code, if any

STEP TWO:

Enter the license fee provided you by our customer service representative in the space provided below.

As full payment for access to the Database at the Site(s) listed above for the Term and under the conditions set forth herein, Subscriber agrees to pay ALA in the amount of \$ \$300.00.

OFFICE USE ONLY:

Sites: _____ Type Code: _____ Total FTEs: _____ Verified (initials): _____

Please sign and date below as indicated below:

Terri Smith

Name

Signature

Librarian

Title

Date

Please send the completed Account Activation Form to Choice via email, fax, or surface mail, as shown below. Once your account has been activated, we will send an administrative username and password to the account administrator.

Choice Reviews Customer Service
575 Main Street, Suite 300
Middletown, CT 06457 USA
Phone: +1 860.347.6933 x 5 Fax: +1 860.346.8586
E-mail: support@acrchoice.freshdesk.com

After submitting this form, please complete and sign the Terms of Use at
<http://choice360.org/products/reviews/subscribe/crterms.pdf>
Your subscription to Choice Reviews is not complete without both documents.



License Agreement Part II: Terms of Use

The *Choice Reviews* License Agreement is in two parts, this **Terms of Use** (Part II) and the **Account Activation Form** (Part I). **Your subscription to Choice Reviews is not complete without both documents.**

If you have not already done so, please complete and submit the **Account Activation Form**

<http://choice360.org/products/reviews/subscribe/cractivation.pdf>

to start your subscription. After you have submitted that form, please execute this **Terms of Use** and submit it to the address shown below.

This **Agreement** is by and between the American Library Association, through its division, the Association of College & Research Libraries and its publishing unit, Choice ("ALA"), 575 Main Street, Suite 300, Middletown, CT 06457 and Taft College, located at 29 Cougar Court, Taft, CA 93268 ("Licensee").

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2. **License Fee.** The Licensee, or its Agent, shall pay ALA in full the license fee set forth in Part I of this Agreement, the Account Activation Form, hereto attached and incorporated by reference.
3. **Term.** This License commences on the date the account is activated (the "Commencement Date"), as set forth on the Account Activation Form, and shall extend through the one-year calendar anniversary of such date. Renewals shall be at the discretion of the Licensee. In the event of renewal, The Licensee, or its Agent, shall pay ALA in full the then-current annual license fee as of the Commencement Date of each new term, as set forth on the Customer Invoice generated at that time and incorporated into this Agreement by reference.
4. **Termination.**
 - 4(a). This Agreement is for the term stipulated in paragraph 3. Except as specifically set forth in section 4(b), below, no refund or rebate of license fees paid by the Licensee shall be made for any portion of the Term in which the Licensee elects not to use the Database.
 - 4(b). In the event that either party believes that the other materially has breached any obligations under this Agreement, or if Licensor believes that Licensee has exceeded the scope of the License, such party shall so notify the breaching party in writing. The breaching party shall have sixty (60) days from the receipt of notice to cure the alleged breach and to notify the non-breaching party in writing that cure

has been effected. If the breach is not cured within this time period, the non-breaching party shall have the right to terminate the Agreement without further notice.

Upon Termination of this Agreement for cause by either party, online access to the Database by Licensee and Authorized Users shall be terminated.

In the event of termination for cause by the Licensee, Licensee shall be entitled to a refund of any fees or pro-rata portion thereof paid to ALA by Licensee for any remaining period of the Agreement from the date of termination.

5. Authorized Users. The license granted hereunder is for the unlimited use of the user community at the Licensee's Site(s) listed on the Account Activation Form. For the purposes of this Agreement, a Site shall be defined as (a) a building or geographically continuous campus having a single physical address, and (b) affiliated buildings or facilities located within the same city as the main campus. For the avoidance of doubt, branch campuses, regional campuses, extension campuses (for universities) or branch libraries (for public libraries) are considered separate Sites, *provided that they have separate physical libraries*, and are subject to additional licensee fees on a per-site basis.

This License extends only to the Licensee and to Authorized Users individually and may not be transferred to, or extended to, others. For purposes of this Agreement, "Authorized Users" means full- and part-time students and employees (including faculty, staff, affiliated researchers and independent contractors) of Licensee and the institution of which it is a part, regardless of the physical location of such persons, and who are ordinarily permitted to access the Licensee's institution's network from within the Library Premises or from such other places where Authorized Users work or study and who have been issued by the Licensee or the Licensee's institution a password or other authentication.

Individuals employed by an administratively distinct and geographically noncontiguous campus or site, or who are affiliated with any organization not administratively part of the Licensee's institution, e.g. any commercial organization, non-profit organization, or governmental unit administratively distinct from the Licensee, may not be treated as Authorized Users under this License, save that Authorized Users shall also include patrons not affiliated with Licensee who are physically present at Licensee's site(s) ("walk-ins"). Authorized Users shall be identified and authenticated by the use of Internet Protocol ("IP") addresses provided to ALA by Licensee or by other mutually agreeable means. Licensee shall be responsible for verifying the status of all Authorized Users and shall cooperate with ALA in the implementation of additional security procedures as they are developed.

6. Permitted Uses. The Licensee and Authorized Users are permitted online access to the Database and may retrieve, display, save, or print text or search results or other information from CR solely for the private use, instructional use, reserve use, or research of the Licensee or Authorized Users. All other uses are prohibited without specific permission of the ALA, including but not limited to: (a) printing of multiple copies except for reserve use or for instructional use (provided no charge is made for the copies), (b) reprinting for publication, including course packs; or Web publication, (c) commercial or promotional use (i.e., use in connection with activities intended to generate revenue other than tuition), or (d) the systematic making of print or electronic copies for transmission to persons or institutions

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8. Failure of Performance. Following online access approval, the Licensee and Authorized Users will be permitted to attempt online access to the Database at any time. ALA, however, will not be liable for any delay, down time, transmission error, software or equipment incompatibilities, force majeure, or other failure of performance.

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The Licensee shall use reasonable endeavors to: a) notify all Authorized Users of the importance of respecting the intellectual property rights in the Licensed Materials; b) notify Authorized Users of the terms and conditions of this license and take steps to protect the Licensed Materials from unauthorized use or other breach of this License; and c) ensure that only Authorized Users are permitted access to the Licensed Materials. Upon becoming aware of any unauthorized use or other breach, Licensee shall immediately notify ALA and take all reasonable and appropriate steps, including disciplinary action, both to ensure that such activity ceases and to prevent any recurrence.

Licensee agrees to Indemnify and hold ALA harmless from and against any loss, damage, costs, liability and expenses (including reasonable legal and professional fees) arising out of any claim or legal action taken against ALA related to or in any way connected with any use of the Licensed Materials by the Licensee or Authorized Users or any failure by the Licensee to perform its obligations in relation to this

License, provided that nothing in this License shall make the Licensee liable for breach of the terms of the License by any Authorized User provided that the Licensee did not cause, knowingly assist or condone the continuation of such breach after becoming aware of an actual breach having occurred.

10. **General.** This Agreement constitutes the entire agreement between the parties and may be amended only by a written instrument signed by both parties. The headings used in this Agreement are for convenience only and are not to be considered in construing the terms of this Agreement. Licensee must pay all applicable taxes, including any sales taxes, value added taxes, and import taxes, other than taxes on ALA's net income, arising out of Licensee's use of CR or the rights granted under this Agreement.

11. The Licensee may not assign or transfer its rights under this Agreement. The provisions of Sections 7, 9, and 10 shall survive any expiration or termination of this Agreement.

I have read and agree to adhere to and abide by all the terms and conditions stated herein, and I certify that I am authorized to sign the Agreement on behalf of the Licensee identified on the first page of this Agreement.

For LICENSEE

Debra Daniels

Name
President/Superintendent

Title

Signature

Date

For ALA

Name

Title

Signature

Date

Please send the completed Terms of Use document to Choice via email, fax, or surface mail, as shown below. A countersigned copy will be returned to you for your records.

Choice Reviews Customer Service
575 Main Street, Suite 300
Middletown, CT 06457 USA
Phone: +1 860.347.6933 x 5 Fax: +1 860.346.8586
E-mail: support@acrchoice.freshdesk.com

Your subscription to Choice Reviews is not complete without this Terms of Use document

Taft College Check Register Report

01-July-18 through 31-July-18

FY 18-19

78037559	07/05/2018	A00280033	Aceves, Marissa M.	S0044222	11000	9526	740.00
78037560	07/05/2018	A00295983	Ahmad, Asia	S0044223	11000	9526	740.00
78037561	07/05/2018	A00269628	Aldstadt, Amber L.	S0044224	11000	9526	2,500.00
78037562	07/05/2018	A00288547	Allio, Ashley R.	S0044225	11000	9526	322.00
78037563	07/05/2018	A00279208	Alvarez, Veronica	S0044226	11000	9526	1,480.00
78037564	07/05/2018	A00225217	Anderson, Robin J.	S0044227	11000	9526	1,480.00
78037565	07/05/2018	A00294660	Arias, Anthony J.	S0044228	11000	9526	2,500.00
78037566	07/05/2018	A00023029	Arp, Jefferson T.	S0044229	11000	9526	740.00
78037567	07/05/2018	A00246861	Bailey, Wendy D.	S0044230	11000	9526	1,243.00
78037568	07/05/2018	A00292861	Baldwin, Gabrielle A.	S0044231	11000	9526	584.00
78037569	07/05/2018	A00290429	Barajas, Heatherlyn K.	S0044232	11000	9526	740.00
78037570	07/05/2018	A00275378	Barajas, Jacob I.	S0044233	11000	9526	740.00
78037571	07/05/2018	A00289701	Barrientos, Jason	S0044217	11000	9526	150.00
78037572	07/05/2018	A00283876	Bentley, Austin	S0044234	11000	9526	250.00
78037573	07/05/2018	A00289554	Bojorquez, Victoria D.	S0044218	11000	9526	150.00
78037574	07/05/2018	A00257904	Carabajal, Teodoro M.	S0044235	11000	9526	248.00
78037575	07/05/2018	A00282025	Cardus-Kane, Makanalani	S0044236	11000	9526	150.00
78037576	07/05/2018	A00290859	Cervoni, Luis A.	S0044161	11000	9526	145.00
78037577	07/05/2018	A00282624	Chapman, Aliya N.	S0044162	11000	9526	150.00
78037578	07/05/2018	A00288572	Crompton, Patrick M.	S0044163	11000	9526	2,220.00
78037579	07/05/2018	A00269831	Davis, Bradley A.	S0044164	11000	9526	92.00
78037580	07/05/2018	A00293120	Delfino, Jarod A.	S0044165	11000	9526	138.00
78037581	07/05/2018	A00280770	Duran, Jessica N.	S0044166	11000	9526	130.00
78037582	07/05/2018	A00300404	Emard, Katelynn N.	S0044167	11000	9526	1,480.00
78037583	07/05/2018	A00300298	Espinoza, Areli R.	S0044168	11000	9526	1,480.00
78037584	07/05/2018	A00291460	Felix, Manuel	S0044169	11000	9526	150.00
78037585	07/05/2018	A00268651	Fernandes, Andrew J.	S0044170	11000	9526	1,393.00
78037586	07/05/2018	A00100238	Festervan, Charity	S0044171	11000	9526	1,480.00
78037587	07/05/2018	A00283692	Gardner, Jayce B.	S0044172	11000	9526	150.00
78037588	07/05/2018	A00283042	Gaura, Kyle A.	S0044173	11000	9526	150.00
78037589	07/05/2018	A00267670	Gonzalez, Heidi C.	S0044174	11000	9526	368.00
78037590	07/05/2018	A00281172	Gonzalez, Rosa E.	S0044219	11000	9526	150.00
78037591	07/05/2018	A00282774	Graham, Lea N.	S0044175	11000	9526	150.00
78037592	07/05/2018	A00291599	Guandique, Geovanny A.	S0044176	11000	9526	2,960.00
78037593	07/05/2018	A00058399	Herstad, Michele R.	S0044177	11000	9526	1,940.00
78037594	07/05/2018	A00276130	Jared, Madison L.	S0044178	11000	9526	150.00
78037595	07/05/2018	A00206105	Johnson, Antoinette M.	S0044179	11000	9526	740.00
78037596	07/05/2018	A00274753	Kealoha, Kaivon A.	S0044180	11000	9526	150.00
78037597	07/05/2018	A00287809	Konter, Christopher D.	S0044181	11000	9526	150.00
78037598	07/05/2018	A00279585	Lehman, Charles F.	S0044220	11000	9526	280.00
78037599	07/05/2018	A00228820	Lister, Brian M.	S0044182	11000	9526	2,495.00
78037600	07/05/2018	A00260462	Lopez, Andy O.	S0044183	11000	9526	171.00
78037601	07/05/2018	A00282067	Lopez-Sibrian, Martha P.	S0044184	11000	9526	150.00
78037602	07/05/2018	A00282133	Lumas, Luse F.	S0044185	11000	9526	150.00

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78037603	07/05/2018	A00288823Magana, Hugo C.	S0044186		11000		9526		150.00
78037604	07/05/2018	A00294657Martinez, Fernanda C.	S0044187		11000		9526		740.00
78037605	07/05/2018	A00281879Medrano, Justin M.	S0044188		11000		9526		192.00
78037606	07/05/2018	A00287861Mendoza, Bryan M.	S0044189		11000		9526		634.00
78037607	07/05/2018	A00227539Mesgoun, Michael B.	S0044190		11000		9526		2,347.00
78037608	07/05/2018	A00283257OConnor, Mark N.	S0044191		11000		9526		150.00
78037609	07/05/2018	A00289026Olivares, Melitssa	S0044192		11000		9526		506.00
78037610	07/05/2018	A00242322Ortiz, Leesa F.	S0044193		11000		9526		740.00
78037611	07/05/2018	A00289587Perez, Thomas J.	S0044194		11000		9526		150.00
78037612	07/05/2018	A00087741Powell, Nanette	S0044195		11000		9526		740.00
78037613	07/05/2018	A00242376Roam, Brittany	S0044196		11000		9526		2,960.00
78037614	07/05/2018	A00272548Robles, Roberto	S0044197		11000		9526		740.00
78037615	07/05/2018	A00296636Rosas, Maria F.	S0044198		11000		9526		740.00
78037616	07/05/2018	A00230472Rubio, Jacqueline	S0044199		11000		9526		2,960.00
78037617	07/05/2018	A00222510Saenz, Aaron K.	S0044200		11000		9526		740.00
78037618	07/05/2018	A00283221Santiago Garcia, Bryan G.	S0044201		11000		9526		150.00
78037619	07/05/2018	A00297669Sauceda, Alyssa P.	S0044202		11000		9526		618.00
78037620	07/05/2018	A00291622Serrano, Roberto J.	S0044203		11000		9526		145.00
78037621	07/05/2018	A00287497Serrato, Britney A.	S0044204		11000		9526		150.00
78037622	07/05/2018	A00030226Showers, Denise D.	S0044205		11000		9526		1,480.00
78037623	07/05/2018	A00289874Smith, Anthony C.	S0044221		11000		9526		150.00
78037624	07/05/2018	A00290771Soltero, Arturo	S0044206		11000		9526		150.00
78037625	07/05/2018	A00282200Tating, Dominic J.	S0044207		11000		9526		150.00
78037626	07/05/2018	A00299996Tuaila, Zackorie S.	S0044208		11000		9526		1,480.00
78037627	07/05/2018	A00300038Valdes, Ariadna	S0044209		11000		9526		740.00
78037628	07/05/2018	A00270414Vasquez, Ciera J.	S0044210		11000		9526		2,220.00
78037629	07/05/2018	A00289504Vazquez, Selena	S0044211		11000		9526		140.00
78037630	07/05/2018	A00250192Villegas, Evangelina	S0044212		11000		9526		740.00
78037631	07/05/2018	A00287513Wade, Meghan N.	S0044213		11000		9526		150.00
78037632	07/05/2018	A00300107Wesbrook, Karli N.	S0044214		11000		9526		368.00
78037633	07/05/2018	A00277147Wiebe, Cherish K.	S0044215		11000		9526		13,941.00
78037634	07/05/2018	A00285677Wren, Lorraine I.	S0044216		11000		9526		1,480.00
78037635	07/11/2018	A00289310Adams, Reina E.	I0054470	78032161	11000	000	9513	00000	110.58
78037636	07/11/2018	A00200063Austin's Pest Control, Inc.	I0054477	JUN 18	11000	431	5860	65100	455.00
78037637	07/11/2018	A00292250Banks pest Control	I0054462	678607	11000	431	5860	65100	165.00
78037638	07/11/2018	A00200105Brandco	I0054463	20880	11000	431	4320	65100	12.38
78037639	07/11/2018	A00200109Brown & Reich Petroleum, Inc	I0054464	46155	11000	432	4316	67703	432.44
			I0054466	46519	11000	432	4316	67703	250.51
78037640	07/11/2018	A00285769California Averland Construc	I0054461	PAY REQ	42350	000	6211	71002	18,131.09
78037641	07/11/2018	A00200127California Dept. of Educatio	I0054483	PS370091	31000	423	4110	69100	658.50
					31000	423	5940	69100	34.95
78037642	07/11/2018	A00200174Chevron U.S.A., Inc.	I0054478	53552960	11000	432	4316	67703	346.62
78037643	07/11/2018	A00280761County of Kern Public Works	I0054476	060818	11000	431	5850	65500	59.63
78037644	07/11/2018	A00201737Duran, Diana	I0054486	JUN 18	11000	421	5710	67200	131.89

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78037645	07/11/2018	A00200307	Farmer Bros. Company	I0054489	68085129	32000	422	4410	69400	10.49
78037646	07/11/2018	A00200308	Federal Express Corporation	I0054469	6-229-71	11000	401	5940	67705	24.77
78037647	07/11/2018	A00283264	Frontier California Inc.	I0054458	79000628	11000	431	5840	65700	774.99
78037648	07/11/2018	A00283264	Frontier California Inc.	I0054459	77000628	11000	431	5840	65700	993.44
78037649	07/11/2018	A00283264	Frontier California Inc.	I0054460	13580622	11000	431	5840	65700	41.29
78037650	07/11/2018	A00292925	indiCo, LLC	I0054487	L959790	31000	423	4115	69100	211.20
78037651	07/11/2018	A00200712	Kern County Supt. of Schools	I0054471	803553	11000	421	5990	67200	5,177.25
78037652	07/11/2018	A00200715	Kern Electric Distributors	I0054481	562911	11000	431	4310	65100	259.33
78037653	07/11/2018	A00288637	Otis Elevator Company	I0054475	SJB05744	11000	431	5641	65100	611.85
78037654	07/11/2018	A00200508	P. G. & E.	I0054457	062918	11000	431	5830	65700	24,264.32
78037655	07/11/2018	A00200508	P. G. & E.	I0054491	11381406	42350	000	6211	71002	26,788.70
78037656	07/11/2018	A00200521	Pens Etc.	I0054467	439504-0	31000	423	4310	69100	2,452.58
78037657	07/11/2018	A00200522	Pepsi-Cola Company	I0054488	47196957	32000	422	4410	69400	819.12
78037658	07/11/2018	A00210330	Redleaf Press	I0054484	461583	31000	423	4110	69100	371.40
						31000	423	5940	69100	37.14
78037659	07/11/2018	A00200457	Rotary Club of Taft	I0054468	JUL 18	11000	401	5210	67200	1,200.00
78037660	07/11/2018	A00285838	Sammy's Detail	I0054473	00645	11000	432	5632	67703	365.00
78037661	07/11/2018	A00263777	SWACC	I0054490	215394	11000	401	5320	67702	72,201.00
						11000	401	5310	67702	19,979.00
						11000	401	5390	67702	23,235.00
78037662	07/11/2018	A00200417	Sysco Food Service of Ventur	I0054492	17953250	32000	422	4411	69400	396.68
						32000	422	4411	69400	632.85
						32000	422	4410	69400	2,118.27
78037663	07/11/2018	A00200419	T.C. Clearing Account	I0054482	3111	11000	000	9161	00000	1,200.00
78037664	07/11/2018	A00200423	Taft City School District	I0054479	18-176	11000	432	4312	67703	16.54
						11000	432	4316	67703	45.00
						11000	432	5850	67703	5.00
						11000	432	5632	67703	130.00
				I0054480	18-179	11000	432	4312	67703	2,189.41
78037665	07/11/2018	A00272246	Three-Way Chevrolet-Cadillac	I0054465	730134	11000	432	4310	67703	108.83
78037666	07/11/2018	A00200284	U.S. Foods	I0054472	3860725	32000	422	4410	69400	1,402.31
78037667	07/11/2018	A00200338	Verizon Wireless	I0054474	98079472	11000	431	5840	65100	173.81
78037668	07/11/2018	A00293937	Woodbine House, Inc.	I0054485	622231	31000	423	4110	69100	439.00
						31000	423	5940	69100	36.54
78037669	07/19/2018	A00292936	Albertson's LLC	I0054522	062618	33429	310	4410	69200	151.82
78037670	07/19/2018	A00200040	American Business Machines	I0054526	398055	11000	401	4310	67704	202.70
78037671	07/19/2018	A00200376	Amerio, Barbara J.	I0054501	070818	12000	353	5710	64600	380.38
78037672	07/19/2018	A00047525	Arellano, Maria D.	I0054570	201730	11000	210	5910	13052	173.32
78037673	07/19/2018	A00200063	Austin's Pest Control, Inc.	I0054555	JUN. 18	39000	314	5860	64991	100.00
78037674	07/19/2018	A00200076	Bandy, Ingrun K.	I0054507	060318	11000	352	5710	69610	587.47
				I0054509	062518	11000	352	5710	69610	433.52
78037675	07/19/2018	A00287925	Barron's Educational Series,	I0054565	6894907	31000	423	4110	69100	329.88
						31000	423	5940	69100	16.49
78037676	07/19/2018	A00297517	Big Nerd Software, LLC	I0054512	2252	11000	202	5642	60200	114.00

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78037677	07/19/2018	A00200107Bright House Networks	I0054559	070118	35819	357	5890	69700	800.00
					35814	357	5890	69700	893.78
78037678	07/19/2018	A00200107Bright House Networks	I0054560	07/01/18	35827	357	5890	69700	1,038.13
78037679	07/19/2018	A00200109Brown & Reich Petroleum, Inc	I0054556	46520	39000	314	4316	64991	327.91
78037680	07/19/2018	A00200112BSK & Associates, Inc.	I0054537	0084546	42350	000	5510	71002	14,708.25
			I0054539	0084213	42350	000	5510	71002	17,572.25
78037681	07/19/2018	A00200119C.A. Reding Company, Inc.	I0054548	470817	12201	203	5641	61200	8,172.94
78037682	07/19/2018	A00292884Cardenas, Jessica P.	I0054571	201750	12427	210	5910	13052	222.84
78037683	07/19/2018	A00200161CDW-G	I0054525	NGP5804	11000	113	4310	67801	58.59
					11000	113	4310	67801	17.29
78037683	07/19/2018	A00200161CDW-G	I0054527	NGQ0646	11000	113	4318	67801	96.27
					11000	113	4318	67801	117.46
			I0054530	NGW1940	11000	212	4310	49999	1,218.76
					11000	212	4310	49999	6.00
78037684	07/19/2018	A00201685Cengage Learning	I0054567	64013588	31000	423	4115	69100	5,049.00
					31000	423	5940	69100	141.72
78037685	07/19/2018	A00258703College House	I0054566	19755	31000	423	4310	69100	821.60
					31000	423	5940	69100	176.61
78037686	07/19/2018	A00301243Courtyard Kansas City Countr	I0054515	94018231	11000	212	5710	49999	534.64
78037687	07/19/2018	A00286770Crandall, Zoe K.	I0054572	201750	12427	210	5910	13052	445.68
78037688	07/19/2018	A00200219CSMI	I0054519	127674	11000	352	4310	69619	250.00
78037689	07/19/2018	A00200236Demco	I0054521	6395732	11000	202	6412	60200	557.75
78037690	07/19/2018	A00237331Dumbrigue, Joanne Lucille V.	I0054508	061218	12551	353	5710	64600	20.66
			I0054516	062518	12551	353	4410	64600	16.95
78037691	07/19/2018	A00200273Ebsco Subscription Service	I0054546	1801997	12477	203	4211	61200	304.50
78037692	07/19/2018	A00201510Estrada Ruiz, Rosalinda	I0054573	201730	12427	210	5910	13052	247.60
78037693	07/19/2018	A00200308Federal Express Corporation	I0054543	6-221-83	11000	202	5940	60100	20.87
					11000	401	5940	67705	61.58
78037694	07/19/2018	A00267211Fierros, Daniela	I0054581	201750	12427	210	5910	13052	222.84
78037695	07/19/2018	A00230966Figueroa, Pedro C.	I0054574	201820	11000	210	5910	13052	74.28
78037696	07/19/2018	A00283264Frontier California Inc.	I0054503	57340803	11000	431	5840	65700	41.76
78037697	07/19/2018	A00067004Furman, Cynthia A.	I0054575	201820	12427	210	5910	13052	74.28
78037698	07/19/2018	A00200950Furman, Tori J.	I0054498	061518	11000	202	5710	60100	18.63
78037699	07/19/2018	A00202804Gale	I0054547	63840613	12477	203	6310	61200	285.41
78037700	07/19/2018	A00203038Garcia, Eloisa	I0054576	201750	11000	210	5910	13052	519.96
78037701	07/19/2018	A00200627Gonzalez, Lourdes	I0054511	062918	12000	303	5710	64300	337.02
78037702	07/19/2018	A00205464Gutierrez, Jaimie L.	I0054577	201750	12427	210	5910	13052	371.40
78037703	07/19/2018	A00257900Hall, Daniel N.	I0054495	060718	12589	202	5710	60100	283.98
			I0054505	061418	11000	202	5710	60200	1,556.33
			I0054506	061718	11000	202	5710	60200	1,321.71
			I0054513	092117	11000	202	5505	60200	149.00
78037704	07/19/2018	A00241620Haskell, Morgan E.	I0054510	062918	12000	303	5710	64300	134.71
78037705	07/19/2018	A00224086inContact, Inc.	I0054540	6102937	11000	431	5840	65100	169.52
					11000	431	5840	65700	1,371.53

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78037706	07/19/2018	A00280910Independent Living Center of	I0054535	3932	11000	202	5990	60100	264.45
78037707	07/19/2018	A00283022James, Katherine	I0054578	201820	12427	210	5910	13052	74.28
78037708	07/19/2018	A00266412Jones, Jennifer D.	I0054579	201820	12427	210	5910	13052	74.28
78037709	07/19/2018	A00201353Kern County Child Developmen	I0054504	110318	11000	210	5710	13052	68.00
78037710	07/19/2018	A00262851Lytle, Steve	I0054500	061818	11000	209	5710	04011	281.67
78037711	07/19/2018	A00300405Markovits, Aaron	I0054557	062618	39000	314	4310	64991	53.58
78037712	07/19/2018	A00227772MBS Textbook Exchange, Inc.	I0054563	47-45978	31000	423	4112	69100	4,282.02
					31000	423	4110	69100	35.25
					31000	423	5940	69100	33.82
			I0054568	47-46048	31000	423	4115	69100	3,562.50
					31000	423	5940	69100	72.95
78037713	07/19/2018	A002858200'Connor Construction Manage	I0054536	33269R1	42350	000	5510	71002	1,485.00
78037713	07/19/2018	A002858200'Connor Construction Manage	I0054538	33548	42350	000	5510	71002	1,800.00
78037714	07/19/2018	A00302116Omni Los Angeles Hotel	I0054493	40033572	12000	340	5710	64951	944.86
78037715	07/19/2018	A00200508P. G. & E.	I0054583	071318	11000	431	5830	65700	10,224.05
					39000	314	5830	64991	5,289.34
					33428	310	5830	69200	8,092.02
					33588	310	5830	69200	165.14
78037716	07/19/2018	A00200543Purdy, D.D.S., Daniel	I0054502	090717-0	12460	206	5641	12042	21,973.20
78037717	07/19/2018	A00095940Raber, Tabitha L.	I0054497	060718	12589	202	5710	60100	227.89
78037718	07/19/2018	A00249896Ramos, Luz E.	I0054580	201750	12427	210	5910	13052	247.60
78037719	07/19/2018	A00231833Ray A. Morgan Company Inc.	I0054520	2110681	11000	207	5641	49999	7.48
			I0054528	2125369	11000	113	5641	67801	149.75
					11000	431	5641	65100	149.76
					11000	203	5641	61200	195.96
			I0054529	2128047	11000	202	4318	60100	348.00
			I0054553	2091187	11000	202	5641	60100	167.71
			I0054569	2125368	11000	202	5641	60100	34.80
78037720	07/19/2018	A00200457Rotary Club of Taft	I0054534	DDANIELS	11000	111	5210	66002	1,070.00
78037721	07/19/2018	A00084609Ruiz, Cindy	I0054582	201750	12427	210	5910	13052	371.40
78037722	07/19/2018	A00200816Rydin Decal	I0054561	345004	36000	433	4310	69500	1,135.86
78037723	07/19/2018	A00292796Safe 1 Credit Union	I0054514	47240608	31000	423	4115	69100	76.61
					31000	423	4115	69100	109.03
					31000	423	4110	69100	27.78
					31000	423	5910	69100	2.21
78037724	07/19/2018	A00200466Sage Publications	I0054564	272245KI	31000	423	4115	69100	6,104.00
					31000	423	5940	69100	83.60
78037725	07/19/2018	A00200393Sparkletts	I0054558	062818	11000	301	5810	64500	97.55
78037726	07/19/2018	A00200396Spurr	I0054544	91849	11000	431	5820	65700	3,767.86
					35827	357	5820	69700	478.72
					33428	310	5820	69200	172.85
78037727	07/19/2018	A00200794State Board of Equalization	I0054494	063018	11000	000	9514	00000	13,864.64
					31000	000	9514	00000	58,936.18
					32000	000	9514	00000	3,525.25

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78037728	07/19/2018	A00200407	Student Insurance	I0054545	TR6634	11000	401	5340	67702	1,500.00
				I0054562	6806	11000	401	5340	67702	47,659.00
78037729	07/19/2018	A00277399	Sundgren, Lori A.	I0054499	061718	11495	216	5710	61900	748.46
78037730	07/19/2018	A00200417	Sysco Food Service of Ventur	I0054523	17953905	33429	310	4410	69200	3,473.17
				I0054531	17954806	33429	310	4410	69200	1,015.41
78037731	07/19/2018	A00200419	T.C. Clearing Account	I0054517	062118	11000	353	7130	64600	5,667.00
78037732	07/19/2018	A00200419	T.C. Clearing Account	I0054518	112118	11000	353	7130	64600	1,373.00
78037733	07/19/2018	A00200425	Taft College	I0054542	062518	31000	423	7130	69100	45.00
78037734	07/19/2018	A00200862	Taft College Bookstore	I0054549	1634	11000	202	4110	60100	176.91
78037735	07/19/2018	A00200862	Taft College Bookstore	I0054550	3865	11000	202	4110	15010	18.18
						11000	202	4110	20015	85.63
						11000	202	5940	60100	12.86
78037736	07/19/2018	A00200862	Taft College Bookstore	I0054551	7119	11000	202	4110	49999	94.96
						11000	207	4110	49999	37.48
						11000	208	4110	11051	0.00
78037737	07/19/2018	A00200862	Taft College Bookstore	I0054552	4995	11000	210	4110	49999	133.71
78037738	07/19/2018	A00200078	The Bank of New York	I0054533	252-2114	11000	401	7120	67200	750.00
78037739	07/19/2018	A00200284	U.S. Foods	I0054524	3988147	33429	310	4410	69200	1,823.92
				I0054532	4108863	33429	310	4410	69200	803.37
78037740	07/19/2018	A00200360	Westec	I0054541	25225	11450	204	5641	09543	89,643.75
78037741	07/19/2018	A00286307	Wymore, Dave R.	I0054496	060718	12589	202	5710	60100	125.32
78037742	07/20/2018	A00286550	Anderson, Kieresten R.	S0044237		11000		9526		28,851.00
78037743	07/20/2018	A00301011	Atwal, Karanveer S.	S0044238		11000		9526		598.00
78037744	07/20/2018	A00289527	Banuelos Quirino, Juan A.	S0044239		11000		9526		518.00
78037745	07/20/2018	A00253808	Bernal, Andrez V.	S0044240		11000		9526		736.00
78037746	07/20/2018	A00280007	Brady, Kaya A.	S0044260		11000		9526		690.00
78037747	07/20/2018	A00292860	Dhut, Robinder S.	S0044241		11000		9526		150.00
78037748	07/20/2018	A00275005	Ferrenberg, Rachel E.	S0044242		11000		9526		200.00
78037749	07/20/2018	A00253814	Ferrone, Brittany R.	S0044243		11000		9526		552.00
78037750	07/20/2018	A00286864	Gamez Gill, Gloria N.	S0044244		11000		9526		46.00
78037751	07/20/2018	A00282207	Gee, Nicole L.	S0044245		11000		9526		184.00
78037752	07/20/2018	A00261897	Gonzalez, Miguel A.	S0044246		11000		9526		1,480.00
78037753	07/20/2018	A00036107	Gutierrez, Daniel	S0044247		11000		9526		414.00
78037754	07/20/2018	A00286368	Kirby, Makenzie A.	S0044248		11000		9526		138.00
78037755	07/20/2018	A00296539	Kramer, Michael W.	S0044249		11000		9526		145.00
78037756	07/20/2018	A00267912	Lopez, Samantha N.	S0044250		11000		9526		230.00
78037757	07/20/2018	A00241584	Lynch, Sean P.	S0044251		11000		9526		138.00
78037758	07/20/2018	A00292235	Mabry, Tabitha T.	S0044252		11000		9526		150.00
78037759	07/20/2018	A00282274	Martinez, Jade A.	S0044253		11000		9526		740.00
78037760	07/20/2018	A00298446	Price, Johnnae R.	S0044254		11000		9526		150.00
78037761	07/20/2018	A00294269	Rideout, Kira C.	S0044255		11000		9526		740.00
78037762	07/20/2018	A00298560	Sainz Montoya, Anacaren	S0044256		11000		9526		1,480.00
78037763	07/20/2018	A00291390	Saran, Sharndeeep K.	S0044257		11000		9526		138.00
78037764	07/20/2018	A00294968	Schwerdetfager, Chloe M.	S0044258		11000		9526		138.00

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78037765	07/20/2018	A00295171	Solorzano Gonzalez, Francisc	S0044259	11000	9526	1,480.00
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BANK TOTAL

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690,884.30

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USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
ABAUER	07/17/2018	A00200862	Taft College Bookstore	P0048493	06/05/2018	06/05/2018				\$450.34
							TOTAL USER			\$450.34
AOMEGA	07/10/2018	A00201055	American Dental Education As	P0048399	07/10/2018	07/10/2018				\$949.00
	07/11/2018	A00201055	American Dental Education As	P0048405	07/10/2018	07/10/2018				\$945.00
	07/26/2018	A00200393	Sparkletts	0048600	07/24/2018	07/24/2018				\$50.36
		A00202979	Health First Corporation	P0048595	07/24/2018	07/24/2018				\$73.20
		A00200393	Sparkletts	P0048597	07/24/2018	07/24/2018				\$143.17
		A00200729	Landauer, Inc.	P0048596	07/24/2018	07/24/2018				\$105.99
		A00237176	SSD Systems	P0048604	07/24/2018	07/24/2018				\$29.60
							TOTAL USER			\$2,296.32
CLARA	07/17/2018	A00200109	Brown & Reich Petroleum, Inc	P0048503	07/16/2018	07/16/2018				\$708.84
		A00241390	Spectrum Scientifics LLC	P0048480	07/16/2018	07/16/2018				\$69.99
				P0048481	07/16/2018	07/16/2018				\$111.80
				P0048482	07/16/2018	07/16/2018				\$103.97
				P0048483	07/16/2018	07/16/2018				\$60.49
				P0048484	07/16/2018	07/16/2018				\$235.00
				P0048485	07/16/2018	07/16/2018				\$160.13
				P0048496	07/16/2018	07/16/2018				\$118.21
				P0048497	07/16/2018	07/16/2018				\$116.83
				P0048498	07/16/2018	07/16/2018				\$148.13
				P0048500	07/16/2018	07/16/2018				\$103.97
				P0048501	07/16/2018	07/16/2018				\$111.80
	07/23/2018	A00200282	True Value Home Center	NEXT	07/23/2018	07/23/2018				\$48.23
				P0048582	07/23/2018	07/23/2018				\$176.75
	07/25/2018	A00200135	CAPED	P0048569	07/23/2018	07/23/2018				\$80.00
		A00200282	True Value Home Center	P0048572	07/23/2018	07/23/2018				\$48.23
				P0048573	07/23/2018	07/23/2018				\$36.53
				P0048577	07/23/2018	07/23/2018				\$6.44
				P0048587	07/23/2018	07/23/2018				\$224.12
				P0048588	07/23/2018	07/23/2018				\$5.49
		A00241390	Spectrum Scientifics LLC	P0048586	07/23/2018	07/23/2018				\$235.00
		A00302302	Clean Stride	P0048584	07/23/2018	07/23/2018				\$4,768.75
	07/30/2018	A00200282	True Value Home Center	P0048576	07/23/2018	07/23/2018				\$50.57

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				P0048578	07/23/2018	07/23/2018				\$36.44
		A00292936	Albertson's LLC	P0048447	07/11/2018	07/11/2018				\$31.25

							TOTAL USER			\$7,796.96
DDURAN	07/09/2018	A00201737	Duran, Diana	P0048290	07/03/2018	07/03/2018				\$131.89
	07/10/2018	A00200498	Office Depot	P0048271	07/03/2018	07/03/2018				\$1,287.00
		A00200419	T.C. Clearing Account	P0048369	07/10/2018	07/10/2018				\$1,200.00
	07/12/2018	A00200419	T.C. Clearing Account	P0048448	07/11/2018	07/11/2018				\$676.59
				P0048449	07/11/2018	07/11/2018				\$711.37
	07/16/2018	A00200794	State Board of Equalization	P0048388	07/10/2018	07/10/2018				\$76,326.07
	07/18/2018	A00200419	T.C. Clearing Account	P0048541	07/17/2018	07/17/2018				\$1,996.59

							TOTAL USER			\$82,329.51
DHICKS	07/02/2018	A00260774	ITsavvy LLC	P0048247	07/02/2018	07/02/2018				\$12,252.94
	07/10/2018	A00200040	American Business Machines	P0048256	07/03/2018	07/03/2018				\$14,000.00
		A00300645	School Health Corporation	P0048216	07/02/2018	07/02/2018				\$438.22
	07/11/2018	A00200995	Educause	P0048239	07/02/2018	07/02/2018				\$40.00
		A00237176	SSD Systems	P0048234	07/02/2018	07/02/2018				\$2,930.00
		A00264649	Convergint Technologies, LLC	P0048231	07/02/2018	07/02/2018				\$1,231.00
		A00285810	National Emergency Number As	P0048242	07/02/2018	07/02/2018				\$255.00
		A00200139	Card Integrators	P0048244	07/02/2018	07/02/2018				\$2,384.00
		A00200161	CDW-G	P0048246	07/02/2018	07/02/2018				\$72.95
				P0048248	07/02/2018	07/02/2018				\$213.73
		A00200393	Sparkletts	P0048260	07/03/2018	07/03/2018				\$1,300.00
		A00200400	Stinson's	P0048249	07/02/2018	07/02/2018				\$513.01
		A00214919	Evisions, Inc.	P0048243	07/02/2018	07/02/2018				\$7,369.00
		A00284647	CCS Disaster Recovery Servic	P0048245	07/02/2018	07/02/2018				\$3,420.00
		A00200161	CDW-G	P0048279	07/03/2018	07/03/2018				\$1,194.05
		A00231833	Ray A. Morgan Company Inc.	P0048308	07/03/2018	07/03/2018				\$348.00
		A00200161	CDW-G	P0048330	07/09/2018	07/09/2018				\$127.84
				P0048331	07/09/2018	07/09/2018				\$114.89
		A00288646	Amazon Web Services, Inc.	P0048323	07/09/2018	07/09/2018				\$619.32
		A00231833	Ray A. Morgan Company Inc.	P0048258	07/03/2018	07/03/2018				\$2,480.00
		A00200040	American Business Machines	P0048400	07/10/2018	07/10/2018				\$202.70
		A00200338	Verizon Wireless	P0048261	07/03/2018	07/03/2018				\$1,000.00

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		NUMBER	NAME	NUMBER	DATE					
	07/16/2018	A00200161	CDW-G	P0048222		07/02/2018	07/02/2018			\$445.73
		A00200338	Verizon Wireless	P0048450		07/11/2018	07/11/2018			\$114.03
		A00200200	Computerland of Silicon Vall	P0048475		07/12/2018	07/12/2018			\$81.00
		A00200498	Office Depot	P0048476		07/12/2018	07/12/2018			\$110.87
		A00200161	CDW-G	P0048307		07/03/2018	07/03/2018			\$10,898.41
	07/17/2018	A00200161	CDW-G	P0048543		07/17/2018	07/17/2018			\$115.01
		A00200400	Stinson's	P0048544		07/17/2018	07/17/2018			\$3,947.38
		A00200161	CDW-G	P0048502		07/16/2018	07/16/2018			\$87.14
	07/23/2018	A00200161	CDW-G	P0048252		07/02/2018	07/02/2018			\$79.06
		A00200400	Stinson's	P0048251		07/02/2018	07/02/2018			\$1,447.33
		A00200161	CDW-G	P0048266		07/03/2018	07/03/2018			\$355.16
				P0048414		07/10/2018	07/10/2018			\$92.33
				P0048519		07/17/2018	07/17/2018			\$4,358.64
		A00200393	Sparkletts	P0048413		07/10/2018	07/10/2018			\$127.52
		A00266520	ID Zone	P0048534		07/17/2018	07/17/2018			\$426.33
		A00302117	efurnitureMax, LLC	P0048561		07/19/2018	07/19/2018			\$345.33
		A00302122	TeamViewer BmbH	P0048522		07/17/2018	07/17/2018			\$294.00
		A00200040	American Business Machines	P0048564		07/19/2018	07/19/2018			\$943.35
	07/24/2018	A00200053	Apple Computer Inc.	P0048602		07/24/2018	07/24/2018			\$962.03
		A00200065	B & H Photo-Video, Inc.	P0048603		07/24/2018	07/24/2018			\$304.12
		A00288646	Amazon Web Services, Inc.	P0048255		07/03/2018	07/03/2018			\$7,600.00
	07/25/2018	A00264649	Convergint Technologies, LLC	P0048610		07/25/2018	07/25/2018			\$5,968.90
	07/26/2018	A00200400	Stinson's	P0048627		07/25/2018	07/25/2018			\$487.99
	07/30/2018	A00200400	Stinson's	P0048412		07/10/2018	07/10/2018			\$304.01
				P0048559		07/18/2018	07/18/2018			\$443.63

							TOTAL USER			\$92,845.95
DVOHNOUT	07/11/2018	A00095940	Raber, Tabitha L.	P0048218		07/02/2018	07/02/2018			\$241.96
		A00200889	Harland Technology Services	P0048221		07/02/2018	07/02/2018			\$766.00
		A00200950	Furman, Tori J.	P0048217		07/02/2018	07/02/2018			\$18.63
		A00262851	Lytle, Steve	P0048209		07/02/2018	07/02/2018			\$279.14
		A00277399	Sundgren, Lori Anne.	P0048220		07/02/2018	07/02/2018			\$748.46
		A00286307	Wymore, Dave Raymond.	P0048219		07/02/2018	07/02/2018			\$125.32
		A00301243	Courtyard Kansas City Countr	P0048211		07/02/2018	07/02/2018			\$534.64
		A00200498	Office Depot	P0048268		07/03/2018	07/03/2018			\$17.89

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		A00200656	Jacobi, Victoria J.	P0048264	07/03/2018	07/03/2018	\$1,595.14			
		A00200862	Taft College Bookstore	P0048250	07/02/2018	07/02/2018	\$176.91			
				P0048253	07/03/2018	07/03/2018	\$116.67			
				P0048254	07/03/2018	07/03/2018	\$132.44			
				P0048257	07/03/2018	07/03/2018	\$133.71			
		A00201247	Duron, Candace A.	P0048265	07/03/2018	07/03/2018	\$1,253.47			
		A00201353	Kern County Child Developmen	P0048267	07/03/2018	07/03/2018	\$68.00			
		A00231833	Ray A. Morgan Company Inc.	P0048262	07/03/2018	07/03/2018	\$167.71			
		A00259625	Lopez, Norberto	P0048263	07/03/2018	07/03/2018	\$348.39			
		A00047525	Arellano, Maria Dolores.	P0048273	07/03/2018	07/03/2018	\$173.32			
		A00067004	Furman, Cynthia A.	P0048283	07/03/2018	07/03/2018	\$74.28			
		A00201510	Estrada Ruiz, Rosalinda	P0048281	07/03/2018	07/03/2018	\$247.60			
		A00203038	Garcia, Eloisa	P0048285	07/03/2018	07/03/2018	\$519.96			
		A00205464	Gutierrez, Jaimie Lynn.	P0048287	07/03/2018	07/03/2018	\$371.40			
		A00230966	Figueroa, Pedro Cisneros.	P0048282	07/03/2018	07/03/2018	\$74.28			
		A00249896	Ramos, Luz E.	P0048292	07/03/2018	07/03/2018	\$247.60			
		A00266412	Jones, Jennifer Deann.	P0048294	07/03/2018	07/03/2018	\$74.28			
		A00267211	Fierros, Daniela	P0048296	07/03/2018	07/03/2018	\$222.84			
		A00277399	Sundgren, Lori Anne.	P0048278	07/03/2018	07/03/2018	\$1,115.00			
		A00283022	James, Katherine	P0048288	07/03/2018	07/03/2018	\$74.28			
		A00286770	Crandall, Zoe Kelly.	P0048280	07/03/2018	07/03/2018	\$445.68			
		A00292884	Cardenas, Jessica P.	P0048276	07/03/2018	07/03/2018	\$222.84			
		A00084609	Ruiz, Cindy	P0048299	07/03/2018	07/03/2018	\$371.40			
		A00280910	Independent Living Center of	P0048370	07/10/2018	07/10/2018	\$264.45			
		A00200498	Office Depot	P0048393	07/10/2018	07/10/2018	\$65.81			
				P0048396	07/10/2018	07/10/2018	\$185.92			
		A00257900	Hall, Daniel Nathan.	P0048401	07/10/2018	07/10/2018	\$283.98			
		A00231833	Ray A. Morgan Company Inc.	P0048416	07/11/2018	07/11/2018	\$34.80			
	07/16/2018	A00073955	White, Brian L.	P0048430	07/11/2018	07/11/2018	\$1,400.00			
		A00075823	Binkley, Everett L.	P0048434	07/11/2018	07/11/2018	\$1,746.00			
		A00265229	DK&M Property	P0048432	07/11/2018	07/11/2018	\$3,388.00			
		A00271491	Watkins, Sherrie D.	P0048433	07/11/2018	07/11/2018	\$1,310.00			
		A00200063	Austin's Pest Control, Inc.	P0048438	07/11/2018	07/11/2018	\$100.00			
		A00200109	Brown & Reich Petroleum, Inc	P0048441	07/11/2018	07/11/2018	\$321.91			
		A00300405	Markovits, Aaron	P0048436	07/11/2018	07/11/2018	\$53.58			
	07/26/2018	A00200498	Office Depot	P0048608	07/25/2018	07/25/2018	\$225.58			
	07/30/2018	A00200393	Sparkletts	P0048634	07/26/2018	07/26/2018	\$16.09			

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		A00200498	Office Depot	P0048633	07/26/2018	07/26/2018				\$56.29
							TOTAL USER			\$20,411.65
GDUNHAM	07/09/2018	A00200284	U.S. Foods	P0048327	07/09/2018	07/09/2018				\$1,402.31
		A00200307	Farmer Bros. Company	P0048326	07/09/2018	07/09/2018				\$10.49
		A00200522	Pepsi-Cola Company	P0048324	07/09/2018	07/09/2018				\$819.12
		A00200417	Sysco Food Service of Ventur	P0048328	07/09/2018	07/09/2018				\$3,147.79
	07/17/2018	A00200388	Zee Medical Service Co.	P0048508	07/17/2018	07/17/2018				\$61.29
	07/18/2018	A00200307	Farmer Bros. Company	P0048557	07/18/2018	07/18/2018				\$215.54
		A00200343	Vistar Corporation	P0048550	07/18/2018	07/18/2018				\$711.07
		A00200417	Sysco Food Service of Ventur	P0048548	07/18/2018	07/18/2018				\$2,292.25
		A00200522	Pepsi-Cola Company	P0048549	07/18/2018	07/18/2018				\$662.71
	07/23/2018	A00200284	U.S. Foods	P0048560	07/19/2018	07/19/2018				\$3,793.67
							TOTAL USER			\$13,116.24
HCASH	07/11/2018	A00200236	Demco	P0048315	07/05/2018	07/05/2018				\$557.75
		A00257900	Hall, Daniel Nathan.	P0048311	07/05/2018	07/05/2018				\$1,597.40
				P0048312	07/05/2018	07/05/2018				\$1,381.12
				P0048317	07/05/2018	07/05/2018				\$149.00
		A00297517	Big Nerd Software, LLC	P0048318	07/05/2018	07/05/2018				\$114.00
	07/17/2018	A00200198	Community College League of	P0048490	07/16/2018	08/01/2018				\$8,242.68
		A00200862	Taft College Bookstore	P0048491	07/11/2018	07/11/2018				\$23.54
							TOTAL USER			\$12,065.49
JEDMAISTON	07/10/2018	A00200219	CSMI	P0048269	07/03/2018	07/03/2018				\$250.00
		A00244660	J & J Supply, Inc.	P0048270	07/03/2018	07/03/2018				\$138.45
	07/11/2018	A00231833	Ray A. Morgan Company Inc.	P0048298	07/03/2018	07/03/2018				\$7.48
	07/19/2018	A00293918	A&B Athletics	P0048568	07/19/2018	07/19/2018				\$383.42
	07/31/2018	A00200119	C.A. Reding Company, Inc.	P0048359	07/31/2018	07/31/2018				\$122.64
							TOTAL USER			\$901.99
JGARRETT	07/18/2018	A00202802	College Board	P0048538	07/17/2018	07/17/2018				\$5,000.00
	07/30/2018	A00200393	Sparkletts	P0048565	07/19/2018	07/19/2018				\$12.16

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				P0048566	07/19/2018	07/19/2018				\$68.95
				P0048617	07/25/2018	07/25/2018				\$48.93
				P0048618	07/25/2018	07/25/2018				\$53.50
		A00200498	Office Depot	P0048583	07/23/2018	07/23/2018				\$101.11
				P0048628	07/26/2018	07/26/2018				\$106.55
							TOTAL USER			\$5,391.20
JMADDING	07/09/2018	A00200078	The Bank of New York	P0048274	07/03/2018	07/03/2018				\$750.00
		A00200308	Federal Express Corporation	P0048286	07/03/2018	07/03/2018				\$24.77
		A00289310	Adams, Reina E.	P0048313	07/05/2018	07/05/2018				\$110.58
		A00200508	P. G. & E.	P0048319	07/05/2018	07/05/2018				\$24,264.32
		A00283264	Frontier California Inc.	P0048322	07/05/2018	07/05/2018				\$41.29
		A00200457	Rotary Club of Taft	P0048277	07/03/2018	07/03/2018				\$1,200.00
		A00200712	Kern County Supt. of Schools	P0048314	07/05/2018	07/05/2018				\$5,177.25
		A00283264	Frontier California Inc.	P0048320	07/05/2018	07/05/2018				\$774.99
				P0048321	07/05/2018	07/05/2018				\$993.44
	07/10/2018	A00285769	California Averland Construc	P0048385	07/10/2018	07/10/2018				\$18,131.09
		A00200627	Gonzalez, Lourdes	P0048303	07/03/2018	07/03/2018				\$337.02
	07/11/2018	A00263777	SWACC	P0048272	07/03/2018	07/03/2018				\$115,415.00
		A00200508	P. G. & E.	P0048275	07/03/2018	07/03/2018				\$26,788.70
		A00200396	Spurr	P0048316	07/05/2018	07/05/2018				\$4,419.43
		A00200360	Westec	P0048418	07/11/2018	07/11/2018				\$1,075,725.00
		A00200112	BSK & Associates, Inc.	P0048391	07/10/2018	07/10/2018				\$14,708.25
		A00200308	Federal Express Corporation	P0048284	07/03/2018	07/03/2018				\$82.45
		A00264649	Convergint Technologies, LLC	P0048389	07/10/2018	07/10/2018				\$3,039.61
		A00285820	O'Connor Construction Manage	P0048390	07/10/2018	07/10/2018				\$1,485.00
				P0048392	07/10/2018	07/10/2018				\$1,800.00
		A00200112	BSK & Associates, Inc.	P0048394	07/10/2018	07/10/2018				\$17,572.25
		A00224086	inContact, Inc.	P0048395	07/10/2018	07/10/2018				\$1,541.05
		A00200425	Taft College	P0048419	07/11/2018	07/11/2018				\$45.00
		A00283264	Frontier California Inc.	P0048421	07/11/2018	07/11/2018				\$9,000.00
				P0048422	07/11/2018	07/11/2018				\$10,500.00
				P0048423	07/11/2018	07/11/2018				\$600.00
				P0048424	07/11/2018	07/11/2018				\$1,665.00
		A00255644	U.S. Bank Equipment Finance	P0048426	07/11/2018	07/11/2018				\$5,826.00
		A00200430	Taft Plaza, LLC	P0048428	07/11/2018	07/11/2018				\$11,442.00

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		NUMBER	NAME	NUMBER	DATE				
	07/12/2018	A00224086	inContact, Inc.	P0048445	07/11/2018	07/11/2018			\$20,000.00
	07/16/2018	A00200052	AP Architects	P0048439	07/11/2018	07/11/2018			\$49,963.64
		A00200181	City of Taft	P0048446	07/11/2018	07/11/2018			\$35,350.00
		A00200355	West Kern Water District	P0048420	07/11/2018	07/11/2018			\$29,700.00
		A00200508	P. G. & E.	P0048443	07/11/2018	07/11/2018			\$518,422.00
		A00200704	Karwoski, John	P0048444	07/11/2018	07/11/2018			\$131,040.00
		A00200396	Spurr	P0048431	07/11/2018	07/11/2018			\$34,500.00
		A00200293	United Parcel Service	P0048427	07/11/2018	07/11/2018			\$10,750.00
		A00270674	Public Agency Law Group	P0048477	07/16/2018	07/16/2018			\$6,235.70
		A00287260	Stinson Stationers Inc.	P0048479	07/16/2018	07/16/2018			\$60.04
	07/17/2018	A00200293	United Parcel Service	P0048505	07/16/2018	07/16/2018			\$1,145.03
	07/18/2018	A00200680	J & L Locksmithing	P0048527	07/17/2018	07/17/2018			\$174.62
		A00200282	True Value Home Center	P0048504	07/16/2018	07/16/2018			\$176.08
		A00275443	WestAir Gases & Equipment In	P0048535	07/17/2018	07/17/2018			\$932.96
	07/23/2018	A00200722	Knight's Services, Inc.	P0048562	07/19/2018	07/19/2018			\$4,000.00
	07/24/2018	A00200707	Keenan & Associates	P0048594	07/24/2018	07/24/2018			\$150.59
	07/25/2018	A00200282	True Value Home Center	P0048574	07/23/2018	07/23/2018			\$93.46
	07/26/2018	A00200498	Office Depot	P0048499	07/16/2018	07/16/2018			\$59.94
		A00200655	Henry Schein, Inc.	P0048592	07/24/2018	07/24/2018			\$7,012.15
		A00200355	West Kern Water District	P0048563	07/19/2018	07/19/2018			\$269.64
				P0048593	07/24/2018	07/24/2018			\$179.42
	07/30/2018	A00200308	Federal Express Corporation	P0048642	07/30/2018	07/30/2018			\$94.78
				P0048417	07/11/2018	07/11/2018			\$42.15
		A00200396	Spurr	P0048567	07/19/2018	07/19/2018			\$1,430.03
	07/31/2018	A00200112	BSK & Associates, Inc.	P0048668	07/31/2018	07/31/2018			\$21,215.50
							TOTAL USER		\$2,226,457.22
JROTHGEB	07/16/2018	A00200017	A.P.I. Plumbing	P0048452	07/11/2018	07/11/2018			\$257.40
		A00200107	Bright House Networks	P0048455	07/11/2018	07/11/2018			\$4.35
		A00200355	West Kern Water District	P0048451	07/11/2018	07/11/2018			\$76.10
		A00277845	Double D Cleaning Service	P0048453	07/11/2018	07/11/2018			\$360.00
				P0048454	07/11/2018	07/11/2018			\$240.00
		A00200063	Austin's Pest Control, Inc.	P0048457	07/11/2018	07/11/2018			\$55.00
		A00200393	Sparkletts	P0048456	07/11/2018	07/11/2018			\$84.12
		A00200508	P. G. & E.	P0048459	07/11/2018	07/11/2018			\$316.50
		A00200950	Furman, Tori J.	P0048464	07/12/2018	07/12/2018			\$1,212.14

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		A00231833	Ray A. Morgan Company Inc.	P0048463	07/12/2018	07/12/2018				\$26.23
		A00251972	Clarke, George C.	P0048460	07/11/2018	07/11/2018				\$56.00
		A00255187	Fernandez, Aldrin Luben.	P0048465	07/12/2018	07/12/2018				\$1,035.09
		A00275443	WestAir Gases & Equipment In	P0048458	07/11/2018	07/11/2018				\$421.40
		A00280086	Rothgeb, Julie J.	P0048461	07/12/2018	07/12/2018				\$29.43
	07/17/2018	A00272600	Beard Family Trust	P0048488	07/16/2018	07/16/2018				\$42,000.00
	07/25/2018	A00231833	Ray A. Morgan Company Inc.	P0048575	07/23/2018	07/23/2018				\$8.39
		A00256927	Richards, Kristi N.	P0048589	07/23/2018	07/23/2018				\$170.80
	07/26/2018	A00200355	West Kern Water District	P0048606	07/25/2018	07/25/2018				\$95.00
	07/30/2018	A00200181	City of Taft	P0048637	07/30/2018	07/30/2018				\$49.89
		A00200393	Sparkletts	P0048638	07/30/2018	07/30/2018				\$79.58
	07/31/2018	A00200107	Bright House Networks	P0048652	07/31/2018	07/31/2018				\$289.93
		A00280086	Rothgeb, Julie J.	P0048664	07/31/2018	07/31/2018				\$29.43
							TOTAL USER			\$46,896.78
KEHELMS	07/10/2018	A00200127	California Dept. of Educatio	P0048374	07/10/2018	07/10/2018				\$693.45
		A00210330	Redleaf Press	P0048375	07/10/2018	07/10/2018				\$408.54
		A00292796	Safe 1 Credit Union	P0048372	07/10/2018	07/10/2018				\$215.63
		A00293937	Woodbine House, Inc.	P0048373	07/10/2018	07/10/2018				\$475.54
		A00300497	Content Distributors	P0048371	07/10/2018	07/10/2018				\$2,960.94
		A00200521	Pens Etc.	P0048349	07/09/2018	07/09/2018				\$2,452.58
		A00227772	MBS Textbook Exchange, Inc.	P0048384	07/10/2018	07/10/2018				\$4,351.09
		A00292925	indiCo, LLC	P0048376	07/10/2018	07/10/2018				\$211.20
	07/11/2018	A00227772	MBS Textbook Exchange, Inc.	P0048425	07/11/2018	07/11/2018				\$3,635.45
	07/12/2018	A00200466	Sage Publications	P0048368	07/10/2018	07/10/2018				\$6,187.60
		A00201685	Cengage Learning	P0048435	07/11/2018	07/11/2018				\$5,190.72
		A00258703	College House	P0048442	07/11/2018	07/11/2018				\$998.21
		A00287925	Barron's Educational Series,	P0048440	07/11/2018	07/11/2018				\$346.37
	07/16/2018	A00200393	Sparkletts	P0048473	07/12/2018	07/12/2018				\$60.48
				P0048474	07/12/2018	07/12/2018				\$740.00
		A00227772	MBS Textbook Exchange, Inc.	P0048471	07/12/2018	07/12/2018				\$3,896.84
	07/17/2018	A00302113	Educational Textbook Company	P0048472	07/12/2018	07/12/2018				\$3,150.77
		A00200518	Pearson Education	P0048530	07/17/2018	07/17/2018				\$3,894.62
		A00201046	Tri Lateral LLC	P0048524	07/17/2018	07/17/2018				\$263.37
		A00201047	Oxford University Press	P0048537	07/17/2018	07/17/2018				\$2,178.40
		A00210209	ULINE	P0048523	07/17/2018	07/17/2018				\$525.89

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		A00227772	MBS Textbook Exchange, Inc.	P0048539	07/17/2018	07/17/2018				\$4,673.40
				P0048542	07/17/2018	07/17/2018				\$4,230.32
		A00237176	SSD Systems	P0048525	07/17/2018	07/17/2018				\$1,000.00
		A00275443	WestAir Gases & Equipment In	P0048520	07/17/2018	07/17/2018				\$45.18
		A00292796	Safe 1 Credit Union	P0048521	07/17/2018	07/17/2018				\$17.48
		A00292925	indiCo, LLC	P0048540	07/17/2018	07/17/2018				\$5,041.75
	07/18/2018	A00200508	P. G. & E.	P0048554	07/18/2018	07/18/2018				\$807.49
		A00234793	Southwest Signs	P0048553	07/18/2018	07/18/2018				\$209.00
							TOTAL USER			\$58,862.31
KHELMS	07/11/2018	A00200284	U.S. Foods	P0048378	07/10/2018	07/10/2018				\$60,000.00
		A00200355	West Kern Water District	P0048380	07/10/2018	07/10/2018				\$2,200.00
		A00200417	Sysco Food Service of Ventur	P0048377	07/10/2018	07/10/2018				\$60,000.00
		A00292936	Albertson's LLC	P0048379	07/10/2018	07/10/2018				\$3,000.00
		A00201051	Central Sanitary Supply	P0048403	07/10/2018	07/10/2018				\$3,645.20
		A00237176	SSD Systems	P0048381	07/10/2018	07/10/2018				\$151.38
		A00256341	Terminix	P0048402	07/10/2018	07/10/2018				\$418.00
		A00200284	U.S. Foods	P0048408	07/10/2018	07/10/2018				\$1,909.24
		A00200417	Sysco Food Service of Ventur	P0048411	07/10/2018	07/10/2018				\$3,473.17
		A00292936	Albertson's LLC	P0048407	07/10/2018	07/10/2018				\$151.82
	07/12/2018	A00200282	True Value Home Center	P0048382	07/12/2018	07/12/2018				\$233.75
		A00256341	Terminix	P0048383	07/12/2018	07/12/2018				\$418.00
	07/18/2018	A00200498	Office Depot	P0048546	07/18/2018	07/18/2018				\$262.76
		A00200680	J & L Locksmithing	P0048547	07/18/2018	07/18/2018				\$4.83
		A00237176	SSD Systems	P0048545	07/18/2018	07/18/2018				\$78.75
							TOTAL USER			\$135,946.90
MBLANCO	07/10/2018	A00200076	Bandy, Ingrun K.	P0048354	07/09/2018	07/09/2018				\$433.52
				P0048357	07/09/2018	07/09/2018				\$587.47
				P0048358	07/09/2018	07/09/2018				\$135.00
		A00200985	Rangel-Escobedo, Juana R.	P0048360	07/09/2018	07/09/2018				\$126.63
		A00241620	Haskell, Morgan E.	P0048353	07/09/2018	07/09/2018				\$134.71
	07/11/2018	A00200985	Rangel-Escobedo, Juana R.	P0048364	07/09/2018	07/09/2018				\$1,240.65
		A00200107	Bright House Networks	P0048387	07/10/2018	07/10/2018				\$20,900.00
		A00200393	Sparkletts	P0048386	07/10/2018	07/10/2018				\$1,500.00

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		A00200107	Bright House Networks	P0048398	07/10/2018	07/10/2018				\$12,600.00
		A00200816	Rydin Decal	P0048406	07/10/2018	07/10/2018				\$1,215.26
		A00200407	Student Insurance	P0048410	07/10/2018	07/10/2018				\$1,500.00
	07/16/2018	A00200076	Bandy, Ingrun K.	P0048365	07/09/2018	07/09/2018				\$710.10
		A00200376	Amerio, Barbara J.	P0048361	07/09/2018	07/09/2018				\$407.38
				P0048362	07/09/2018	07/09/2018				\$348.52
				P0048363	07/09/2018	07/09/2018				\$147.08
		A00200393	Sparkletts	P0048437	07/11/2018	07/11/2018				\$97.55
		A00200627	Gonzalez, Lourdes	P0048404	07/10/2018	07/10/2018				\$845.86
		A00237331	Dumbrigue, Joanne Lucille Va	P0048352	07/09/2018	07/09/2018				\$20.66
		A00200407	Student Insurance	P0048409	07/10/2018	07/10/2018				\$47,659.00
		A00200360	Westec	P0048489	07/16/2018	07/16/2018				\$700.00
		A00200627	Gonzalez, Lourdes	P0048415	07/10/2018	07/10/2018				\$1,656.54
		A00237331	Dumbrigue, Joanne Lucille Va	P0048367	07/09/2018	07/09/2018				\$3,000.00
	07/18/2018	A00200498	Office Depot	P0048532	07/17/2018	07/17/2018				\$145.07
		A00200338	Verizon Wireless	P0048533	07/17/2018	07/17/2018				\$2,700.00
		A00264649	Convergint Technologies, LLC	P0048529	07/17/2018	07/17/2018				\$2,174.74
		A00277634	Comevo, Inc.	P0048528	07/17/2018	07/17/2018				\$6,151.00

							TOTAL USER			\$107,136.74
MHASKELL	07/10/2018	A00200498	Office Depot	P0048329	07/09/2018	07/09/2018				\$495.00

							TOTAL USER			\$495.00
MMATTHEWS	07/11/2018	A00200543	Purdy, D.D.S., Daniel	P0048259	07/03/2018	07/03/2018				\$21,973.20

							TOTAL USER			\$21,973.20
MTOFTE	07/11/2018	A00200119	C.A. Reding Company, Inc.	P0048293	07/03/2018	07/03/2018				\$8,172.94
		A00200273	Ebsco Subscription Service	P0048305	07/03/2018	07/03/2018				\$326.58
		A00202804	Gale	P0048304	07/03/2018	07/03/2018				\$285.41
	07/16/2018	A00205819	Proquest LLC	P0048487	07/16/2018	07/16/2018				\$5,600.00
	07/17/2018	A00200273	Ebsco Subscription Service	P0048506	07/16/2018	07/16/2018				\$23.58
		A00200498	Office Depot	P0048507	07/16/2018	07/16/2018				\$215.96
	07/18/2018	A00200388	Zee Medical Service Co.	P0048509	07/17/2018	07/17/2018				\$83.82

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							TOTAL USER			\$14,708.29
MWHITE	07/09/2018	A00200063	Austin's Pest Control, Inc.	P0048213	07/02/2018	07/02/2018				\$455.00
		A00200174	Chevron U.S.A., Inc.	P0048212	07/02/2018	07/02/2018				\$346.62
		A00200338	Verizon Wireless	P0048223	07/02/2018	07/02/2018				\$173.81
		A00200423	Taft City School District	P0048227	07/02/2018	07/02/2018				\$2,189.41
		A00280761	County of Kern Public Works	P0048215	07/02/2018	07/02/2018				\$59.63
		A00288637	Otis Elevator Company	P0048214	07/02/2018	07/02/2018				\$611.85
		A00200105	Brandco	P0048237	07/02/2018	07/02/2018				\$12.38
		A00200109	Brown & Reich Petroleum, Inc	P0048238	07/02/2018	07/02/2018				\$432.44
				P0048241	07/02/2018	07/02/2018				\$250.51
		A00200423	Taft City School District	P0048225	07/02/2018	07/02/2018				\$196.54
		A00200715	Kern Electric Distributors	P0048232	07/02/2018	07/02/2018				\$259.33
		A00272246	Three-Way Chevrolet-Cadillac	P0048240	07/02/2018	07/02/2018				\$108.83
		A00285838	Sammy's Detail	P0048230	07/02/2018	07/02/2018				\$365.00
		A00292250	Banks pest Control	P0048236	07/02/2018	07/02/2018				\$165.00
		A00200063	Austin's Pest Control, Inc.	P0048291	07/03/2018	07/03/2018				\$6,000.00
		A00200105	Brandco	P0048297	07/03/2018	07/03/2018				\$150.00
		A00200109	Brown & Reich Petroleum, Inc	P0048300	07/03/2018	07/03/2018				\$8,000.00
		A00200149	Carquest Auto Parts	P0048301	07/03/2018	07/03/2018				\$2,000.00
		A00200174	Chevron U.S.A., Inc.	P0048302	07/03/2018	07/03/2018				\$8,000.00
		A00292250	Banks pest Control	P0048295	07/03/2018	07/03/2018				\$2,000.00
	07/10/2018	A00200715	Kern Electric Distributors	P0048336	07/09/2018	07/09/2018				\$7,000.00
		A00202335	Fastenal Industrial & Constr	P0048335	07/09/2018	07/09/2018				\$9,000.00
		A00228756	Country Auto & Truck Taft	P0048337	07/09/2018	07/09/2018				\$500.00
		A00262833	Domtar Paper Company LLC	P0048334	07/09/2018	07/09/2018				\$20,000.00
		A00265309	Daikin Applied	P0048333	07/09/2018	07/09/2018				\$8,000.00
		A00280761	County of Kern Public Works	P0048332	07/09/2018	07/09/2018				\$800.00
		A00285838	Sammy's Detail	P0048340	07/09/2018	07/09/2018				\$5,000.00
		A00288637	Otis Elevator Company	P0048339	07/09/2018	07/09/2018				\$3,000.00
		A00200309	United Refrigeration, Inc.	P0048346	07/09/2018	07/09/2018				\$2,000.00
		A00200338	Verizon Wireless	P0048347	07/09/2018	07/09/2018				\$2,500.00
		A00200421	Tacony Corporation	P0048345	07/09/2018	07/09/2018				\$1,000.00
		A00200479	Sears	P0048342	07/09/2018	07/09/2018				\$3,000.00
		A00200486	Shell	P0048343	07/09/2018	07/09/2018				\$2,000.00
		A00200498	Office Depot	P0048338	07/09/2018	07/09/2018				\$1,500.00
		A00202968	San Joaquin Chemicals, Inc.	P0048341	07/09/2018	07/09/2018				\$14,000.00

Taft College Purchase Order Activity Report

1-July-2018 through 31-July-2018

FY 18-19

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00275935	Supplyworks	P0048344	07/09/2018	07/09/2018				\$3,000.00
		A00200352	Waxie Sanitary Supply	P0048348	07/09/2018	07/09/2018				\$3,000.00
		A00200282	True Value Home Center	P0048210	07/02/2018	07/02/2018				\$916.10
	07/12/2018	A00269058	Aramark Uniform Services	P0048235	07/02/2018	07/02/2018				\$534.84
				P0048289	07/03/2018	07/03/2018				\$6,650.00
	07/16/2018	A00200423	Taft City School District	P0048228	07/02/2018	07/02/2018				\$161.50
		A00200017	A.P.I. Plumbing	P0048467	07/12/2018	07/12/2018				\$618.69
		A00200105	Brandco	P0048466	07/12/2018	07/12/2018				\$9.41
		A00200109	Brown & Reich Petroleum, Inc	P0048468	07/12/2018	07/12/2018				\$484.72
		A00200423	Taft City School District	P0048469	07/12/2018	07/12/2018				\$970.48
		A00200498	Office Depot	P0048462	07/12/2018	07/12/2018				\$4,077.47
	07/17/2018	A00200228	Dave's Glass Shop	P0048516	07/17/2018	07/17/2018				\$1,069.20
		A00202335	Fastenal Industrial & Constr	P0048517	07/17/2018	07/17/2018				\$152.70
		A00272246	Three-Way Chevrolet-Cadillac	P0048515	07/17/2018	07/17/2018				\$62.50
		A00200017	A.P.I. Plumbing	P0048518	07/17/2018	07/17/2018				\$1,335.58
	07/23/2018	A00202968	San Joaquin Chemicals, Inc.	P0048585	07/23/2018	07/23/2018				\$2,350.00
		A00266719	Parts Town, LLC	P0048579	07/23/2018	07/23/2018				\$214.87
	07/24/2018	A00200423	Taft City School District	P0048590	07/23/2018	07/23/2018				\$725.84
	07/30/2018	A00200629	Grainger	P0048591	07/23/2018	07/23/2018				\$459.24

							TOTAL USER			\$137,869.49
MZERMENO	07/16/2018	A00255627	Compansol	P0048470	07/12/2018	07/12/2018				\$799.00
		A00302116	Omni Los Angeles Hotel	P0048495	07/16/2018	07/16/2018				\$1,013.36

							TOTAL USER			\$1,812.36
RWELBORN	07/16/2018	A00200376	Amerio, Barbara J.	P0048233	07/02/2018	07/02/2018				\$147.08
		A00237331	Dumbrigue, Joanne Lucille Va	P0048229	07/02/2018	07/02/2018				\$16.95
		A00200419	T.C. Clearing Account	P0048224	07/02/2018	07/02/2018				\$1,373.00
				P0048226	07/02/2018	07/02/2018				\$5,667.00
	07/30/2018	A00200498	Office Depot	P0048614	07/25/2018	07/25/2018				\$227.03

							TOTAL USER			\$7,431.06
SCRISS	07/11/2018	A00200457	Rotary Club of Taft	P0048310	07/03/2018	07/03/2018				\$1,070.00
	07/18/2018	A00259082	Lozano Smith, LLP	P0048526	07/17/2018	07/17/2018				\$25,000.00

Taft College Purchase Order Activity Report

1-July-2018 through 31-July-2018

FY 18-19

USER ID	ACTIVITY DATE	VENDOR NUMBER	VENDOR NAME	PURCHASE ORDER NUMBER	PURCHASE ORDER DATE	REQ. DATE	PURCHASE ORDER AMOUNT	CL	C	A
		A00300361	Smith, Jamie Rebecca.	P0048536	07/17/2018	07/17/2018				\$14,400.00
	07/26/2018	A00102126	Criss, Sarah Victoria.	P0048494	07/16/2018	07/16/2018				\$45.64
		A00222771	Academic Senate for Communit	P0048571	07/23/2018	07/23/2018				\$1,304.25
	07/30/2018	A00205535	Smith, Ed. D., Cindra J.	P0048643	07/30/2018	07/30/2018				\$1,700.00
		A00200198	Community College League of	P0048632	07/26/2018	07/26/2018				\$8,132.00
		A00200862	Taft College Bookstore	P0048631	07/26/2018	07/26/2018				\$53.61
	07/31/2018	A00200198	Community College League of	P0048667	07/31/2018	07/31/2018				\$2,000.00
		A00200222	Daily Midway Driller	P0048666	07/31/2018	07/31/2018				\$67.60
							TOTAL USER			\$53,773.10
TROMANDIA	07/11/2018	A00200862	Taft College Bookstore	P0048351	07/09/2018	07/16/2018				\$286.83
	07/18/2018	A00202510	University of Missouri-Kansa	P0048309	07/03/2018	07/10/2018				\$875.00
							TOTAL USER			\$1,161.83
TROWDEN	07/18/2018	A00243587	United Healthcare Insurance	P0048512	07/17/2018	07/17/2018				\$300,000.00
		A00010212	Casillas, Luis	P0048531	07/17/2018	07/17/2018				\$20.00
	07/25/2018	A00243588	AARP Health Care Options	P0048513	07/17/2018	07/17/2018				\$240,000.00
	07/30/2018	A00200393	Sparkletts	P0048623	07/25/2018	07/25/2018				\$74.57
				P0048624	07/25/2018	07/25/2018				\$960.00
							TOTAL USER			\$541,054.57
VWAUGH	07/23/2018	A00200498	Office Depot	P0048558	07/18/2018	07/18/2018				\$902.39
							TOTAL USER			\$902.39

**WEST KERN COMMUNITY COLLEGE DISTRICT
REQUESTS FOR CONFERENCE ATTENDANCE & EXPENSES**

July 30, 2018

Page 1 of 1

EMPLOYEE	CONFERENCE/TRIP	LOCATION	DATES	EST. COST
Luben, Aldrin	CRC Annual Conference	Monterey	6/10/18 - 6/13/18	\$1,035.09 •
Furman, Tori	CRC Annual Conference - Strong Workforce	Monterey	6/10/18 - 6/13/18	\$1,212.14 •
Amerio, Barbara	Region VI Financial Aid Directors Meeting	San Luis Obispo	7/30/18	\$147.08 •
McMurray, Brock Bauer, Amanda	2018/19 Budget Workshop	Southern California	8/15/18	\$1,062.50*
Richards, Kristi	2018 Counselor Conference - Technology, Jobs and the Future of Work	Clovis	9/14/18	\$170.80•
Gonzalez, Lourdes	CalWORKS Training & Orientation for New Directors	Sacramento	9/16/18 - 9/19/19	\$845.86•
Bauer, Amanda	PRT Visit	San Joaquin Delta College	9/20/18 - 9/21/18	-0-
McMurray, Brock	Association of Chief Business Officials Fall Conference	Rancho Mirage	10/21/18 - 10/25/18	\$2,050.00*
McMurray, Brock	SWACC Board of Directors Meeting	Rancho Mirage	10/25/18	-0-
Gonzalez, Lourdes	EOPS Association Conference - Fall Annual Conference	Monterey	10/28/18 - 10/31/18	\$1,654.54•
Mickelberry, Gracie Haskell, Morgan	EOPS Team Building - Bakersfield Escape Room	Bakersfield	8/10/18	\$295.86•

*General Funds

•Restricted Funds

◆Grant Funds

■TIL

◇ Auxiliary Funds

▲ Revised

**West Kern Community College District
Board of Trustees Meeting
August 8, 2018**

Agenda Item 14.

A. Academic Employment

1. 2018-19 Division Chair Assignments

Item	Name	Assignment	Step	Stipend	Effective Date
a.	Bandy, Kanoe	Applied Technologies	--	\$8,567.24	8/20/18 - 5/24/19
b.	Carlson, Kamala	English Language	--	\$9,791.12	8/20/18 - 5/24/19
c.	Joe'll Chaidez	Learning Support	--	\$8,567.24	8/20/18 - 5/24/19
d.	Martinez, Julian	Liberal Arts	--	\$9,791.12	8/20/18 - 5/24/19
e.	Mayfield, Michael	Math/Science	--	\$11,015.01	8/20/18 - 5/24/19
f.	Oja, Michelle	Social Science	--	\$9,791.12	8/20/18 - 5/24/19

2. Fall 2018 Instructor Overload Assignments

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Bandy, Kanoe	BUS 1059, 1601, MGMT 1515, 1535, PHED 1523, 1623, 1723, 1823 Courses	3	\$68.77	8/20/18 - 12/14/18
b.	Chung-Wee, Chris	ENGL 1600 Courses	3	\$68.77	8/20/18 - 12/14/18
c.	Devine, William	ENGL 1500, 2100, 2700 Courses	3	\$68.77	8/20/18 - 12/14/18
d.	Duron, Candace	DS 1502, STSU 1018, 1019, 1500 Courses, Academic Senate Secretary	3	\$68.77	8/20/18 - 12/14/18
e.	Mitchell, David	MATH 2140, STAT 1510 Courses	3	\$68.77	8/20/18 - 12/14/18
f.	Payne, Ruby	MATH 0230, 0240, 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
g.	Reynolds, Joy	MATH 1060 Courses	3	\$68.77	8/20/18 - 12/14/18

3. 2018 Fall Extra Duty Assignments

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Adriano, Christi	Student American Dental Hygiene Association (SADH) Advisor	Stipend	\$1,664.42	8/20/18 - 5/24/19
b.	Smith, Gaysha	Art Gallery Coordinator	Stipend	\$1,442.50	8/20/18 - 5/24/19
c.	Sutherland, Tammy	2018/19 College Concurrent Program Advisor	3	\$66.60*	8/20/18 - 5/24/19

* 1 hour/week per semester. Fall semester: 16 weeks x \$68.77 = \$1,100.32 (to be paid January 15, 2019) Spring semester: 16 weeks x \$68.77 = \$1,100.32 (to be paid June 15, 2019)

4. 2018 Fall Adjunct Lecturer Assignments

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Acosta, Suzanne	ARTH 1500 Course	3	\$68.77	8/20/18 - 12/14/18
↓	Smith, Gaysha	ARTH 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
b.	Agundez, Adrian	COSC 2020 Courses	3	\$68.77	8/20/18 - 12/14/18
c.	Averett, Eric	WTER 1510 Course	3	\$68.77	8/20/18 - 12/14/18
d.	Aycock, Bette	DNTL 1514 Courses	3	\$68.77	8/20/18 - 12/14/18
e.	Balestino, Theodore	WELD 1530, 1560 Courses	3	\$68.77	8/20/18 - 12/14/18
f.	Batchelor, Gregg	ADMJ 1505 Course	3	\$68.77	8/20/18 - 12/14/18
g.	Brennan, Sean	GEOG 1510 Course	3	\$68.77	8/20/18 - 12/14/18
↓	Ware, Thomas	GEOG 1510 Course	3	\$68.77	8/20/18 - 12/14/18
h.	Brixey, Gabrielle	COSC 1532, PHED 1523, 1524, 1623, 1723, 1724, 1823 Courses	2	\$61.30	8/20/18 - 12/14/18
i.	Brown, Sharon	ECEF 1621 Course	3	\$68.77	8/20/18 - 12/14/18
j.	Buchanan, Joseph	HLED 1510, PHED 1539 Courses	2	\$61.30	8/20/18 - 12/14/18
k.	Burnham, Kyle	MUSC 1510 Course	3	\$68.77	8/20/18 - 12/14/18
l.	Burroughs, Bruce	PHED 1505, 2505 Courses	3	\$68.77	8/20/18 - 12/14/18
m.	Cable, April	ENGL 1500 Course	3	\$68.77	8/20/18 - 12/14/18
↓	Polski, Robert	ENGL 1500 Course	3	\$68.77	8/20/18 - 12/14/18
↓	Stockton, Laura	ENGL 1500 Course	3	\$68.77	8/20/18 - 12/14/18
↓	Chidgey, Kevin	ENGL 1500 Course	3	\$68.77	8/20/18 - 12/14/18
n.	Schoneweis, Caroline	ENGL 1500			
o.	Cahoon, Nathan	MATH 1060 Courses	3	\$68.77	8/20/18 - 12/14/18
p.	Clemons, Reginald	CJA 2131 Course	3	\$68.77	8/20/18 - 12/14/18
q.	Colaw, Rebecca	PSYC 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
r.	Combs, Noelle	POSC 1501 Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Villa, Walter	POSC 1501 Courses	3	\$68.77	8/20/18 - 12/14/18
s.	Connors, April	BIOL 1500, 1510	3	\$68.77	8/20/18 - 12/14/18
t.	Cook, Larry	MATH 0240 Course	3	\$68.77	8/20/18 - 12/14/18
u.	Corlew, Devon	MGMT 1500, 1510, 1530, 1540 Courses	3	\$68.77	8/20/18 - 12/14/18
v.	Cross, Vanessa	ENGL 1000, HUM 1500, PHIL 1531 Courses	3	\$68.77	8/20/18 - 12/14/18
w.	Cuate, Bertha	ECEF 1001 Course	3	\$68.77	8/20/18 - 12/14/18
x.	Cunningham, John	1050 Courses	3	\$68.77	8/20/18 - 12/14/18
y.	Cutrona, Angelo	PHED 1511, 1523, 1623, 1723, 1823, 2511 Courses	3	\$68.77	8/20/18 - 12/14/18
z.	Cutrona, Myisha	PHED 1510, 2510 Courses	3	\$68.77	8/20/18 - 12/14/18
aa.	Davis, Terry	ENER 1510, 1620 Courses	3	\$68.77	8/20/18 - 12/14/18
bb.	DeFreece, Chris	PHED 1523, 1623, 1723, 1823 Courses	3	\$68.77	8/20/18 - 12/14/18
cc.	Dimayuga, Anna	ART 1800, 1811 Courses	3	\$68.77	8/20/18 - 12/14/18

4. 2018 Fall Adjunct Lecturer Assignments continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
dd.	Duncan, Brandon	HIST 2231 Courses	3	\$68.77	8/20/18 - 12/14/18
ee.	Durkan, Brian	HLED 1510, PHED 1533 Courses	3	\$68.77	8/20/18 - 12/14/18
ff.	Echeverria, Amy	DRAM 1510 Course	3	\$68.77	8/20/18 - 12/14/18
gg.	Enciso, Rigoberto	IES 1552 Courses	3	\$68.77	8/20/18 - 12/14/18
hh.	Fariss, Jeff	HLED 1531, 1535 Courses	3	\$68.77	8/20/18 - 12/14/18
ii.	Ferguson, Bruce	HLED 1510, 1646, 2146 Courses	3	\$68.77	8/20/18 - 12/14/18
jj.	Gardner, Gina	DNTL 1514, 2134 Courses	3	\$68.77	8/20/18 - 12/14/18
kk.	Golling, Leigh	DRAM 1510, 1535 Courses	3	\$68.77	8/20/18 - 12/14/18
ll.	Goodman, Daniel	COSC 1603 Courses	3	\$68.77	8/20/18 - 12/14/18
mm.	Guitron, Anna	SPAN 1601 Course	3	\$68.77	8/20/18 - 12/14/18
nn.	Hall Silveira, Margaret	ECEF 1590 Courses	3	\$68.77	8/20/18 - 12/14/18
oo.	Hanawalt, April	SOC 1510, 2110, 2120 Courses	3	\$68.77	8/20/18 - 12/14/18
pp.	Hickman, Ryan	BIOL 2370, ENGL 1600 Courses	3	\$68.77	8/20/18 - 12/14/18
qq.	Howze, Gerald	ENGL 1000, 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
rr.	Huddleston, Crystal	ENGL 1000 Course	3	\$68.77	8/20/18 - 12/14/18
ss.	Jennings, Sandra	DNTL 1514, 2130, 2134	3	\$68.77	8/20/18 - 12/14/18
tt.	Jose, Marie	SOC 1510 Courses	3	\$68.77	8/20/18 - 12/14/18
uu.	Kashani, Tony	HUM 2010 Courses	3	\$68.77	8/20/18 - 12/14/18
vv.	Khasky, Amy	PSYC 2033 Courses	3	\$68.77	8/20/18 - 12/14/18
ww.	Leonzo, Hector	MATH 1050 Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Sutherland, Tammy	MATH 1050 Courses	3	\$68.77	8/20/18 - 12/14/18
xx.	Lindquist, Erica	ARTH 1510 Courses	3	\$68.77	8/20/18 - 12/14/18
yy.	Lohman, Benjamin	JRNL 1510 Courses	3	\$68.77	8/20/18 - 12/14/18
zz.	Mansi, Gregory	HIST 2231 Courses	3	\$68.77	8/20/18 - 12/14/18
aaa.	McDaniel, Steven	ENGL 1600 Courses	3	\$68.77	8/20/18 - 12/14/18
bbb.	McKnight, Elizabeth	PSYC 2003, 2200 Courses	1	\$68.77	8/20/18 - 12/14/18
ccc.	Meyers, David	STAT 1510 Courses	3	\$68.77	8/20/18 - 12/14/18
ddd.	Narup, Nicholas	ENER 1530, 1630 Courses	3	\$68.77	8/20/18 - 12/14/18
eee.	Payne, Aarron	INTC 1000, WELD 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
fff.	Payne, Bryan	WELD 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
ggg.	Raber, Tabitha	CJA 2134 Courses	3	\$68.77	8/20/18 - 12/14/18
hhh.	Reed, Nyoka	ART 1620 Courses	3	\$68.77	8/20/18 - 12/14/18
iii.	Reyes, Sylvia	PSYC 1500 Courses	1	\$58.52	8/20/18 - 12/14/18
jjj.	Rients, Amy	ECEF 1601 Courses	3	\$68.77	8/20/18 - 12/14/18
kkk.	Rocha, Joshua	HIST 2202, 2210, 2231 Course	3	\$68.77	8/20/18 - 12/14/18

4. 2018 Fall Adjunct Lecturer Assignments continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
lll.	Romero, Megan	ECEF 2051 Courses	3	\$68.77	8/20/18 - 12/14/18
mmm.	Rozar, Tanna	ENGL 1000	3	\$68.77	8/20/18 - 12/14/18
nnn.	Sicari, Chad	IES 1500, 1532 Courses	3	\$68.77	8/20/18 - 12/14/18
ooo.	Smith, Marie	INCO 1048 Courses	3	\$68.77	8/20/18 - 12/14/18
↓	VanSistine-Yost, L.	INCO 1048 Courses	3	\$68.77	8/20/18 - 12/14/18
ppp.	Sorensen, Chad	PHED 1520, 1721 Courses	3	\$68.77	8/20/18 - 12/14/18
qqq.	Swenson, Sonja	ARTH 1510, 2030, HUM 1500 Courses	3	\$68.77	8/20/18 - 12/14/18
rrr.	Taibjee, Sukena	INCO 1048 Course	2	\$61.30	8/20/18 - 12/14/18
sss.	Teeters, Anna	DNTL 2134 Courses	3	\$68.77	8/20/18 - 12/14/18
ttt.	Vallejo, Ben	BIOL 2370, HLED 1541 Courses	3	\$68.77	8/20/18 - 12/14/18
uuu.	VanRy, Veronica	SOC 1510, 2038 Courses	3	\$68.77	8/20/18 - 12/14/18
vvv.	Varela, Vivian	SOC 2110 Courses	3	\$68.77	8/20/18 - 12/14/18
www.	Welborn, Virginia	STSU 0205, 0206, 1016	3	\$68.77	8/20/18 - 12/14/18
xxx.	Wessely, Jason	ADMJ 1501 Courses	3	\$68.77	8/20/18 - 12/14/18
yyy.	West, Linda	COSC 1603, 1703, 1812, 1902 Courses	3	\$68.77	8/20/18 - 12/14/18
zzz.	White, Marisol	SOC 1510, 2120, 2141 Courses	3	\$68.77	8/20/18 - 12/14/18
aaaa.	Wood, Gregory	PHOT 1510 Course	1	\$58.52	8/20/18 - 12/14/18
bbbb.	Wymore, Dave	ADMJ 1502 Course	3	\$68.77	8/20/18 - 12/14/18

5. 2018 Fall Substitutes

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Abbot, Amar	LRSK Courses	3	\$68.77	8/20/18 - 12/14/18
b.	Acosta, Suzanne	ARTH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Lindquist, Erica	ARTH Courses	3	\$68.77	8/20/18 - 12/14/18
c.	Swenson, Sonja	ARTH & HUM Courses	3	\$68.77	8/20/18 - 12/14/18
d.	Smith, Gaysha	ART & ARTH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Rodenhauser, Debora	ART & ARTH Courses	3	\$68.77	8/20/18 - 12/14/18
e.	Dimayuga, Anna	ART Courses	3	\$68.77	8/20/18 - 12/14/18
f.	Reed, Nyoka	ART Courses	2	\$61.30	8/20/18 - 12/14/18
g.	Agundez, Adrian	COSC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Goodman, Daniel	COSC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Hall, Dan	COSC Courses	3	\$68.77	8/20/18 - 12/14/18

5. 2018 Fall Substitutes Continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
↓	West, Linda	COSC Courses	3	\$68.77	8/20/18 - 12/14/18
h.	Altenhofel, Jennifer	HIST Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Duncan, Brandon	HIST Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Mansi, Gregory	HIST Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Mendoza, Tina	HIST Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Rocha, Joshua	HIST Courses	3	\$68.77	8/20/18 - 12/14/18
i.	Hanawalt, April	SOC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Jose, Marie	SOC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	VanRy, Veronica	SOC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Varela, Vivian	SOC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	White, Marisol	SOC Courses	3	\$68.77	8/20/18 - 12/14/18
j.	Enciso, Rigoberto	IES Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Sicari, Chad	IES Courses	3	\$68.77	8/20/18 - 12/14/18
k.	Mendenhall, Janis	LRSK & STSU Courses	3	\$68.77	8/20/18 - 12/14/18
l.	Berry, Wendy	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Connors, April	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Golling, Greg	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Jarrahan, Abbas	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Lytle, Steve Dr.	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Vallejo, Benigno	BIOL Courses	3	\$68.77	8/20/18 - 12/14/18
m.	Hickman, Ryan	BIOL & ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
n.	Averett, Eric	WTER Courses	3	\$68.77	8/20/18 - 12/14/18
o.	Balestino, Theodore	WELD Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Payne, Aarron	WELD Courses	3	\$68.77	8/20/18 - 12/14/18
p.	Payne, Bryan	WELD Courses	2	\$61.30	8/20/18 - 12/14/18
q.	Bandy, Kanoe	BUSN, MGMT & PHED Courses	3	\$68.77	8/20/18 - 12/14/18
r.	Batchelor, Gregg	ADMJ Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Wessely, Jason	ADMJ Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Wymore, Dave	ADMJ Courses	3	\$68.77	8/20/18 - 12/14/18
s.	Jiles, Michael	ADMJ, CJA, & POSC Courses	3	\$68.77	8/20/18 - 12/14/18
t.	Beasley, Michelle	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Brown, Sharon	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Cuate, Bertha	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Hall-Silviera, Margaret	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Rients, Amy	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18

5. 2018 Fall Substitutes Continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
t.	Romero, Megan	ECEF Courses	3	\$68.77	8/20/18 - 12/14/18
u.	Blake, Paul	ENGR Courses	3	\$68.77	8/20/18 - 12/14/18
v.	Bledsoe, Adam	BUSN, ECON & MGMT Courses	3	\$68.77	8/20/18 - 12/14/18
w.	Bogle, Darcy	PSYC & STSU Courses	3	\$68.77	8/20/18 - 12/14/18
x.	Brennan, Sean	GEOG Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Ware, Thomas	GEOG Courses	3	\$68.77	8/20/18 - 12/14/18
y.	Brixey, Gabrielle	COSC, MGMT & PHED Courses	2	\$61.30	8/20/18 - 12/14/18
z.	Burnham, Kyle	MUSC Courses	3	\$68.77	8/20/18 - 12/14/18
aa.	Cable, April	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Chidgey, Kevin	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Chung-Wee, Chris	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Devine, Bill	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Howze, Gerald	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Huddleston, Crystal	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Kerr, Danielle	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Polski, Robert	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Rozar, Tanna	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Schoneweis, Caroline	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Stockton, Laura	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Wallace, Sara	ENGL Courses	3	\$68.77	8/20/18 - 12/14/18
bb.	Carlson, Kamala	ENGL & READ Courses	3	\$68.77	8/20/18 - 12/14/18
cc.	Kulzer-Reyes, Kelly	ENGL & DS Courses	3	\$68.77	8/20/18 - 12/14/18
dd.	Clemons, Reginald	CJA Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Raber, Tabitha	CJA Courses	3	\$68.77	8/20/18 - 12/14/18
ee.	Combs, Noelle	POSC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Villa, Walter	POSC Courses	3	\$68.77	8/20/18 - 12/14/18
ff.	Cahoon, Nathan	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Cook, Larry	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Cunningham, John	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Getty, Shelley	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Jones, Diane	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Leonzo, Hector	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Martinez, Maria	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Payne, Ruby	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Reynolds, Joy	MATH Courses	3	\$68.77	8/20/18 - 12/14/18

5. 2018 Fall Substitutes Continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
ff.	Sutherland, Tammy	MATH Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Jean, Brian	MATH & STAT Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Mitchell, David	MATH & STAT Courses	3	\$68.77	8/20/18 - 12/14/18
hh..	Cross, Vanessa	ENGL & HUM Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Dyer, Geoffrey	ENGL & HUM Courses	3	\$68.77	8/20/18 - 12/14/18
ii.	Cutrona, Angelo	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Cutrona, Myisha	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Ferguson, Bruce	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Flowers, Carly	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Maiocco, Vince	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Thompson, Tony	PHED & HLED Courses	3	\$68.77	8/20/18 - 12/14/18
jj.	Buchanan, Joseph	PHED Courses	2	\$61.30	8/20/18 - 12/14/18
kk.	Burroughs, Bruce	PHED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	DeFreece, Chris	PHED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Durkan, Brian	PHED Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Sorenson, Chad	PHED Courses	3	\$68.77	8/20/18 - 12/14/18
ll.	Brown, Elizabeth	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Chaidez, Joe'll	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Duron, Candace	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Gonzalez, Lourdes	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Furman, Tori	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Rangel-Escobedo, J.	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Richards, Kristi	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Welborn, Ruthie	STSU Courses	3	\$68.77	8/20/18 - 12/14/18
mm.	Echeverria, Amy	DRAM Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Gardner, Gina	DRAM Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Golling, Leigh	DRAM Courses	3	\$68.77	8/20/18 - 12/14/18
nn.	Adriano, Christi	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Aycock, Bette	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Champion, Diana	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Hershkowitz, Eric Dr.	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Lesser, Donna	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Jennings, Sandra	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Teeters, Anna	DNTL Courses	3	\$68.77	8/20/18 - 12/14/18
oo.	Eigenauer, John	COSC & PHIL Courses	3	\$68.77	8/20/18 - 12/14/18

5. 2018 Fall Substitutes Continued

Item	Name	Assignment	Step	Hourly Rate	Effective Date
pp.	Colaw, Rebecca	PSYC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Eveland, Sharyn	PSYC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Khasky, Amy	PSYC Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Oja, Michelle	PSYC Courses	3	\$68.77	8/20/18 - 12/14/18
qq.	Reyes, Sylvia	PSYC Courses	1	\$58.52	8/20/18 - 12/14/18
rr.	McKnight, Elizabeth	PSYC 2003 & 2200 Courses	2	\$61.30	8/20/18 - 12/14/18
ss.	Flachmann, Chris	PSYC & STSU Courses	3	\$68.77	8/20/18 - 12/14/18
tt.	Jacobi, Victoria	DS Courses & PSYC 2200 Course	3	\$68.77	8/20/18 - 12/14/18
uu.	Layne, David	BSAD, BUSN & MGMT Courses	3	\$68.77	8/20/18 - 12/14/18
vv.	Corlew, Devon	MGMT Courses	3	\$68.77	8/20/18 - 12/14/18
ww.	Guitron, Anna	SPAN Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Martinez, Julian	SPAN Courses	3	\$68.77	8/20/18 - 12/14/18
xx.	Fariss, Jeff	HLED Courses	3	\$68.77	8/20/18 - 12/14/18
yy.	Kashani, Tony	HUM Courses	3	\$68.77	8/20/18 - 12/14/18
zz.	Mayfield, Michael	CHEM Courses	3	\$68.77	8/20/18 - 12/14/18
aaa.	May, James	CHEM, ESCI & GEOL Courses	3	\$68.77	8/20/18 - 12/14/18
bbb.	Polski, Robin	ECEF & PSYC Courses	3	\$68.77	8/20/18 - 12/14/18
ccc.	Reynolds, David	ASTR, CHEM & PHYS Courses	3	\$68.77	8/20/18 - 12/14/18
ddd.	Roth, Rebecca	ECEF Courses & PSYC 2003 Course	3	\$68.77	8/20/18 - 12/14/18
eee.	Smith, Marie	INCO Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Smith, Terri	INCO Courses	3	\$68.77	8/20/18 - 12/14/18
↓	VanSistine-Yost, L.	INCO Courses	3	\$68.77	8/20/18 - 12/14/18
fff.	Taibjee, Sukena	INCO Courses	2	\$61.30	8/20/18 - 12/14/18
ggg.	Davis, Terry	ENER Courses	3	\$68.77	8/20/18 - 12/14/18
↓	Narup, Nicholas	ENER Courses	3	\$68.77	8/20/18 - 12/14/18
hhh.	Sivils, Heather	SPCH Courses	3	\$68.77	8/20/18 - 12/14/18
iii.	McDaniel, Steven	ENGL & SPCH Courses	3	\$68.77	8/20/18 - 12/14/18
jjj.	Lohman, Benjamin	COMM Courses	3	\$68.77	8/20/18 - 12/14/18
kkk.	Wood, Gregory	PHOT Courses	1	\$58.52	8/20/18 - 12/14/18
lll.	Meyers, David	STAT Courses	3	\$68.77	8/20/18 - 12/14/18

**West Kern Community College District
Board of Trustees Meeting
August 8, 2018**

Agenda Item 14.

B. Educational Administrator Employment

Item	Name	Assignment	Grade/Step	Salary	Effective Date
1.	Martinez, Windy	Dean of Student Success	20/7 Doctoral Stipend	\$125,543.00/year \$3,679.29/ year	8/13/18 - 6/30/19

C. Classified Supervisory Employment

Item	Name	Assignment	Grade/Step	Salary	Effective Date
1.	Bespalov, Oleg	Cell Phone Stipend	Stipend	\$50.00/mo.	7/1/18 - 6/30/19
↓	Prestage, Andrew	Cell Phone Stipend	Stipend	\$50.00/mo.	7/1/18 - 6/30/19

D. Confidential Management Employment

Item	Name	Position	% Assignment	Grade/Step	Annual Salary	Term	Effective Date
1. Superintendent/President							
a.	Haver, Bryan	Human Resources Senior Generalist	100%	8/8	\$70,606.00	12 months	8/06/18 - 6/30/19

E. Classified Employment

Item	Name	Position	%Assignment	Range/Step	Salary	Term	Effective Date
1. Administrative Services							
a.	Glagovich, Amber	Bookstore Clerk	Temporary	1A	\$12.24	A/N	7/16/18 - 6/30/19
↓	Sun, Kevin	Bookstore Clerk	Temporary	1A	\$12.24	A/N	8/1/18 - 6/30/19
2. Instruction							
a.	Burch, Kelsey	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Carino, Dominique	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Garcia, Eloisa	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Hill, Lauren	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19

↓	Jenkins, Nicole	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Salazar, Jessica	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Weatherman, Heather	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
↓	Wooten, Lori	TIL Life Skills Aide	Temporary	13A	\$16.46	A/N	7/1/18 - 6/30/19
b.	Romandia, Tosha	Administration Clerk Extra Hours	Temporary	13A	\$16.46*	A/N	8/20/18 - 5/20/19

F. Resignations/Retirements

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
a.	Bespalov, Oleg	Executive Director of Institutional Research & Planning	--	--	--	--	7/13/2018
b.	Neill, Edan	Payroll Technician	--	--	--	--	8/01/2018
c.	Perales, Ramon	Children's Center Custodian	--	--	--	--	7/31/2018

**WEST KERN COMMUNITY COLLEGE DISTRICT GENERAL FUND UNRESTRICTED
 BUDGETED SOURCES OF FUNDS AT ACCOUNT LEVEL 1
 REVENUE ACCOUNTS FISCAL YEAR 2018-2019
 FOR THE MONTH ENDING JULY 31, 2018**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
8600	State Revenues	19,205,479	19,205,479	1,038,910	0	18,166,569
8800	Local Revenues	6,559,871	6,559,871	69,057	0	6,490,814
Summary		25,765,350	25,765,350	1,107,967	0	24,657,383

**West Kern Community College District General Fund Unrestricted
 Budgeted Sources of Funds at Account Level 1
 Expenditure Accounts Fiscal Year 2018-19
 For the Month Ending July 30, 2018**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
1000	Academic Salaries	8,690,367	8,690,367	724,197	0	7,966,170
2000	Classified & Other Nonacademic Sala	4,875,922	4,875,922	406,327	0	4,469,595
3000	Employee Benefits	6,709,786	6,709,786	643,423	455,726	5,610,638
4000	Supplies and Materials	472,436	472,436	9,367	105,205	357,864
5000	Other Operating Expenses & Services	4,065,370	4,065,370	467,287	1,649,951	1,948,133
6000	Capital Outlay	141,679	141,679	898	4,252	136,529
7000	Other Outgo	410,789	410,789	8,595	0	402,194
7200	Transfers	399,000	399,000	350,000	0	49,000
Summary		25,765,350	25,765,350	2,610,093	2,215,134	20,940,123

**Disbursement Register of Expenditures Greater than \$10,000
For the Month of July 2018**

Check Number	Check Date	Vendor Name	Description	Net Amount
78037654	07/11/2018	P. G. & E.	PGE - new meter - June	24,264.32
78037655	07/11/2018	P. G. & E.	PG&E - Student Center Utility Work	26,788.70
78037661	07/11/2018	SWACC	SWACC - Liability Insurance	115,415.00
78037680	07/19/2018	BSK & Associates, Inc.	BSK - Student Center work - May	14,708.25
78037680	07/19/2018	BSK & Associates, Inc.	BSK - Student Center - April	17,572.25
78037715	07/19/2018	P. G. & E.	PG&E - Open PO 18-19 - District	23,770.55
78037716	07/19/2018	Daniel Purdy, D.D.S.	TREAT SRVCS 9/7/17-3/14/18	21,973.20
78037727	07/19/2018	State Board of Equalization	Unrestricted Sales and Use Tax \$13,864.64	76,326.07
78037728	07/19/2018	Student Insurance	18-19 Student Insurance Services	47,659.00
78037740	07/19/2018	Westec	WESTEC - 18-19 Open PO for 300 FTES	89,643.75
				458,121.09

ASB 2018/19
Balance Sheet
As of July 31, 2018

July 31, 2018

ASSETS

Current Assets

Checking/Savings

ASB Chevron 188,772.53

ASB Chevron - Savings 143.42

Total Checking/Savings 188,915.95

Total Current Assets 188,915.95

TOTAL ASSETS 188,915.95

LIABILITIES & EQUITY

Equity

Restricted Funds

Anime and Above 101.00

Art Club 834.00

ASB Athletics 53,219.26

ASB General - Cards 56,892.19

ASB Interest Income 29.85

ASB General - Operating 9,756.42

ASB General - Soft Drinks 4,336.60

ASSE 385.43

Baseball Club 1,465.24

Best Buddies 3,619.23

Cougar Echo 773.50

CRU 827.88

D.H. GENERAL

D.H.CLASS OF 2015 0.00

D.H.CLASS OF 2016 0.00

D.H. CLASS OF 2017 0.00

D.H. CLASS OF 2018 882.20

D.H. CLASS OF 2019 825.00

D.H. SADHA 1,172.12

D.H. GENERAL - Other 0.00

Total D.H. GENERAL 2,879.32

DISNEYLAND 0.00

ECE 1,069.59

Field Trips 0.00

Golf Club - Mens 1,391.80

Golf Club - Womens 2,641.24

Literary Club 1,101.53

NSLS Club 2,499.02

On Our Own 1,258.24

Performing Arts 3,191.62

ASB 2018/19
Balance Sheet
As of July 31, 2018

	<u>July 31, 2018</u>
Phi Theta Kappa	653.68
Reentry Voc Club	0.00
Roleplaying Game Club	336.22
Soccer Club - Mens	4,127.37
Soccer Club - Womens	4,556.54
Social Science/ Research	1,051.36
Softball Fund	2,666.31
Spectrum	1,873.04
STEM	2,053.59
TC Cares	609.00
TC Debate Society	0.00
TIL Class Trip	0.00
TIL Orientation	0.00
TIL Program	0.00
TIL Reunion	1,461.73
Uniform Replacement	18,512.45
Veterans Club	834.00
Women's Athletic Club	1,443.73
Women's Basketball Club	463.97
Total Restricted Funds	<u>188,915.95</u>
Total Equity	<u>188,915.95</u>
TOTAL LIABILITIES & EQUITY	<u><u>188,915.95</u></u>

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Jul 05, 2018 10:11:48AM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
EROD NO.
473946

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 \$5,960.50

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$5,960.50	\$5,960.50

TOTAL DEPOSIT: \$5,960.50

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$5,960.50 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #190001

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: 07/05/2018 To 07/05/2018
Transaction Number from: 190001 To 190001
Date entered from: 00/00/0000 To 99/99/9999

J58455 DC0100 L.00.01 07/05/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS
NUMBER DATE ENTERED DESCRIPTION -FUND-ORG-ACCT-PROGR- AMOUNT
LN. DI DETAIL DESCR

190001	07/05/2018	07/05/2018	WKCCD DEPOSIT				ENTERED BY: MDJB UNAPPROVED	
1.	78		STUDENT RECEIPTS	11000-000-9161-00000				5,960.50
							TOTAL AMOUNT	5,960.50
							DISTRICT TOTAL	5,960.50
							GRAND TOTAL	5,960.50

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 05, 2018 10:13:47AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 473948

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 **\$167,536.61**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$2,092.35	\$2,092.35
TIL	84697	0886	5490	\$165,098.26	\$165,098.26
CAFETERIA	84699	0886	5490	\$346.00	\$346.00

TOTAL DEPOSIT: **\$167,536.61**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$167,536.61 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190002

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: 07/05/2018 To 07/05/2018
 Transaction Number from: 190002 To 190002
 Date entered from: 00/00/0000 To 99/99/9999

J58456 DC0100 L.00.01 07/05/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190002	07/05/2018	07/05/2018	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	TESTING		11000-306-8892-49306	1,215.02
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	334.40
3.	78	RESTROOM DISPENSERS		11000-000-8876-00000	7.50
4.	78	PROCTORING		11000-306-8889-49306	20.00
5.	78	COTOP OFFSET ADJUSTMENT		11000-000-9161-00000	0.52
6.	78	TRANSCRIPTS		11000-301-8879-64900	514.91
7.	78	CAFETERIA SALES		32000-422-8841-69400	346.00
8.	78	TIL		39000-314-8699-64991	163,148.26
9.	78	REIMBURSEMENT		39000-314-5710-64991	1,950.00
				TOTAL AMOUNT	167,536.61
				DISTRICT TOTAL	167,536.61
				GRAND TOTAL	167,536.61

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 10:41:28AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475032

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 **\$60,083.48**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CREDIT CARD STUDENT RECEIPTS	84096	0886	5490	\$60,083.48	\$60,083.48

TOTAL DEPOSIT: **\$60,083.48**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$60,083.48 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190003

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 TRANSACTIONS
Date last used from: 07/19/2018 To 07/19/2018
Transaction Number from: 190003 To 190003
Date entered from: 00/00/0000 To 99/99/9999

J66349 DC0100 L.00.01 07/19/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS
NUMBER DATE ENTERED DESCRIPTION -FUND-ORG-ACCT-PROGR- AMOUNT
LN. DI DETAIL DESCR

190003	07/19/2018	07/19/2018	WKCCD DEPOSIT		ENTERED BY: MDJB	UNAPPROVED	60,083.48
1.	78		CREDIT CARD STUDENT RECEIPTS	11000-000-9161-00000			60,083.48
						TOTAL AMOUNT	60,083.48
						DISTRICT TOTAL	60,083.48
						GRAND TOTAL	60,083.48

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 01:37:58PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475079

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$23,808.53**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CREDIT CARD STUDENT RECEIPTS	84096	0886	5490	\$23,808.53	\$23,808.53

TOTAL DEPOSIT: **\$23,808.53**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$23,808.53 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #190008

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: 07/19/2018 To 07/19/2018
 Transaction Number from: 190008 To 190008
 Date entered from: 00/00/0000 To 99/99/9999

J66610 DC0100 L.00.01 07/19/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190008	07/19/2018	07/19/2018	WKCCD DEPOSIT		
1.	78	CREDIT CARD	STUDENT RECEIPTS	11000-000-9161-00000	
				ENTERED BY: MDJB	UNAPPROVED
				TOTAL AMOUNT	23,808.53
				DISTRICT TOTAL	23,808.53
				GRAND TOTAL	23,808.53

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 10:42:43AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475033

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 **\$146,847.78**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CREDIT CARD STUDENT RECEIPTS	84096	0886	5490	\$146,847.78	\$146,847.78

TOTAL DEPOSIT: **\$146,847.78**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$146,847.78 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #190004

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 TRANSACTIONS
Date last used from: 07/19/2018 To 07/19/2018
Transaction Number from: 190004 To 190004
Date entered from: 00/00/0000 To 99/99/9999

J66350 DC0100 L.00.01 07/19/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS
NUMBER DATE ENTERED DESCRIPTION -FUND-ORG-ACCT-PROGR- AMOUNT
LN. DI DETAIL DESCR

190004	07/19/2018	07/19/2018	WKCCD DEPOSIT				ENTERED BY: MDJB UNAPPROVED	
1.	78		CREDIT CARD STUDENT RECEIPTS	11000-000-9161-00000				146,847.78
							TOTAL AMOUNT	146,847.78
							DISTRICT TOTAL	146,847.78
							GRAND TOTAL	146,847.78

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 10:43:43AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475034

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 \$1,086.71

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$1,086.71	\$1,086.71

TOTAL DEPOSIT: \$1,086.71

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$1,086.71 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190005

SECTION 26901 GOVERNMENT CODE
 I HEREBY SWEAR THAT THIS IS A TRUE AND
 CORRECT RECORD OF THE TOTAL AMOUNT
 DUE THE KERN COUNTY TREASURER TO
 AND INCLUDING:

NOT PROCESSED
NOT SIGNED
 AUDITOR'S AUTHORIZED SIGNATURE

NOT PROCESSED
NOT SIGNED
 TTC AUTHORIZED SIGNATURE

78 WEST KERN COMM. COLLEGE
WKCCD

DEPOSIT TRANSACTIONS
Date last used from: 07/19/2018 To 07/19/2018
Transaction Number from: 190005 To 190005
Date entered from: 00/00/0000 To 99/99/9999

J66351 DC0100 L.00.01 07/19/18 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190005	07/19/2018	07/19/2018	WKCCD DEPOSIT		1,086.71
1.	78	BOOKSTORE SALES		31000-423-8841-69100	1,086.71
				ENTERED BY: MDJB UNAPPROVED	
				TOTAL AMOUNT	1,086.71
				DISTRICT TOTAL	1,086.71
				GRAND TOTAL	1,086.71

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 10:44:51AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475035

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 **\$34,240.02**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$34,240.02	\$34,240.02

TOTAL DEPOSIT: **\$34,240.02**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$34,240.02 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190006**

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 TRANSACTIONS
Date last used from: 07/19/2018 To 07/19/2018
Transaction Number from: 190006 To 190006
Date entered from: 00/00/0000 To 99/99/9999

J66352 DC0100 L.00.01 07/19/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS
NUMBER DATE ENTERED DESCRIPTION AMOUNT
LN. DI DETAIL DESCR -FUND-ORG-ACCT-PROGR-

190006	07/19/2018	07/19/2018	WKCCD DEPOSIT		ENTERED BY: MDJB UNAPPROVED	34,240.02
1.	78		STUDENT RECEIPTS	11000-000-9161-00000		34,240.02
					TOTAL AMOUNT	34,240.02
					DISTRICT TOTAL	34,240.02
					GRAND TOTAL	34,240.02

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 19, 2018 10:50:58AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475037

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 **\$142,539.11**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$1,080.30	\$1,080.30
RESTRICTED FUND	84097	0886	5490	\$123,627.15	\$123,627.15
CHILD DEVELOPMENT	84496	0886	5490	\$13,056.31	\$13,056.31
TIL	84697	0886	5490	\$3,423.08	\$3,423.08
CAFETERIA	84699	0886	5490	\$1,352.27	\$1,352.27

TOTAL DEPOSIT: **\$142,539.11**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$142,539.11 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #190007

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 TRANSACTIONS

J66353 DC0100 L.00.01 07/19/18 PAG

Date last used from: 07/19/2018 To 07/19/2018
 Transaction Number from: 190007 To 190007
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190007	07/19/2018	07/19/2018	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	GED/HISET TESTING		11000-306-8892-49306	40.00
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	1,020.30
3.	78	PROCTORING		11000-306-8889-49306	20.00
4.	78	FEDERAL WORK STUDY		12401-353-8153-64600	2,606.90
5.	78	FWS ADMIN ALLOWANCE		12401-353-8151-64600	130.35
6.	78	LIBRARY PROGRAMS		12201-203-8892-61200	309.50
7.	78	PELL		12000-353-8154-64600	43,315.40
8.	78	TRIO		12000-340-8199-64951	77,265.00
9.	78	CAFETERIA SALES		32000-422-8841-69400	1,352.27
10.	78	CC CHILD CARE FOOD		33429-310-8621-69200	11,678.31
11.	78	CC GENERAL		33428-310-8621-69200	460.50
12.	78	CC STATE PRESCHOOL		33528-310-8621-69200	593.50
13.	78	CC MIGRANT ED GRANT		33588-310-8621-69200	324.00
14.	78	TIL		39000-314-8699-64991	3,423.08
				TOTAL AMOUNT	142,539.11
				DISTRICT TOTAL	142,539.11
				GRAND TOTAL	142,539.11

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
SEC.26900-26902 GOV.CODE

USER NAME
Mindy Jewell
SUBMIT DATE
Jul 26, 2018 09:13:34AM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
EROD NO.
475569

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 \$49.19

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$49.19	\$49.19

TOTAL DEPOSIT: \$49.19

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$49.19 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD:
\$0.00
NOTES: DEPOSIT #190009

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: 07/26/2018 To 07/26/2018
Transaction Number from: 190009 To 190009
Date entered from: 00/00/0000 To 99/99/9999

J69833 DC0100 L.00.01 07/26/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190009	07/26/2018	07/26/2018	WKCCD DEPOSIT		49.19
1.	78	BOOKSTORE SALES		31000-423-8841-69100	49.19
				ENTERED BY: MDJB UNAPPROVED	
				TOTAL AMOUNT	49.19
				DISTRICT TOTAL	49.19
				GRAND TOTAL	49.19

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 26, 2018 09:14:53AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475570

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 **\$12,344.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$12,344.00	\$12,344.00

TOTAL DEPOSIT: **\$12,344.00**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$12,344.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190010**

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: 07/26/2018 To 07/26/2018
Transaction Number from: 190010 To 190010
Date entered from: 00/00/0000 To 99/99/9999

J69834 DC0100 L.00.01 07/26/18 PAGI

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190010	07/26/2018	07/26/2018	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	12,344.00
				TOTAL AMOUNT	12,344.00
				DISTRICT TOTAL	12,344.00
				GRAND TOTAL	12,344.00

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 26, 2018 09:16:13AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475571

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 **\$4,389.91**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$2,510.52	\$2,510.52
RESTRICTED FUND	84097	0886	5490	\$1,258.00	\$1,258.00
CAFETERIA	84699	0886	5490	\$621.39	\$621.39

TOTAL DEPOSIT: **\$4,389.91**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$4,389.91 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190011**

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: 07/26/2018 To 07/26/2018
 Transaction Number from: 190011 To 190011
 Date entered from: 00/00/0000 To 99/99/9999

J69835 DC0100 L.00.01 07/26/18 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190011	07/26/2018	07/26/2018	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	GED/HISET TESTING		11000-306-8892-49306	20.00
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	777.40
3.	78	REIMBURSEMENT		11000-000-9511-00000	1,693.12
4.	78	PROCTORING		11000-306-8889-49306	20.00
5.	78	PELL		12000-353-8154-64600	1,258.00
6.	78	CAFETERIA SALES		32000-422-8841-69400	621.39
				TOTAL AMOUNT	4,389.91
				DISTRICT TOTAL	4,389.91
				GRAND TOTAL	4,389.91

COUNTY OF KERN
ELECTRONIC RECORD OF DEPOSIT
 SEC.26900-26902 GOV.CODE

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jul 30, 2018 04:16:48PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 475911

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$2,075,415.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$1,038,910.00	\$1,038,910.00
RESTRICTED FUND	84097	0886	5490	\$1,036,505.00	\$1,036,505.00

TOTAL DEPOSIT: **\$2,075,415.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$2,075,415.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190012

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

J71674 DC0100 L.00.01 07/30/18 PAG

Date last used from: 07/30/2018 To 07/30/2018
 Transaction Number from: 190012 To 190012
 Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190012	07/30/2018	07/30/2018	WKCCD DEPOSIT		
				ENTERED BY: MDJB UNAPPROVED	
1.	78	JULY SCHOOL APPORTIONMENT		11000-000-8612-00000	1,030,313.00
2.	78	JULY SCHOOL APPORTIONMENT		11006-201-8633-00000	8,597.00
3.	78	JULY SCHOOL APPORTIONMENT		12551-353-8615-64600	3,833.00
4.	78	JULY SCHOOL APPORTIONMENT		12551-353-8625-64600	13,384.00
5.	78	JULY SCHOOL APPORTIONMENT		12000-303-8622-64300	28,340.00
6.	78	JULY SCHOOL APPORTIONMENT		12000-305-8624-64301	3,107.00
7.	78	JULY SCHOOL APPORTIONMENT		12000-311-8623-64200	20,667.00
8.	78	JULY SCHOOL APPORTIONMENT		12600-309-8627-64992	12,471.00
9.	78	JULY SCHOOL APPORTIONMENT		12000-304-8630-00000	601,922.00
10.	78	JULY SCHOOL APPORTIONMENT		12563-317-8644-00000	131,168.00
11.	78	JULY SCHOOL APPORTIONMENT		12000-411-8628-67300	50,000.00
12.	78	JULY SCHOOL APPORTIONMENT		12050-431-8654-00000	550.00
13.	78	JULY SCHOOL APPORTIONMENT		12060-113-8634-67801	549.00
14.	78	JULY SCHOOL APPORTIONMENT		12573-353-8691-64600	85,978.00
15.	78	JULY SCHOOL APPORTIONMENT		12569-353-8691-64600	3,759.00
16.	78	JULY SCHOOL APPORTIONMENT		12558-223-8647-60103	13,581.00
17.	78	JULY SCHOOL APPORTIONMENT		12603-125-8643-68900	67,196.00
				TOTAL AMOUNT	2,075,415.00
				DISTRICT TOTAL	2,075,415.00
				GRAND TOTAL	2,075,415.00

Date: July 18, 2018
Submitted by: Amanda Bauer, Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Information Item

Board Meeting Date: Aug 8, 2018

Title of Board Item:

Report of Investments as of the quarter ended June 30, 2018 held at: U.S. Bank Global Corporate Trust Services & The Bank of New York Mellon Trust Company, N.A.

Background:

These investments are not included in the District's Investment Portfolio, which is managed by Wells Fargo Investments and Morgan Stanley Smith Barney. Attached is a summary of the investments held at U.S. Bank Global Corporate Trust Services and The Bank of New York Mellon. This represents a summary of activity for the quarter ended June 30, 2018. Investments were held at these two institutions as part of the Districts General Obligation Bonds and/or Certificate of Participation (COP) Notes Program. This provided an investment vehicle for WKCCD to be used in conjunction with its construction programs and building on campus. This information is being submitted for informational purposes only.

Terms (if applicable): Not applicable.

Expense (if applicable): Not applicable.

Fiscal Impact Including Source of Funds (if applicable):

The U.S. Bank Global Corporate Trust Services accounts had a beginning balance of \$1,896,613 at July 1, 2017, and an ending balance of \$1,896,687 for its Certificates of Participation accounts. This balance represents the 2015 COP reserve portion that is designated for the District's debt obligation repayment.

The Bank of New York Mellon had a beginning and ending balance of \$0.02 in the account is tied to the District's general obligation bonds for the period that ended in 2016-17. The remaining balance represents excess interest accrued during the transition for final payoff for the escrow account being housed at BNY.

Approved:  7/25/18
Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT
INVESTMENT SUMMARY: Other Investments**

U.S. Bank Global Corporate Trust Services

July 1, 2017 through June 30, 2018

Investment Account	Type of Activity	Portfolio as of July 1, 2017	Deposits / Int / Dividends Transfers In	Withdrawals / Fees Transfers Out	Balance as of June 30, 2018
West Kern CCD 2015 Refunding COP Lease Payment Fund	Treasury Portfolio	10.30	201.95	(127.93)	84.32
West Kern CCD 2015 Refunding COP Reserve Fund	Investment Agreement, Balance / Assured Guaranty Municipal Corp.	1,896,602.64	-	-	1,896,602.64
Grand Total		1,896,612.94			1,896,686.96

The Bank of New York Mellon

July 1, 2017 through June 30, 2018

Investment Account	Type of Activity	Portfolio as of July 1, 2017	Deposits Transfers In	Withdrawals Transfers Out	Balance as of June 30, 2018
West Kern CCD KC CA 15 GOB Ref Bonds Escrow	US Treasury Notes	0.02	0	0	0.02
Grand Total		0			\$ 0.02

GRAND TOTAL OF INVESTMENTS HELD @ INVESTMENT COMPANIES

1,896,686.98