

WEST KERN COMMUNITY COLLEGE DISTRICT
AGENDA FOR REGULAR MEETING

February 13, 2019

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 five (5) 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 five (5) 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.

Tour of Testing/Veteran's/Student Resource Center to be held at 4:00 p.m. (29 Cougar Court, Taft, CA 93268)

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/Complaint/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
 - 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. APPROVAL OF MINUTES - Regular Meeting Held January 9, 2019
9. NEW BUSINESS:
 - A. Request for Approval – West Kern Community College District Annual Financial Report, June 30, 2018 (Presentation)
 - B. Request for Approval – Proposition 39 Measure A General Obligation Bonds Audit Report for the Year Ended June 30, 2018 (Presentation)
 - C. Second Reading and Request for Approval – Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Vacation Leave Use

- D. Second Reading and Request for Approval – Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Salary Schedule Step Changes

10. CONSENT AGENDA (Items A – O)

- A. Information Item – CCFS-311Q for the 2nd Quarter Ending December 31, 2018
- B. Request for Approval – Course Revisions
Social Science Division
PSYC 1500 Instruction to Psychology

Applied Technologies Division
IES 1102 Passport Safety Training
- C. Request for Approval – New Course
Learning Support Division
STSU 1530 Transitioning from High School to College
- D. Request for Approval – Notice of Release of Grant of Categorically Funded or Temporary Faculty
- E. Request for Approval – ABTECH Technologies Quotation #ABTQ6420 Red Hat Software License for IT Servers; 3/20/19 – 5/30/20; \$7,620.21
- F. Request for Approval - Request for Purchase of Online Counseling Technology/Computer Equipment; \$6,836.45
- G. Request for Approval – PortalGuard Invoice #012119-S3 Annual Renewal for PortalGuard Software License, Technical Support & Maintenance Contract; 4/27/19 – 4/26/20; \$5,000.00
- H. Request for Approval – Annual Tutor Trac Hosting & Support Agreement with Redrock Software Corp.; 3/1/19 – 2/28/20; \$1,964.10
- I. Request for Approval – Contract for Professional Services with Lachelle Farewell for Assistance with Transcription of Video and Audio Recordings; 2/14/19 – 4/30/19; \$65.00 per Hour (Not to Exceed \$1,300.00)
- J. Request for Approval – Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package; 2/14/18 – Target Completion of App 3/15/19; \$950.00 for iOS 12 Compatibility and Up to \$500.00 for Maintenance and Enhancements if Requested

- K. Request for Approval – Agreement with Author Amy Silverman to Speak to Taft College English 1500 and Disability Studies Students; April 11-12, 2019; \$500.00 plus Maximum Travel Expenses of \$500.00 at Established Rate Paid to District Employees
- L. Request for Ratification – Contract for Professional Services with Chris Ruiz for Sports Information/Webmaster Services for the Taft College Athletics Programs/Website; 2/1/19 – 5/31/19; \$500.00 per Month
- M. Request for Ratification – Agreement between the Chabot-Las Positas Community College District on Behalf of its California Early Childhood Mentor Program and Taft College for 2018-19; 8/1/18 – 6/30/19
- N. Request for Ratification – Training Services Agreement with Westside Energy Services Training and Education Center, Inc. (WESTEC) – Active Shooter Training for Faculty and Staff; 1/10/19; \$350.00
- O. Ratification of the January 2019 Vendor Check & Purchase Order Registers

11. PUBLIC COMMENT ON ITEMS OF GENERAL INTEREST

12. EMPLOYMENT

- A. Academic Employment (Appendix I)
- B. Classified Supervisory Employment (Appendix II)
- C. Classified Employment (Appendix II)
- D. Resignation/Retirements (Appendix II)

13. 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, January 2019
 - 4. Student Organization and Special Accounts, January 2019
 - 5. Funds Deposited in County Treasury, January 2019
 - 6. Report of Investments at U.S. Bank Global Corporate Trust Services and the Bank of New York Mellon Trust Company, N.A. as of December 31, 2018
- B. Trustee Reports
- C. Academic Senate Report
- D. Reports from Staff and Student Organizations

14. REPORT OF THE SUPERINTENDENT

15. NEXT MEETING DATE

The next regular meeting is scheduled for Wednesday, March 6, 2019, at 5:00 p.m.

16. CONTINUATION OF CLOSED SESSION (If Necessary)

17. ADJOURNMENT

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

REGULAR MEETING

January 9, 2019

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 President Dawn Cole. Secretary Emmanuel Campos and trustees Michael Long, Dr. Kathy Orrin and Billy White were present. 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 Orrin, 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/Complaint/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
- G. 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 5:28 p.m., it was moved by Trustee White, seconded by Trustee Long and unanimously carried, to reconvene in Public Session. President Cole reported there was no action taken during Closed Session.

PLEDGE OF ALLEGIANCE

President Cole led the pledge of allegiance.

PUBLIC COMMENT ON OPEN SESSION ITEMS

No comments were heard.

GENERAL COMMUNICATIONS

New and promoted employees Curt Belcher, Meghan Hall-Silveira, and Brittany Belcher were introduced and welcomed.

PRESENTATION - Fall Athletic Update

Kanoe Bandy, Athletic Director, presented a fall athletic update via PowerPoint. She provided an update on department progress in social media and public information with the continued development of a student intern and the addition of a part-time Sports Information Assistant. Athletic department goals include the continued development of social media presence, an update to the website and to connect more with the TC campus community. Ms. Bandy also provided an academic report from student athletes during the fall semester. The athletes averaged 16.1 units of credit during the semester and statistics show the continued success in the classroom.

PRESENTATION - WKCCD Board of Trustees Midyear Goal Update

Dr. Daniels presented an update on the progress of the 2018/19 WKCCD Board of Trustees goals. In connection with the 2018-2021 Strategic Action Plan, the reports and actions by the College to meet the goals will ensure continued progress. The goals have led to the addition of professional development in campus safety, continued efforts to connect and inform the community of college programs and opportunities, and a sharp focus on fiduciary health. The Board has continued to also put effort into Board effectiveness by strong participation in retreats, joint meetings with Taft Union High School, numerous workshops and conferences, as well as participation in community and campus events.

APPROVAL OF MINUTES

On a motion by Trustee White, seconded by Trustee Long and unanimously carried, the minutes of the Regular Meeting held December 12, 2018 were approved.

NEW BUSINESS

First Reading - Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Vacation Leave Use (No Action)

Dr. Daniels said that this agreement lessens the time required by new classified employees to serve from one year to 90 days in order to utilize accrued vacation leave (copy attached to official minutes).

First Reading - Tentative Agreement Between Classified School Employees Association (CSEA) Chapter #543 and West Kern Community College District (District) Salary Schedule Step Changes (No Action)

Dr. Daniels reported that data from other institutions had been used in the bargaining process to determine the addition of three steps to the classified salary schedule that would recognize the value to retaining long-term employees (copy attached to official minutes).

Request for Ratification - Fencing Proposal from Jaguar Wrought Iron for Child Development Center, \$35,575.00

During a program audit, it was recommend that fencing at the Child Development Center be raised to 6 feet in height for safety. On a motion by Trustee White, seconded by Trustee Orrin and unanimously carried, the proposal was approved (copy attached to official minutes).

CONSENT AGENDA:

- A. Request for Approval - Facility Use Agreement with Taft Union High School Soccer Fields for Spring 2019
- B. Request for Approval - Resolution No. 2018/19-04 Authorizing the Kern County Auditor-Controller to Release Excess Impounded Local Tax Revenues
- C. Request for Approval - 2019 Ellucian Banner and Oracle Maintenance Contract
- D. Ratification of the December 2018 Vendor Check & Purchase Order Registers

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

PUBLIC COMMENTS ON ITEMS OF GENERAL INTEREST

There were no comments made.

EMPLOYMENT

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

Yes: Dawn Cole, Emmanuel Campo, Michael Long, Dr. Kathy Orrin and Billy White
No: None
Abstain: None
Absent: None

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 2018/19
2. Expenditure Accounts (Account Level 1) FY 2018/19
3. Expenditure Detail of \$10,000.00 or Greater, December 2018
4. Student Organization and Special Accounts, December 2018
5. Funds Deposited in County Treasury, December 2018

Trustee Reports

Trustee White attended the Winter Extravaganza and commended staff for participation in the event as well as enthusiasm for the TC Promise baskets. He also reported that he attended the Foundation Christmas dinner and appreciated the opportunity to meet and connect with the College supporters.

Information Services

Andrew Prestage, Executive Director of Information Services, said he is working with Institutional Research to review current data retrieval methods in an effort to improve to process. The department is currently busy conducting information maintenance and assisting in facility updates.

Foundation

Sheri Horn-Bunk, Executive Director of Foundation and Institutional Advancement, reported that the first class of the Hutchison Promise program has been chosen and will attend an orientation dinner next week. Terry Davis, Engineering professor, has volunteered to be the coordinator of the program.

Instruction and Career Technical Education

Jessica Grimes, Interim Dean of Instruction and Career Technical Education (CTE), reported that the CTE staff are working to use social media to connect with students as well as infographics. Work is being done to communicate career pathway educational steps to current high school students in an effort to help students meet their career goals smoothly.

Child Development Center

Meghan Hall-Silveira, Director of the Child Development Center, told the Board that the staff are working to update facility needs. One update has been the addition of a necessary conference room for meeting and training needs. Staff are also updating policies and procedures as required by mandates.

Campus Safety & Security

Kevin Altenhofel, Director of Campus Safety & Security, reported that he attend a conference for smoke-free campus efforts.

Transition to Independent Living

Aaron Markovits, Executive Director of TIL, stated that 51 students successfully completed the fall semester and staff are in the process of recruiting the Fall 2019 class. He noted that staff was able to

utilize email encryption in several processes that has improved communication procedures. Work towards creating possible program and certificate pathways for TIL students continues.

Student Success

Dr. Windy Martinez, Dean of Student Success, thanked the Board and many staff members for continued support in the transition within the Admission and Records department.

Business Services

Amanda Bauer, Director of Fiscal Services, stated that the department has concluded necessary tax reporting for employees and continues to improve payroll processes. Per the budget calendar, talks have begun with budget managers to begin preparing for the 2019/20 fiscal year.

REPORT OF THE SUPERINTENDENT

Dr. Daniels attended the fall athletic banquet, the Foundation holiday event and the Winter Extravaganza. She noted that Madalyn Hutchison was present at the Foundation event and was touched by the enthusiasm in the engineering program. The Winter Extravaganza was again successful in raising funds for the TC Promise Program. Sales were at \$1,750 and with Dr. Daniels' contribution the Promise program received \$3,500. She also reminded the Board that the Taft Union High School Honors Night is on April 8th and the College will be presenting Merit Awards at the event.

NEXT MEETING

The next monthly meeting is scheduled for Wednesday, February 13, 2019, at 5:00 p.m.

ADJOURNMENT

At 7:00 p.m., on a motion by Trustee White, seconded by Trustee Orrin and unanimously carried, the meeting was adjourned.

Respectfully Submitted:

Emmanuel Campos, Secretary

Date: January 31, 2019
Submitted by: Amanda Bauer, Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval

BM

Board Meeting Date: February 13, 2019

Title of Board Item:

West Kern Community College District Annual Financial Report, June 30, 2018.

Background:

Under *California Code of Regulations (CCR)*, Title 5, section 59102, the governing board of each California Community College district is required to provide for an annual audit. Arrangements for annual audits for any fiscal year are defined by the requirements listed in Section 84040 of the *Education Code*. Section 84040 of the *Education Code* requires the Board of Governors and the Department of Finance to prescribe the statements and other information to be included in the audit report filed with the state and to develop audit procedures for carrying out these audits. Each audit examination shall include all funds and account groups of the district, including the general fund, student financial aid funds or other federal grant funds, student body funds, cafeteria funds, debt service funds, and any other funds under the control or jurisdiction of the district to obtain reasonable assurance about whether the financial statements are free of material misstatement.


As with prior years, the annual financial report as prepared by Vavrinek, Trine, Day & Co., LLP shows the District is in full compliance with all standards for the 2017/18 fiscal year. An unqualified opinion is included with the financial report.

The audit can be accessed by clicking on this link.

Terms (if applicable): Not applicable.

Expense (if applicable): Not applicable.

Fiscal Impact Including Source of Funds (if applicable): Not applicable.

Approved:  2/4/19
Dr. Debra Daniels, Superintendent/President



BOARD AGENDA ITEM

Date: January 31, 2019
Submitted by: Amanda Bauer, Executive Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Request for Approval

BY

Board Meeting Date: February 13, 2019

Title of Board Item: Proposition 39 Measure A General Obligation Bonds Audit Report for the Year Ended June 30, 2018.

Background:


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

As with prior years, the annual financial and performance reports as prepared by Vavrinek, Trine, Day & Co., LLP show that the District is in full compliance with all standards for the 2017/18 fiscal year. An unqualified opinion is included with the financial audit, and hard copies will be provided at the time of the board meeting.

Terms (if applicable): Not applicable.

Expense (if applicable): Not applicable.

Fiscal Impact Including Source of Funds (if applicable): Not applicable.

Approved:  2/4/19
Dr. Debra Daniels, Superintendent/President

**WEST KERN
COMMUNITY COLLEGE DISTRICT**

**REVENUE BOND CONSTRUCTION FUND
(MEASURE A)
FINANCIAL AND PERFORMANCE AUDITS**

JUNE 30, 2018

**WEST KERN
COMMUNITY COLLEGE DISTRICT**

**REVENUE BOND CONSTRUCTION FUND
(MEASURE A)
FINANCIAL AUDIT**

JUNE 30, 2018

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

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JUNE 30, 2018**

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FINANCIAL SECTION



VAVRINEK, TRINE, DAY & CO., LLP
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT

Governing Board and
Citizens Oversight Committee
West Kern Community College District
Taft, California

Report on the Financial Statements

We have audited the accompanying financial statements of the West Kern Community College District's (the District), Revenue Bond Construction Fund (Measure A), as of and for the year ended June 30, 2018, and the related notes to the financial statements, as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of financial statements, whether due to error or fraud. In making those risk assessments, the auditor considers internal control relevant to the District's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the District's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting principles used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall financial statement presentation.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the financial position of the Revenue Bond Construction Fund (Measure A) of the West Kern Community College District at June 30, 2018, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As discussed in Note 1, the financial statements present only the Building Fund specific to Measure A, and are not intended to present fairly the financial position and changes in financial position of West Kern Community College District in accordance with accounting principles generally accepted in the United States of America. Our opinion is not modified with respect to this matter.

Other Matters

Our audit was conducted for the purpose of forming opinions on the financial statements of the West Kern Community College District's Revenue Bond Construction Fund (Measure A). The accompanying supplementary information is presented for purposes of additional analysis and is not a required part of the financial statements.

The accompanying supplementary is the responsibility of management and was derived from and relate directly to the underlying accounting and other records used to prepare the financial statements. Such information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the accompanying supplementary is fairly stated, in all material respects, in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 15, 2019, on our consideration of the District's Revenue Bond Construction Fund (Measure A) internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's Revenue Bond Construction Fund (Measure A) internal control over financial reporting and compliance.

Vannick, Trine, Day & Co., LLP

Fresno, California
January 15, 2019

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**BALANCE SHEET
JUNE 30, 2018**

ASSETS

Cash and cash equivalents	\$ 4,937,456
Accounts receivable	<u>6,188</u>
Total Assets	<u>\$ 4,943,644</u>

LIABILITIES AND FUND EQUITY

LIABILITIES

Accounts payable	<u>\$ 119,326</u>
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FUND EQUITY

Restricted	<u>4,824,318</u>
Total Liabilities and Fund Equity	<u>\$ 4,943,644</u>

The accompanying notes are an integral part of these financial statements.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES
IN FUND BALANCE
FOR THE YEAR ENDED JUNE 30, 2018**

REVENUES

Interest and investment income \$ 62,869

EXPENDITURES

Current Expenditures

Classified salaries 21,600

Employee benefits 1,900

Services and operating expenditures 883,730

Capital outlay 3,030,332

Total Expenditures 3,937,562

EXCESS OF REVENUES OVER

(UNDER) EXPENDITURES (3,874,693)

FUND BALANCE, BEGINNING OF YEAR 8,699,011

FUND BALANCE, END OF YEAR \$ 4,824,318

The accompanying notes are an integral part of these financial statements.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the West Kern Community College District Revenue Bond Construction Fund (Measure A) conform to accounting principles generally accepted in the United States of America as prescribed by the Governmental Accounting Standards Board (GASB) and the American Institute of Certified Public Accountants (AICPA). The West Kern Community College District Revenue Bond Construction Fund accounts for financial transactions in accordance with the policies and procedures of the California School Accounting Manual.

Financial Reporting Entity

The financial statements include only the Revenue Bond Construction Fund of the West Kern Community College District used to account for Measure A projects. This Fund was established to account for the expenditures of general obligation bonds issued under Measure A. These financial statements are not intended to present fairly the financial position and results of operations of the West Kern Community College District in compliance with accounting principles generally accepted in the United States of America.

Fund Accounting

The operations of the Revenue Bond Construction Fund are accounted for in a separate set of self-balancing accounts that comprise its assets, liabilities, fund balance, revenues, and expenditures. Resources are allocated to and accounted for in the fund based upon the purpose for which they are to be spent and the means by which spending activities are controlled.

Basis of Accounting

The Revenue Bond Construction Fund is accounted for using a flow of current financial resources measurement focus and the modified accrual basis of accounting. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet. The statement of revenues, expenditures, and changes in fund balances reports on the sources (revenues and other financing sources) and uses (expenditures and other financing uses) of current financial resources.

Budgets and Budgetary Accounting

Annual budgets are adopted on a basis consistent with accounting principles generally accepted in the United States of America for all governmental funds. The District's governing board adopts an operating budget no later than July 1 in accordance with State law. A public hearing must be conducted to receive comments prior to adoption. The District's governing board satisfied these requirements. The Board revises this budget during the year to give consideration to unanticipated revenue and expenditures primarily resulting from events unknown at the time of budget adoption. The District employs budget control by minor object and by individual appropriation accounts. Expenditures cannot legally exceed appropriations by major object account.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018**

Encumbrances

The District utilizes an encumbrance accounting system under which purchase orders, contracts and other commitments for the expenditure of monies are recorded in order to reserve that portion of the applicable appropriation. Encumbrances are liquidated when the commitments are paid and all outstanding encumbrances lapse at June 30.

Fund Balance - Revenue Bond Construction Fund (Measure A)

As of June 30, 2018, the fund balance is classified as follows:

Restricted – amounts that can be spent only for specific purposes because of constitutional provisions or enabling legislation or because of constraints that are externally imposed by creditors, grantors, contributors, or the laws or regulations of other governments.

Spending Order

When an expenditure is incurred for purposes for which both restricted and unrestricted fund balance is available, the District considers restricted funds to have been spent first. When an expenditure is incurred for which committed, assigned, or unassigned fund balances are available, the District considers amounts to have been spent first out of committed funds, then assigned funds, and finally unassigned funds, as needed, unless the governing board has provided otherwise in its commitment or assignment actions.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

NOTE 2 - DEPOSITS AND INVESTMENTS

Summary of Deposits and Investments

Deposits and investments as of June 30, 2018, are classified in the accompanying financial statements as follows:

Cash in banks	\$ 374,641
Investments	4,562,815
Total Deposits and Investments	<u>\$ 4,937,456</u>

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018**

Policies and Practices

The District is authorized under California Government Code to make direct investments in local agency bonds, notes, or warrants within the State; U.S. Treasury instrument; registered State warrants or treasury notes; securities of the U.S. Government, or its agencies; bankers acceptances; commercial paper; certificates of deposit placed with commercial banks and/or savings and loan companies; repurchase or reverse repurchase agreement; medium term corporate notes; shares of beneficial interest issued by diversified management companies, certificates of participation, obligations with first priority security, and collateralized mortgage obligations.

Investment in County Treasury

The District is considered to be an involuntary participant in an external investment pool as the District is required to deposit all receipts and collections of monies with their County Treasurer (*Education Code* Section 41001). The fair value of the District's investment in the pool is reported in the accounting financial statement at amounts based upon the District's pro-rata share of the fair value provided by the County Treasurer for the entire portfolio (in relation to the amortized cost of that portfolio). The balance available for withdrawal is based on the accounting records maintained by the County Treasurer, which is recorded on the amortized cost basis.

General Authorizations

Limitations as they relate to interest rate risk are indicated in the schedules below:

Authorized Investment Type	Maximum Remaining Maturity	Maximum Percentage of Portfolio	Maximum Investment in One Issuer
Local Agency Bonds, Notes, Warrants	5 years	None	None
Registered State Bonds, Notes, Warrants	5 years	None	None
U.S. Treasury Obligations	5 years	None	None
U.S. Agency Securities	5 years	None	None
Banker's Acceptance	180 days	40%	30%
Commercial Paper	270 days	25%	10%
Negotiable Certificates of Deposit	5 years	30%	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements	92 days	20% of base	None
Medium-Term Corporate Notes	5 years	30%	None
Mutual Funds	N/A	20%	10%
Money Market Mutual Funds	N/A	20%	10%
Mortgage Pass-Through Securities	5 years	20%	None
County Pooled Investment Funds	N/A	None	None
Local Agency Investment Fund (LAIF)	N/A	None	None
Joint Powers Authority Pools	N/A	None	None

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018**

Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value is to changes in market interest rates. The District manages its exposure to interest rate risk by investing in the County Pool. The District maintains a Revenue Bond Construction fund investment of \$963,956 with the Kern County Investment Pool, with an average maturity of 547 days.

Segmented Time Distribution

Information about the sensitivity of the fair values of the District's investments to market interest rate fluctuations is provided by the following schedule that shows the distribution of the District's investments by maturity:

<u>Investment Type</u>	<u>Fair Value</u>	<u>12 Months or Less</u>	<u>13 - 24 Months</u>	<u>25 - 60 Months</u>	<u>More Than 60 Months</u>
U.S. Government					
Agency Securities	\$ 1,145,809	\$ 320,827	\$ 45,832	\$ 779,150	\$ -
Municipal Bonds	573,333	63,067	51,600	458,666	-
Corporate Bonds	1,003,569	260,928	230,821	481,713	30,107
Certificates of Deposit	876,149	210,276	35,046	630,827	-
Kern County Pool	953,440	505,323	295,566	152,551	-
Total	<u>\$ 4,552,300</u>	<u>\$ 1,360,421</u>	<u>\$ 658,865</u>	<u>\$ 2,502,907</u>	<u>\$ 30,107</u>

Credit Risk

Credit risk is the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization. Presented below is the minimum rating required by the California *Government Code*, the District's investment policy, or debt agreements, and the actual rating as of the year-end for each investment type.

<u>Investment Type</u>	<u>Fair Value</u>	<u>Minimum Legal Rating</u>	<u>Rating as of Year End (S&P)</u>							
			<u>AAA</u>	<u>AA+</u>	<u>AA/AA-</u>	<u>A+</u>	<u>A/A-</u>	<u>BBB+</u>	<u>BBB/B+</u>	<u>Unrated</u>
U.S. Government										
Agency Securities	\$ 1,145,809	N/A	\$ -	\$ 1,145,809	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Municipal Bonds	573,333	N/A	275,200	68,800	229,333	-	-	-	-	-
Corporate Bonds	1,003,569	N/A	60,214	190,678	230,821	50,178	190,678	140,500	130,464	10,036
Certificates of Deposit	876,149	N/A	-	-	-	-	-	-	-	876,149
Kern County Pool	953,440	N/A	-	-	-	-	-	-	-	953,440
Total	<u>\$ 4,552,300</u>		<u>\$ 335,414</u>	<u>\$ 1,405,287</u>	<u>\$ 460,154</u>	<u>\$ 50,178</u>	<u>\$ 190,678</u>	<u>\$ 140,500</u>	<u>\$ 130,464</u>	<u>\$ 1,839,625</u>

N/A - Not Applicable

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTES TO FINANCIAL STATEMENTS
JUNE 30, 2018**

NOTE 3 - FAIR VALUE MEASUREMENTS

The District categorizes the fair value measurements of its investments based on the hierarchy established by generally accepted accounting principles. The fair value hierarchy, which has three levels, is based on the valuation inputs used to measure an asset's fair value. The following provides a summary of the hierarchy used to measure fair value:

Level 1 - Quoted prices in active markets for identical assets that the District has the ability to access at the measurement date. Level 1 assets may include debt and equity securities that are traded in an active exchange market and that are highly liquid and are actively traded in over-the-counter markets.

Level 2 - Observable inputs other than Level 1 prices such as quoted prices for similar assets in active markets, quoted prices for identical or similar assets in markets that are not active, or other inputs that are observable, such as interest rates and curves observable at commonly quoted intervals, implied volatilities, and credit spreads. For financial reporting purposes, if an asset has a specified term, a Level 2 input is required to be observable for substantially the full term of the asset.

Level 3 - Unobservable inputs should be developed using the best information available under the circumstances, which might include the District's own data. The District should adjust that data if reasonably available information indicates that other market participants would use different data or certain circumstances specific to the District are not available to other market participants.

Uncategorized - Investments in the Kern County Treasury Investment Pool are not measured using the input levels above because the District's transactions are based on a stable net asset value per share. All contributions and redemptions are transacted at \$1.00 net asset value per share.

NOTE 4 - ACCOUNTS RECEIVABLE

Accounts receivable at June 30, 2018, consisted of accrued interest in the amount of \$6,188.

NOTE 5 - ACCOUNTS PAYABLE

Accounts payable at June 30, 2018, consist of \$119,326 due to vendors for services received.

NOTE 6 - CONTINGENCIES

Litigation

The District is not currently a party to any legal proceedings regarding bond projects.

SUPPLEMENTARY INFORMATION

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SCHEDULE OF LONG-TERM OBLIGATIONS
JUNE 30, 2018**

Measure A of 2004

The bonds were authorized at an election by voters on March 2, 2004, at which 55 percent of more of the voters authorized issuance of \$39,800,000 of general obligation bonds. The Bonds have been issued as Series 2006B, Series 2007C, Series 2015A, Series 2015B, and Series 2015C.

2004 General Obligation Bonds, Series 2006B

The West Kern Community College District 2004 General Obligation Bonds, Series 2006B, in the aggregate principal amount of \$12,500,856 were issued by the Board of Supervisors of the County of Kern on behalf of the West Kern Community College District.

Interest with respect to the Current Interest Series B Bonds accrues from December 31, 2006, and is payable semiannually commencing on May 1, 2007, the interest rate is 3.7 percent - 4.86 percent. The Capital Appreciation Series B Bonds are dated the date of delivery of the Series B Bonds and accrete interest from such date, compounded semiannually on May 1 and November 1 of each year, commencing on May 1, 2007.

2004 General Obligation Bonds, Series 2007C

The West Kern Community College District 2004 General Obligation Bonds, Series 2007C, in the aggregate principal amount of \$12,297,305 were issued by the Board of Supervisors of the County of Kern on behalf of the West Kern Community College District.

Interest with respect to the Current Interest Series C Bonds accrues from October 1, 2007, and is payable semiannually commencing May 1, 2008, the interest rate is 3.6 percent - 4.68 percent. The Capital Appreciation Series C Bonds are dated the date of delivery of the Series C Bonds and accrete interest from such date, compounded semiannually on May 1 and November 1 of each year, commencing November 1, 2007.

Bonded Debt

The outstanding general obligation bonded debt is as follows:

Year Issued	Maturity Date	Interest Rate %	Original Issue	Bonds Outstanding July 1, 2017	Accreted/ Issued	Redeemed	Bonds Outstanding June 30, 2018
2006	11/1/2019	3.7-4.86%	\$ 12,500,856	\$ 551,050	\$ 61,534	\$ 110,000	\$ 502,584
2007	11/1/2032	3.6-4.68%	12,297,305	12,545,164	146,660	255,000	12,436,824
2015 ¹	11/1/2031	3.5-5.0%	16,995,000	16,995,000	-	-	16,995,000
2015 ¹	11/1/2021	2.0-3.5%	2,715,000	2,715,000	-	-	2,715,000
2015 ¹	11/1/2018	5.0%	5,295,000	3,655,000	-	1,765,000	1,890,000
Total				\$ 36,461,214	\$ 208,194	\$ 2,130,000	\$ 34,539,408

¹ The bonds were issued as refunding bonds for previous issuances.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SCHEDULE OF LONG-TERM OBLIGATIONS
JUNE 30, 2018**

Debt Service Requirements to Maturity

2006 B - Capital Appreciation:

<u>Fiscal Year</u>	<u>Fully Accreted Amount</u>	<u>Long-Term Debt Extended Obligation</u>	<u>Unaccrued Obligation</u>
2019	\$ 110,000	\$ 103,774	\$ 6,226
2020	475,000	398,810	76,190
Total	<u>\$ 585,000</u>	<u>\$ 502,584</u>	<u>\$ 82,416</u>

2007 C - Current Interest:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2019	\$ -	\$ 520,731	\$ 520,731
2020	-	520,731	520,731
2021	-	520,731	520,731
2022	-	520,731	520,731
2023	250,000	520,731	770,731
2024-2028	3,135,000	2,308,921	5,443,921
2029-2033	7,850,000	1,424,379	9,274,379
Total	<u>\$ 11,235,000</u>	<u>\$ 6,336,955</u>	<u>\$ 17,571,955</u>

2007 C - Capital Appreciation:

<u>Fiscal Year</u>	<u>Fully Accreted Amount</u>	<u>Long-Term Debt Extended Obligation</u>	<u>Unaccrued Obligation</u>
2019	\$ 290,000	\$ 273,586	\$ 16,414
2020	330,000	277,068	52,932
2021	365,000	272,728	92,272
2022	400,000	266,000	134,000
2023	190,000	112,442	77,558
Total	<u>\$ 1,575,000</u>	<u>\$ 1,201,824</u>	<u>\$ 373,176</u>

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SCHEDULE OF LONG-TERM OBLIGATIONS
JUNE 30, 2018**

2015 A - Current Interest:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2019	\$ -	\$ 696,150	\$ 696,150
2020	-	696,150	696,150
2021	-	696,150	696,150
2022	790,000	696,150	1,486,150
2023	1,455,000	664,550	2,119,550
2024-2028	6,870,000	2,264,800	9,134,800
2029-2032	7,880,000	697,725	8,577,725
Total	<u>\$ 16,995,000</u>	<u>\$ 6,411,675</u>	<u>\$ 23,406,675</u>

2015 B - Current Interest:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2019	\$ -	\$ 64,712	\$ 64,712
2020	820,000	64,712	884,712
2021	1,310,000	48,313	1,358,313
2022	585,000	20,475	605,475
Total	<u>\$ 2,715,000</u>	<u>\$ 198,212</u>	<u>\$ 2,913,212</u>

2015 C - Current Interest:

<u>Fiscal Year</u>	<u>Principal</u>	<u>Interest to Maturity</u>	<u>Total</u>
2019	<u>\$ 1,890,000</u>	<u>\$ 94,500</u>	<u>\$ 1,984,500</u>

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**RECONCILIATION OF ANNUAL FINANCIAL AND BUDGET REPORT WITH
AUDITED REVENUE BOND CONSTRUCTION FUND (MEASURE A)
JUNE 30, 2018**

There are no adjustments to the fund balance reconciliation between the Revenue Bond Construction Fund (Measure A) as reported on the Annual Financial and Budget Report (311) and the audited financial statements.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**NOTE TO SUPPLEMENTARY INFORMATION
JUNE 30, 2018**

NOTE 1 - PURPOSE OF SCHEDULES

Schedule of Long-Term Obligations

This schedule provides a debt repayment schedule associated with the bond proceeds received through issuance of Revenue Bond Construction Fund (Measure A) obligations.

Reconciliation of Annual Financial and Budget Report With Audited Revenue Bond Construction Fund (Measure A)

This schedule provides the information necessary to reconcile the fund balance of the Revenue Bond Construction Fund (Measure A) reported on the Annual Financial and Budget Report (311) and the audited financial statements.

INDEPENDENT AUDITOR'S REPORT



VAVRINEK, TRINE, DAY & CO., LLP
Certified Public Accountants

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN
ACCORDANCE WITH *GOVERNMENT AUDITING STANDARDS***

Governing Board and
Citizens Oversight Committee
West Kern Community College District
Taft, California

We have audited, in accordance with the auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the accompanying financial statements of the West Kern Community College District (the District) Revenue Bond Construction Fund (Measure A), as of and for the year ended June 30, 2018, and the related notes of the financial statements, and have issued our report thereon dated January 15, 2019.

As discussed in Note 1, the financial statements present only the Revenue Bond Construction Fund specific to Measure A, and are not intended to present fairly the financial position and changes in financial position of West Kern Community College District in accordance with accounting principles generally accepted in the United States of America.

Internal Control Over Financial Reporting

In planning and performing our audit, we considered West Kern Community College District's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the West Kern Community College District's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the West Kern Community College District's internal control.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the District's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be, significant deficiencies or material weaknesses. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether West Kern Community College District's Revenue Bond Construction Fund (Measure A) financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the District's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the District's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Vannick, Trine, Day & Co., LLP

Fresno, California
January 15, 2019

SCHEDULE OF FINDINGS AND QUESTIONED COSTS

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**FINANCIAL STATEMENT FINDINGS
JUNE 30, 2018**

None reported specific to the bond project accounting.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2018**

None reported.

**WEST KERN
COMMUNITY COLLEGE DISTRICT**

**REVENUE BOND CONSTRUCTION FUND
(MEASURE A)
PERFORMANCE AUDIT**

JUNE 30, 2018

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**PERFORMANCE AUDIT
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JUNE 30, 2018**

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VAVRINEK, TRINE, DAY & CO., LLP
Certified Public Accountants

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INDEPENDENT AUDITOR'S REPORT ON PERFORMANCE

Governing Board and
Citizens Oversight Committee
West Kern Community College District
Taft, California

We were engaged to conduct a performance audit of the West Kern Community College District (the District) Revenue Bond Construction Fund (Measure A) for the year ended June 30, 2018.

We conducted this performance audit in accordance with the standards applicable to performance audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our conclusion based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our conclusions based on our audit objectives.

Our audit was limited to the objectives listed within the report which includes determining the District's compliance with the performance requirements as referred to in Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution. Management is responsible for the District's compliance with those requirements.

In planning and performing our performance audit, we obtained an understanding of the District's internal control in order to determine if the internal controls were adequate to help ensure the District's compliance with the requirements of Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution, but not for the purpose of expressing an opinion of the effectiveness of the District's internal control. Accordingly, we do not express an opinion on the effectiveness of the District's internal control.

The results of our tests indicated that the District expended Revenue Bond Construction Fund (Measure A) funds only for the specific projects approved by the voters, in accordance with Proposition 39 and outlined in Article XIII A, Section 1(b)(3)(C) of the California Constitution.

Vavrinek, Trine, Day & Co., LLP

Fresno, California
January 15, 2019

WEST KERN COMMUNITY COLLEGE DISTRICT REVENUE BOND CONSTRUCTION FUND (MEASURE A)

JUNE 30, 2018

AUTHORITY FOR ISSUANCE

The general obligation bonds associated with Measure A were issued pursuant to the Constitution and laws of the State of California (the State), including the provisions of Chapters 1 and 1.5 of Part 10 of the California Education Code, and other applicable provisions of law. The Bonds are authorized to be issued by a resolution adopted by the Board of Education of the District.

The District received authorization at an election held on March 2, 2004, to issue bonds of the District in an aggregate principal amount not to exceed \$39,800,000 to finance specific approval by at least 55 percent of the votes cast by eligible voters within the District (the 2004 Authorization). The Bonds represent the first through third series of the authorized bonds to be issued under the 2004 Authorization.

PURPOSE OF ISSUANCE

The net proceeds of the Bonds and any other series of general obligation bonds issued under the Authorization will be used for the purposes specified in the District bond proposition submitted at the Election, which include expenditures related to the language approved by the voters on March 2, 2004. An excerpt from the ballot language is as follows:

"To improve the quality of education at Taft College, shall the West Kern Community College District be authorized to upgrade and expand the campus, provide access to computers and technology, construct a library media center for community use, and build classrooms, by issuing \$39,800,000 in bonds, with legal interest rates, with annual audits, a citizen's oversight committee and no money for teacher or administrators' salaries?"

AUTHORITY FOR THE AUDIT

On November 7, 2000, California voters approved Proposition 39, the Smaller Classes, Safer Schools, and Financial Accountability Act. Proposition 39 amended portions of the California Constitution to provide for the issuance of general obligation bonds by school districts, community college districts, or county offices of education, "for the construction, reconstruction, rehabilitation, or replacement of school facilities, including the furnishing and equipping of school facilities, or the acquisition of lease of rental property for school facilities", upon approval by 55 percent of the electorate. In addition to reducing the approval threshold from two-thirds to 55 percent, Proposition 39 and the enacting legislation (AB 1908 and AB 2659) requires the following accountability measures as codified in Education Code Sections 15278-152825:

1. Requires that the proceeds from the sale of the bonds be used only for the purposes specified in Article XIII A, Section 1(b)(3)(C) of the California Constitution, and not for any other purpose, including teacher and administrator salaries and other school operating expenses.
2. The community college district must list the specific school facilities projects to be funded in the ballot measure, and must certify that the governing board has evaluated safety, class size reduction and information technology needs in developing the project list.
3. Requires the community college district to appoint a citizen's oversight committee.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

JUNE 30, 2018

4. Requires the community college district to conduct an annual independent financial audit and performance audit in accordance with the Government Auditing Standards issued by the Comptroller General of the United States of the bond proceeds until all of the proceeds have been expended.
5. Requires the school district to conduct an annual independent performance audit to ensure that the funds have been expended only on the specific projects listed.

OBJECTIVES OF THE AUDIT

1. Determine whether expenditures charged to the Revenue Bond Construction Fund have been made in accordance with the bond project list approved by the voters through the approval of Measure A.
2. Determine whether salary transactions, charged to the Revenue Bond Construction Fund were in support of Measure A and not for District general administration or operations.

SCOPE OF THE AUDIT

The scope of our performance audit covered the period of July 1, 2017 to June 30, 2018. The population of expenditures tested included all object and project codes associated with the bond projects. The propriety of expenditures for capital projects and maintenance projects funded through other State or local funding sources, other than proceeds of the bonds, were not included within the scope of the audit. Expenditures incurred subsequent to June 30, 2018 were not reviewed or included within the scope of our audit or in this report.

PROCEDURES PERFORMED

We obtained the general ledger and the project expenditure reports prepared by the District for the fiscal year ended June 30, 2018, for the Revenue Bond Construction Fund (Measure A). Within the fiscal year audited, we obtained the actual invoices and other supporting documentation for a sample of expenditures to ensure compliance with the requirements of Article XIII A, Section 1(b)(3)(C) of the California Constitution and Measure A as to the approved bond projects list. We performed the following procedures:

1. We selected a sample of expenditures for the period starting July 1, 2017 and ending June 30, 2018, and reviewed supporting documentation to ensure that such funds were properly expended on the specific projects listed in the ballot text.
2. Our sample included transactions totaling \$2,821,366 of the total expenditures of \$3,937,562 (72 percent).
3. We verified that funds from the Revenue Bond Construction Fund (Measure A) were generally expended for the construction, renovation, furnishing and equipping of District facilities constituting authorized bond projects.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

JUNE 30, 2018

CONCLUSION

The results of our tests indicated that, in all significant respects, the West Kern Community College District has properly accounted for the expenditures held in the Revenue Bond Construction Fund (Measure A) and that such expenditures were made for costs authorized by the voters of the District.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SCHEDULE OF FINDINGS AND QUESTIONED COSTS
JUNE 30, 2018**

None reported.

**WEST KERN COMMUNITY COLLEGE DISTRICT
REVENUE BOND CONSTRUCTION FUND (MEASURE A)**

**SUMMARY SCHEDULE OF PRIOR AUDIT FINDINGS
JUNE 30, 2018**

None reported.

BOARD AGENDA ITEM

Date: February 4, 2019
Submitted by: Heather Meason, Executive Director of Human Resources
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Second Presentation: Proposed change to the waiting period for vacation use

Background:

As part of the continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding the modification of section 14.5 of the collective bargaining agreement. This changes moves the waiting period of vacation use from 12 months to 90 days.

Terms (if applicable):

An implementation date of July 1, 2019 is recommended.

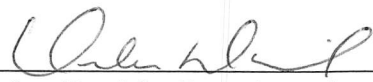
Expense (if applicable):

See below.

Fiscal Impact Including Source of Funds (if applicable):

N/A

Approved: _____


Dr. Debra Daniels, Superintendent/President

Tentative Agreement Between
Classified School Employees Association and its
Taft College Chapter #543
And
West Kern Community College District

Vacation Leave Use

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

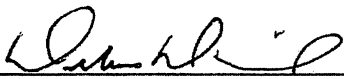
As part of continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding vacation leave use.

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

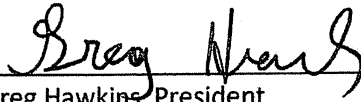
1. The above recitals are true and correct.
2. The parties agree, effective July 1, 2019, that Section 14.5 of the collective bargaining agreement ("CBA") shall be modified as follows:

14.5: No vacation leave may be taken during the first 90 days of employment with the District. No vacation leave may be used before it has been credited.

3. Except as set forth in this Agreement, all other terms and conditions of the CBA shall remain unchanged.
4. This Agreement will become effective after ratification by the CSEA members and the District's Governing Board.



Debra Daniels, Superintendent/President
West Kern Community College District



Greg Hawkins, President
California School Employees Association
Chapter #543

Dated: 1-24-19

Dated: 1-24-19

Board Approval:

Dawn Cole, President
Board of Trustees
West Kern Community College District

First Presentation: January 9, 2019
Second Presentation/Approval: February 13, 2019

BOARD AGENDA ITEM

Date: February 4, 2019
Submitted by: Heather Meason, Executive Director of Human Resources
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Second Presentation: Proposed step changes to the Classified Salary Schedule, Appendix A.

Background:

As part of the continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding the addition of 3 steps to the Classified Salary Schedules, Appendix A. This change adds Steps G-I to the existing salary schedule as follows:

- Step G: 2.5% increase granted at the end of the next year of service (12 calendar months)
- Step H: 1% increase granted at the end of the next three years of service (36 calendar months)
- Step I: 1% increase granted at the end of the next three years of service (36 calendar months)

Terms (if applicable):

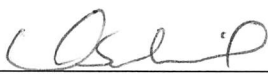
An implementation date of July 1, 2019 is recommended.

Expense (if applicable):

See below.

Fiscal Impact Including Source of Funds (if applicable):

The amount will be included in the Adopted Budget for 2019-20.

Approved:  2/4/19
Dr. Debra Daniels, Superintendent/President

Tentative Agreement Between
Classified School Employees Association and its
Taft College Chapter #543
And
West Kern Community College District

Salary Schedule Step Changes

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

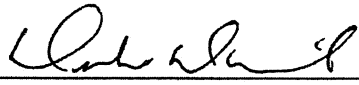
As part of continuing dialogue through the Taft College Classified Collective Bargaining Committee, the parties have reached a consensus regarding salary schedule step changes.

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

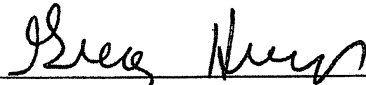
1. The above recitals are true and correct.
2. The parties agree, effective July 1, 2019, that Section 17.1, Step Increases of the collective bargaining agreement ("CBA") shall be modified as follows:

17.1 Step Increases: The initial step increase on the Salary Schedule is granted to an employee after completion of six (6) months of employment. The next step increase will be granted at the end of each year of service (twelve (12) calendar months) following the subsequent step increase until the employee reaches Step G. The next step increase of 1% will be granted at the end of each 3 years of service (thirty six (36) calendar months) until the employee reaches step I. The Salary Schedule is included as Appendix A.

3. Except as set forth in this Agreement, all other terms and conditions of the CBA shall remain unchanged.
4. This Agreement will become effective after ratification by the CSEA members and the District's Governing Board.



Debra Daniels, Superintendent/President
West Kern Community College District



Greg Hawkins, President
California School Employees Association Chapter #543

Dated: 1-24-19

Dated: 1-24-19

Board Approval:

Dawn Cole, President
Board of Trustees
West Kern Community College District

First Presentation: January 9, 2019
Second Presentation/Approval: February 13, 2019

Date: January 31, 2019
Submitted by: Amanda Bauer, Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services
Subject: Information Item

BB

Board Meeting Date: February 13, 2019

Title of Board Item: CCFS-311Q for the 2nd quarter ending December 31, 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.

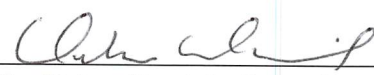
Terms (if applicable): Not applicable.

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 December 31, 2018. This report will be submitted to the Taft College Board of Trustees for their review at the regularly scheduled board meeting on February 13, 2019.

This report represents the first quarter of the 2018-2019 fiscal year. Total General Fund unrestricted revenues received to date were \$10,763,760 or 38.98% of the projected levels for the current fiscal year. General Fund unrestricted expenditures were \$11,481,867 or 41.57% of the budgeted projections. The district is still on track to meet its projected revenue/expenditure assumptions established during the adopted budget.

Approved: 
Dr. Debra Daniels, Superintendent/President

CALIFORNIA COMMUNITY COLLEGES
CHANCELLOR'S OFFICE

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

Record Updated

CHANGE THE PERIOD

Fiscal Year: 2018-2019

Quarter Ended: (Q2) Dec 31, 2018

District: (690) WEST KERN

Closed for edits after Feb 16, 2019

I. Unrestricted General Fund Revenue, Expenditure and Fund Balance:

A. Revenues:

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)
A.1	Unrestricted General Fund Revenues (Objects 8100, 8600, 8800)	27,609,494	27,609,494	10,763,760	27,609,494
A.2	Other Financing Sources (Object 8900)	0	0	0	0
A.3	Total Unrestricted Revenue (A.1 + A.2)	27,609,494	27,609,494	10,763,760	27,609,494

B. Expenditures:

B.1	Unrestricted General Fund Expenditures (Objects 1000-6000)	26,678,706	26,695,628	11,022,681	26,695,628
B.2	Other Outgo (Objects 7100, 7200, 7300, 7400, 7500, 7600)	930,789	928,189	459,186	928,189
B.3	Total Unrestricted Expenditures (B.1 + B.2)	27,609,495	27,623,817	11,481,867	27,623,817

C. Revenues Over(Under) Expenditures (A.3 - B.3)

	-1	-14,323	-718,107	-14,323
--	----	---------	----------	---------

D. Fund Balance, Beginning

	8,531,261	8,531,261	8,531,261	8,531,261
--	-----------	-----------	-----------	-----------

D.1 Prior Year Adjustments + (-)

	0	179,679	179,679	179,679
--	---	---------	---------	---------

D.2 Adjusted Fund Balance, Beginning (D + D.1)

	8,531,261	8,710,940	8,710,940	8,710,940
--	-----------	-----------	-----------	-----------

E. Fund Balance, Ending (C. + D.2)

	8,531,260	8,696,617	7,992,833	8,696,617
--	-----------	-----------	-----------	-----------

F.1 Percentage of GF Fund Balance to GF Expenditures (E. / B.3)

	30.9%	31.5%	69.6%	31.5%
--	-------	-------	-------	-------

SAVE EDITS »»

II. Annualized Attendance FTES:

G.1	Annualized FTES (excluding apprentice and non-resident)	2,935
-----	---	-------

Amount as of the Specified Quarter Ended

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

H.1	Cash, excluding borrowed funds	7,145,921
H.2	Cash, borrowed funds only	0
H.3	Total Cash (H.1 + H.2)	7,145,921

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:	2018-19	61,897	2.71%	167,845	2.71%	128,902	2.71%
Year 2:							
Year 3:							
b. BENEFITS:							
Year 1:	2018-19	18,687	2.71%	28,031	2.71%	46,718	2.71%
Year 2:							
Year 3:							

* As specified in Collective Bargaining Agreement or other Employment Contract

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

The salary increase was funded by the 2.71% COLA increase the District received from the state for the fiscal year 2018-19. This was initially budgeted into our adopted budget plan at the beginning of the year.

1789 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 Atalg (916)327-5772 atalg@cccco.edu or Tracy Britten (916)324-9794 tbritten@cccco.edu
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Date: January 15, 2019
Submitted by: Norberto Lopez, Curriculum Technician
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2018

Title of Board Item:

Course Revisions

Background:

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

Social Science Division

The Social Science Division has revised the following course as part of the five-year review cycle:

1. PSYC 1500 Instruction to Psychology

Applied Technologies Division

The Applied Technologies Division has changed the course acronym from IES to OSH to better align with industry needs:

1. IES 1102 Passport Safety Training

Fiscal Impact Including Source of Funds (if applicable):

None

Approved: _____


Dr. Debra Daniels, Superintendent/President

Reviewed By: M. Oja
Reviewed By: S. Eveland
Reviewed By: R. Polski
Date Reviewed: ~~April~~
~~2013~~ November 26, 2018
C & GE Approved: May 13, 2013
Board Approved: June 12, 2013
State Approved: July 17, 2013
Text Update: March 24, 2014

Psychology 1500 Introduction to Psychology (3 Units) CSU:UC
[Formerly Psychology 1A]

Advisory: Eligibility for English 1500 strongly recommended

Total Hours: 48 hours lecture + 96 Outside of class hours. (144 Total Student Learning hours)

Catalog Description: This course is an introduction to the scientific study of behavior and mental processes through the exploration of major theories and concepts, methods, and research findings. Topics include the biological bases of behavior; perception; cognition; learning; emotion and motivation; lifespan development; personality; social psychology; psychological disorders; therapy; and applied psychology.
C-ID: PSY 110

Type of Class/Course: Degree Credit

Text: Ciccarelli, Sandra and J. Noland White. *Psychology: An Exploration*. ~~2nd~~-4th ed. San Francisco: Pearson, ~~2013~~2018. ~~Printe~~-Text.

Additional Instructional Materials: None

Course Objectives:

Upon successful completion of the course, students will be able to:

1. Demonstrate familiarity with the major concepts, theoretical perspectives, research methods, core empirical findings, and historic trends in psychology.
2. Explain (including advantages and disadvantages) and compare major theoretical perspectives of psychology (e.g., behavioral, biological, cognitive, evolutionary, humanistic, psychodynamic and socio-cultural);
3. Demonstrate knowledge and understanding of the following nine general domains: (1) biological bases of behavior and mental processes, (2) sensation and perception, (3) learning and memory (4) cognition, consciousness, (5) individual differences, psychometrics/measurement, personality, (6) social processes (including those related to socio-cultural and international dimensions), (7) developmental changes in behavior and mental processes that occur across the lifespan, (8) psychological disorders, and (9) emotion and motivation;
4. Describe and demonstrate an understanding of applied areas of psychology (e.g., clinical, counseling, forensic, community, organizational, school, health);
5. Draw the distinction between scientific and non-scientific methods of understanding and analysis.

6. Recognize and understand the impact of diversity on psychological research, theory and application, including (but not limited to): age, race, ethnicity, culture, gender, socio-economic status, disability, and sexual orientation.
7. Understand and apply psychological principles to personal experience and social and organizational settings.
8. Demonstrate critical thinking skills and information competence as applied to psychological topics.

Course Scope and Content:

Unit I The Science of Psychology

- A. What is Psychology
- B. The Growth of Psychology
- C. Human Diversity
- D. Research Methods in Psychology
 1. scientific approach
 2. research design
 3. use of statistics
- E. Ethics and Psychology
- F. Careers in Psychology
- G. APA Style
- H. Research Papers
- I. Locating Credible Sources of Psychological Information

Unit II Biological Foundations of Behavior

- A. The Biological Basis of Behavior
- B. Neurons
- C. The Central Nervous System
- D. The Peripheral Nervous System
- E. The Endocrine System
- F. Genes, Evolution, and Behavior

Unit III Sensation and Perception

- A. Enduring Issues in Sensation and Perception
- B. The Nature of Sensation
- C. Vision, Hearing, and the Other Senses
- D. Perception Organization, Constancies, Distance and Depth, Movement, Visual Illusions and Observer Characteristics

Unit IV States of Consciousness

- A. Enduring Issues in the States of Consciousness
- B. Sleep and Dreams
- C. Drug-Altered Consciousness
- D. Meditation and Hypnosis

Unit V Learning

- A. Classical Conditioning
- B. Operant Conditioning
- C. Cognitive Learning

Unit VI Memory

- A. The Sensory Registers
- B. Short-term and Long-Term Memory
- C. The Biology of Memory
- D. Forgetting
- E. Cultural Influences, Flashbulb Memories, Eyewitness
- F. Testimony, and Recovered Memories

Unit VII Cognition and Mental Abilities

- A. Building Blocks of Thought
- B. Language, Thought, and Culture
- C. Problem Solving
- D. Decision Making
- E. Intelligence and Mental Abilities
- F. Heredity, Environment, and Intelligence
- G. Creativity

Unit VIII Motivation and Emotion

- A. Perspectives on Motivation
- B. Hunger and Thirst
- C. Sex
- D. Emotions
- E. Communicating Emotions

Unit IX Life-Span Development

- A. Prenatal Development
- B. The Newborn
- C. Infancy and Childhood
- D. Adolescence
- E. Adulthood
- F. Late Adulthood

Unit X Personality

- A. Enduring Issues in Personality
- B. Psychodynamic Theories
- C. Humanistic Theories
- D. Trait Theories
- E. Cognitive-Social Learning Theories
- F. Personality Assessment

Unit XI Stress and Health Psychology

- A. Sources of Stress
- B. How Stress Affects Health
- C. Staying Healthy
- D. Extreme Stress
- E. The Well Adjusted Person

Unit XII Psychological Disorders

- A. Perspectives on Psychological Disorders
- B. Mood Disorders
- C. Anxiety Disorders
- D. Psychosomatic and Somatoform Disorders
- E. Sexual and Gender-Identity Disorders
- F. Personality Disorders
- G. Schizophrenic Disorders
- H. Childhood Disorders
- I. Gender and Cultural Differences in Psychological Disorders

Unit XIII Therapies

- A. The Types of Mental Health Professionals
- B. Insight Therapies
- C. Behavior Therapies
- D. Cognitive Therapies
- E. Group Therapies
- F. Effectiveness of Psychotherapy
- G. Biological Treatments
- H. Institutionalization and its alternatives
- I. Client Diversity and Treatment

Unit XIV Social Psychology

- A. Social Cognition
- B. Attitudes
- C. Social Influences
- D. Social Action

Learning Activities Required Outside of Class:

The students in this class will spend a minimum of 6 hours per week outside of the regular class time doing the following:

1. Studying
2. Answering questions
3. Completing required reading
4. Completing written work
5. Completing assigned activities related to course content



Methods of Instruction:

1. Lectures
2. Class discussions
3. Audiovisual presentations
4. Demonstrations
5. Group discussions
6. In-class/virtual activities

Methods of Evaluation:

1. Substantial writing assignments, including:
 - a. essay exam (s)
 - b. term or other papers using APA style
2. Other assessments, including:
 - a. classroom discussions
 - b. research projects
 - c. presentations (individual or group)
 - d. student created product/deliverable
3. Other examinations, including:
 - a. multiple choice items
 - b. matching items
 - c. true/false items
 - d. essay questions

Supplemental Data:

TOP Code:	200100: Psychology, General
SAM Priority Code:	E: Non-Occupational
Distance Education:	Online; Offline
Funding Agency:	Y: Not Applicable(funds not used)
Program Status:	1: Program Applicable
Noncredit Category:	Y: Not Applicable, Credit Course
Special Class Status:	N: Course is not a special class

Basic Skills Status:	N: Course is not a basic skills course
Prior to College Level:	Y: Not applicable
Cooperative Work Experience:	N: Is not part of a cooperative work experience education program
Eligible for Credit by Exam:	E: Credit By Exam
Eligible for Pass/No Pass:	C: Pass/No Pass
Taft College General Education:	CSD: CSU Area D CSE: CSU Area E IG4F: IGETC Area 4F LSBS: Local GE Social/Behavioral Sci

Revised by: G. Clarke
Reviewed by: David Clarke
~~Reviewed by: R. Kizzar~~
Reviewed by: K. Bandy
Date reviewed: February 2016
C & G Ed approval: February 8, 2016
Board approval: March 9, 2016
Semester effective: Fall 2017

Industrial Education Safety (IES) Occupational Safety and Health (OSH) 1102 Passport Safety Training (.25 Unit)

[formerly Petroleum Technology 94B]

Prerequisite: None

Total Hours: 5 hours lecture

Catalog Description: This introductory course provides information intended to satisfy the basic level of safety awareness required of all contractor personnel working on the properties of the California Oil Producers. The course covers all the basic safety topics considered essential for working safely on these companies' properties. This course is suggested as a prerequisite into the Industrial Education and Safety program. This course is offered on a Pass/No Pass basis with the option to receive a letter grade.

Type of Class/Course: Degree credit

Textbook: None

Additional Required Materials: None

Course Objectives:

Upon completion of the course, a successful student will be able to:

1. Apply the information necessary to satisfy the safety orientation requirements for working on the properties of the California Oil Producers

Course Scope and Content:

- | | |
|-----------|--|
| Unit I | California Oil Producers' Orientation Video |
| | A. Overview of hazards that may be encountered |
| | B. California Oil Producers' safety and health Requirements and Expectations while working on their properties |
| Unit II | Behavioral Based Safety (BBS) Orientation |
| | A. BBS programs |
| | B. Focus of BBS programs |
| Unit III. | Job Planning/Job Safety Analysis (JSA) |
| | A. Methods of identifying hazards |
| | B. Why JSA's should be used |
| | C. JSA procedures |

- Unit IV Producers' Permit Procedures
A. ____ Types of Safety Work Permits (SWP)
B. ____ Responsibilities
C. ____ SWP process and procedures
- Unit V Endangered Species
A. Rules when endangered species are encountered
B. Environmentally sensitive areas
- Unit VI Hazard Communication
A. Contractor responsibilities
B. Employee responsibilities
C. Chemical hazards
D. Global Harmonized System/Safety Data Sheet (GHS/SDS)
- Unit VII Proposition 65
A. Intent and purpose
B. Required signage
- Unit VIII Hydrogen Sulfide (H₂S)
A. Characteristics
B. Effects of exposure
C. Locations
D. Air Monitoring
E. Emergency rescue and evacuation
- Unit IX Personal Protective Equipment (PPE)
A. Standard PPE Requirements
B. Special PPE
C. Jewelry and hair precautions
- Unit X Control of Noise
A. Effects on hearing
B. Types of hearing protectors
C. Locations of expected excessive noise
- Unit XI Safe Work Practices
A. General responsibilities
B. Basic work rules
- Unit XII Confined Space Entry Awareness
A. Characteristics and types
B. Hazards
C. Atmosphere monitoring
- Unit XIII Cranes, Slings and Rigging
A. General rules
B. Operator responsibilities

C. Types and uses

- Unit XIV Overhead Powerline Policy
- A. Overhead power line safety
 - B. "Look up and live" flag policy
 - C. Loading and transportation
 - D. Work site procedures
- Unit XV Fall Protection
- A. Types
 - B. Fall arrest equipment
- Unit XVI Excavation and Trenching
- A. Hazards
 - B. Backhoe hazards
- Unit XVII Heat Illness Prevention
- A. High heat procedures
 - B. Signs and symptoms of heat illness
 - C. Response to heat illness
- Unit XVIII Producers' Safety Requirements
- A. Summation of topics covered

Learning Activities Required Outside of Class: The students in this class will spend a minimum of 0.5 hours per week outside regular class time doing the following:

1. Written reports

Methods of Instruction:

1. Lecture
2. Audiovisual presentation

Methods of Evaluation:

1. Written exam
2. Performance observation

Supplemental Data:

TOP Code:	095670 Industrial Occupational Safety Health
SAM Priority Code:	C: Clearly Occupational
Funding Agency:	Y: Not Applicable
Program Status:	2: Stand-alone



Noncredit Category:	Y: Not Applicable
Special Class Status:	N: Course is not a special class
Basic Skills Status:	N: Not Applicable
Prior to College Level:	Y: Not Applicable
Cooperative Work Experience:	N: Course is not a part of a cooperative education program
Eligible for Credit by Exam:	No
Eligible for Pass/No Pass:	Yes

BOARD AGENDA ITEM

Date: January 15, 2019
Submitted by: Norberto Lopez Jr., Curriculum Technician
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

New Course

Background:

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

Learning Support Division

The following course was created because of the need for students to develop the skills necessary for transfer planning.

1. STSU 1530 Transitioning from High School to College

Fiscal Impact Including Source of Funds (if applicable):

None

Approved: _____


Dr. Debra Daniels, Superintendent/President

Prepared by: C. Duron
Reviewed by: J. Rangel-Escobedo
Reviewed by: D. Bogle
Date Prepared: 11-13-18
C & GE approved:
Board approved:
Semester effective:

Student Success (STSU) 1530 Transitioning from High School to College (2 unit) CSU

Prerequisite: none

Advisory: Eligibility for English 1500 strongly recommended.

Total Hours: 32 lecture. + 64 outside of class hours. (96 Total Student Learning hours)

Catalog Description:

This course will facilitate an understanding of the issues involved in having a successful transition from high school to college. Students will develop knowledge of college resources, policies and procedures.

Type of Class/Course: Degree Credit

Texts:

Bradbury-Hael, Nora B., and Bill McGarvey. *The Freshman Survival Guide: Soulful Advice for Studying, Socializing, and Everything In Between*. Center Street; Revised, Updated edition, 2016.

Additional Required Materials: 1.Taft College Catalog/Student Handbook, current edition

Course Objectives:

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

1. Identify the skills necessary for successful transition from high school to college
2. Demonstrate understanding of the matriculation process
3. Develop skills and knowledge necessary to reach educational goals
4. Identify college expenses, potential financial aid and budgetary resources
5. Identify relationship between education choices and personal values, interests, skills, and personality traits
6. Identify personal barriers that may impede college success
7. Discuss and locate campus support services
8. Demonstrate proficiency in use of Internet resources related to registration, online catalogs, financial aid options, and tools for course selections.

Course Scope and Content:

Unit I Student Onboarding
 A. The Matriculation Process

- a. Application
- b. Orientation
- c. Assessment
 - i. AB 705
- d. Counseling

B. Preparing for Instruction

- Unit II** **The College Environment**
- A. Campus Environment
 - B. Administrative Structure
 - C. Campus Policies and Procedures
 - D. Classroom Structure and Scheduling

- Unit III** **Course Scheduling and Registration**
- A. College Catalog
 - B. Major Selection
 - C. General Education Pattern Selection
 - D. Unit Value and Course Load
 - E. Self-Registration Process
 - a. Priority Registration

- Unit IV** **The Classroom Environment**
- A. Common Grading Practices
 - B. Common Testing Structures
 - C. Instructional Modes
 - D. Faculty Communication and Feedback
 - E. Importance of Academic Achievement

- Unit V** **Support and Resources**
- A. Curricular Support
 - a. Tutoring
 - b. Learning Center/Library
 - B. Student Services Support
 - a. Counseling
 - b. Student Life and Co-curricular Activities

- Unit VI** **Financing College**
- A. Financial Aid
 - B. Scholarships
 - C. Student Work-study

Learning Activities Required Outside of Class

The students in the class will spend a minimum of 4 hours per week outside of the regular class time doing the following:

1. Studying
2. Answering questions



- 3. Completing required reading
- 4. Problem solving activities and excercises
- 5. Written work
- 6. Observations or participating in activity related to the course content

Methods of Instruction

- 1. Assigned reading from text and selected references
- 2. Inclass and online lectures, demonstrations, and films
- 3. Discussions
- 4. Group projects/activities
- 5. Self evaluation of student education plan

Methods of Evaluation

- 1. Journals
- 2. Written Assignments
- 3. Chapter quizzes and unit tests
- 4. Reports and/or projects/case study
- 5. Final Exam

Supplemental Data:

<u>TOP Code:</u>	<u>493013 – Academic Guidance</u>
<u>Sam Priority Code:</u>	<u>E: Non-Occupational</u>
<u>Funding Agency:</u>	<u>E: Non-Occupational</u>
<u>Program Status:</u>	<u>2: Not Program Applicable</u>
<u>Noncredit Category:</u>	<u>Y: Not Applicable, credit course</u>
<u>Special Class Status:</u>	<u>N: Course is not a special class</u>
<u>Basic Skills Status:</u>	<u>N: Not Applicable</u>



<u>Prior to College Level:</u>	<u>Y: Not Applicable</u>
<u>Cooperative Work Experience:</u>	<u>N: Course is not a part of a cooperative education program</u>
<u>Eligible for Credit by Exam:</u>	<u>Yes</u>
<u>Eligible for Pass/No Pass:</u>	<u>Yes</u>

Date: January 23, 2019
Submitted by: Heather Meason, Executive Director of Human Resources
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Notice of Release of Grant or Categorically Funded or Temporary Faculty

Employee ID No.	Effective Date of Release
A00201143	6/30/19
A00200950	5/24/19
A00277399	6/30/19
A00263737	5/24/19

Background:

In accordance with EC 87470, subdivision (A)(3), persons may be employed for periods that are less than a full college year, and may be terminated at the expiration of the contract or specially funded program without regard to other statutory requirements regarding termination or contract or regular employees. The effective date of release is the expiration date of the contract for the temporary faculty employee.

Terms (if applicable):

N/A

Expense (if applicable):

N/A

Fiscal Impact Including Source of Funds (if applicable):

Approved: 
Dr. Debra Daniels, Superintendent/President

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

RESOLUTION NO. 2018/19-05

**RELEASE OF EMPLOYEE ID No. A00201143
CATEGORICALLY FUNDED TEMPORARY EMPLOYEE**

WHEREAS, Employee ID No. A00201143 has been employed by the West Kern Community College District as a categorically funded temporary faculty employee since July 2018; and

WHEREAS, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

WHEREAS, the Superintendent/President has recommended to this Board that Employee ID No. A00201143 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That Employee ID No. A00201143, be given notice of release by the Superintendent/President or her designee on or before March 15, 2019.
2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 13th day of February, 2019 by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dawn Cole, President
Board of Trustees
West Kern Community College District

I, Emmanuel Campos, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on February 13th, 2019.

Emmanuel Campos, Secretary
Board of Trustees
West Kern Community College District

EXHIBIT A

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT
TO RELEASE EMPLOYEE ID No. A00201143
AS A TEMPORARY FACULTY EMPLOYEE
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00201143, a temporary faculty employee, on the effective date of 06/30/19.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00201143 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

Dr. Debra Daniels
Superintendent/President
West Kern Community College District

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

RESOLUTION NO. 2018/19-06

**RELEASE OF EMPLOYEE ID No. A00200950
CATEGORICALLY FUNDED TEMPORARY EMPLOYEE**

WHEREAS, Employee ID No. A00200950 has been employed by the West Kern Community College District as a categorically funded temporary faculty employee since August 2018; and

WHEREAS, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

WHEREAS, the Superintendent/President has recommended to this Board that Employee ID No. A00200950 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That Employee ID No. A00200950, be given notice of release by the Superintendent/President or her designee on or before March 15, 2019.
2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 13th day of February, 2019 by the following vote:

AYES: _____
NOES: _____
ABSENT: _____

Dawn Cole, President
Board of Trustees
West Kern Community College District

I, Emmanuel Campos, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on February 13th, 2019.

Emmanuel Campos, Secretary
Board of Trustees
West Kern Community College District

EXHIBIT A

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT
TO RELEASE EMPLOYEE ID No. A00200950
AS A TEMPORARY FACULTY EMPLOYEE
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00200950, a temporary faculty employee, on the effective date of 05/24/19.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00200950 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

Dr. Debra Daniels
Superintendent/President
West Kern Community College District

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

RESOLUTION NO. 2018/19-07

**RELEASE OF EMPLOYEE ID No. A00277399
CATEGORICALLY FUNDED TEMPORARY EMPLOYEE**

WHEREAS, Employee ID No. A00277399 has been employed by the West Kern Community College District as a categorically funded temporary faculty employee since July 2018; and

WHEREAS, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

WHEREAS, the Superintendent/President has recommended to this Board that Employee ID No. A00277399 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That Employee ID No. A00277399, be given notice of release by the Superintendent/President or her designee on or before March 15, 2019.
2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 13th day of February, 2019 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Dawn Cole, President
Board of Trustees
West Kern Community College District

I, Emmanuel Campos, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on February 13th, 2019.

Emmanuel Campos, Secretary
Board of Trustees
West Kern Community College District

EXHIBIT A

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT
TO RELEASE EMPLOYEE ID No. A00277399
AS A TEMPORARY FACULTY EMPLOYEE
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00277399, a temporary faculty employee, on the effective date of 06/30/19.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00277399 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

Dr. Debra Daniels
Superintendent/President
West Kern Community College District

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

RESOLUTION NO. 2018/19-08

**RELEASE OF EMPLOYEE ID No. A00263737
TEMPORARY EMPLOYEE**

WHEREAS, Employee ID No. A00263737 has been employed by the West Kern Community College District as a temporary faculty employee since August 2018; and

WHEREAS, in accordance with the standards and procedures established by the District in accordance with the provisions of Education Code Section 87470 et seq.; and

WHEREAS, the Superintendent/President has recommended to this Board that Employee ID No. A00263737 be released pursuant to Education Code Sections 87470, et seq., a copy of which recommendation is attached as Exhibit A; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. That Employee ID No. A00263737, be given notice of release by the Superintendent/President or her designee on or before March 15, 2019.
2. That the Superintendent/President or her designee shall have the authority to do all things necessary and proper to accomplishing the purposes of this Resolution.

The foregoing Resolution was adopted by the Governing Board of the West Kern Community College District on the 13th day of February, 2019 by the following vote:

AYES: _____

NOES: _____

ABSENT: _____

Dawn Cole, President
Board of Trustees
West Kern Community College District

I, Emmanuel Campos, Secretary to the Governing Board of the West Kern Community College District, do certify that the foregoing Resolution was regularly introduced, passed and adopted by the Governing Board at its regular meeting held on February 13th, 2019.

Emmanuel Campos, Secretary
Board of Trustees
West Kern Community College District

EXHIBIT A

**RECOMMENDATION OF THE SUPERINTENDENT/PRESIDENT
TO RELEASE EMPLOYEE ID No. A00263737
AS A TEMPORARY FACULTY EMPLOYEE
OF THE WEST KERN COMMUNITY COLLEGE DISTRICT**

TO THE GOVERNING BOARD OF THE WEST KERN COMMUNITY COLLEGE DISTRICT:

The undersigned, Superintendent/President of the West Kern Community College District, recommends to this Board, pursuant to Education Code Section 87470, that it take action to release EMPLOYEE ID No. A00263737, a temporary faculty employee, on the effective date of 05/24/19.

I further recommend that this Board direct me or my designee to send notice to EMPLOYEE ID No. A00263737 that he/she will be released by this Board to employment as a temporary faculty employee with the West Kern Community College District.

Respectfully submitted,

Dr. Debra Daniels
Superintendent/President
West Kern Community College District

BOARD AGENDA ITEM

Date: January 8, 2019
Submitted by: Andrew Prestage, Executive Director Information Services
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

ABTECH Technologies Quotation #ABTQ6420 Red Hat Software License for IT Servers.

Background:

The production and test servers here at Taft College use the Red Hat operating software which must be licensed every year to receive updates and patches.

Terms (if applicable):

One year license subscription from March 20, 2019 – May 30, 2020.

Expense (if applicable):

Total cost of the subscription is \$7,620.21

Fiscal Impact Including Source of Funds (if applicable):

This cost is included in the 2018-2019 IT budget.

Approved: 
Dr. Debra Daniels, Superintendent/President

Quotation

Number ABTQ6420
Date Dec 5, 2018
Expires Feb 3, 2019
Terms NET 30

Prepared For	Ship To	Account Executive
Taft College Mark Gibson mgibson@taftcollege.edu	Taft College Mark Gibson 29 Emmons Park Dr Taft, CA 93268	Aaron Van Velsir (760) 827-5100 ext 202 avanvelsir@abtechttechnologies.com

Qty	Description	Unit Price	Ext. Price
2	Renewal - Red Hat Enterprise Linux for Virtual Datacenters Standard 9X5 Phone and Web Support. Red Hat - RH00002RN Start Date: 03/19/2019 End Date: 05/30/2020 St/End Date: 20190319-20200530 Contract #: 10916256 RHN: mgibson@taftcollege.edu ACCT #: 816476	\$2,358.80	\$4,717.60
3	Renewal - Red Hat Enterprise Linux Server Standard 9X5 Phone and Web Support. (Physical or Virtual Nodes) Red Hat - RH00004RN Start Date: 03/19/2019 End Date: 05/30/2020 St/End Date: 20190319-20200530 Contract #: 10916256 RHN: mgibson@taftcollege.edu ACCT #: 816476	\$754.16	\$2,262.48
1	Renewal - Red Hat Enterprise Linux Server Standard 9X5 Phone and Web Support. (Physical or Virtual Nodes) Red Hat - RH00004RN Start Date: 05/31/2019 End Date: 05/30/2020 St/End Date: 20190531-20200530 Contract #: 11414396 RHN: mgibson@taftcollege.edu ACCT #: 816476	\$640.13	\$640.13

SubTotal:	\$7,620.21
*Tax:	\$0.00
*Shipping:	\$0.00
Total:	\$7,620.21

**Taxes and shipping are an estimate and may differ from the final invoice. Price reflects a cash discount.
To use an alternative payment method, contact your account executive.*

Any order based on the above quotation, statement of work, or proposal is subject to Abtech's Terms and Conditions of Sale ("Terms") effective the date of execution of order and are incorporated by reference as if fully set herein as a full and binding part of the order. Terms are available at: <http://www.abtechttechnologies.com/s/Abtech-terms-and-conditions.pdf> and may be sent by mail or fax upon request. Client agrees to have read and intends to be bound by Abtech's Terms by executing an order with Abtech. Client agrees that the order is executed when (a) both parties physically or digitally sign an agreement; (b) both parties (or optionally Client only at Abtech's discretion) electronically sign via a purchasing portal or website an order; or (c) Abtech accepts a transactional document (eg. purchase order, purchase requisition, etc.) that explicitly reference the quotation, Service Order, proposal, Agreement, or Addendum and terms and conditions thereof. Abtech limits acceptance to the Terms and objects to any additional or different terms in the purchasers order or other forms of acceptance. Some products and services, including but not limited to maintenance, StorTrust, hosting, and managed services have an additional Master Service Agreement ("MSA") and service specific Addendum which are in addition to Abtech's Terms and are likewise incorporated by reference as if fully set herein as a full and binding part of the order.

BOARD AGENDA ITEM

Date: January 22, 2019
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: February 13, 2019

Title of Board Item:

Request for Purchase of Online Counseling Technology/Computer Equipment

Background:

As a participating college in the California Virtual Campus-Online Education Initiative (CVC-OEI), Taft College has committed to support a fully operational online experience to our students. Online counseling is an important component of the Online Education Initiative and conforms to regulations regarding equity of student support services in distance education. For example, the use of dual screens and headsets together with portable resources such as tablet computers will allow counselors to provide services and serve student needs in the most efficient manner possible.

Terms (if applicable):

\$6,836.45

Expense (if applicable):

\$6,836.45

Fiscal Impact Including Source of Funds (if applicable):

18-19 Rural Technology Technical Assistance (RTTA) funds will be utilized for this purchase.

Approved: 
Dr. Debra Daniels, Superintendent/President

Taft College

MEMORANDUM

Date: January 22, 2019

To: Severo Balason, Vice President Student Services

From: Adam Bledsoe, Director of Distance Education

Subject: Online Counseling Equipment

As a participating college in the California Virtual Campus-Online Education Initiative (CVC-OEI), Taft College has committed to support a fully operational online experience to our students. Online counseling is an important component of the Online Education Initiative and conforms to regulations regarding equity of student support services in distance education.

The platform provided by CVC-OEI for online counseling and student services is Cranium Café powered by ConexED. Our counselors are beginning to sign up for training courses in which they will learn to use the various e-learning and communication tools within Cranium Café.

As our counselors learn strategies and techniques for fostering successful online counseling sessions, they will need updated equipment to effectively communicate with students. For example, the use of dual screens and headsets together with portable resources such as tablet computers will allow counselors to provide services and serve student needs in the most efficient manner possible.

The attached quote was put together by our IT department and includes the necessary equipment to update the technology resources used by our counselor staff.



QUOTE CONFIRMATION

DEAR MARK GIBSON,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1BX9BRW	1/4/2019	QUOTE FOR OEI	7476449	\$6,836.45

IMPORTANT - PLEASE READ
Fees applied to item(s): 5152956, 4754887, 5035159

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Cyber Acoustics AC 840 - headset Mfg. Part#: AC-840 UNSPSC: 43191609 Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)	5	1203393	\$24.99	\$124.95
Cyber Acoustics AC 851B - headset Mfg. Part#: AC851B UNSPSC: 43191609 Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)	7	1220823	\$26.80	\$187.60
HP SB EliteOne 800 G4 AiO 23.8" Core i5-8500 8GB RAM 256GB W10P - Non-Touch Mfg. Part#: 4HK05UT#ABA UNSPSC: 43211508	3	5152956	\$1,131.98	\$3,395.94
HP EliteDisplay E243 - LED monitor - Full HD (1080p) - 23.8" - Smart Buy Mfg. Part#: 1FH47A8#ABA UNSPSC: 43211902 Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)	2	4754887	\$163.15	\$326.30
Ergotron LX Dual Stacking Arm Tall Pole - mounting kit Mfg. Part#: 45-549-026 UNSPSC: 31162313 Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)	2	4749967	\$297.72	\$595.44
Apple 9.7-inch iPad Wi-Fi - 6th generation - tablet - 32 GB - 9.7" Mfg. Part#: MR7F2LL/A UNSPSC: 43211509 Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)	1	5035159	\$328.64	\$328.64
Samsung Galaxy Tab A (2018) - tablet - Android 8.0 (Oreo) - 32 GB - 10.5" Mfg. Part#: SM-T590NZKAXAR UNSPSC: 43211509	4	5286007	\$327.69	\$1,310.76

QUOTE DETAILS (CONT.)				
Contract: Foundation for Calif Comm Colleges CB-185-17 (CB-185-17)				
RECYCLING FEE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
RECYCLING FEE 15" TO LESS THAN 35" Fee Applied to Item: 5152956,4754887	5	654810	\$6.00	\$30.00
RECYCLING FEE 4" TO LESS THAN 15" Fee Applied to Item: 5035159	1	654809	\$5.00	\$5.00

PURCHASER BILLING INFO		SUBTOTAL	\$6,269.63
Billing Address: WEST KERN COMMUNITY COLLEGE DIST. ACCOUNTS PAYABLE 29 COUGAR COURT TAFT, CA 93268 Phone: (661) 763-7700 Payment Terms:		SHIPPING	\$77.26
		RECYCLING FEE	\$35.00
		SALES TAX	\$454.56
		GRAND TOTAL	\$6,836.45
DELIVER TO		Please remit payments to:	
Shipping Address: TAFT COLLEGE ATTN: MARK GIBSON 29 COUGAR COURT TAFT, CA 93268 Phone: (661) 763-7700 Shipping Method: UPS Ground (2-3 days)		CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

Need Assistance? CDW•G SALES CONTACT INFORMATION			
	Earl Pingel		(877) 378-8366 earlpin@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
 For more information, contact a CDW account manager
 © 2019 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

BOARD AGENDA ITEM

Date: January 28, 2019

Submitted by: Andrew Prestage, Executive Director Information Technology *AP*

Area Administrator: Dr. Debra Daniels, Superintendent/President

Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

PortalGuard Invoice #012119-S3 Annual Renewal - PortalGuard Software License, Technical Support & Maintenance Contract

Background:

Single-sign on (SSO)/federated ID enabled software is a technology component that is required for membership into the California Community Colleges Online Education Initiative (OEI).

Terms (if applicable):

One year contract renewal April 27, 2019 - April 26, 2020.

Expense (if applicable):

Total cost of the annual maintenance contract is \$5,000.

Fiscal Impact Including Source of Funds (if applicable):

Annual maintenance renewal costs of \$5,000 has been built into the 2018-2019 IT budget.

Approved:  *1/31/19*
Dr. Debra Daniels, Superintendent/President

Invoice

PISTOLSTAR, INC.
 P.O. Box 1226
 Amherst, NH 03031-1226

Date	Invoice #
21-Jan-2019	012119-S3

Bill To:
Taft College Attn: Accounts Payable 29 Cougar Court Taft, CA 93268

PO #	Terms	Due Date
N/A	Net 30	27-Mar-2019

Qty	Description	Rate	Amount
1	<p><u>Annual Renewal - PortalGuard Software License, Technical Support & Maintenance Contract:</u> (Includes 12 Support Incidents) Support Term: [04-27-2019 -to- 04-26-2020]</p> <p>**Payments can be made by Check, Wire Transfer or ACH**</p> <p>Wire Transfer Info: Citizens Bank Meeting Place Amherst, NH 03031 USA Wire Routing # 011500120 Account # 3312111341 SWIFT Code: CTZIUS33</p> <p>ACH Payment Info: Routing # 011401533 Account # 3312111341</p> <p>Questions regarding this invoice should be directed to: Audrey Anderson 603-547-1208 accounts@pistolstar.com</p> <p>***All Amounts are in US Dollars***</p>	\$ 5,000.00	\$ 5,000.00
Total			\$ 5,000.00

BOARD AGENDA ITEM

Date: December 13, 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: February 13, 2019

Title of Board Item:

Annual Tutor Trac Hosting & Support Agreement with Redrock Software Corp. (3/1/19-2/28/20)

Background:

The Learning Center would like to continue to use Tutor Trac to track Learning Center usage as well as run reports. This software also helps to determine staffing. Redrock Software Corp. will provide Taft College unlimited tech support, online training, and software upgrades.

Terms (if applicable):

3/1/2019-2/28/2020

Expense (if applicable):

\$1964.10

Fiscal Impact Including Source of Funds (if applicable):

18-19 Basic Skills/ Student Equity and Achievement Funds will be utilized for these services.

Approved: 
Dr. Debra Daniels, Superintendent/President



REDROCK SOFTWARE HOSTED SERVER AGREEMENT

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

BETWEEN:

Redrock Software Corp.

("Redrock")

AND:

Taft College

("TAFT COLLEGE")

WHEREAS:

- A. Redrock is the owner of TutorTrac, AdvisorTrac, FitnessTrac, and LabTrac and their modules SAGE, SurveyTrac, TextAlerts, MobileView, Q2, and Whiteboard (referred to as "Trac Product") which refers to scheduling and data management software developed by the Redrock;
- B. TAFT COLLEGE has already purchased or will be purchasing a non-exclusive license to use the Trac Product and wishes to have Redrock provide server hosting services for Trac Product; and
- C. Redrock has agreed to provide server hosting services to TAFT COLLEGE pursuant to the terms and conditions set forth in this Agreement.

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

1.0 DEFINITIONS

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

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

"Confidential Information" shall mean all information disclosed by either party to the other party under this Agreement, including, without limitation, any trade secret, know-how, formula, design, prototype, compilation of information, data, program, code, method, technique or process, information relating to any product, device, customer information, financial information, marketing information, intellectual property, business opportunities or research and

development, but shall not include any information that: (i) is at the time of disclosure in the public domain, (ii) is in the possession of the receiving party prior to disclosure and was acquired from a third-party not directly or indirectly affiliated to the disclosing party, or (iii) is required to be disclosed by law;

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

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

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

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

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

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

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

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

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

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

“Student Data” shall mean personal identifiers; Protected Health Information (PHI) as that term is defined in the Health Insurance Portability and Accountability Act, 45 CFR Part 106.103; personally identifiable information contained in student education records as that term is defined in the Family Educational Rights and Privacy Act (FERPA), 20 USC 1232g; non-public personal information as that term is defined in the Gramm-Leach-Bliley Financial Modernization Act of 1999, 15 USC 6809. Notwithstanding any other provision of this Agreement, service provider will be responsible for all damages, fines and corrective action arising from disclosure of such information caused by such party's breach of its data security or confidentiality provisions hereunder.

2.0 SERVICE HOSTING PROVISIONS

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

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

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

3.0 SUPPORT AND MAINTENANCE

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

(a) emergency telephone assistance to respond to Critical Problems, Major Problems and Minor Problems during Standard Support Hours. The level of response will be determined by the severity level, as follows:

a. Critical Problems. Within two (2) hours of notification to Redrock during Standard Support Hours, Redrock will, upon verification of

the Critical severity, commence resolution and make every reasonable effort to resolve Critical Problems same day.

b. Major Problems. Within four (4) hours of notification to Redrock during Standard Support Hours, Redrock will, upon verification of the severity level, commence resolution and make every reasonable effort to resolve Major Problems within 24 hours.

c. Minor Problems. Redrock will, upon verification of the severity level, log the problem and use reasonable efforts to correct Minor Problems, but does not guarantee any particular response time to initiate resolution.

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

4.0 REPRESENTATIONS AND WARRANTIES

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

- (a) it is the owner of the Hosted Server and Trac Product, and has all rights and entitlement to the Hosted Service and Trac Product, and all corporate power and authority, necessary to enter into and perform its obligations under this Agreement, and will not enter into any agreements or arrangements which are in conflict with any provisions of this Agreement;
- (b) there is no pending or threatened litigation or any other proceeding that may affect the Redrock's ability to fully perform its obligations under this Agreement;
- (c) the Hosted Server shall have appropriate functionality for Trac Product, provided that the Hosted Server and Trac Product have been properly operated by TAFT COLLEGE;
- (d) the Hosted Server will function in a manner consistent with industry standards reasonably applicable to such service. Redrock further warrants that the Hosted Service, except for routine maintenance, will be operational at least 99.99% of the time in any given month during the term of this Agreement, meaning that the outage or down time percentage will not be more than .01%. In the event of a Hosted Service outage, Redrock will (i) promptly and at Redrock's expense use commercial best efforts to restore the Hosted Service as soon as possible, and (ii) unless the outage was caused by a Force Majeure

event, may refund or credit TAFT COLLEGE the prorated amount of fees corresponding to the time the Hosted Service was unavailable. Neither party will be liable to the other for any failure or delay in performance under this Agreement to the extent said failures or delays are proximately caused by forces beyond that party's reasonable control, provided that the party resumes performance as soon as it is reasonably able to do so; and

- (e) the Hosted Server does not infringe any third-party intellectual property rights. If a third-party claim is made that the Hosted Service, in whole or in part, infringes a third-party's intellectual property rights, then in addition to any other remedies TAFT COLLEGE may have under this Agreement or the law, Redrock will, at no cost to TAFT COLLEGE, either (i) secure all necessary rights for TAFT COLLEGE to continue using the Hosted Service, (ii) modify the Hosted Server to eliminate the alleged infringement without adversely affecting the scope and level of the Hosted Server provided to TAFT COLLEGE; or (iii) replace the Hosted Server with a non-infringing Hosted Server that otherwise meets all the requirements of this Agreement.

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

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

5.0 PAYMENT

In consideration hosting service provided by Redrock to TAFT COLLEGE in this Agreement, TAFT COLLEGE shall pay to \$1200 annually thereafter for the server hosting fee. Payment shall be made in full on the date that this Agreement has been executed by both Parties and on each anniversary of this execution date thereafter for the duration of the Agreement. This is in addition to the cost of the software and support agreement fees.

6.0 CONFIDENTIALITY

- 6.1 Confidential Information.** Each party agrees that it shall not use, disclose, or make available to third-parties any Confidential Information disclosed to it by the other party without the written authorization of the disclosing party, and further agrees that it will take all reasonable steps necessary to ensure that the Confidential Information is not disclosed to any third-parties.
- 6.2 Disclosure Required by Law.** In the event that TAFT COLLEGE is required by law to disclose any portion of the Confidential Information, TAFT COLLEGE shall not be in breach of Section 6.1 provided that TAFT COLLEGE shall provide Redrock with prompt written notice of such required disclosure and shall reasonably cooperate with the Redrock, at Redrock's expense, so that Redrock may seek an appropriate court order for protection of its Confidential Information.
- 6.3** Redrock acknowledges that Student Data is protected from disclosure by federal law and agrees to keep all such data to which it has access in the performance of this agreement in a secure manner and to disclose only upon direction by TAFT COLLEGE.

7.0 COMPLIANCE WITH OPEN RECORDS LAW

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

8.0 OWNERSHIP

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

9.0 TERM AND TERMINATION

- 9.1 Term.** This Agreement commences on the date of installation and continues March 1, 2019 to February 20, 2020 unless sooner terminated in accordance

with this Agreement. TAFT COLLEGE has the option to renew for successive one-year terms (each, a "Renewal Term") for a period of 1 year upon thirty (30) days written notice of renewal prior to the end of the Initial Term or Renewal Term, as the case may be.

9.2 General Termination.

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

9.3 Automatic Termination. This Agreement shall automatically terminate upon the occurrence of Redrock's ceasing to carry on business, insolvency, bankruptcy, dissolutions, liquidations, winding up, or upon the commencement of any steps or passing of any resolution which, in the opinion of TAFT COLLEGE acting reasonably, is intended to accomplish such ends.

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

10.0 GENERAL

10.1 Choice of Law and Venue. This Agreement shall be governed and interpreted in accordance with the laws of the State of _____. Any action to enforce this Agreement must be adjudicated exclusively in the State District Court. TAFT COLLEGE does not agree to any form of binding arbitration, mediation, or other forms of mandatory alternative dispute

resolution. The Parties have the right to enforce their rights and remedies in judicial proceedings. TAFT COLLEGE does not waive any right to a jury trial.

- 10.2 Relationship of Parties.** No agency, partnership, joint venture, employee-employer or franchiser-franchisee relationship is intended or created by this Agreement.
- 10.3 Entire Agreement.** This Agreement sets forth the entire understanding and agreement between the Parties with respect to the subject matter hereof, and the Parties agree that they have not relied on any representations, warranties, promises or other inducements in entering into this Agreement.
- 10.4 Waiver.** The failure of either party to act with respect to any breach of this Agreement by the other party thereof shall in no way operate as a waiver to the right to act with respect to any subsequent or similar breaches.
- 10.5 Notice.** Any notice to Redrock may be given by personal delivery, registered mail or facsimile to its offices located at:

Jon Halter, Technical Support Lead
Redrock Software Corporation
2602 West Baseline Road Ste. 9 Mesa, AZ 85202
Phone: (877) 303-7575 extension 208
Fax: (480) 302-8595
managers@cordernet.com
Please mail all correspondence to Redrock Software Corp. PO Box 40518 Mesa, AZ 85274

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

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

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

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

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

11.0 RIGHTS IN AND TO STUDENT DATA AND TAFT COLLEGE DATA

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

12.0 DATA PRIVACY

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

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

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

possess all qualifications appropriate to the nature of the employees' duties and the sensitivity of the data they will be handling, prior to being granted access to the Data.

13.0 DATA SECURITY

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

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

C. Redrock represents and warrants that:

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

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

(iii) It may, at its own expense, conduct or have conducted at least annually, a formal penetration test of its systems and facilities that are used in any way to deliver the Hosted Server under this Agreement.

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

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

14.0 DATA INTEGRITY

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

15.0 RESPONSE TO LEGAL ORDERS, DEMANDS OR REQUESTS FOR DATA

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

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

(ii) consult with TAFT COLLEGE regarding its response;

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

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

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

16.0 DATA COMPROMISE RESPONSE

A. Immediately upon becoming aware of a Data Compromise, or of circumstances that could have resulted in unauthorized access to or disclosure or use of Student Data or TAFT COLLEGE Data, Redrock will notify TAFT COLLEGE, fully investigate the incident, and cooperate fully with TAFT COLLEGE's investigation of and response to the incident. Except as otherwise required by law, Redrock will not provide notice of the incident directly to the persons whose data were involved, regulatory agencies, or other entities, without prior written permission from TAFT COLLEGE.

B. Notwithstanding any other provision of this Agreement, and in addition to any other remedies available to TAFT COLLEGE under law or equity, Redrock will reimburse TAFT COLLEGE in full for all reasonable costs incurred by TAFT COLLEGE in investigation and remediation of such Data Compromise, including but not limited to providing notification to third-parties whose data was compromised and to regulatory agencies or other entities as required by law or contract; the offering of

12 months' credit monitoring to each person whose data were compromised; and the payment of legal fees, audit costs, fines, and other fees imposed by regulatory agencies or contracting partners as a result of the Data Compromise.

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

17.0 DATA RETENTION AND DISPOSAL

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

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

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

18.0 DATA TRANSFER UPON TERMINATION OR EXPIRATION

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

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

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

19.0 NO DRAFTING PRESUMPTION

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

Redrock Software Corp.

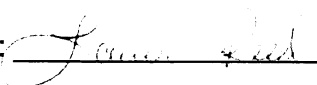
Taft College

By: Laura Reed
(Printed Name)

By: _____
(Printed Name)

Title: Sales Manager

Title: _____

Signature: 

Signature: _____

Date: December 13, 2018

Date: _____



INVOICE

Redrock Software Corporation

2602 West Baseline Road, #9
MESA, AZ 85202
Phone: (480) 752-8533
Alt. Phone: (877) 303-7575
Fax: (480) 302-8595
sales@go-redrock.com

Invoice #: 990438
Invoice Date: 12/12/2018

Taft College
Attention: Lori Sundgren

29 Cougar Court
Taft, CA 93268

lsundgren@taftcollege.edu

Item	Description	Qty	Price	Amount
Annual TutorTrac Support	valid 3/1/2019 to 2/28/2020- includes unlimited administrator tech support, online training, and software upgrades renewable annually	1.00	\$849.00	\$849.00
Annual Hosting Fee		1.00	\$1,200.00	\$1,200.00
Conference Discount	ACTLA	1.00	(\$84.90)	(\$84.90)

Subtotal: \$1,964.10
Total Due: \$1,964.10
Due Date: 2/28/2019

PAY INVOICE NOW

Comments

When ready to purchase you have a few options:

1) You can mail a check to:

Redrock Software, Corp
PO Box 40518 Mesa, AZ 85274

2) email or fax a purchase order to sales@go-redrock.com or 480-302-8595

3) or pay via credit card. To pay by credit card, click on the link in the email and complete the information. If you have any questions, please let me know.

Thanks,
Laura

BOARD AGENDA ITEM

Date: January 31, 2019
Submitted by: Sharyn Eveland, Professor of Psychology
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Contract for Professional Services with Lachelle Farewell for Assistance with Transcription of Video and Audio Recordings

Background:

One goal from the 2017-18 Psychology Program Review was to perform student focus group interviews. Lachelle Farewell will transcribe the audio and video recordings of the student focus interviews (8 separate sessions). Ms. Farewell will provide highly accurate text, verify accuracy of transcription, and deliver transcriptions in an electronic format.

Terms (if applicable):

February 14, 2019 through April 30, 2019.


Expense (if applicable):

\$65 per hour of transcription (Not to Exceed \$1,300.00)

Fiscal Impact Including Source of Funds (if applicable):

Budget Code: 11008-210-5510-20010

Approved: _____


Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT
CONTRACT FOR PROFESSIONAL SERVICES**

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT ("District") and Lachelle Farewell ("Independent Contractor"). The agreement is effective February 14, 2019

Recitals

1. District desires to obtain the services of an education consultant especially trained and experienced in rendering the following services:

Transcribing recorded audio and video files of student focus group interviews (8 sessions) into highly accurate text.

(and as may be more particularly described in paragraph 3 of terms below).

2. Independent Contractor is an Independent Contractor especially trained and experienced in providing the services described in recital #1 above.

3. The parties have agreed that the Independent Contractor will provide the personal professional services of Transcription of audio and video recordings (name) as specified in this Agreement as an Independent Contractor, as available, and not as an employee of the District.

Terms

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.

2. **Length of Agreement.** Independent Contractor shall provide the services

02/15/2019 through 04/30/2019 All work shall be performed at the following location:

within the West Kern Community College District boundaries

3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:

Transcribing recorded audio and video files of student focus group interviews (8 sessions) into highly accurate text; verifying accuracy of transcription; delivering electronic transcriptions in .rft or .doc format

4. **Service Days.** Independent Contractor shall render services on days which the District's Offices are open for business. Services shall be rendered for up to 20 days.

5. **Compensation.** Independent Contractor shall be paid the sum of \$ 1300.00.

6. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor. The Independent Contractor agrees to pay all Social Security and other income taxes which may accrue by reason of this Agreement, and to indemnify, defend, and hold the District, its officers, agents, and employees harmless from all claims, penalties, damages, liabilities, costs, and expenses including attorney fees, related to Independent Contractor's failure to pay these and similar obligations. Further, since Independent Contractor is acting solely in an Independent Contractor capacity, the Independent Contractor and its staff will not be entitled to and shall not by reason of this Independent Contractor arrangement receive any employee benefits from the District.

7. **Monthly Service Report.** Upon request, Independent Contractor shall submit a monthly service report in writing to the District which shall include a diary showing days and service rendered.

8. **Travel Expenses/Mileage Reimbursement.** The District shall reimburse Independent Contractor for travel expenses/mileage to a maximum of \$0.00 for the entire term at the established rate paid to District employees.

9. **Standards of Ethical Conduct and Confidentiality.** Standards of ethical conduct and confidentiality shall be maintained, and Independent Contractor will not engage in inappropriate contacts or professional conflicts of interest.

10. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with 10 days' prior written notice of such termination.

Executed at Taft California, on the dates shown below.

Date of WKCCD Board Approval:

West Kern Community College District:

Independent Contractor:

By:

(Signature)

Dr. Debra Daniels

(Printed Name)

Superintendent/President

(Title)

(Signature)

(Address)

(Social Security # or TIN #)

BOARD AGENDA ITEM

Date: January 14, 2019
Submitted by: David Mitchell, Math Faculty
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Agreement with Quicksilver Software, Inc. to Update TC-Stats Software Package

Background:

TC-Stats is an iPad app developed here for data analysis that is used in an integral part of the Stat 1510 class. This will bring TC-Stats onto iOS12. This is an expected maintenance software update.

Terms (if applicable):

February 14 – target completion of app (March 15, 2019)

Expense (if applicable):

\$950 for iOS 12 compatibility and up \$500 for maintenance and enhancements if requested.

Fiscal Impact Including Source of Funds (if applicable):

This will be covered by district funds that have been included in the 18/19 budget.

Approved: _____


Dr. Debra Daniels, Superintendent/President



Quicksilver Software, Inc.

10 January 2019

Brian Jean / David Mitchell
Taft College
West Kern Community College District
29 Emmons Park Drive
Taft, CA 93268

Re: Amendment to Agreement for iPad Software Product Development

Dear Brian and David:

Following up on the recent conversations between Taft College ("Client") and Quicksilver Software, Inc. ("Quicksilver"), I am sending this Binding Agreement to confirm the terms of our providing maintenance services for our TC-Stats software ("the Product").

This document is an amendment to the original Agreement dated 5 April 2011 for the development of the TC-Stats software package for Apple iPad (the "Original Agreement") and is a follow-on to the most recent amendment, dated 12 December 2017. Unless explicitly noted below, all terms and conditions of the Original Agreement shall remain in full force and effect.

Principal Business Terms

The following are the business terms upon which Client and Quicksilver are willing to enter into this Agreement related to the Product:

Summary of Work:

Update the TC-Stats software package for the Apple iPad platform and provide other support as further detailed in Exhibit B to this Agreement ("Statement of Work"). Responsibilities of each of the parties and of other third parties are also detailed in the Statement of Work.

Target date for completion is 15 March 2019, assuming project startup before the middle of January 2019.

A list of monthly milestones and associated payment terms are included in Exhibit A to this Agreement ("Project Deliverables"). Additional work may be authorized by Client on comparable terms via amendment to this Binding Agreement either during or after completion of this phase of the Product.

**Quicksilver
Obligations:**

Quicksilver will be responsible for technical implementation of user interface software and mathematical algorithms, as needed, and for the creation of user interface visual elements. Quicksilver will also be responsible for performing in-house testing of the software.

Quicksilver will provide office facilities, infrastructure, development machines, and software development tools for its development team, but will not provide deployment computer systems.

Quicksilver will provide regular status reports to Client's designated project manager, Brian Jean, on at least a monthly basis during the course of development. These reports will include details on the tasks completed to date and any technical problems encountered during development.

**Client
Obligations:**

Client has provided a list of known issues to Quicksilver and will continue to work with Quicksilver to provide clear definitions of terminology and functionality for specific issues, as needed, in order to ensure the accuracy of the results provided by the Product.

As compensation for Quicksilver's work on the Product, Client shall pay Quicksilver in the amounts and at the times designated in Exhibit A of this Agreement.

Client shall perform verification testing to ensure that the statistical algorithms implemented by the product perform correctly and shall provide relevant test data sets to Quicksilver, if requested. Client shall have final responsibility for reviewing and approval the Product.

No material changes in or deviations from the Statement of Work will be permitted unless the following procedure is followed: (a) Client must submit a written request detailing the changes that it desires. (b) Within ten (10) days of the receipt of the request, Quicksilver will inform Client, in writing, of any problems posed by the proposed change, and of any change in cost or schedule that will be caused by the proposed change in specifications. (c) Unless Quicksilver accepts the change, in writing, within 10 business days thereafter, the change will not be made. If the change is accepted the written request for change, and Quicksilver's response thereto, will be deemed to constitute an amendment to this Agreement.

**Intellectual
Property Rights:**

For purposes of ownership, all rights to the Product-specific work created under this Agreement, including all intellectual property rights, shall belong solely to Client. A license to any necessary Quicksilver-owned elements shall also be granted, as provided below. For avoidance of doubt, the parties agree that Quicksilver shall not obtain any rights to patented property of Client as a result of this Agreement.

Quicksilver shall retain all right, title and interest in and to the "Quicksilver Tools" (proprietary Quicksilver software programs, tools or modules identified in a Statement of Work, and derivative works thereof), including all Intellectual Property Rights therein. In addition, Quicksilver shall own all right, title and interest in and to any customized and enhanced versions of the Quicksilver Tools developed by Quicksilver under this Agreement, including all Intellectual Property Rights therein. Quicksilver hereby grants to Client a non-exclusive, transferable, royalty-free, irrevocable, perpetual and worldwide license: (i) to use, copy, modify, create derivative works based on the Quicksilver Tools, in source code and object code forms, solely for the purpose of developing, enhancing, improving, maintaining, operating and producing the Product; and (ii) to distribute and transmit the Quicksilver Tools, in object code form only, in any media, both existing now and developed anytime in the future, solely as integrated with the Product.

Confidentiality:

This Agreement is subject to the terms of a separate Confidentiality Agreement previously entered into between the parties and which is incorporated herein by reference.

**Warranties and
Indemnification:**

The parties each hereby represent and warrant that, to the best of their knowledge (1) prior to the exploitation of the Product, they have or will have all rights necessary to enter into this Agreement; (2) any pre-existing materials provided to the other party do not infringe any trademarks, copyrights, trade secrets, privacy, publicity or other proprietary rights of any third parties; (3) any original materials that they develop for the Product do not infringe against trademarks, copyrights, trade secrets, privacy, publicity or other proprietary rights of any third parties; (4) they have no reason to believe that any such infringement exists or claims based on infringement can be made by third parties; and (5) they have full legal authority to enter into and be bound by this Agreement.

The parties hereby agree to indemnify, hold harmless and defend each other, their parent corporations, affiliates, transferees and assigns from and against any and all damages, demands, claims, losses, causes of action (including, without limitation, reasonable attorneys' fees and expenses), liabilities, lawsuits, judgments and expenses arising from, relating to or in connection with a breach of their respective agreements, representations and warranties contained in this Agreement.

Cancellation:

Client may decide to cancel development of the Product at any time and for any reason, provided only that Quicksilver be given thirty (30) calendar

days advance notice of any such cancellation. All reasonable documented costs of Quicksilver incurred prior to the effective date of any such cancellation, including costs incurred prior to Quicksilver's receipt of a fully executed agreement, shall be fully recoupable and paid upon cancellation. All payments made by Client shall be non-refundable.

This Amendment to the Agreement, along with the original Agreement, constitutes the entire agreement with respect to the Product. This Agreement may not be assigned or amended except by a written instrument signed by authorized representatives of both parties. Except as specifically provided herein, this Agreement does not grant any licenses between the parties. This Agreement does not create any relationship of agency or representation between the parties. This Agreement shall be governed by and construed in accordance with the laws of the State of California covering agreements made and to be performed in that State, without regard to principles of conflict of laws.

Agreed by:



Signed

William C. Fisher

Name

President

Title

Quicksilver Software, Inc.

Organization

10 January 2019

Date

18218 East McDermott, Suite D
Irvine, CA 92614-6723

Signed

Name

Title

West Kern Community College District

Organization

Date

29 Emmons Park Drive
Taft, CA 93268

Exhibit A

Project Deliverables

Development Schedule (Milestones)

1. Startup:
 - a. Signed agreement
 - b. Maintenance issues for identified for investigation
2. Delivery 1 (Beta Version): Approximately 15 February 2019
 - a. Version ready for testing on iPad operating system version 12 to verify functionality and fixes to identified issues for which work is approved
3. Delivery 2 (Complete Version): 15 March 2019
 - a. App functional on all current versions of Apple iOS, including version 12
 - b. Identified issues resolved unless otherwise mutually agreed upon in writing
 - c. Q/A fixes and enhancements, as needed
 - d. App ready for submission to the Apple App Store

Development Terms

1. Total Project cost: \$950 for iOS 12 compatibility and up to \$500 for maintenance and enhancements, if requested
2. Payments:
 - a. Balance of \$950 plus maintenance and enhancement costs (grand total not to exceed \$1,450) upon delivery of Milestone #3
3. Terms: NET 15

Exhibit B

Statement of Work

Features

Features of the Product will be the same as those in the build prepared for release to the App Store in late 2018. There are no known major issues with the current product, but if issues are discovered a provision for maintenance work not to exceed \$500 has been included in this Agreement.

The Product shall be updated so that it can operate in a reasonable business manner on versions of the Apple iOS Operating System more recent than those supported by the original product. This specifically means support for iOS version 12.

Quicksilver shall make reasonable efforts to ensure that the Product can be used on older iPad devices; however, due to the deprecation of some software APIs by Apple, Quicksilver cannot guarantee that versions of iOS that were originally supported will continue to be supported by the newer version of the Product.

Quicksilver Tools

In order to expedite development of this product, Quicksilver may incorporate portions of its extensive internal library of general-purpose software functions ranging from user interface components to computational methods. Client's rights to use these tools are defined above in the "Intellectual Property Rights" section of this Agreement. The tools anticipated to be used in this project are:

- General-purpose iPad and/or iPhone user interface components such as lists, dropdown menus, and so on
- The overall code framework for the application
- General-purpose functions for event handling, text display, user interface control handling, and so on

The Quicksilver Tools do not include any software which is specific to the Product. In particular, they do not include any Quicksilver-developed statistical algorithms and unit tests for such algorithms. All such code and related intellectual property, if any, shall be owned by Client.

Third-Party Tools

Quicksilver often makes use of open-source software and other available tools, and anticipates using certain such tools in the Product. In particular, Quicksilver expects to obtain pre-existing software implementing certain statistical algorithms. In all cases where such software is utilized in the Product, Quicksilver shall ensure that it has appropriate rights to make use of such software and shall be responsible for ensuring that it follows the legal requirements for such use. Typically, such software simply requires that notice of use be provided with the product. Quicksilver will provide the necessary information to Client to ensure that Client is aware of such requirements.

Exhibit C

Wire Transfer Information

BENEFICIARY FI NAME: SUNWEST BANK
ID CODE: 122228003
ADDRESS: 17542 E. 17TH ST
TUSTIN, CA 92780 USA

BENEFICIARY: QUICKSILVER SOFTWARE, INC.
ID CODE: DDA
IDENTIFIER: 201081858
ADDRESS: 18218 E McDURMOTT SUITE D
IRVINE, CA 92614

FI TO FI INFORMATION SWB ACCT WITH WFB# 4000614156

Date: January 14, 2019
Submitted by: Kelly Kulzer-Reyes, Professor
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Approval

Board Meeting Date: February 13, 2019

Title of Board Item:

Agreement with Author Amy Silverman to Speak to Taft College English 1500 and Disability Studies students

Background:

On April 11-12, 2019, the English Department and Abilities Partnership Team (APT) will collaborate to host Amy Silverman, author of *My Heart Can't Even Believe It: A Story of Science, Love, and Down Syndrome*. Students in English 1500 have been reading her book.

These presentations will be available to all students, faculty, and staff at Taft College to learn more about life with a child with a disability at this event.

She has also agreed to run a writing workshop with creative writing students. Professors Kulzer-Reyes and Kerr are collaborating on this.

Terms (if applicable):

These events will take place April 11-12, 2019.


Expense (if applicable):

\$500 plus travel

Fiscal Impact Including Source of Funds (if applicable):

This expense will be paid from the English Language Arts Division and the Abilities Partnership Team 2018/19 budgets.

Approved: _____


Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT
CONTRACT FOR PROFESSIONAL SERVICES**

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT ("District") and Amy Silverman ("Independent Contractor"). The agreement is effective April 11-12, 2019

Recitals

1. District desires to obtain the services of an education consultant especially trained and experienced in rendering the following services:

Writing Workshop and book talks to Taft College students

(and as may be more particularly described in paragraph 3 of terms below).

2. Independent Contractor is an Independent Contractor especially trained and experienced in providing the services described in recital #1 above.

She is a journalist and the author of the book she will be talking about.

3. The parties have agreed that the Independent Contractor will provide the personal professional services of Amy Silverman (name) as specified in this Agreement as an Independent Contractor, as available, and not as an employee of the District.

Terms

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.

2. **Length of Agreement.** Independent Contractor shall provide the services

April 11 through April 12 2019 All work shall be

performed at the following location:

Taft College

3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:

Author and journalist, Amy Silverman, will provide writing workshop and book talks to TC students.

4. **Service Days.** Independent Contractor shall render services on days which the District's Offices are open for business. Services shall be rendered for up to 2 days.

5. **Compensation.** Independent Contractor shall be paid the sum of \$ 500.

6. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor.

The Independent Contractor agrees to pay all Social Security and other income taxes which may accrue by reason of this Agreement, and to indemnify, defend, and hold the District, its officers, agents, and employees harmless from all claims, penalties, damages, liabilities, costs, and expenses including attorney fees, related to Independent Contractor's failure to pay these and similar obligations. Further, since Independent Contractor is acting solely in an Independent Contractor capacity, the Independent Contractor and its staff will not be entitled to and shall not by reason of this Independent Contractor arrangement receive any employee benefits from the District.

7. **Monthly Service Report.** Upon request, Independent Contractor shall submit a monthly service report in writing to the District which shall include a diary showing days and service rendered.

8. **Travel Expenses/Mileage Reimbursement.** The District shall reimburse Independent Contractor for travel expenses/mileage to a maximum of \$500 For the entire term at the established rate paid to District employees.

9. **Standards of Ethical Conduct and Confidentiality.** Standards of ethical conduct and confidentiality shall be maintained, and Independent Contractor will not engage in inappropriate contacts or professional conflicts of interest.

10. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with 30 days' prior written notice of such termination.

Executed at Taft California, on the dates shown below.

Date of WKCCD Board Approval:

West Kern Community College District:

By: 

(Signature)

Dr. Debra Daniels

(Printed Name)

Superintendent/President

(Title)

Independent Contractor:

(Signature)

Amy Silverman

(Address)

(Social Security # or TIN #)


BOARD AGENDA ITEM

Date: January 22, 2019

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: March 6, 2019

Title of Board Item:

Contract for Professional Services with Chris Ruiz for Sports Information/Webmaster Services for the Taft College Athletics Programs/Website

Background:

The Athletics Department of Taft College would like to utilize the professional services of Chris Ruiz to assist in setting up new sports seasons, writing game articles and other news/special events for posting on the website, and general updating of the website. These services would provide more timely and updated sports/athletics information for our students, staff, faculty, and the general public.

Terms (if applicable):

The effective dates are February 1, 2019 through May 31, 2019.

Expense (if applicable):

The independent contractor shall receive \$500 per month.

Fiscal Impact Including Source of Funds (if applicable):

This will be paid for by one-time Program Review Funding Allocations to the TC Athletics 2018-2019 budget.

Approved: 

Dr. Debra Daniels, Superintendent/President

**WEST KERN COMMUNITY COLLEGE DISTRICT
CONTRACT FOR PROFESSIONAL SERVICES**

This agreement is entered into by and between the WEST KERN COMMUNITY COLLEGE DISTRICT ("District") and Chris Ruiz ("Independent Contractor"). The agreement is effective 02/01/2019

Recitals

1. District desires to obtain the services of an education consultant especially trained and experienced in rendering the following services: Sports Information/Webmaster (and as may be more particularly described in paragraph 3 of terms below).
2. Independent Contractor is an Independent Contractor especially trained and experienced in providing the services described in recital #1 above.
3. The parties have agreed that the Independent Contractor will provide the personal professional services as specified in this Agreement as an Independent Contractor, as available, and not as an employee of the District.

Terms

NOW, THEREFORE, THE PARTIES AGREE AS FOLLOWS:

1. **Recitals Approved.** The above recitals are true and correct.
2. **Length of Agreement.** Independent Contractor shall provide the services from February 1, 2019 to May 31, 2019.
3. **Services to be Provided.** The services to be provided to the District by the Independent Contractor include but are not necessarily limited to the following:
 - a. **Set up new sport seasons:**
 - Input schedules
 - Input team rosters
 - Update links on main navigation bars and specific team page navigation bars
 - Upload team photo to roster page
 - Upload student-athlete/coaches photos to bio pages
 - Upload coaches' information to bio pages
 - Archive previous season's schedule/results, statistics, roster, and news pages

b. Write game stories from completed games/events:

- Will use game statistics uploaded by coaches to CCCAA/PrestoSports website to write a game recap.
- Will upload the stories to the Taft Athletics website, usually within 24 hours, to keep the site updated with new content.

c. Write other news/special events stories for posting on website as requested:

- Athletic Director and coaches may email me directly with news they would like featured on the site and on their team pages. Examples of this would include awards, signings and transfers, new hires, and community involvement.
- Special event stories could also be featured, which could include fundraising events, golf tournament, Hall of Fame, Coaches vs. Cancer/Dig Pink, and camps/clinics.

d. General updating of the site and other items:

- Keep staff directory up to date
- Upload additional PDFs (team media guides/programs, recruiting documents) to site
- Can create email lists and newsletters for distribution
- Can create email interest forms for first contact by potential student-athletes to coaches.
- Can assist with maintenance of social media accounts (Twitter, Facebook)

4. **Compensation.** Independent Contractor shall be paid the sum of \$500 per month.

5. **Hold Harmless Agreement.** Any amounts paid under this Agreement constitute the total compensation for all services rendered by Independent Contractor. The Independent Contractor agrees to pay all Social Security and other income taxes which may accrue by reason of this Agreement, and to indemnify, defend, and hold the District, its officers, agents, and employees harmless from all claims, penalties, damages, liabilities, costs, and expenses including attorney fees, related to Independent Contractor's failure to pay these and similar obligations. Further, since Independent Contractor is acting solely in an Independent Contractor capacity, the Independent Contractor and its staff will not be entitled to and shall not by reason of this Independent Contractor arrangement receive any employee benefits from the District.

6. **Monthly Service Report.** Upon request, Independent Contractor shall submit a monthly service report in writing to the District which shall include a diary showing days and service rendered.

7. **Travel Expenses/Mileage Reimbursement.** The District shall not have a need to reimburse Independent Contractor for travel expenses or mileage.

8. **Standards of Ethical Conduct and Confidentiality.** Standards of ethical conduct and confidentiality shall be maintained, and Independent Contractor will not engage in inappropriate contacts or professional conflicts of interest.

9. **Earlier Termination.** District may terminate this Agreement upon providing Independent Contractor with 30 days prior written notice of such termination.

Executed at Taft, California, on the dates shown below.

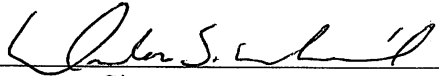
Date of WKCCD Board Approval:
02/14/2019

West Kern Community College District:

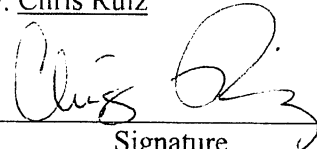
Independent Contractor:

By: Dr. Debra S. Daniels

By: Chris Ruiz



Signature



Signature

Date: January 17, 2019
Submitted by: Becky Roth, Professor of Early Care, Education, and Family Studies
Area Administrator: Dr. Debra Daniels, Superintendent/President
Subject: Request for Ratification

Board Meeting Date: February 13, 2019

Title of Board Item:

Agreement between the Chabot-Las Positas Community College District on behalf of its California Early Childhood Mentor Program and Taft College for 2018-19

Background:

The attached agreement between the Chabot-Las Positas Community College District on behalf of its California Early Childhood Mentor Program and Taft College is to provide coordination of local efforts and participation in the mentoring program. Becky Roth will serve as the College Coordinator for 2018/19 and will be responsible for the activities listed in Attachment A.

Terms (if applicable):

August 1, 2018- June 30, 2019


Expense (if applicable):

None for Taft College. The Mentor Program will pay Becky Roth \$500 directly.

Fiscal Impact Including Source of Funds (if applicable):

None.

Approved: _____


Dr. Debra Daniels, Superintendent/President

CHABOT-LAS POSITAS COMMUNITY COLLEGE DISTRICT

AGREEMENT

CALIFORNIA EARLY CHILDHOOD MENTOR PROGRAM

This Agreement is being executed as of December 5, 2018, for the contract term beginning August 1, 2018, entered into by and between: the Chabot-Las Positas Community College District (CLPCCD), hereinafter known as the "District," on behalf of its California Early Childhood Mentor Program, hereinafter known as the "Mentor Program," and Taft College/West Kern Community College District, hereinafter known as "Contractor."

This agreement is entered into through the Chabot-Las Positas Community College District Board of Trustees approval process, pursuant to its meeting on Tuesday, December 4, 2018.

Appropriation or Grant Number CN180198

RECITALS:

Whereas, the Chabot-Las Positas Community College District has applied for and has received a grant from the California State Department of Education (Resolution 06-1516) for the purposes of operating a Mentor Program; and

Whereas, the CLPCCD has received authorization from its Board of Trustees to enter into agreements with California community colleges to provide such services as: coordinating and offering an adult supervision course and seminars for mentors and directors; coordinating and developing mentoring programs; offering honoraria for faculty working with the college mentoring program; providing books and other instructional materials for mentors; and printing and copying mentor materials.

Now, therefore, the parties agree as follows:

1. **TERM:** The term of this Agreement shall commence on August 1, 2018 and terminate June 30, 2019 except as otherwise set forth in this agreement.
2. **SERVICES TO BE RENDERED BY CONTRACTOR:** The services to be rendered are incorporated by reference as in attachment A. If any terms of the attachment and this Agreement are in conflict, this Agreement shall prevail.
3. **PAYMENT:** Invoice to be submitted and payment as a stipend to be made by District to Contractor shall be as set forth in Attachment A.
4. **INDEPENDENT CONTRACTOR:** The parties agree that with regard to this Agreement, Contractor is an independent contractor and not an employee of the District.

Any terms in this Agreement or its attachments referring to direction from the District shall be construed as providing for direction as to policy and the result of work only, and not as to the means by which such a result is obtained.

5. **EXPENSES FOR EQUIPMENT, TOOLS, MATERIALS OR SUPPLIES:** Contractor shall supply, at no cost or charge to District, all equipment, tools, materials, and/or supplies to accomplish the services agreed to be performed unless otherwise provided in this agreement; District shall not be liable to Contractor for any expenses paid or incurred by Contractor not provided for in this agreement unless otherwise agreed to in advance in writing.

6. **ASSIGNMENT**: Contractor shall not assign this Agreement nor the consideration payable under this Agreement without the written consent of the District.

7. **TERMINATION**: District may terminate this Agreement for District's convenience and without cause at any time by giving the other parties written notice of such termination. The notice shall specify the date upon which the termination becomes effective. In the event of such termination, Contractor shall be paid for his/her services that have been performed to the satisfaction of the District under this Agreement, up to the date of termination. Any payment by District shall be conditioned on Contractor providing to the District any and all materials required by District related to the services rendered.

8. **WRITTEN NOTICE**: All notices required or permitted to be given by this Agreement shall be deemed given when personally delivered to the recipient thereof or two (2) days after it has been mailed by certified mail, return receipt requested, postage prepaid, and addressed to the parties.

Any party by a written notice to the other parties may change the address of notice or the names of the persons or parties to receive written notice.

9. **GOVERNING LAW**: This Agreement shall be construed in accordance with and governed by the laws of the State of California. Venue for all litigation relative to the formation, interpretation, and performance of the Agreement shall be in Dublin, California.

10. **SEVERABILITY**: If any term, provision, covenant, or condition of the Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the rest of the Agreement shall remain in full force and effect and in no way shall be affected, impaired, or invalidated.

11. **NON-WAIVER**: The failure of any party to exercise any of its rights under this Agreement for a breach thereof shall not be deemed to be a waiver of such rights or a waiver of any subsequent breach.

12. **NO AUTHORITY TO BIND DISTRICT**: Contractor has no authority to enter into contracts or agreements on behalf of District. This Agreement does not create the relationship of agent, servant, employee, partnership or joint venture with the District.

13. **AMENDMENTS**: No amendment to this Agreement shall be effective unless it is in writing and signed by all parties.

14. **CONFLICT OF INTEREST**: Contractor states that it is familiar with provisions of Section 87100 et seq. of the Government Code and certifies that it does not know of any facts which constitute a violation of said provisions. In the event contractor receives any information subsequent to execution of this Agreement which might constitute a violation of said provisions, Contractor agrees it shall notify District of such information.

15. **DAMAGES**: Contractor shall be responsible for any and all damages resulting in whole or in part from Contractor's acts or omissions.

16. **INDEMNIFICATION**: District agrees to defend and indemnify and hold harmless Contractor, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of District, its Board of Trustees, officers, agents, and employees.

Contractor agrees to defend and indemnify and hold harmless District, its Board of Trustees, officers, agents, and employees, individually and collectively, from and against all claims, liabilities, obligations and causes of action of whatever kind arising in any manner whatsoever out of or in connection with the acts or omissions of Contractor, its Board of Trustees, officers, agents, and employees.

Contractor's obligations under this section 16 shall survive the termination of this Agreement.

17. **COMPLIANCE WITH LAWS AND REGULATIONS:** Contractor shall keep informed of all laws and governmental regulations that may affect its obligations. It shall observe and comply with, and shall cause all its agents, employees, consultants, and subcontractors to observe and comply with all said laws and regulations, including obtaining business permits and licenses that may be required to carry out the work to be performed under this Agreement, including all applicable provisions for subrecipient monitoring of federal funding awards.

18. **LIABILITY OF DISTRICT:** District's obligations under this Agreement shall be limited to the payment of the compensation as provided for in Section 3 of this Agreement but shall also include activities as provided for in Attachment A. Notwithstanding any other provision of this Agreement, in no event shall District be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits, arising out of or in connection with this Agreement or the services performed in connection with this Agreement.

19. **NON-DISCRIMINATION CLAUSE:** During the performance of this Agreement, District and Contractor shall not unlawfully discriminate, harass or allow harassment against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, disability (including HIV and AIDS), medical condition (cancer), age, marital status, denial of family and medical care leave and denial of pregnancy disability leave. District and Contractor shall insure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. District and Contractor shall comply with the provisions of the Fair Employment and Housing Act (Government Code Section 12900 et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285.0 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code Section 12990 (a-f) set forth in Chapter 5 of Division 4 of Title 2 of the California Code of Regulations are incorporated into this contract by reference and made a part hereof as it set forth in full. District and Contractor shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

20. **BUDGET CONTINGENCY:** This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government or the California State Legislature for the Fiscal Year(s) covered by this Agreement for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, conditions or any statute enacted by the Congress or the State Legislature that may affect the provisions, terms or funding of this Agreement in any manner.

21. **ENTIRE AGREEMENT/MODIFICATION:** This writing sets forth the entire Agreement between the parties, and supersedes all other oral or written provisions. This Agreement may be modified only by a written document executed and approved in the same manner as this Agreement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date specified immediately adjacent to their signatures below.

"District"

"Contractor"

By:



Signature of CLPCCD person authorized to execute agreement

By:

Signature

Print Name: Ronald Gerhard

Print Name:

Title: Vice Chancellor of Business Services

Title:

Date:

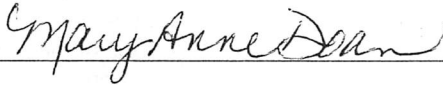
12/3/18

Address:

Date:

Recommended By:

Signature:



Print Name: Mary Anne Doan

Title: Director, California Early Childhood Mentor Program

Address: 25555 Hesperian Blvd.

Hayward, CA 94545

Date:

12/3/18



Attachment A
Taft College/West Kern Community College District
August 1, 2018 – June 30, 2019

Bakersfield College will take the lead in the Kern County Regional Early Childhood Mentor Program. In addition to Bakersfield College, the Kern County Regional Early Childhood Mentor Program includes Taft College. A Regional Program requires individual contracts between each participating College/District and the Chabot-Las Positas Community College District.

A. Chabot-Las Positas Community College District on behalf of the California Early Childhood Mentor Program shall provide the following resources for implementation of the Contractor's program, subject to the District's approval:

1. Updated materials and assistance to facilitate implementation of the program including a *Program Manual*, an In-Service Training Resource Guide, reporting forms and one-on-one technical assistance.
2. Travel expenses for the Contractor's Local, Regional and College Coordinators to attend statewide meetings to discuss program elements, the status of implementation and materials. Travel expenses must be within state guidelines and limits as specified in the *Program Manual* and as may reasonably be revised by the District.
3. \$500 for the Contractor's College Coordinator. The Contractor's Coordinator may be paid directly by the Chabot-Las Positas Community College District in the sole discretion of the District. The District reserves the right to withhold and/or reduce the Coordinator payment if responsibilities listed in Section B and D are not fulfilled in a timely manner.
4. \$185 for printing and copying costs for program implementation or Mentor materials. The Contractor's Coordinator may be reimbursed directly by the Chabot-Las Positas Community College District in the sole discretion of the District, or through their local college.

B. The signed **Designation of Coordinator form** and this signed **Letter of Agreement** must be submitted to the District no later than **January 3rd of this contract year**. The College Coordinator's stipend and any reimbursements due to the college will be withheld until these signed documents are received by the Mentor Program Office at Chabot College.

C. The lead college agrees to designate a Regional Coordinator. The Regional Coordinator shall be responsible for the following activities:

Selection and Re-Certification

1. Promoting the program on campus and in the community.
2. Enrolling teachers and providers in the Mentor Teacher/Adult Supervision Course, based on the syllabus provided in the *Program Manual* and as may reasonably be revised by the District. The Contractor as a college agrees to enroll students and to issue credit. The Contractor also agrees that it will accrue no ADA when instructional costs are reimbursed. Students pay tuition if they are receiving credit.

3. Recruiting qualified child care providers and directors from the community who may be interested in becoming Mentors.
4. Modifying and distributing Mentor and Director Mentor applications and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
5. Assuring compliance with selection criteria for Mentor Teachers and Director Mentors as set forth in Sections F and G below.
6. Adhering to the Policy on the Mentor Option in Campus Labs as currently described in the *Program Manual* and as may reasonably be revised by the District.
7. Modifying and distributing Mentor and Director Mentor Re-Certification applications, and establishing appropriate application deadlines as currently described in the *Program Manual* and as may reasonably be revised by the District.
8. Appointing a Selection Committee which shall include community college instructors, center directors, teachers and other child care practitioners who represent all sectors of the regional child development community (e.g., Head Start, preschool, subsidized, non-profit), a representative from the local QRIS, other early childhood professionals as needed such as an R and R representative, or from an advocacy group such as the Local Planning Council, etc. The Selection Committee should reflect the diversity of program types, ethnicities and language capacities in the community.
9. Training Selection Committee Members in the use of the Harms and Clifford Scales: the *Early Childhood Environment Rating Scale-Revised* (ECERS-R), the *Infant/Toddler Environment Rating Scale-Revised* (ITERS-R), the *School-Age Care Environment Rating Scale* (SACERS), and *Family Child Care Environment Rating Scale-Revised* (FCCERS-R). Training Selection Committee Members in the use of the *Program Administration Scale* (PAS) and the *Business Administration Scale* (BAS).
10. Serving as a Selection Committee Member as currently described in the *Program Manual* and as may reasonably be revised by the District. Such service is *optional* for local college or Regional Coordinators but **mandatory** for college Coordinators in a Region.
11. Scheduling meetings for the Selection Committee to review Mentor and Director Mentor applications, evaluate applicants' centers or classroom sites, and to make final selections by **May 1st of each contract year.**
12. Notifying all New and Re-Certification applicants to inform them of final decisions as soon as possible after the final Selection Committee meeting.
13. Petitioning the District in writing that Mentor pool size be increased in an academic year. In such cases, determination will be made by Mentor Program staff based on current statewide allocations and student placement rates at the local college.
14. Maintaining eligibility requirements for Mentor Teachers in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.
15. Maintaining eligibility requirements for Director Mentors in accordance with program policy as currently described in the *Program Manual* and as may reasonably be revised by the District.

Professional Growth

16. Facilitating or arranging for facilitation by Mentors or Director Mentors with at least 3 years of experience with the program (for leadership development purposes) of a 1-2 unit credit-optional monthly Seminar for Mentors to build a reflective community of practice to discuss issues they confront in supervising student teachers, combined with further study of supervision, leadership and mentoring skills.
17. Facilitating or arranging for facilitation on a rotating basis with Director Mentors with at least 3 years of experience with the program (for leadership development purposes) of a 1-2 unit credit-optional monthly Seminar for directors to study administrative issues, quality improvement strategies, leadership development and mentoring issues.
18. Providing Mentor and Director Seminar Instructors with the *Growing Leaders In-Service Training Resource Guide* and other necessary instructional materials as supplied by the District.
19. Ensuring that facilitators for the Mentor and Director Seminars are regularly evaluated in accordance with college policies.
20. Supporting Mentor In-Service Training activities with Mentor materials and other appropriate funding where available.

Placements and Stipend Activities

21. Working within the college's administrative procedures to institutionalize the Mentor Program. This includes seeking curriculum committee approval for courses, including program information in the college catalog and course schedule, and establishing load credit for practicum instructors who support placements with Mentors.
22. Providing the District with official course outlines for all courses in which students may be placed with Mentors.
23. Placing students with Mentors, acting as intermediary between the student and Mentor, and monitoring the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
24. Overseeing student placements with Mentors to ensure only one student will be in the Mentor's classroom at a time.
25. Approving the following as currently described in the *Program Manual* and as may reasonably be revised by the District:
 - Mentor-protégé contracts for Post-Practicum placements;
 - Mentor-student contracts for Individual Student Mentoring;
 - Hourly Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Mentoring Record stipends for short-term mentoring services for Infant/Toddler and Family Child Care teachers and providers;
 - Director Mentor-protégé director contracts for Director placements;
 - Hourly Director Mentoring Record stipends for short-term mentoring services;
 - Hourly Birth to Three/FCCH Director Mentoring Record stipends for short-term mentoring services for Infant/Toddler directors and Large Family Child Care providers
26. Serving, if requested and willing, as a Field Trainer as currently described in the *Program Manual* and as may reasonably be revised by the District.

Payments

27. Maintaining records of all costs and disbursements and reporting these monthly to the District in a timely and accurate manner within thirty days of expenditures. Pay may be docked in the following years' **Letter of Agreement** for all late paperwork.
28. Making and enforcing deadlines with all Mentors and Mentor Directors for dates when their forms must be submitted to the Regional Coordinator.
29. Submitting all forms approving the placement within 30 days of placement beginning.
30. Submitting authorizations to pay all stipends within 30 days following the end of the placement.
31. Submitting all fiscal reporting to the District no later than **June 1st of each contract year**.
32. Submitting all requests for reimbursement to the District no later than **June 13th of each contract year**.
33. Acknowledging that the Coordinator's payment may be withheld and/or reduced if reporting is not accomplished in a timely manner, and may be reflected in following years' budget.
34. Applying for and utilizing Additional Funding to Support Instructional Costs for an Adult Supervision Course if appropriate.
35. Applying for and utilizing Supplemental Support Funding (for Large Area programs and/or Director Seminars) if appropriate.
36. Applying for and utilizing Innovative funding for leadership, professional development or communities of practice activities if appropriate.
37. Providing full reporting on the use of any Supplemental Support Funding as currently described in the *Program Manual* and as may reasonably be revised by the District. Reports are due by June 1st of the contract year.

Evaluations

38. Facilitating program evaluation.
39. Requiring completion of Student Evaluation of Mentor Teacher, Director Mentor Contract Self-Evaluation, Director Mentor Contract Evaluation: Protégé, Birth to Three/FCCH Mentoring Record Protégé Evaluation, Birth to Three/FCCH Director Mentoring Record Protégé Evaluation, and Director Seminar Evaluation Forms by program participants.

Agreements and Reports

40. Completing and submitting to the District Quarterly Reports as follows:
 - First Quarter: August 1 to October 31, due **October 31st of each contract year**
 - Second Quarter: November 1 to January 31, due **January 31st of each contract year**
 - Third Quarter: February 1, to April 30, due **April 30th of each contract year**
41. Completing and submitting to the District all Annual Reporting materials on or before **June 1st of each contract year**.

Mentor Program Meetings

42. Attending all required Coordinator meetings and/or being responsible for acquiring and understanding the information and materials presented at these meetings.
43. Facilitating the selection of eligible participants for the annual Mentor Institute.

Maintaining Records

44. Keeping records on each Mentor's placement history, student evaluations of the Mentor, the Mentor's application and re-certification, and stipend amounts. Keeping comparable records for each Director Mentor.
 45. Maintaining program data and records in archives for five years.
- D. Contractor will designate a College Coordinator to perform the following functions:
1. Place students with Mentors, act as intermediary between the student and Mentor, and monitor the Mentors' work. The college agrees to offer the placement with a Mentor as an alternative to the existing practicum course(s).
 2. Collect student evaluations of Mentors and provide the Regional Coordinator—in a timely and accurate manner—with any data necessary for the monthly, quarterly or annual reports.
 3. Serve on the regional Selection Committee.
 4. Facilitate the evaluation of the statewide program.
- E. Contractor will designate an instructor who will be responsible for teaching the Mentor Teacher/Adult Supervision Course, a 2-unit course on adult supervision skills for Mentor candidates, based on a course syllabus included in the *Program Manual* and as may be reasonably revised by the District.
- F. Contractor shall insure that Classroom Mentor applicants shall complete the following requirements in order to be considered for selection:
1. A college level Early Childhood training program that included an Early Childhood practicum supervised by a college instructor for credit. Candidates must submit a transcript proving completion of this requirement.
 2. The two-unit Mentor Teacher/Adult Supervision Course, as described in Sections C.2 and E in this Attachment.
 3. Two years of experience as a classroom teacher or family child care provider.
 4. Eligibility for the Master Teacher Level, or higher, of the California Child Development Permit.
 5. The Mentor Application (see *Program Manual*) which includes information on the applicant's educational background and experience, a personal statement, a transcript proving completion of the practicum as part of her/his Early Childhood education, a QRIS Tier Rating (if applicable), and the Harms and Clifford rating sheet from her/his self-review. The Application also includes a "supervisor's agreement" to support the candidate's application and participation as a Mentor. As public elementary school teachers have their own mentoring program, they are not eligible to participate in the California Early Childhood Mentor Program.
 6. A site review of the center's National Association for the Education of Young Children (NAEYC) accreditation status by members of the Mentor Selection Committee and direct observation of teaching practices, or completion of a site review and self-study using the appropriate Harms and Clifford Scale (ECERS-R, ITERS-R, SACERS or FCCERS-R). For those programs who have a current QRIS ECERS-R, ITERS-R, or FCCERS-R done in the last 13 months, the Harms and Clifford assessment by the Mentor Selection Committee shall be waived. For this waiver, only the QRIS assessment may be used.

7. If the applicant has an acceptable score on the assessment referred to in Section F.6 above, and the site has a current 4 or 5 QRIS rating, and passes all the other criteria, this applicant has priority over other applicants as part of the agreement between ELCD and the California Early Childhood Mentor Program
- G. Contractor shall ensure that Director Mentor applicants shall complete the following requirements in order to be considered for selection:
1. Three years of experience as a director or site supervisor in a child development program (current or prior).
 2. Successful completion of a Director Mentor Information Session Webinar and a Director Mentor Institute as currently described in the *Program Manual* and as may be reasonably revised by the District. The Director Mentor Applicant may apply prior to attending DMI but must have completed it before mentoring can take place.
 3. The Director Mentor Application (see *Program Manual*) which includes information on the applicant's educational background, experience, statement of program philosophy, selection of items for *Program Administration Scale* (PAS) or *Business Administration Scale* (BAS) review, a QRIS Tier Rating (where applicable), and references.
 4. Completion of a *Program Administration Scale* (PAS) or *Business Administration Scale* (BAS) interview by members of the Mentor Selection Committee. A site review of the applicant's worksite (if applicable).
 5. If the applicant participates in QRIS and has a current 4 or 5 QRIS rating, and passes all of the above criteria, this applicant has priority over all other applicants as part of the agreement between ELCD and the California Early Childhood Mentor Program
- H. Contractor agrees to provide the following resources for implementation of the program:
1. Facilities for the Mentor Teacher/Adult Supervision Course, Selection Committee training and meetings, the Mentor Seminar and the Director Seminar as currently described in the *Program Manual* and as may be reasonably revised by the District.
 2. Funds for program costs in excess of amounts provided in Section A of this agreement.
- I. Contractor agrees that in cases where active Mentors or Director Mentors from other Regional or Local Mentor Programs wish to apply to this college's program, acceptance and selection will be at the discretion of this college's Selection Committee based on space availability and other selection criteria.
- J. District reserves the right to withdraw the resources listed in Section A for non-performance of activities and requirements listed in Sections B through G. Written notice of such withdrawal—and a procedure and timeline to appeal such a decision—will be provided to Contractor. Under some circumstances a program may be put on written probationary notice for six months to one year, and a determination will be made after performance is reviewed if resources will be withdrawn.

BOARD AGENDA ITEM

Date: January 10, 2019
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: February 13, 2019

Title of Board Item:

Training Services Agreement with Westside Energy Services Training and Education Center, Inc. (WESTEC) – Active Shooter Training for Faculty and Staff on January 10, 2019

Background:

WESTEC will provide faculty and staff active shooter training on one day during Spring 2019 In-Service.

Terms (if applicable):

The term of the agreement is for one day of training on January 10, 2019.

Expense (if applicable):

The cost for training is a flat fee of \$350 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:

TRAINING SERVICES AGREEMENT

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

WESTEC agrees to provide the following services for CUSTOMER:

Course:	Location:	Date Time
Active Shooter	Taft College Cougar Room	1/10/19 3:10-4:45

Service Terms:

- There will be a Flat fee of service(s) will be \$350.00**
** 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) THIS WILL BE PROVIDED BY THE CONTRACTOR, at the specific site of training.**
- CUSTOMER billing information: Taft College Student Services Division.
Attn: Severo M Balason Jr, Vice President of Student Services.
Billing Address: Taft College 29 Cougar Court, Taft CA 93268
CUSTOMER Phone#:661-763-7854 (Work Phone) 661-763-7758 (Fax)
- Upon signing this agreement, the CUSTOMER agrees to pay WESTEC a non-refundable cancellation fee of \$150.00. All invoices are due upon receipt.
- Cancellation notice must be received to WESTEC in writing or by fax (661-393-1015) at least 24 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.

CUSTOMER INFO:	WESTEC INFO:
Name: SEVERO M BALASON, JR Title: VICE PRESIDENT OF STUDENT SERVICES	Name: Chris Resendez Title: AOJ Program Manager
Signature:	Signature:
Date: 1/4/19	Date: 1/4/19

Thank you for choosing WESTEC!

Taft College Check Register Report

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78040228	01/07/2019	A00200017A.P.I. Plumbing	I0056417	12006	32000	422	5632	69400	90.00
78040229	01/07/2019	A00292936Albertson's LLC	I0056403	17769012	33429	310	4410	69200	53.94
78040230	01/07/2019	A00200437Anderson, Amber D.	I0056433	121218	11000	358	5510	62100	650.00
78040231	01/07/2019	A00269058Aramark Uniform Services	I0056465	60197997	11000	431	5870	65100	237.42
					11000	205	5870	12042	12.00
					39000	314	5870	64991	18.00
78040232	01/07/2019	A00219472Arbor Crest Publishing	I0056425	2018-129	31000	423	4110	69100	3,346.50
78040233	01/07/2019	A00200063Austin's Pest Control, Inc.	I0056461	DEC 18	39000	314	5860	64991	100.00
			I0056463	DEC. 18	11000	431	5860	65100	455.00
78040234	01/07/2019	A00200076Bandy, Ingrun K.	I0056400	111318	11000	352	5710	69615	120.73
			I0056401	111418	11000	352	5710	69615	327.42
78040235	01/07/2019	A00200107Bright House Networks	I0056396	122818	12560	223	5645	09565	289.93
78040236	01/07/2019	A00200109Brown & Reich Petroleum, Inc	I0056410	3462	11000	432	4316	67703	79.40
			I0056453	3463.	39000	314	4316	64991	245.66
78040237	01/07/2019	A00200134Canon Financial Services, In	I0056446	19545364	11000	401	5641	67701	1,009.97
78040238	01/07/2019	A00200146Carolina Biological Supply C	I0056443	50487609	11000	209	4311	04013	379.61
78040239	01/07/2019	A00200161CDW-G	I0056422	QHK5246	11000	202	6415	60200	1,576.08
					11000	202	6415	60200	0.01
					11000	202	6415	60200	126.38
					11000	202	6415	60200	492.75
					11000	202	6415	60200	11.99
78040240	01/07/2019	A00201051Central Sanitary Supply	I0056414	933005	33428	310	4310	69200	365.46
78040241	01/07/2019	A00200167Central Valley Conference	I0056402	303F(2)	11000	352	5750	69611	600.00
78040242	01/07/2019	A00264649Convergint Technologies, LLC	I0056436	W638222	35000	357	4312	69700	1,122.58
			I0056437	W638222.	35000	357	5632	69700	1,029.00
78040243	01/07/2019	A00228756Country Auto & Truck Taft	I0056409	598498	11000	432	4310	67703	24.56
78040244	01/07/2019	A00280761County of Kern Public Works	I0056452	120818	11000	431	5850	65500	123.24
78040245	01/07/2019	A00200222Daily Midway Driller	I0056408	110418	11000	411	5970	67300	528.05
78040246	01/07/2019	A00083241Davis, Terry G.	I0056430	121217	11000	202	5990	60100	20.00
78040247	01/07/2019	A00200236Demco	I0056434	6512330	12477	203	4310	61200	242.54
78040248	01/07/2019	A00211453Department of Industrial Rel	I0056418	E1605316	11000	431	5990	65100	225.00
78040249	01/07/2019	A00277845Double D Cleaning Service	I0056397	043	12560	223	5890	09565	360.00
78040250	01/07/2019	A00237331Dumbrigue, Joanne Lucille V.	I0056389	12/06/18	12551	353	5710	64600	6.32
			I0056390	121718	12551	353	5710	64600	13.19
			I0056391	121118	12551	353	5710	64600	21.15
78040251	01/07/2019	A00253023Ellucian Company L.P.	I0056455	90272096	11000	114	5642	70999	9,629.83
					11000	358	5641	62100	18,377.92
					12000	304	5641	63200	18,377.92
					11000	202	5642	60100	16,726.83
					11000	353	5641	64600	39,507.83
					11000	421	5643	71004	30,006.83
					11000	411	5641	67300	30,244.84
					11000	113	5643	67801	26,698.00
78040252	01/07/2019	A00200308Federal Express Corporation	I0056442	6-399-81	11000	353	5940	64600	84.05

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			I0056457	6-407-67	11000	401	5940	67705	33.51	
78040253	01/07/2019	A00283264	Frontier California Inc.	I0056398	77001228	11000	431	5840	65700	1,011.18
78040254	01/07/2019	A00283264	Frontier California Inc.	I0056399	79001228	11000	431	5840	65700	774.77
78040255	01/07/2019	A00303324	Galvan, Enemerio G.	I0056407	091218	11000	202	5990	60100	20.00
78040256	01/07/2019	A00200629	Grainger	I0056451	90265186	11000	431	4310	65100	32.17
78040257	01/07/2019	A00200655	Henry Schein, Inc.	I0056444	59377994	12651	205	4311	12042	101.70
78040258	01/07/2019	A00200680	J & L Locksmithing	I0056435	015585	11000	431	4310	65100	25.73
						11000	431	5632	65100	0.01
78040259	01/07/2019	A00200715	Kern Electric Distributors	I0056419	567310	11000	431	4310	65100	222.10
				I0056466	567455	11000	431	4310	65100	116.17
78040260	01/07/2019	A00200806	Kern Gardening Service	I0056439	29165	12560	223	5633	09565	200.00
				I0056440	29126	12560	223	5633	09565	400.00
78040261	01/07/2019	A00303405	Lively, Ashley Marie S.	I0056406	091218	11000	202	5990	60100	20.00
78040262	01/07/2019	A00200555	McGraw-Hill	I0056424	10617403	31000	423	4110	69100	1,925.00
						31000	423	5940	69100	40.17
78040263	01/07/2019	A00271247	Mendenhall, Janis L.	I0056392	121418	12000	311	5710	64200	123.46
				I0056393	121318	12000	311	5710	64200	37.60
78040264	01/07/2019	A00293117	Michael Flooring Inc.	I0056464	I-2785	33428	310	4310	69200	2,476.99
						33428	310	5631	69200	4,298.00
78040265	01/07/2019	A00200508	P. G. & E.	I0056460	12/13/18	31000	423	5820	69100	494.63
78040265	01/07/2019	A00200508	P. G. & E.	I0056460	12/13/18	31000	423	5830	69100	7.85
78040266	01/07/2019	A00200516	Patterson Dental Supply, Inc	I0056388	00338684	12651	205	4311	12042	148.28
						11000	205	4311	12042	29.92
						12651	205	4311	12042	0.01
78040267	01/07/2019	A00261201	Proforma Progressive Marketi	I0056432	BB710051	12551	353	4310	64600	210.29
						12551	353	4310	64600	0.00
						12551	353	4310	64600	0.00
78040268	01/07/2019	A00231833	Ray A. Morgan Company Inc.	I0056429	2330094	12558	223	4318	09565	40.04
78040269	01/07/2019	A00285838	Sammy's Detail	I0056441	804	11000	432	5632	67703	160.00
78040270	01/07/2019	A00201203	Sanchez, Ruth	S0046192		11000		9526		627.00
78040271	01/07/2019	A00200482	Sesac, Inc.	I0056456	10255301	11000	301	5642	64500	275.00
78040272	01/07/2019	A00305118	Sherman, Devon E.	I0056431	092518	11000	352	5990	69610	20.00
78040273	01/07/2019	A00200487	Sierra School Equipment Co.	I0056454	62979	11000	353	6411	64600	1,315.96
						11000	302	6411	63100	1,754.61
78040274	01/07/2019	A00303183	Southern Computer Warehouse,	I0056420	IN-00054	11007	113	6415	67801	9,879.42
				I0056426	IN-00054	11007	113	6415	67801	0.07
78040275	01/07/2019	A00200393	Sparkletts	I0056438	120718	12560	223	4310	09565	86.91
78040276	01/07/2019	A00200393	Sparkletts	I0056459	12/13/18	11000	113	4310	67801	167.26
78040277	01/07/2019	A00200393	Sparkletts	I0056462	12-13-18	11000	301	5810	64500	196.58
78040278	01/07/2019	A00237176	SSD Systems	I0056412	1369587-	33428	310	5880	69200	151.38
				I0056413	1359020-	33428	310	5880	69200	78.75
				I0056445	1364802-	11000	205	5641	12042	117.75
						11000	113	5641	67801	605.10
78040279	01/07/2019	A00287260	Stinson Stationers Inc.	I0056394	828655-0	11000	421	4318	67704	163.01

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			I0056395	831366-0	11000	421	4318	67704	163.01
78040280	01/07/2019	A00275935Supplyworks	I0056458	46833311	11000	431	4310	65300	113.94
78040281	01/07/2019	A00200417Sysco Food Service of Ventur	I0056404	17969446	33429	310	4410	69200	3,510.15
78040282	01/07/2019	A00200419T.C. Clearing Account	I0056423	3141	42350	000	6110	00000	1,320.26
78040283	01/07/2019	A00200423Taft City School District	I0056416	19-073	11000	432	4310	67703	299.04
					11000	432	4316	67703	30.00
					11000	432	5850	67703	5.00
					11000	432	5632	67703	167.50
78040284	01/07/2019	A00200862Taft College Bookstore	I0056421	1176	11000	113	5940	67801	19.96
78040285	01/07/2019	A00200862Taft College Bookstore	I0056428	7416	11000	302	4110	63100	5,696.20
78040286	01/07/2019	A00256341Terminix	I0056411	38125785	33428	310	5860	69200	435.00
78040287	01/07/2019	A00200282True Value Home Center	I0056415	398859	33428	310	4310	69200	500.66
			I0056427	399470	39000	314	4310	64991	179.59
78040288	01/07/2019	A00200284U.S. Foods	I0056405	4070889	33429	310	4410	69200	3,933.54
78040289	01/07/2019	A00200309United Refrigeration, Inc.	I0056447	65792467	33428	310	4312	69200	1,188.39
			I0056448	65915352	11000	431	4312	65100	510.08
					11000	431	5940	65100	0.01
			I0056449	65896024	33428	310	4312	69200	71.11
			I0056450	65915367	11000	431	4312	65100	105.82
					11000	431	5940	65100	0.01
78040290	01/08/2019	A00228216Cortez, Elizabeth L.	S0046296		11000		9526		230.00
78040291	01/08/2019	A00287395Cruz, Hazel Y.	S0046297		11000		9526		150.00
78040292	01/08/2019	A00305098Garcia, Dennise I.	S0046298		11000		9526		138.00
78040293	01/08/2019	A00261072Gomez, Tanairy	S0046299		11000		9526		230.00
78040294	01/08/2019	A00297810Gonzalez, Martha E.	S0046300		11000		9526		150.00
78040295	01/08/2019	A00293069Hamer, Brooke L.	S0046301		11000		9526		150.00
78040296	01/08/2019	A00300653Kincaid, Mathias R.	S0046302		11000		9526		575.00
78040297	01/08/2019	A00291203Lee, Kristin R.	S0046303		11000		9526		138.00
78040298	01/08/2019	A00292778McCulley, Micah A.	S0046304		11000		9526		150.00
78040299	01/08/2019	A00300047Mercado, Bianca Y.	S0046305		11000		9526		150.00
78040300	01/08/2019	A00072457Morris, Lisa	S0046306		11000		9526		35.00
78040301	01/08/2019	A00298479Orellana, Andres	S0046307		11000		9526		150.00
78040302	01/08/2019	A00297878Pantoja-Andrade, Viviana	S0046308		11000		9526		150.00
78040303	01/08/2019	A00037714Perez, Jose	S0046309		11000		9526		184.00
78040304	01/08/2019	A00304131Rodriguez, Cynthia	S0046310		11000		9526		322.00
78040305	01/08/2019	A00241625Sanchez, Angelica	S0046311		11000		9526		138.00
78040306	01/08/2019	A00265915Sasi, Randiel O.	S0046312		11000		9526		276.00
78040307	01/08/2019	A00294604Selleck, Michael S.	S0046313		11000		9526		150.00
78040308	01/08/2019	A00300403Serrano, Alexia E.	S0046314		11000		9526		150.00
78040309	01/08/2019	A00262783Sweet, Kennedy L.	S0046319		11000		9526		150.00
78040310	01/08/2019	A00291705Thomason, Tayler D.	S0046315		11000		9526		150.00
78040311	01/08/2019	A00287654Tiede, Blake R.	S0046316		11000		9526		150.00
78040312	01/08/2019	A00290107Torr, Clayton M.	S0046317		11000		9526		150.00
78040313	01/08/2019	A00283229Wiley, Thomas A.	S0046318		11000		9526		483.00

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78040314	01/09/2019	A00292936	Albertson's LLC	I0056471	17768912	39000	314	4311	64991	225.13
				I0056511	17769112	32000	422	4410	69400	6.38
78040315	01/09/2019	A00288646	Amazon Web Services, Inc.	I0056501	16459637	11000	113	5644	67801	640.52
78040316	01/09/2019	A00269058	Aramark Uniform Services	I0056517	60199440	11000	431	5870	65100	237.42
						11000	205	5870	12042	12.00
						39000	314	5870	64991	18.00
78040317	01/09/2019	A00202445	AT&T Mobility	I0056470	121818	39000	314	5840	64991	231.99
78040318	01/09/2019	A00200063	Austin's Pest Control, Inc.	I0056469	DEC '18	12560	223	5860	09565	55.00
78040319	01/09/2019	A00200109	Brown & Reich Petroleum, Inc	I0056491	3774	11000	432	4316	67703	292.43
78040320	01/09/2019	A00200149	Carquest Auto Parts	I0056489	7305-241	11000	432	4310	67703	389.88
78040321	01/09/2019	A00200161	CDW-G	I0056500	QLX1722	11000	353	6415	64600	598.71
						11000	353	6415	64600	319.30
						11000	353	6415	64600	3,651.77
						11000	353	6415	64600	18.00
				I0056502	QHZ4233	11000	202	6415	60200	251.30
				I0056503	QKB8226	11000	209	4313	17012	14.21
						11000	209	4313	17012	101.54
				I0056504	QJJ2272	11000	209	4311	49999	63.92
				I0056505	QJR4844	11000	209	4313	17018	15.98
						11000	209	4313	17018	104.22
						11000	209	4313	17018	101.55
78040322	01/09/2019	A00201051	Central Sanitary Supply	I0056498	936597	33428	310	4310	69200	126.82
78040323	01/09/2019	A00200167	Central Valley Conference	I0056475	303F	11000	352	5750	69611	6,600.00
78040324	01/09/2019	A00200174	Chevron U.S.A., Inc.	I0056518	54961602	11000	432	4316	67703	642.77
78040325	01/09/2019	A00200182	City of Taft Police Departme	I0056482	1118WKCC	11000	431	5990	65300	29.00
						11000	209	5990	08352	29.00
						31000	423	5990	67300	87.00
						11000	210	5990	13052	29.00
						11000	431	5990	65300	29.00
				I0056499	1018WKCC	11000	209	5990	09011	29.00
						11000	352	5990	08352	87.00
						11000	212	5990	49999	29.00
78040325	01/09/2019	A00200182	City of Taft Police Departme	I0056499	1018WKCC	11000	411	5990	67300	29.00
						12563	319	5990	64900	29.00
						11000	352	5990	08350	58.00
						11000	210	5990	22012	29.00
						11000	208	5990	11051	29.00
						12653	301	5990	63900	29.00
						39000	314	5990	64991	87.00
						12000	353	5990	64600	29.00
						12000	353	5990	64600	29.00
						32000	422	5990	69400	29.00
						12601	309	5990	64992	21.75
						32000	422	5990	64992	7.25

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78040326	01/09/2019	A00264649	Convergint Technologies, LLC	I0056507	W626479	11000	113	5632	67801	735.00
						11000	113	4316	67801	55.00
				I0056508	W631838	11000	113	5632	67801	588.00
78040327	01/09/2019	A00289075	Cranium Cafe, LLC	I0056477	1184	12582	301	5642	67800	6,336.00
78040328	01/09/2019	A00200238	Department of Justice	I0056468	322944	33428	310	5990	69200	402.00
						11000	352	5990	08350	401.04
						11000	354	5990	69600	199.36
						39000	314	5990	64991	1,012.75
						11000	431	5990	65300	209.00
						12601	309	5990	64992	148.25
						31000	423	5990	69100	64.00
						11000	352	5990	69610	162.00
						32000	422	5990	69400	209.00
						11000	209	5990	08353	32.00
						11000	209	5990	19011	32.00
						11000	202	5990	60100	64.00
						11495	216	5990	61900	32.00
78040328	01/09/2019	A00200238	Department of Justice	I0056468	322944	12000	340	5990	64951	48.00
						12653	301	5990	63900	48.00
						12000	304	5990	63200	16.00
						11000	302	5990	63100	16.00
						11495	216	5990	61900	48.00
						12000	303	5990	64300	16.00
						12563	317	5990	64900	41.60
						12000	353	5990	64600	32.00
						12000	340	5990	64951	24.00
						12653	301	5990	63900	8.00
						11000	209	5990	04011	49.00
						11000	209	5990	17017	16.00
						11000	209	5990	17014	16.00
						11000	209	5990	04014	32.00
						12000	311	5990	64200	32.00
						11000	203	5990	61200	49.00
						11000	209	5990	19111	32.00
						12000	304	5990	63200	8.00
						11000	208	5990	49308	16.00
						11495	216	5990	61900	16.00
				I0056483	335722	11000	209	5990	09011	32.00
						11000	352	5990	08352	130.00
						11000	212	5990	49999	32.00
						11000	411	5990	67300	32.00
						12563	319	5990	64900	32.00
						11000	352	5990	08350	81.00
						12401	353	5990	64600	32.00

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						39000	314	5990	64991	96.00
						12000	353	5990	64600	32.00
						12601	309	5990	64992	24.00
						32000	422	5990	64992	8.00
						32000	422	5990	69400	49.00
						11000	208	5990	11051	32.00
						12653	301	5990	63900	32.00
			I0056484	329297		33428	310	5990	69200	1,026.00
						11000	352	5990	08350	258.00
						11000	202	5990	60100	64.00
						11000	202	5990	60200	64.00
						11000	113	5990	67801	32.00
						11000	209	5990	17018	32.00
78040328	01/09/2019	A00200238	Department of Justice	I0056484	329297	39000	314	5990	64991	64.00
						11000	202	5990	60103	32.00
						11000	210	5990	13052	32.00
						11000	431	5990	65300	80.00
						12601	309	5990	64992	128.50
						12000	303	5990	64300	24.50
						11000	352	5990	69610	32.00
						11000	352	5990	69616	32.00
						11000	208	5990	10021	32.00
						31000	423	5990	69100	49.00
						32000	422	5990	69400	32.00
						11000	209	5990	19051	16.00
						11000	212	5990	49999	16.00
						11000	208	5990	10020	32.00
						32000	422	5990	64992	8.00
78040329	01/09/2019	A00202005E	Lumen Collaborative, LLC	I0056478	600	11000	120	5642	66002	12,520.00
78040330	01/09/2019	A00253023E	Ellucian Company L.P.	I0056492	90272062	11000	113	5643	67801	731.00
78040331	01/09/2019	A00200655	Henry Schein, Inc.	I0056494	57965727	11000	352	4310	69619	81.39
				I0056513	59706432	11000	352	4310	69619	61.02
78040332	01/09/2019	A00201122	Home Depot Credit Services	I0056516	34061213	11000	431	4310	65100	32.92
78040333	01/09/2019	A00200680	J & L Locksmithing	I0056488	015592	11000	431	4310	65100	0.01
						11000	431	5632	65100	66.24
78040334	01/09/2019	A00200712	Kern County Supt. of Schools	I0056510	901789	11000	421	4310	67200	220.00
78040335	01/09/2019	A00279585	Lehman, Charles F.	S0044220		11000		9526		280.00
78040336	01/09/2019	A00277823	MailFinance Inc.	I0056481	N7467778	11000	411	5950	67300	1,063.62
78040337	01/09/2019	A00200502	Orange Belt Stages	I0056474	120268	11000	352	5750	69610	1,540.00
78040338	01/09/2019	A00288637	Otis Elevator Company	I0056515	SJB05744	11000	431	5641	65100	634.65
78040339	01/09/2019	A00201272	Owens, Patricia A.	I0056467	111718	39000	314	5880	64991	13.00
78040340	01/09/2019	A00200508	P. G. & E.	I0056473	010219	11000	431	5830	65700	14,043.82
						39000	314	5830	64991	0.01
						33428	310	5830	69200	0.01

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					33588	310	5830	69200	0.01
78040341	01/09/2019	A00273618Redrock Software Corp.	I0056485	990438	12495	319	5643	61900	1,964.10
78040342	01/09/2019	A00280086Rothgeb, Julie J.	I0056480	DEC 18	11000	202	5710	60103	42.51
78040343	01/09/2019	A00016830Ruiz, Alba Y.	I0056512	R0098061	11000	421	5990	67200	88.60
78040344	01/09/2019	A00285838Sammy's Detail	I0056487	821	11000	432	5632	67703	195.00
78040345	01/09/2019	A00200472Scantron Corporation	I0056495	6394981	11000	209	4311	04011	32.32
78040346	01/09/2019	A00200479Sears	I0056490	44001213	32000	422	4310	69400	568.41
78040347	01/09/2019	A00200393Sparkletts	I0056496	010319	11000	209	4310	49999	106.27
78040348	01/09/2019	A00200394Sport & Cycle	I0056493	213800	11000	209	4311	08354	691.27
78040349	01/09/2019	A00296411Springshare, LLC	I0056497	18-R5502	12477	203	5642	61200	514.00
78040350	01/09/2019	A00200396Spurr	I0056479	95628	11000	431	5820	65700	496.78
					35827	357	5820	69700	0.01
					33428	310	5820	69200	0.01
78040351	01/09/2019	A00255807State Water Resources Contro	I0056476	SW-01626	42350	000	6110	71002	442.00
78040352	01/09/2019	A00200400Stinson's	I0056506	832786-0	11000	113	4310	67801	98.84
			I0056509	831279-0	11000	411	4318	67300	169.86
78040353	01/09/2019	A00277399Sundgren, Lori A.	I0056472	010219	12495	319	5710	61900	536.40
78040354	01/09/2019	A00200862Taft College Bookstore	I0056486	006193	11000	212	4110	49999	87.89
78040355	01/09/2019	A00200862Taft College Bookstore	I0056514	8812	11000	431	5940	65100	8.14
78040356	01/15/2019	A00200437Anderson, Amber D.	I0056537	010319	11000	358	5510	62100	875.00
78040357	01/15/2019	A00306542Bahia Hotel	I0056560	64070SB0	12551	353	5710	64600	1,128.96
78040358	01/15/2019	A00200069Bakersfield Californian	I0056562	33961270	11000	110	4211	66003	79.99
78040359	01/15/2019	A00292250Banks pest Control	I0056564	701117	11000	431	5860	65100	165.00
78040360	01/15/2019	A00200105Brandco	I0056541	21428	11000	431	4320	65100	9.38
78040361	01/15/2019	A00200107Bright House Networks	I0056530	121318	31000	423	5840	69100	131.33
78040362	01/15/2019	A00200109Brown & Reich Petroleum, Inc	I0056540	4075	11000	432	4316	67703	77.12
			I0056546	3775	39000	314	4316	64991	364.71
78040363	01/15/2019	A00200149Carquest Auto Parts	I0056545	7305-245	39000	314	4312	64991	73.40
78040364	01/15/2019	A00082776Carty, Ramona M.	I0056548	121218	39000	314	5980	64991	35.00
78040365	01/15/2019	A00200155CCCSFAAA	I0056561	21635	12551	353	5710	64600	1,350.00
78040366	01/15/2019	A00200161CDW-G	I0056521	QPB0136	11007	113	6415	67801	325.30
					11007	113	6415	67801	246.37
78040367	01/15/2019	A00200182City of Taft Police Departme	I0056519	0818DOJW	11000	113	5990	67801	29.00
					11000	202	5990	60100	58.00
					11000	203	5990	61200	29.00
					11000	208	5990	49308	29.00
					11000	209	5990	04011	43.50
					11000	209	5990	04014	29.00
					11000	209	5990	08353	29.00
					11000	209	5990	17014	14.50
					11000	209	5990	17017	14.50
					11000	209	5990	19011	29.00
					11000	209	5990	19111	29.00
					11000	212	5990	49999	7.25

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						11000	302	5990	63100	14.50		
						11000	352	5990	08350	261.00		
						11000	352	5990	69610	116.00		
						11000	352	5990	08350	29.00		
						11000	354	5990	69600	194.30		
						11000	431	5990	65300	181.25		
						11000	352	5990	08350	29.00		
						12000	303	5990	64900	72.50		
						12000	303	5990	64900	14.50		
						12000	304	5990	63200	21.75		
						12000	340	5990	64951	79.75		
78040367	01/15/2019	A00200182	City of Taft Police Departme	I0056519	0818DOJW	12000	353	5990	64600	29.00		
						12563	317	5990	64900	37.70		
						12601	309	5990	64992	65.25		
						12653	301	5990	63900	50.75		
						31000	423	5990	69100	87.00		
						32000	422	5990	69400	174.00		
						33428	310	5990	69200	145.00		
						33588	310	5990	69200	29.00		
						39000	314	5990	64991	928.00		
78040368	01/15/2019	A00228756	Country Auto & Truck Taft	I0056523	597983	11000	432	4310	67703	157.57		
78040369	01/15/2019	A00200238	Department of Justice	I0056557	341594	11000	431	5990	65300	64.00		
						11000	209	5990	08352	32.00		
						11000	210	5990	08350	32.00		
						31000	423	5990	65300	96.00		
						11000	120	5990	66002	32.00		
78040370	01/15/2019	A00237331	Dumbrigue, Joanne Lucille V.	I0056528	010919	12551	353	5710	64600	8.93		
78040371	01/15/2019	A00202335	Fastenal Industrial & Constr	I0056543	CATAF420	33528	310	4310	69200	158.49		
78040372	01/15/2019	A00200308	Federal Express Corporation	I0056532	6-414-27	11000	411	5950	67300	32.73		
						11000	401	5940	67705	47.45		
78040373	01/15/2019	A00283264	Frontier California Inc.	I0056554	57030107	11000	431	5840	65700	134.43		
78040374	01/15/2019	A00283264	Frontier California Inc.	I0056556	13581222	31000	423	5840	69100	50.83		
78040375	01/15/2019	A00276493	Kamanta, Mohammed	I0056549	78031182	11000	000	9513	00000	233.59		
78040376	01/15/2019	A00200712	Kern County Supt. of Schools	I0056524	901922	11000	421	5990	67200	773.25		
78040377	01/15/2019	A00227738	National Benefit Services, L	I0056558	683902	11000	411	5510	67300	124.00		
78040378	01/15/2019	A00200508	P. G. & E.	I0056559	01/02/19	12560	223	5830	09565	290.45		
78040379	01/15/2019	A00200522	Pepsi-Cola Company	I0056529	12240758	32000	422	4410	69400	978.33		
78040380	01/15/2019	A00231833	Ray A. Morgan Company Inc.	I0056534	2306741	11000	207	5641	49999	245.96		
						I0056551	2321439	11000	202	5641	60100	135.41
78040381	01/15/2019	A00292796	Safe 1 Credit Union	I0056555	43771213	31000	423	4321	69100	190.41		
78040382	01/15/2019	A00202968	San Joaquin Chemicals, Inc.	I0056539	126090	11000	431	5641	65100	1,175.00		
78040383	01/15/2019	A00211077	Strata Information Group	I0056531	31450	12569	353	5510	64600	7,237.98		
78040384	01/15/2019	A00286277	Synapse Technologies, Inc.	I0056536	1217	12582	301	5642	67800	9,201.73		
78040385	01/15/2019	A00200417	Sysco Food Service of Ventur	I0056538	17971842	32000	422	4410	69400	6,780.72		

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					32000	422	4411	69400	1,354.81	
					32000	422	4411	69400	428.15	
78040386	01/15/2019	A00200862	Taft College Bookstore	I0056547	0049	39000	312	4310	64991	257.38
78040387	01/15/2019	A00200432	Taft Union High School	I0056535	19-007	11000	202	5610	60100	5,000.00
78040388	01/15/2019	A00249937	The Learning Underground, In	I0056552	INV-0000	11000	209	5510	17016	2,000.00
78040389	01/15/2019	A00302722	Time Warner Cable	I0056520	010119	35819	357	5890	69700	800.00
						35814	357	5890	69700	888.82
				I0056527	01/01/19	35827	357	5890	69700	1,035.09
78040390	01/15/2019	A00200284	U.S. Foods	I0056525	4544050	32000	422	4410	69400	3,413.81
						32000	422	4411	69400	112.80
78040391	01/15/2019	A00200293	United Parcel Service	I0056544	00009697	31000	423	5940	67705	1,372.30
78040392	01/15/2019	A00200338	Verizon Wireless	I0056522	98210636	11000	113	5840	67801	38.01
						12551	353	6415	64600	38.01
78040393	01/15/2019	A00200338	Verizon Wireless	I0056526	98213257	11000	357	5840	69700	199.43
78040394	01/15/2019	A00200338	Verizon Wireless	I0056542	98210666	11000	431	5840	65100	79.59
78040395	01/15/2019	A00200355	West Kern Water District	I0056533	121718	12560	223	5810	09565	130.10
78040396	01/15/2019	A00200355	West Kern Water District	I0056553	011019	11000	431	5810	65700	228.03
						39000	314	5810	64991	57.73
78040397	01/15/2019	A00275443	WestAir Gases & Equipment In	I0056563	80230988	12560	223	4311	09565	446.86
78040398	01/15/2019	A00200360	Westec	I0056550	25968	11450	204	5641	09543	89,643.75
78040399	01/18/2019	A00200017	A.P.I. Plumbing	I0056634	12720	39000	314	5631	64991	711.74
78040400	01/18/2019	A00200043	American Express	I0056642	11005122	11000	000	9511	00000	16,972.16
78040401	01/18/2019	A00200437	Anderson, Amber D.	I0056630	011319	11000	358	5510	62100	1,275.00
78040402	01/18/2019	A00200052	AP Architects	I0056583	11495	11007	401	5510	71004	688.18
						42350	000	5510	71003	1,530.00
						41150	000	5510	71004	497.69
78040403	01/18/2019	A00219472	Arbor Crest Publishing	I0056607	2018-131	31000	423	5940	69100	242.66
78040404	01/18/2019	A00272600	Beard Family Trust	I0056578	JAN 19	12560	223	5610	09565	3,500.00
78040405	01/18/2019	A00015850	Berry, Wendy J.	I0056628	011419	11000	209	4311	04014	62.79
78040406	01/18/2019	A00075823	Binkley, Everett L.	I0056598	FEB19	39000	314	5610	64991	1,746.00
78040407	01/18/2019	A00250381	California Chamber of Commer	I0056579	11273021	11000	411	4310	67300	305.29
78040408	01/18/2019	A00200161	CDW-G	I0056623	QNZ9496	11000	358	6412	62100	0.01
						11000	358	6412	62100	204.09
				I0056624	QPG4792	12000	311	4318	64200	19.29
78040409	01/18/2019	A00201685	Cengage Learning	I0056617	65699722	31000	423	4110	69100	3,347.50
78040409	01/18/2019	A00201685	Cengage Learning	I0056617	65699722	31000	423	5940	69100	75.92
78040410	01/18/2019	A00200168	Central Valley Occupational	I0056592	0031521-	11000	411	5990	67300	355.00
						33428	310	5980	69200	180.00
						11000	207	5980	69100	60.00
						31000	423	5980	69100	60.00
				I0056593	00309231	11000	411	5990	67300	105.00
						31000	423	5980	69100	180.00
78040411	01/18/2019	A00295217	Cherry Hill Books & Media	I0056618	151513	31000	423	4110	69100	383.52
						31000	423	5940	69100	8.00

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78040412	01/18/2019	A00258703	College House	I0056609	25589	31000	423	4310	69100	813.20
						31000	423	5940	69100	135.99
78040413	01/18/2019	A00300497	Content Distributors	I0056616	OR-20935	31000	423	4110	69100	1,612.03
						31000	423	5940	69100	94.24
78040414	01/18/2019	A00264649	Convergint Technologies, LLC	I0056622	213356	11000	113	5641	67801	600.00
78040415	01/18/2019	A00200206	Cook, Nichole L.	I0056629	011419	11000	358	5510	62100	300.00
78040416	01/18/2019	A00228756	Country Auto & Truck Taft	I0056627	598968	11000	432	4310	67703	167.03
78040417	01/18/2019	A00280761	County of Kern Public Works	I0056584	010819	11000	431	5850	65500	13.95
78040418	01/18/2019	A00265229	DK&M Property	I0056596	FEB19	39000	314	5610	64991	3,388.00
78040419	01/18/2019	A00251443	Doubletree by Hilton Hotel S	I0056641	97375093	12495	319	5710	61900	410.98
78040420	01/18/2019	A00237331	Dumbrigue, Joanne Lucille V.	I0056580	011019	12551	353	5710	64600	7.77
78040421	01/18/2019	A00200279	Educational Testing Service	I0056601	SP200630	11000	306	4310	49306	130.00
78040422	01/18/2019	A00258705	El Dorado Trading Group	I0056605	INV23988	31000	423	4310	69100	938.50
78040423	01/18/2019	A00200627	Gonzalez, Lourdes	I0056570	010319	12599	309	5710	64992	317.05
78040424	01/18/2019	A00203431	Grimes, Jessica R.	I0056613	011119	11000	202	4410	60103	56.70
78040425	01/18/2019	A00200668	Houghton Mifflin Company	I0056614	85413749	31000	423	4110	69100	201.75
78040426	01/18/2019	A00224086	inContact, Inc.	I0056565	6226766	11000	431	5840	65100	178.52
						11000	431	5840	65700	1,444.35
78040427	01/18/2019	A00200704	Karwoski, John	I0056599	JAN19	42350	000	5510	71002	10,920.00
78040428	01/18/2019	A00200708	Kendall/Hunt Publishing Co.	I0056621	11963787	31000	423	4110	69100	1,008.00
						31000	423	5940	69100	85.50
78040429	01/18/2019	A00227772	MBS Textbook Exchange, Inc.	I0056608	47-46955	31000	423	4115	69100	6,307.05
78040429	01/18/2019	A00227772	MBS Textbook Exchange, Inc.	I0056608	47-46955	31000	423	4110	69100	1,585.97
						31000	423	5940	69100	445.60
78040430	01/18/2019	A00200555	McGraw-Hill	I0056610	10633206	31000	423	4110	69100	1,600.00
						31000	423	5940	69100	9.55
78040431	01/18/2019	A00294618	McNeil and Associates, LLC	I0056633	12	11000	111	5510	66002	3,150.00
78040432	01/18/2019	A00271247	Mendenhall, Janis L.	I0056581	011018	12000	311	5710	64200	40.02
78040433	01/18/2019	A00255628	Modern Language Association	I0056606	INV50712	31000	423	4110	69100	900.00
78040434	01/18/2019	A00200595	NCS Pearson	I0056582	V1812000	11000	306	4310	49306	1,606.87
78040435	01/18/2019	A00201124	New Monic Books	I0056604	33109	31000	423	4110	69100	362.60
78040436	01/18/2019	A00200498	Office Depot	I0056572	24831584	33428	310	4310	69200	84.15
				I0056573	24291894	11000	110	4310	66003	69.57
				I0056574	24411128	11000	421	4310	67200	106.88
						11000	401	4310	67704	51.62
						11000	431	4310	65100	32.79
				I0056575	23898310	11000	202	4310	60200	1,099.29
				I0056576	24313987	12000	311	4310	64200	101.25
				I0056585	24029846	39000	314	4311	64991	177.95
78040436	01/18/2019	A00200498	Office Depot	I0056586	23929062	11000	202	4311	60100	426.50
				I0056587	23498727	11000	208	4311	15011	12.95
				I0056588	23976665	11000	306	4310	49306	102.88
						11000	306	4310	49306	2.99
				I0056589	24538258	33528	310	4310	69200	83.85

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			I0056590	24210990	11000	302	4310	63100	153.69		
			I0056591	24523511	11000	209	4311	17017	42.65		
78040437	01/18/2019	A00238004	Paymetric, Inc.	I0056631	11180587	31000	423	5641	69100	1,500.00	
78040438	01/18/2019	A00200518	Pearson Education	I0056632	2913458	31000	423	4110	69100	453.48	
						31000	423	4115	69100	1,455.30	
						31000	423	5940	69100	805.24	
78040439	01/18/2019	A00274574	Penguin Random House LLC	I0056603	10855503	31000	423	4110	69100	1,485.74	
78040440	01/18/2019	A00270674	Public Agency Law Group	I0056612	113018	42350	000	5430	71003	2,521.30	
						11000	401	5430	67200	2,520.70	
78040441	01/18/2019	A00231833	Ray A. Morgan Company Inc.	I0056569	2359603	11000	203	5641	61200	195.47	
						11000	431	5641	65100	150.00	
						11000	113	5641	67801	150.00	
				I0056637	2359602	11000	202	5641	60100	51.39	
78040442	01/18/2019	A00210330	Redleaf Press	I0056615	466156	31000	423	4110	69100	1,982.30	
						31000	423	5940	69100	198.23	
78040443	01/18/2019	A00200466	Sage Publications	I0056602	311374KI	31000	423	4115	69100	191.76	
						31000	423	5940	69100	8.87	
78040444	01/18/2019	A00200491	SISC I	I0056594	20190324	12601	309	2361	64992	683.59	
						32000	422	2361	69400	227.86	
78040445	01/18/2019	A00200393	Sparkletts	I0056600	122718	11000	306	4310	49306	8.99	
78040446	01/18/2019	A00200393	Sparkletts	I0056611	122118	31000	423	4321	69100	21.20	
78040447	01/18/2019	A00200396	Spurr	I0056566	92944	11000	431	5820	65700	799.99	
							35827	357	5820	69700	111.08
							33428	310	5820	69200	146.08
78040448	01/18/2019	A00237176	SSD Systems	I0056567	481233-S	11000	113	5632	67801	99.60	
				I0056625	481230-S	11000	113	5632	67801	1,509.47	
78040449	01/18/2019	A00200400	Stinson's	I0056568	837230-0	11000	209	4311	08352	140.07	
						11000	209	4310	17018	211.44	
78040449	01/18/2019	A00200400	Stinson's	I0056640	835152-0	11000	209	4318	04011	57.60	
						11000	113	4310	67801	56.44	
78040450	01/18/2019	A00277399	Sundgren, Lori A.	I0056571	022119-P	12495	319	5710	61900	266.85	
78040451	01/18/2019	A00263777	SWACC	I0056639	223670	11000	401	5310	67702	370.00	
78040452	01/18/2019	A00200430	Taft Plaza, LLC	I0056638	FEB19	31000	423	5611	69100	1,907.00	
78040453	01/18/2019	A00200282	True Value Home Center	I0056635	400417	39000	314	4310	64991	45.01	
				I0056636	399470.	39000	314	4310	64991	121.03	
78040454	01/18/2019	A00210209	ULINE	I0056620	10401032	31000	423	4321	69100	203.02	
						31000	423	5940	69100	55.70	
78040455	01/18/2019	A00200309	United Refrigeration, Inc.	I0056626	65997591	33428	310	4312	69200	48.28	
						33428	310	5940	69200	13.94	
78040456	01/18/2019	A00205963	Valencia, Leovi M.	I0056577	010919	11000	421	5710	67200	42.57	
78040457	01/18/2019	A00271491	Watkins, Sherrie D.	I0056597	FEB19	39000	314	5610	64991	1,310.00	
78040458	01/18/2019	A00073955	White, Brian L.	I0056595	FEB19	39000	314	5610	64991	1,400.00	
78040459	01/18/2019	A00293937	Woodbine House, Inc.	I0056619	623320	31000	423	4110	69100	1,000.80	
						31000	423	5940	69100	98.40	

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78040460	01/25/2019	A00293918A&B Athletics	I0056678	3835	11000	352	4310	69610	3,120.98
			I0056704	3845	11000	352	4310	69610	12,274.77
78040461	01/25/2019	A00200017A.P.I. Plumbing	I0056685	12480	11000	431	4310	65100	26.81
					11000	431	4312	65500	196.11
					35827	357	4310	69700	94.38
					35827	357	5632	69700	405.00
					35819	357	4310	69700	7.51
78040462	01/25/2019	A00292936Albertson's LLC	I0056667	17769012	33429	310	4410	69200	590.84
78040463	01/25/2019	A00269058Aramark Uniform Services	I0056681	60200883	11000	431	5870	65100	237.42
					11000	205	5870	12042	12.00
					39000	314	5870	64991	18.00
78040464	01/25/2019	A00015850Berry, Wendy J.	I0056659	011719	11000	209	4311	04014	67.55
78040465	01/25/2019	A00200119C.A. Reding Company, Inc.	I0056670	495714	11000	207	5641	08351	122.64
78040466	01/25/2019	A00200167Central Valley Conference	I0056671	306C	11000	352	5750	69611	7,200.00
					11000	352	5750	69614	3,725.00
78040467	01/25/2019	A00200168Central Valley Occupational	I0056679	00299906	11000	411	5990	67300	545.00
78040467	01/25/2019	A00200168Central Valley Occupational	I0056679	00299906	11000	120	5980	66002	60.00
					11000	352	5980	69610	60.00
					11000	202	5980	60200	120.00
					32000	422	5980	69400	60.00
78040468	01/25/2019	A00200174Chevron U.S.A., Inc.	I0056684	55204321	11000	432	4316	67703	359.85
78040469	01/25/2019	A00200181City of Taft	I0056649	022819	11000	431	5850	65700	6,449.12
					11000	431	5850	65500	158.89
78040470	01/25/2019	A00200181City of Taft	I0056655	02/28/19	12560	223	5850	09565	48.85
78040471	01/25/2019	A00200181City of Taft	I0056680	02-28-19	39000	314	5850	64991	485.85
78040472	01/25/2019	A00200240Dept. of Social Services	I0056654	010219	33528	310	5990	69200	1,210.00
					33428	310	5990	69200	484.00
78040473	01/25/2019	A00283264Frontier California Inc.	I0056650	57340110	11000	431	5840	65700	41.80
78040474	01/25/2019	A00201045Golling, Greg P.	I0056664	011619	11000	209	4311	04012	111.79
			I0056666	110218	11000	209	4311	04012	266.02
78040475	01/25/2019	A00200687Jean, Brian M.	I0056677	011719	11000	209	5643	17016	106.18
78040476	01/25/2019	A00200712Kern County Supt. of Schools	I0056662	901238	11000	421	5990	67200	1,146.75
78040477	01/25/2019	A00200734Liberty High School	I0056660	110718	11000	356	5970	68100	440.00
78040478	01/25/2019	A00200559McMurray, Robert B.	I0056653	011519	11000	401	5710	67200	361.28
78040479	01/25/2019	A00278548Natural History Museum	I0056692	050319	11000	209	5740	04011	240.00
78040480	01/25/2019	A00200498Office Depot	I0056646	25355760	11000	411	4310	67300	70.23
			I0056673	25342993	11000	207	4311	49999	103.90
			I0056693	25618607	11000	205	4310	12042	208.53
			I0056694	25703348	12477	203	4310	61200	243.82
			I0056695	25924758	12560	223	4310	60103	176.02
			I0056696	25507554	11000	209	4310	04011	57.21
			I0056697	25456097	11000	210	4310	21056	26.15
			I0056698	25739865	11000	209	4310	04013	201.04
			I0056699	25656815	11000	210	4310	21056	21.38

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			I0056700	25547675	33428	310	4310	69200	61.74
			I0056701	24913581	11000	319	4310	61900	194.67
			I0056702	24915520	11000	212	4310	49999	21.13
			I0056703	24365806	12558	223	4310	09565	0.01
					12641	223	4310	60103	90.30
78040481	01/25/2019	A00200508P. G. & E.	I0056648	011419	11000	431	5830	65700	5,886.83
78040481	01/25/2019	A00200508P. G. & E.	I0056648	011419	39000	314	5830	64991	3,182.45
					33428	310	5830	69200	4,264.16
					33588	310	5830	69200	87.02
78040482	01/25/2019	A00200536Praxair Distribution, Inc.	I0056686	86948524	11000	431	4310	65100	49.52
78040483	01/25/2019	A00306541Randy's Trucking	I0056644	119-130	11008	431	6120	69609	2,600.00
78040484	01/25/2019	A00018310Reynolds, David S.	I0056690	011719	11000	209	4310	19111	35.38
78040485	01/25/2019	A00285838Sammy's Detail	I0056683	834	11000	432	5632	67703	190.00
78040486	01/25/2019	A00280958Singh, Kajol	I0056665	011519	12000	303	7606	64300	85.00
78040487	01/25/2019	A00200393Sparkletts	I0056674	011019	11000	301	5810	64500	91.50
78040488	01/25/2019	A00303291Sport & Cycle, Inc.	I0056651	213780	11000	352	4310	69610	479.03
78040489	01/25/2019	A00287260Stinson Stationers Inc.	I0056682	837556-0	11000	421	4318	67704	3,216.43
78040490	01/25/2019	A00200406Student Aid Commission	I0056688	2018	12000	000	5110	64600	32.75
78040491	01/25/2019	A00200417Sysco Food Service of Ventur	I0056668	17972400	33429	310	4410	69200	2,268.34
78040492	01/25/2019	A00200862Taft College Bookstore	I0056652	2215	11000	352	5940	69610	12.41
78040493	01/25/2019	A00256341Terminix	I0056661	38206426	33428	310	5860	69200	435.00
78040494	01/25/2019	A00213476Thomson Reuters Barclays	I0056647	83911932	11000	411	4310	67300	202.70
			I0056672	83961838	11000	401	4120	67200	75.08
					11000	301	4120	64500	75.08
					11000	203	4120	61200	75.08
78040495	01/25/2019	A00200282True Value Home Center	I0056687	400763	11000	431	4310	65100	328.14
					11000	431	4310	65500	26.99
					35827	357	4310	69700	11.78
			I0056689	400185	39000	314	4310	64991	253.78
78040496	01/25/2019	A00255644U.S. Bank Equipment Finance	I0056643	37572306	11000	401	5641	67704	444.02
78040497	01/25/2019	A00200284U.S. Foods	I0056669	4673792	33429	310	4410	69200	1,971.27
78040498	01/25/2019	A00200433Vibul Tangpraphaphorn, M.D.	I0056645	120318	11000	411	5980	67300	90.00
					11000	411	5990	67300	70.00
					39000	314	5980	64991	190.00
					11000	212	5980	49999	57.00
					11000	202	5980	60100	38.00
					11000	352	5980	69610	190.00
78040499	01/25/2019	A00200354Wells, Susan J.	I0056691	112118	11000	000	9511	00000	932.49
78040500	01/25/2019	A00200355West Kern Water District	I0056663	01/10/19	33428	310	5810	69200	128.28
78040501	01/25/2019	A00200355West Kern Water District	I0056676	011619	33428	310	5810	69200	89.72
78040502	01/25/2019	A00275443WestAir Gases & Equipment In	I0056656	10807408	12558	223	4311	09565	232.23
			I0056657	10806245	12558	223	4311	09565	108.47
			I0056658	10806244	12558	223	4311	09565	5.27
78040503	01/25/2019	A00200388Zee Medical Service Co.	I0056675	34-20633	11000	301	4310	64500	147.74

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78040504	01/26/2019	A00041590	Almaguer, Jossue	S0046320	11000	9526	138.00
78040505	01/26/2019	A00303430	Andrade Avila, Nicole	S0046361	11000	9526	300.00
78040506	01/26/2019	A00305654	Barrera, Jonathan	S0046321	11000	9526	138.00
78040507	01/26/2019	A00301212	Caldwell, Shannon L.	S0046322	11000	9526	138.00
78040508	01/26/2019	A00295375	Chamberlain, Ryan P.	S0046323	11000	9526	184.00
78040509	01/26/2019	A00209757	Chavez-Cantorán, Maricruz	S0046324	11000	9526	230.00
78040510	01/26/2019	A00269831	Davis, Bradley A.	S0046325	11000	9526	92.00
78040511	01/26/2019	A00253595	Dorlis, Zachary A.	S0046326	11000	9526	690.00
78040512	01/26/2019	A00030211	Doser, Paul	S0046327	11000	9526	46.00
78040513	01/26/2019	A00260848	Gamiz, Rosalva	S0046328	11000	9526	184.00
78040514	01/26/2019	A00289716	Garza, Breana	S0046329	11000	9526	138.00
78040515	01/26/2019	A00294874	Gretona, Hannah Jane C.	S0046330	11000	9526	46.00
78040516	01/26/2019	A00300351	Hay, Kendra J.	S0046331	11000	9526	46.00
78040517	01/26/2019	A00039325	Jackson, Amanda L.	S0046332	11000	9526	92.00
78040518	01/26/2019	A00305862	Juarez, Benny-Antonio M.	S0046333	11000	9526	506.00
78040519	01/26/2019	A00291496	Khairi, Hamza	S0046334	11000	9526	184.00
78040520	01/26/2019	A00300653	Kincaid, Mathias R.	S0046335	11000	9526	138.00
78040521	01/26/2019	A00299334	Knutson, Lauren M.	S0046336	11000	9526	46.00
78040522	01/26/2019	A00289072	Koerner, Kayla M.	S0046337	11000	9526	414.00
78040523	01/26/2019	A00255586	Krugh, Kayla A.	S0046338	11000	9526	184.00
78040524	01/26/2019	A00291593	Lackey, Chanel B.	S0046339	11000	9526	736.00
78040525	01/26/2019	A00095719	Lackey, Kristella	S0046340	11000	9526	138.00
78040526	01/26/2019	A00285791	Lehman, Arthur L.	S0046341	11000	9526	138.00
78040527	01/26/2019	A00279329	Maino, Roslyn E.	S0046342	11000	9526	444.00
78040528	01/26/2019	A00296257	Medina, Jillian J.	S0046343	11000	9526	276.00
78040529	01/26/2019	A00280449	Mendoza, Erin M.	S0046344	11000	9526	276.00
78040530	01/26/2019	A00293912	Murphy, Cassidy R.	S0046345	11000	9526	138.00
78040531	01/26/2019	A00300384	Norris, Holly A.	S0046346	11000	9526	460.00
78040532	01/26/2019	A00286756	Ochoa, Jennifer	S0046347	11000	9526	874.00
78040533	01/26/2019	A00282284	Oliver, Emily R.	S0046348	11000	9526	184.00
78040534	01/26/2019	A00270895	Oliver, Kinsey N.	S0046349	11000	9526	184.00
78040535	01/26/2019	A00297793	Olumba, Udo D.	S0046350	11000	9526	138.00
78040536	01/26/2019	A00206128	Peters, Griselda D.	S0046351	11000	9526	184.00
78040537	01/26/2019	A00289073	Polina, Diane M.	S0046352	11000	9526	46.00
78040538	01/26/2019	A00286517	Reed, Madison J.	S0046353	11000	9526	138.00
78040539	01/26/2019	A00267946	Rinehart, Mckenna M.	S0046354	11000	9526	322.00
78040540	01/26/2019	A00209755	Samarripas, Ashley N.	S0046360	11000	9526	276.00
78040541	01/26/2019	A00300556	Skidmore, Tyler A.	S0046355	11000	9526	184.00
78040542	01/26/2019	A00289268	Taylor, Daniel B.	S0046356	11000	9526	138.00
78040543	01/26/2019	A00100245	Tounkara, Mohamed	S0046357	11000	9526	175.00
78040544	01/26/2019	A00287507	Vargas Gonzalez, Estefania	S0046358	11000	9526	757.00
78040545	01/26/2019	A00276370	Vega, Alicia N.	S0046359	11000	9526	568.00

BANK TOTAL

645,785.34

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AOMEGA	01/02/2019	A00200655	Henry Schein, Inc.	P0049977	12/17/2018	12/17/2018				\$101.70	
				P0049978	12/17/2018	12/17/2018			\$148.26		
			A00300363	EMD Millipore Corp.	P0049981	12/17/2018	12/17/2018			\$160.88	
	01/22/2019	A00200393	Sparkletts	P0050029	01/07/2019	01/07/2019				\$224.30	
				A00200498	Office Depot	P0050037	01/07/2019	01/07/2019			\$208.52
		A00200536	Praxair Distribution, Inc.	P0050039	01/07/2019	01/07/2019			\$526.38		
		A00200655	Henry Schein, Inc.	P0050049	01/08/2019	01/08/2019			\$148.26		
		A00300363	EMD Millipore Corp.	P0050030	01/07/2019	01/07/2019			\$160.88		
	01/29/2019	A00200655	Henry Schein, Inc.	P0050260	01/29/2019	01/29/2019				\$706.85	
				P0050281	01/29/2019	01/29/2019			\$2,279.82		
				P0050282	01/29/2019	01/29/2019			\$3,478.57		
			A00300363	EMD Millipore Corp.	P0050204	01/24/2019	01/24/2019			\$191.71	
	01/30/2019	A00102251	Adriano, Christi Lynn.	P0050293	01/30/2019	01/30/2019				\$39.80	
				A00200393	Sparkletts	P0050287	01/30/2019	01/30/2019			\$61.79
			A00200498	Office Depot	P0050291	01/30/2019	01/30/2019			\$544.69	
	01/31/2019	A00200536	Praxair Distribution, Inc.	P0050294	01/31/2019	01/31/2019				\$906.83	
				A00200655	Henry Schein, Inc.	P0050298	01/31/2019	01/31/2019			\$229.08
								TOTAL USER			\$10,118.32
	DDURAN	01/08/2019	A00200432	Taft Union High School	P0050032	01/07/2019	01/07/2019				\$5,000.00
					A00231833	Ray A. Morgan Company Inc.	P0050034	01/07/2019	01/07/2019		
				A00249937	The Learning Underground, In	P0050033	01/07/2019	01/07/2019			\$2,000.00
01/11/2019		A00200498	Office Depot	P0050065	01/09/2019	01/09/2019				\$21.38	
				P0050070	01/09/2019	01/09/2019			\$26.14		
				P0050071	01/09/2019	01/09/2019			\$57.20		
				P0050082	01/10/2019	01/10/2019			\$201.03		
01/17/2019		A00200354	Wells, Susan J.	P0050134	01/15/2019	01/15/2019			\$932.49		
01/18/2019		A00200143	Carlson, Kamala A.	P0050150	01/16/2019	01/16/2019				\$37.00	
				A00200498	Office Depot	P0050131	01/15/2019	01/15/2019			\$80.97
				P0050136	01/15/2019	01/15/2019			\$95.41		
			A00201045	Golling, Greg P.	P0050148	01/16/2019	01/16/2019			\$111.79	
01/22/2019		A00018310	Reynolds, David S.	P0050161	01/18/2019	01/18/2019				\$35.38	
				A00200146	Carolina Biological Supply C	P0050163	01/18/2019	01/18/2019			\$789.13
			A00200502	Orange Belt Stages	P0050168	01/18/2019	01/18/2019			\$1,696.00	
			A00200585	NAEYC	P0050165	01/18/2019	01/18/2019			\$200.23	
			A00201117	Vernier	P0050164	01/18/2019	01/18/2019			\$483.25	
			A00246798	Golling, Leigh	P0050166	01/18/2019	01/18/2019			\$105.00	
			A00262851	Lytle, Steve	P0050172	01/18/2019	01/18/2019			\$24.00	
			A00278548	Natural History Museum	P0050171	01/18/2019	01/18/2019			\$480.00	
			A00200687	Jean, Brian M.	P0050180	01/22/2019	01/22/2019			\$106.18	

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		NUMBER	NAME	NUMBER	DATE				
	01/23/2019	A00200498	Office Depot	P0050179	01/22/2019	01/22/2019			\$275.70
	01/25/2019	A00200143	Carlson, Kamala A.	P0050227	01/25/2019	01/25/2019			\$8.62
		A00200498	Office Depot	P0050223	01/25/2019	01/25/2019			\$134.16
				P0050224	01/25/2019	01/25/2019			\$25.23
		A00251929	Oja, Michelle Elizabeth.	P0050209	01/24/2019	01/24/2019			\$282.00
		A00200498	Office Depot	P0050199	01/24/2019	01/24/2019			\$22.47
	01/29/2019	A00200832	Taft College Foundation	P0050229	01/25/2019	01/25/2019			\$126.93
				P0050230	01/25/2019	01/25/2019			\$126.93
		A00201786	North State Environmental	P0050231	01/25/2019	01/25/2019			\$1,365.51
		A00200498	Office Depot	P0050259	01/29/2019	01/29/2019			\$541.29
		A00201782	Rodenhauser, Debora A.	P0050262	01/29/2019	01/29/2019			\$321.75
		A00269582	Jiles, Michael Lee.	P0050261	01/29/2019	01/29/2019			\$120.00
	01/30/2019	A00200498	Office Depot	P0050292	01/30/2019	01/30/2019			\$27.22
				P0050283	01/29/2019	01/29/2019			\$80.86
				P0050284	01/29/2019	01/29/2019			\$25.71
	01/31/2019	A00200498	Office Depot	P0050304	01/31/2019	01/31/2019			\$170.43
						TOTAL USER			\$16,737.39
DHICKS	01/02/2019	A00200161	CDW-G	P0049902	12/10/2018	12/10/2018			\$63.93
		A00200400	Stinson's	P0049934	12/11/2018	12/11/2018			\$169.86
		A00200950	Furman, Tori J.	P0049969	12/14/2018	12/14/2018			\$32.70
		A00253023	Ellucian Company L.P.	P0049955	12/12/2018	12/12/2018			\$731.00
		A00264649	Convergint Technologies, LLC	P0049935	12/11/2018	12/11/2018			\$588.00
				P0049937	12/12/2018	12/12/2018			\$790.00
		A00200400	Stinson's	P0049989	12/18/2018	12/18/2018			\$98.84
	01/03/2019	A00200161	CDW-G	P0049984	12/18/2018	12/18/2018			\$4,662.58
	01/08/2019	A00200161	CDW-G	P0050021	01/03/2019	01/03/2019			\$571.67
		A00200400	Stinson's	P0050016	01/03/2019	01/03/2019			\$114.04
	01/10/2019	A00200161	CDW-G	P0050015	01/03/2019	01/03/2019			\$19.29
		A00200400	Stinson's	P0050060	01/08/2019	01/08/2019			\$152.91
				P0050077	01/09/2019	01/09/2019			\$211.45
		A00200161	CDW-G	P0050018	01/03/2019	01/03/2019			\$1,220.00
	01/13/2019	A00200400	Stinson's	P0050019	01/09/2019	01/09/2019			\$114.04
	01/14/2019	A00264649	Convergint Technologies, LLC	P0050079	01/09/2019	01/09/2019			\$600.00
		A00200400	Stinson's	P0050118	01/11/2019	01/11/2019			\$351.52
		A00237176	SSD Systems	P0050119	01/11/2019	01/11/2019			\$1,509.47
				P0050120	01/11/2019	01/11/2019			\$99.60
	01/15/2019	A00264649	Convergint Technologies, LLC	P0050078	01/09/2019	01/09/2019			\$800.00
		A00200400	Stinson's	P0050129	01/14/2019	01/14/2019			\$235.20
	01/18/2019	A00200400	Stinson's	P0050149	01/16/2019	01/16/2019			\$140.07
	01/22/2019	A00200161	CDW-G	P0050169	01/18/2019	01/18/2019			\$45.68

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		A00200400	Stinson's	P0050177	01/18/2019	01/18/2019				\$230.73
		A00248932	Abtech	P0050174	01/18/2019	01/18/2019				\$7,620.21
		A00258334	CISOA	P0050146	01/16/2019	01/16/2019				\$2,170.00
	01/23/2019	A00200040	American Business Machines	P0050173	01/18/2019	01/18/2019				\$202.70
		A00200161	CDW-G	P0050020	01/03/2019	01/03/2019				\$1,240.04
	01/24/2019	A00200400	Stinson's	P0050196	01/23/2019	01/23/2019				\$140.07
	01/25/2019	A00200161	CDW-G	P0050232	01/25/2019	01/25/2019				\$112.66
		A00220442	Serban Sound & Communication	P0050240	01/25/2019	01/25/2019				\$1,369.38
		A00211077	Strata Information Group	P0050189	01/22/2019	01/22/2019				\$7,905.00
				P0050190	01/22/2019	01/22/2019				\$1,190.00
	01/28/2019	A00200161	CDW-G	P0050253	01/28/2019	01/28/2019				\$1,443.06
		A00200400	Stinson's	P0050257	01/28/2019	01/28/2019				\$111.54
	01/29/2019	A00200161	CDW-G	P0050251	01/28/2019	01/28/2019				\$382.96
	01/30/2019	A00200400	Stinson's	P0050239	01/25/2019	01/25/2019				\$533.42
		A00286870	Hyatt Regency Orange County	P0050186	01/22/2019	01/22/2019				\$4,092.25
							TOTAL USER			\$42,065.87
DRIOS	01/02/2019	A00082776	Carty, Ramona M.	P0049956	12/12/2018	12/12/2018				\$35.00
		A00300405	Markovits, Aaron	P0049957	12/13/2018	12/13/2018				\$64.27
	01/08/2019	A00200862	Taft College Bookstore	P0050014	01/03/2019	01/03/2019				\$257.38
		A00246612	Mora, Karina	P0049826	11/28/2018	11/28/2018				\$125.00
		A00200149	Carquest Auto Parts	P0050044	01/08/2019	01/08/2019				\$73.40
		A00300405	Markovits, Aaron	P0050050	01/08/2019	01/08/2019				\$64.86
	01/11/2019	A00202650	Greater Bakersfield Chamber	P0050085	01/10/2019	01/10/2019				\$65.00
		A00300405	Markovits, Aaron	P0050086	01/10/2019	01/10/2019				\$300.00
	01/14/2019	A00200017	A.P.I. Plumbing	P0050087	01/10/2019	01/10/2019				\$1,200.00
		A00200282	True Value Home Center	P0050054	01/08/2019	01/08/2019				\$600.00
	01/23/2019	A00306726	Kern Down Syndrome Network	P0050183	01/22/2019	01/22/2019				\$50.00
	01/29/2019	A00200428	Taft District Chamber of Com	P0050246	01/28/2019	01/28/2019				\$50.00
		A00200498	Office Depot	P0050200	01/24/2019	01/24/2019				\$103.81
		A00201081	Westside Waste Management Co	P0050201	01/24/2019	01/24/2019				\$94.47
		A00300405	Markovits, Aaron	P0050243	01/28/2019	01/28/2019				\$20.00
							TOTAL USER			\$3,103.19
GDUNHAM	01/04/2019	A00292936	Albertson's LLC	P0050012	01/03/2019	01/03/2019				\$6.38
	01/10/2019	A00200522	Pepsi-Cola Company	P0050046	01/08/2019	01/08/2019				\$978.33
		A00200417	Sysco Food Service of Ventur	P0050064	01/09/2019	01/09/2019				\$8,592.67
		A00200284	U.S. Foods	P0050081	01/10/2019	01/10/2019				\$3,526.61
	01/28/2019	A00200522	Pepsi-Cola Company	P0050194	01/23/2019	01/23/2019				\$945.81
		A00200307	Farmer Bros. Company	P0050215	01/25/2019	01/25/2019				\$419.46

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		A00200343	Vistar Corporation	P0050216	01/25/2019	01/25/2019				\$943.91
		A00200388	Zee Medical Service Co.	P0050217	01/25/2019	01/25/2019				\$85.80
		A00200426	Taft College Cafeteria	P0050241	01/28/2019	01/28/2019				\$57.45
	01/31/2019	A00200284	U.S. Foods	P0050307	01/31/2019	01/31/2019				\$8,048.22
		A00200417	Sysco Food Service of Ventur	P0050306	01/31/2019	01/31/2019				\$9,415.16
		A00244581	Independent Fire and Safety,	P0050310	01/31/2019	01/31/2019				\$484.90
		A00292936	Albertson's LLC	P0050309	01/31/2019	01/31/2019				\$8.94
							TOTAL USER			\$33,513.64
JEDMAISTON	01/03/2019	A00200167	Central Valley Conference	P0049822	11/28/2018	11/28/2018				\$6,600.00
		A00200502	Orange Belt Stages	P0049823	11/28/2018	11/28/2018				\$1,540.00
	01/08/2019	A00231833	Ray A. Morgan Company Inc.	P0050011	01/03/2019	01/03/2019				\$245.96
	01/18/2019	A00200119	C.A. Reding Company, Inc.	P0050139	01/16/2019	01/16/2019				\$122.64
		A00200498	Office Depot	P0050138	01/16/2019	01/16/2019				\$103.89
	01/22/2019	A00200282	True Value Home Center	P0050026	01/04/2019	01/04/2019				\$14.11
		A00200862	Taft College Bookstore	P0050025	01/04/2019	01/04/2019				\$12.41
		A00275443	WestAir Gases & Equipment In	P0050137	01/16/2019	01/16/2019				\$199.30
		A00303291	Sport & Cycle, Inc.	P0050024	01/04/2019	01/04/2019				\$479.03
	01/23/2019	A00293918	A&B Athletics	P0050091	01/10/2019	01/10/2019				\$15,395.74
		A00200167	Central Valley Conference	P0050135	01/15/2019	01/15/2019				\$10,925.00
	01/29/2019	A00200498	Office Depot	P0050238	01/25/2019	01/25/2019				\$67.54
	01/30/2019	A00200498	Office Depot	P0050236	01/25/2019	01/25/2019				\$123.91
	01/31/2019	A00210539	Advantage Laundry	P0050296	01/31/2019	01/31/2019				\$168.25
							TOTAL USER			\$35,997.78
JGARRETT	01/15/2019	A00200279	Educational Testing Service	P0049999	12/20/2018	12/20/2018				\$130.00
		A00200393	Sparkletts	P0050028	01/04/2019	01/04/2019				\$8.99
		A00200595	NCS Pearson	P0050031	01/07/2019	01/07/2019				\$1,606.87
	01/25/2019	A00200279	Educational Testing Service	P0050214	01/25/2019	01/25/2019				\$1,420.00
							TOTAL USER			\$3,165.86
JMADDING	01/02/2019	A00200308	Federal Express Corporation	P0049976	12/17/2018	12/17/2018				\$84.05
		A00202005	E-Lumen Collaborative, LLC	P0049998	12/20/2018	12/20/2018				\$12,520.00
	01/03/2019	A00255807	State Water Resources Contro	P0050001	12/21/2018	12/21/2018				\$442.00
	01/04/2019	A00016830	Ruiz, Alba Y.	P0050013	01/03/2019	01/03/2019				\$88.60
	01/10/2019	A00200308	Federal Express Corporation	P0050009	01/02/2019	01/02/2019				\$80.18
		A00276493	Kamanta, Mohammed	P0050053	01/08/2019	01/08/2019				\$233.59
	01/14/2019	A00269611	A-C Electric Company	P0050094	01/10/2019	01/10/2019				\$6,786.00
		A00306541	Randy's Trucking	P0050088	01/10/2019	01/10/2019				\$2,600.00

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		NUMBER	NAME	NUMBER	DATE				
	01/15/2019	A00273104	Jaguar Wrought Iron Inc.	P0050092	01/10/2019	01/10/2019			\$35,575.00
		A00200052	AP Architects	P0050067	01/09/2019	01/09/2019			\$2,715.87
		A00263777	SWACC	P0050132	01/15/2019	01/15/2019			\$370.00
		A00270674	Public Agency Law Group	P0050125	01/14/2019	01/14/2019			\$5,042.00
	01/17/2019	A00200559	McMurray, Robert B.	P0050153	01/17/2019	01/17/2019			\$341.47
	01/18/2019	A00213476	Thomson Reuters Barclays	P0050143	01/16/2019	01/16/2019			\$225.24
		A00200043	American Express	P0050158	01/18/2019	01/18/2019			\$16,972.16
	01/25/2019	A00200360	Westec	P0050220	01/25/2019	01/25/2019			\$175.00
	01/28/2019	A00301114	Abbott, Quatasia Drenea.	P0050237	01/25/2019	01/25/2019			\$330.00
		A00200093	Black/Hall Construction	P0050202	01/24/2019	01/24/2019			\$13,680.19
		A00257716	Capitol Public Finance Group	P0050203	01/24/2019	01/24/2019			\$4,075.00
		A00200308	Federal Express Corporation	P0050225	01/25/2019	01/25/2019			\$107.35
		A00284088	Starr, Joyce Lynn.	P0050218	01/25/2019	01/25/2019			\$230.00
		A00306852	DeWalt Corporation	P0050226	01/25/2019	01/25/2019			\$6,432.50
	01/29/2019	A00282661	Madding, Justin	P0050285	01/29/2019	01/29/2019			\$125.74
		A00303419	Clear Blue Energy Corporatio	P0050266	01/29/2019	01/29/2019			\$15,141.41
	01/30/2019	A00200112	BSK & Associates, Inc.	P0050155	01/17/2019	01/17/2019			\$3,320.25

						TOTAL USER			\$127,693.60
JROTHGEB	01/02/2019	A00200393	Sparkletts	P0049994	12/19/2018	12/19/2018			\$86.91
		A00200806	Kern Gardening Service	P0049995	12/19/2018	12/19/2018			\$200.00
		A00231833	Ray A. Morgan Company Inc.	P0049980	12/17/2018	12/17/2018			\$40.04
		A00200107	Bright House Networks	P0050008	01/02/2019	01/02/2019			\$289.93
		A00277845	Double D Cleaning Service	P0050006	01/02/2019	01/02/2019			\$360.00
	01/08/2019	A00200355	West Kern Water District	P0050023	01/04/2019	01/04/2019			\$130.10
	01/11/2019	A00275443	WestAir Gases & Equipment In	P0050010	01/03/2019	01/03/2019			\$446.86
		A00200508	P. G. & E.	P0050068	01/09/2019	01/09/2019			\$290.45
		A00275443	WestAir Gases & Equipment In	P0050057	01/08/2019	01/08/2019			\$116.62
	01/14/2019	A00203431	Grimes, Jessica R.	P0050117	01/11/2019	01/11/2019			\$56.70
	01/15/2019	A00200498	Office Depot	P0050121	01/14/2019	01/14/2019			\$414.72
	01/18/2019	A00200064	B & B Surplus	P0050144	01/16/2019	01/16/2019			\$250.97
		A00200181	City of Taft	P0050154	01/17/2019	01/17/2019			\$48.45
		A00275443	WestAir Gases & Equipment In	P0050152	01/17/2019	01/17/2019			\$232.23
	01/23/2019	A00200282	True Value Home Center	P0050182	01/22/2019	01/22/2019			\$40.55
	01/25/2019	A00200950	Furman, Tori J.	P0050213	01/25/2019	01/25/2019			\$1,150.90
		A00275443	WestAir Gases & Equipment In	P0050198	01/24/2019	01/24/2019			\$351.83
	01/29/2019	A00200355	West Kern Water District	P0050249	01/28/2019	01/28/2019			\$111.20
		A00200393	Sparkletts	P0050252	01/28/2019	01/28/2019			\$86.71
		A00230471	The Storage Bin	P0050248	01/28/2019	01/28/2019			\$459.00
		A00275443	WestAir Gases & Equipment In	P0050247	01/28/2019	01/28/2019			\$91.16
	01/30/2019	A00200536	Praxair Distribution, Inc.	P0050277	01/29/2019	01/29/2019			\$203.38

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							TOTAL USER			\$5,458.71
KEHELMS	01/10/2019	A00200107	Bright House Networks	P0049973	12/14/2018	12/14/2018				\$1,000.00
		A00201685	Cengage Learning	P0050063	01/09/2019	01/09/2019				\$3,423.42
		A00210209	ULINE	P0050073	01/09/2019	01/09/2019				\$258.72
		A00293937	Woodbine House, Inc.	P0050072	01/09/2019	01/09/2019				\$1,099.20
		A00295217	Cherry Hill Books & Media	P0050069	01/09/2019	01/09/2019				\$391.52
		A00300497	Content Distributors	P0050062	01/09/2019	01/09/2019				\$1,706.27
		A00200466	Sage Publications	P0050076	01/09/2019	01/09/2019				\$200.63
		A00200708	Kendall/Hunt Publishing Co.	P0050074	01/09/2019	01/09/2019				\$1,093.50
	01/14/2019	A00200555	McGraw-Hill	P0050097	01/10/2019	01/10/2019				\$1,609.55
		A00200668	Houghton Mifflin Company	P0050093	01/10/2019	01/10/2019				\$201.75
		A00274574	Penguin Random House LLC	P0050090	01/10/2019	01/10/2019				\$1,485.74
		A00201124	New Monic Books	P0050114	01/11/2019	01/11/2019				\$362.60
		A00210330	Redleaf Press	P0050116	01/11/2019	01/11/2019				\$2,180.53
		A00219472	Arbor Crest Publishing	P0050106	01/11/2019	01/11/2019				\$242.66
		A00227772	MBS Textbook Exchange, Inc.	P0050105	01/11/2019	01/11/2019				\$8,338.62
		A00255628	Modern Language Association	P0050107	01/11/2019	01/11/2019				\$900.00
		A00258703	College House	P0050102	01/10/2019	01/10/2019				\$949.19
		A00258705	El Dorado Trading Group	P0050108	01/11/2019	01/11/2019				\$938.50
		A00292796	Safe 1 Credit Union	P0050112	01/11/2019	01/11/2019				\$190.41
	01/15/2019	A00200518	Pearson Education	P0050122	01/14/2019	01/14/2019				\$2,714.02
		A00238004	Paymetric, Inc.	P0050115	01/11/2019	01/11/2019				\$1,500.00
	01/28/2019	A00200518	Pearson Education	P0050162	01/18/2019	01/18/2019				\$23,068.17
		A00227772	MBS Textbook Exchange, Inc.	P0050157	01/18/2019	01/18/2019				\$6,864.07
	01/29/2019	A00200079	Bar Charts, Inc.	P0050263	01/29/2019	01/29/2019				\$204.56
		A00200243	Dick Blick	P0050264	01/29/2019	01/29/2019				\$279.99
		A00200428	Taft District Chamber of Com	P0050268	01/29/2019	01/29/2019				\$125.00
		A00265008	Foundation for Critical Thin	P0050265	01/29/2019	01/29/2019				\$920.64
		A00292796	Safe 1 Credit Union	P0050267	01/29/2019	01/29/2019				\$630.30
	01/30/2019	A00200518	Pearson Education	P0050288	01/30/2019	01/30/2019				\$11,460.40
							TOTAL USER			\$74,339.96
KHELMS	01/02/2019	A00200498	Office Depot	P0050005	12/21/2018	12/21/2018				\$84.15
		A00201051	Central Sanitary Supply	P0050004	12/21/2018	12/21/2018				\$126.82
		A00202335	Fastenal Industrial & Constr	P0050003	12/21/2018	12/21/2018				\$158.49
	01/11/2019	A00200498	Office Depot	P0050083	01/10/2019	01/10/2019				\$61.74
		A00256341	Terminix	P0050084	01/10/2019	01/10/2019				\$435.00
	01/18/2019	A00200240	Dept. of Social Services	P0050147	01/16/2019	01/16/2019				\$1,694.00
	01/29/2019	A00200259	Driller Printers	P0050234	01/25/2019	01/25/2019				\$234.88

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		A00200498	Office Depot	P0050233	01/25/2019	01/25/2019				\$231.96
		A00244581	Independent Fire and Safety,	P0050235	01/25/2019	01/25/2019				\$308.94
		A00200498	Office Depot	P0050269	01/29/2019	01/29/2019				\$189.02
	01/30/2019	A00201051	Central Sanitary Supply	P0050271	01/29/2019	01/29/2019				\$764.82
				P0050272	01/29/2019	01/29/2019				\$24.17
				P0050273	01/29/2019	01/29/2019				\$141.06

							TOTAL USER			\$4,455.05
MBLANCO	01/02/2019	A00200482	Sesac, Inc.	P0049983	12/18/2018	12/18/2018				\$275.00
		A00200076	Bandy, Ingrun K.	P0049857	12/05/2018	12/05/2018				\$133.73
				P0049858	12/05/2018	12/05/2018				\$327.42
		A00200167	Central Valley Conference	P0049859	12/05/2018	12/05/2018				\$600.00
		A00275443	WestAir Gases & Equipment In	P0049860	12/05/2018	12/05/2018				\$178.04
	01/03/2019	A00289075	Cranium Cafe, LLC	P0050000	12/20/2018	12/20/2018				\$6,336.00
	01/07/2019	A00200437	Anderson, Amber Denise.	P0050038	01/07/2019	01/07/2019				\$875.00
	01/08/2019	A00286277	Synapse Technologies, Inc.	P0050040	01/07/2019	01/07/2019				\$9,201.73
	01/10/2019	A00200360	Westec	P0050042	01/07/2019	01/07/2019				\$350.00
		A00202280	Chaidez, Joell C.	P0050075	01/09/2019	01/09/2019				\$449.44
		A00277399	Sundgren, Lori Anne.	P0050043	01/07/2019	01/07/2019				\$1,063.79
		A00200478	Scrip-safe Security Products	P0050058	01/08/2019	01/08/2019				\$3,827.00
		A00273618	Redrock Software Corp.	P0050059	01/08/2019	01/08/2019				\$1,964.10
		A00286446	Balason, Severo	P0050095	01/10/2019	01/10/2019				\$230.56
	01/15/2019	A00200206	Cook, Nichole Leanne.	P0050123	01/14/2019	01/14/2019				\$300.00
		A00200437	Anderson, Amber Denise.	P0050124	01/14/2019	01/14/2019				\$1,275.00
	01/17/2019	A00251443	Doubletree by Hilton Hotel S	P0050141	01/16/2019	01/16/2019				\$410.98
	01/18/2019	A00280958	Singh, Kajol	P0050151	01/16/2019	01/16/2019				\$85.00
	01/22/2019	A00200076	Bandy, Ingrun K.	P0050187	01/22/2019	01/22/2019				\$1,448.95
				P0050145	01/16/2019	01/16/2019				\$68.00
		A00200734	Liberty High School	P0050178	01/18/2019	01/18/2019				\$440.00
		A00200388	Zee Medical Service Co.	P0050188	01/22/2019	01/22/2019				\$147.74
	01/25/2019	A00277399	Sundgren, Lori Anne.	P0050212	01/25/2019	01/25/2019				\$1,610.65
	01/28/2019	A00200627	Gonzalez, Lourdes	P0050244	01/28/2019	01/28/2019				\$1,502.98
		A00200437	Anderson, Amber Denise.	P0050195	01/23/2019	01/23/2019				\$1,450.00
	01/29/2019	A00271247	Mendenhall, Janis Lee.	P0050278	01/29/2019	01/29/2019				\$177.00
	01/30/2019	A00200442	Thompson, Tony M.	P0050256	01/28/2019	01/28/2019				\$381.24
		A00272268	Woodall, Natalie Elise.	P0050228	01/25/2019	01/25/2019				\$189.00
		A00283035	CCLC	P0050254	01/28/2019	01/28/2019				\$425.00
		A00283198	Montoya, Irving Alexis.	P0050222	01/25/2019	01/25/2019				\$85.00
		A00294593	Monge, Danielle Lizbeth.	P0050221	01/25/2019	01/25/2019				\$85.00
		A00297929	Hilton Concord	P0050255	01/28/2019	01/28/2019				\$641.37
	01/31/2019	A00200076	Bandy, Ingrun K.	P0050297	01/31/2019	01/31/2019				\$856.00

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							TOTAL USER			\$37,390.72
MMATTHEWS	01/22/2019	A00200655	Henry Schein, Inc.	P0050159	01/18/2019	01/18/2019				\$659.07
				P0050160	01/18/2019	01/18/2019				\$3,481.26
				P0050167	01/18/2019	01/18/2019				\$2,279.82
							TOTAL USER			\$6,420.15
MTOFTE	01/02/2019	A00296411	Springshare, LLC	P0049968	12/14/2018	12/14/2018				\$514.00
	01/08/2019	A00200498	Office Depot	P0050017	01/03/2019	01/03/2019				\$243.82
		A00200069	Bakersfield Californian	P0050027	01/04/2019	01/04/2019				\$221.88
	01/18/2019	A00261588	Smith, Terri Lynn.	P0050130	01/15/2019	01/15/2019				\$48.00
	01/29/2019	A00261588	Smith, Terri Lynn.	P0050258	01/29/2019	01/29/2019				\$427.48
							TOTAL USER			\$1,455.18
MWHITE	01/03/2019	A00200479	Sears	P0050007	01/02/2019	01/02/2019				\$568.41
	01/08/2019	A00202335	Fastenal Industrial & Constr	P0050022	01/04/2019	01/04/2019				\$158.49
		A00200309	United Refrigeration, Inc.	P0050051	01/08/2019	01/08/2019				\$62.22
	01/10/2019	A00200017	A.P.I. Plumbing	P0050047	01/08/2019	01/08/2019				\$729.81
		A00200282	True Value Home Center	P0050045	01/08/2019	01/08/2019				\$366.91
	01/14/2019	A00200311	Ferguson Enterprises, Inc.	P0050035	01/07/2019	01/07/2019				\$635.86
	01/15/2019	A00200309	United Refrigeration, Inc.	P0050128	01/14/2019	01/14/2019				\$103.03
		A00200536	Praxair Distribution, Inc.	P0050126	01/14/2019	01/14/2019				\$49.52
	01/22/2019	A00200423	Taft City School District	P0050127	01/14/2019	01/14/2019				\$3,599.13
	01/28/2019	A00200327	US Air Conditioning	P0050245	01/28/2019	01/28/2019				\$902.76
		A00228756	Country Auto & Truck Taft	P0050242	01/28/2019	01/28/2019				\$166.15
		A00200017	A.P.I. Plumbing	P0050207	01/24/2019	01/24/2019				\$347.36
		A00200423	Taft City School District	P0050206	01/24/2019	01/24/2019				\$1,220.07
		A00200023	Abate-A-Weed	P0050211	01/24/2019	01/24/2019				\$282.29
		A00201122	Home Depot Credit Services	P0050219	01/25/2019	01/25/2019				\$1,834.06
		A00238497	All-Tech Electronic Systems,	P0050210	01/24/2019	01/24/2019				\$450.00
	01/29/2019	A00200017	A.P.I. Plumbing	P0050275	01/29/2019	01/29/2019				\$412.55
		A00288637	Otis Elevator Company	P0050276	01/29/2019	01/29/2019				\$1,037.40
		A00200423	Taft City School District	P0050208	01/24/2019	01/24/2019				\$1,343.87
							TOTAL USER			\$14,269.89
MZERMENO	01/17/2019	A00234559	Sheraton Gateway Hotel at LA	P0050142	01/16/2019	01/16/2019				\$409.46
		A00306586	CSSO Association, Inc.	P0050140	01/16/2019	01/16/2019				\$515.00

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							TOTAL USER			\$924.46
RWELBORN	01/10/2019	A00211077	Strata Information Group	P0050036	01/07/2019	01/07/2019				\$19,720.00
		A00200376	Amerio, Barbara J.	P0050099	01/10/2019	01/10/2019				\$410.48
		A00200727	Sandoval, Carla Joe.	P0050100	01/10/2019	01/10/2019				\$104.00
		A00201578	Welborn, Virginia R.	P0050101	01/10/2019	01/10/2019				\$378.92
	01/14/2019	A00200155	CCCSFAAA	P0050096	01/10/2019	01/10/2019				\$1,350.00
		A00306542	Bahia Hotel	P0050098	01/10/2019	01/10/2019				\$1,128.94
							TOTAL USER			\$23,092.34
SCRISS	01/11/2019	A00200069	Bakersfield Californian	P0050061	01/09/2019	01/09/2019				\$79.99
	01/30/2019	A00200378	WKCCD Custodian Revolving Ca	P0050274	01/29/2019	01/29/2019				\$1,602.11
	01/31/2019	A00200161	CDW-G	P0050302	01/31/2019	01/31/2019				\$64.36
							TOTAL USER			\$1,746.46
SREYES	01/10/2019	A00200498	Office Depot	P0050048	01/08/2019	01/08/2019				\$101.25
							TOTAL USER			\$101.25
TROMANDIA	01/02/2019	A00200498	Office Depot	P0049985	12/18/2018	12/19/2018				\$194.66
				P0049986	12/18/2018	12/19/2018				\$21.13
		A00200862	Taft College Bookstore	P0049990	12/19/2018	12/20/2018				\$87.89
	01/03/2019	A00200487	Sierra School Equipment Co.	P0049987	12/18/2018	12/19/2018				\$10,501.92
		A00273618	Redrock Software Corp.	P0049988	12/18/2018	12/19/2018				\$1,964.10
							TOTAL USER			\$12,769.70
TROWDEN	01/02/2019	A00083241	Davis, Terry Gene.	P0049962	12/13/2018	12/13/2018				\$20.00
		A00200222	Daily Midway Driller	P0049966	12/13/2018	12/13/2018				\$1,500.00
		A00303324	Galvan, Enemerio G.	P0049964	12/13/2018	12/13/2018				\$20.00
		A00303405	Lively, Ashley Marie Sey.	P0049961	12/13/2018	12/13/2018				\$20.00
		A00200182	City of Taft Police Departme	P0049982	12/18/2018	12/18/2018				\$203.00
				P0049991	12/19/2018	12/19/2018				\$551.00
		A00200238	Department of Justice	P0049972	12/14/2018	12/14/2018				\$2,086.00
				P0049993	12/19/2018	12/19/2018				\$644.00
		A00305118	Sherman, Devon Edward Charle	P0049963	12/13/2018	12/13/2018				\$20.00
	01/08/2019	A00200238	Department of Justice	P0049874	12/06/2018	12/06/2018				\$3,531.00
		A00200182	City of Taft Police Departme	P0049719	11/14/2018	11/14/2018				\$2,900.00
	01/11/2019	A00200238	Department of Justice	P0049996	12/19/2018	12/19/2018				\$256.00

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	01/14/2019	A00213476	Thomson Reuters Barclays	P0050055	01/08/2019	01/08/2019				\$202.70
				P0050056	01/08/2019	01/08/2019				\$74.19
		A00250381	California Chamber of Commer	P0050052	01/08/2019	01/08/2019				\$305.29
		A00213476	Thomson Reuters Barclays	P0050109	01/11/2019	01/11/2019				\$80.52
		A00200168	Central Valley Occupational	P0050089	01/10/2019	01/10/2019				\$655.00
				P0050110	01/11/2019	01/11/2019				\$285.00
	01/15/2019	A00200491	SISC I	P0050113	01/11/2019	01/11/2019				\$911.45
	01/18/2019	A00200433	Vibul Tangpraphaphorn, M.D.	P0050080	01/10/2019	01/10/2019				\$635.00
	01/22/2019	A00305104	Hall, Eric	P0050175	01/18/2019	01/18/2019				\$20.00
	01/23/2019	A00200168	Central Valley Occupational	P0050111	01/11/2019	01/11/2019				\$845.00
		A00201688	The Chronicle of Higher Educ	P0050156	01/18/2019	01/18/2019				\$1,200.00
		A00306660	Advanced Data Storage, Inc.	P0050176	01/18/2019	01/18/2019				\$680.00
	01/30/2019	A00200168	Central Valley Occupational	P0050286	01/30/2019	01/30/2019				\$140.00
	01/31/2019	A00200168	Central Valley Occupational	P0050303	01/31/2019	01/31/2019				\$260.00
		A00200182	City of Taft Police Departme	P0050295	01/31/2019	01/31/2019				\$232.00
		A00200238	Department of Justice	P0050300	01/31/2019	01/31/2019				\$448.00

							TOTAL USER			\$18,725.15
WBELCHER	01/23/2019	A00200406	Student Aid Commission	P0050192	01/23/2019	01/23/2019				\$32.75

							TOTAL USER			\$32.75

**West Kern Community College District
Board of Trustees Meeting
February 13, 2019**

Agenda Item 12.

A. Academic Employment

1. 2018-19 Spring Instructor Overload Assignments

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Bandy, Kanoe	BUS 1602, 1603, 2001, MGMT 1550, 1555, PHED 1528, 1728	3	\$70.63	1/22/19 - 5/24/19
b.	Chung-Wee, Christopher	ENGL 1600	3	\$70.63	1/22/19 - 5/24/19
c.	Devin, William	ENGL 1500, 2750	3	\$70.63	1/22/19 - 5/24/19
d.	Duron, Candace	DS 1504, STSU 1016, 1019, 1500	3	\$70.63	1/22/19 - 5/24/19
e.	Mitchell, David	MATH 2100, 2140, STAT 1510	3	\$70.63	1/22/19 - 5/24/19
f.	Payne, Ruby	MATN 1060, 1500	3	\$70.63	1/22/19 - 5/24/19
g.	Reynolds, Joy	MATH 1060, 2130	3	\$70.63	1/22/19 - 5/24/19
h.	Silvis, Heather	SPCH 1507, 1511	3	\$70.63	1/22/19 - 5/24/19

2. 2018-19 Spring Instructor Extra Duty Assignments

Item	Name	Assignment	Step	Stipend	Effective Date
a.	Hershkowitz, Eric	Continuing Education Courses	--	\$1,500.00*	1/10/19 - 1/12/19

*Stipend to be paid 2/15/19

3. 2018-19 Spring Adjunct Assignments

Item	Name	Assignment	Step	Hourly Rate	Effective Date
a.	Aycock, Bette	DNTL 20204, 2243	3	\$70.63	1/22/19 - 5/24/19
b.	Jennings, Sandra	DNTL 2020, 2024, 2025, 2026, 2243	3	\$70.63	1/22/19 - 5/24/19
c.	Kimbrough, Vickie	DNTL 2024, 2245	3	\$70.63	1/22/19 - 5/24/19

3. 2018-19 Spring Athletic Assignment

Item	Name	Assignment	Step	Stipend	Effective Date
a.	Sagasta, Sierra	Volunteer Assistant Coach - Women's Soccer	--	--	2/1/19 - 6/30/19
b.	Uribe, Kaylee	Assistant Softball Coach	--	\$4,878.31	1/1/19 - 5/24/19

**West Kern Community College District
Board of Trustees Meeting
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Agenda Item 12.

B. Classified Supervisory Employment

Item	Name	Assignment	Grade/Step	Salary	Effective Date
1.	Balason, Severo	Vice President of Student Services	Reclass from 24/7 to 25/6	\$158,240.00	3/1/19 - 6/30/19
2.	Minor, Leslie Dr.	Vice President of Instruction	25/6 Doctoral Stipend	\$158,240.00 \$3,779.00	3/1/19 - 6/30/19
3.	Russell III, Harold	Director of Admissions and Records	14/3	\$82,250.00	3/1/19 - 6/30/19

C. Classified Employment

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
1. Administrative Services							
a.	De Avila Figueroa, Nancy	Accounting Technician	Temporary	20A	\$20.10	A/N	2/19/19 - 2/28/19
b.	De Avila Figueroa, Nancy	Accounting Technician	100%	20A	\$3,484.00	12 mo.	3/1/19 - 6/30/19
c.	Hooker, Jessica	Food Service Worker I	Temporary	7A	\$14.58	A/N	2/12/19 - 6/30/19
2. Instruction							
a.	Anguiano, Martina	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1F to 5D	From \$16.04 to \$16.07	12 mo.	2/1/19 - 6/30/19
b.	Burch, Kelsey	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19
↓	Hill, Laura	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19
↓	Jenkins, Nicole	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19
↓	Salazar, Jessica	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19
↓	Weatherman, Heather	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19
↓	Wootten, Laurie	Life Skills Aide	47.5%	13A	\$1,285.16	11 mo.	2/4/19 - 6/30/19

C. Classified Employment continued

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
2. Instruction continued							
c.	Estrada, Gloria	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1A to 5A	From \$12.57 to \$13.88	12 mo.	2/1/19 - 6/30/19
↓	Zendejas, Alma	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1A to 5A	From \$12.57 to \$13.88	12 mo.	2/1/19 - 6/30/19
d.	Garcia, Maria Elena	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1E to 5C	From \$15.28 to \$15.30	12 mo.	2/1/19 - 6/30/19
↓	Gutierrez, Jorge	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1E to 5C	From \$15.28 to \$15.30	12 mo.	2/1/19 - 6/30/19
↓	Ramirez, Jennifer	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1E to 5C	From \$15.28 to \$15.30	12 mo.	2/1/19 - 6/30/19
↓	Ruiz, Cindy	Re-Organization to align with State Guidelines from Assistant Teacher to Associate Teacher	47.5%	From 1E to 5C	From \$15.28 to \$15.30	12 mo.	2/1/19 - 6/30/19
e.	Gutierrez, Jorge	Temporary Working out of Class - Children's Center Teacher	Temporary	From 1E to 15A	\$1,899.10	Stipend	10/1/16 - 08/30/17
f.	Miller, Kent	Extra Hours - Learning Center	Temporary	13A	\$16.91	12 mo.	1/1/19 - 6/30/19
g.	Salinas, Cassie	Children's Center Teacher	Temporary	12A	\$16.49	12 mo.	1/2/19 - 1/31/19
h.	Salinas, Cassie	Children's Center Teacher	100%	12A	\$2,859.00	12 mo.	2/1/19 - 6/30/19
i.	Wise, Jacob	Tutor	Temporary	11A	\$16.09	A/N	2/5/19 - 2/28/19
j.	Wise, Jacob	Tutor	47.5%	11A	\$1,324.78	9 mo.	3/1/19 - 6/30/19
3. Student Services							
a.	Sagasta, Sierra	Ash Street Dorm Resident Aide	Temporary	1A	\$12.57*	A/N	1/22/19 - 5/31/19
	Zermano, Mireya	Admissions and Records Technician	100%	15B	\$3,233.00	12 mo.	2/19/19 - 6/30/19

*40 hours per month

C. Classified Employment continued

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
4. Superintendent/President							
a.	Blackwood, Brenda	Administration Clerk	Temporary	13A	\$16.91	A/N	1/22/19 - 6/30/19
b.	Guerra, Jennifer	Extra Hours - Administration Clerk	Temporary	13A	\$16.91	A/N	1/22/19 - 6/30/19

D. Resignations/Retirements

Item	Name	Position	% Assignment	Range/ Step	Salary	Term	Effective Date
a.	Hawkins, Richard	TIL Vocational Liaison/Maintenance Worker	--	--	--	--	2/28/19
b.	Quintero, Ricardo	Children Center Custodian	--	--	--	--	2/15/19

**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 JANUARY 31, 2019**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
8600	State Revenues	17,053,137	17,053,137	9,623,197	0	7,429,940
8800	Local Revenues	10,556,357	10,556,357	6,733,020	0	3,823,337
Summary		27,609,494	27,609,494	16,356,217	0	11,253,277

**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 January 31, 2019**

Account Level	Account Level Description	Adopted Budget	Adjusted Budget	YTD Activity	Encumbrances	Balance
1000	Academic Salaries	9,122,991	9,122,991	4,542,919	0	4,580,072
2000	Classified & Other Nonacademic Sala	4,979,580	4,948,278	2,592,780	0	2,355,498
3000	Employee Benefits	6,831,240	6,837,548	3,828,754	232,486	2,776,308
4000	Supplies and Materials	464,396	507,179	205,816	81,408	219,955
5000	Other Operating Expenses & Services	4,697,220	4,560,224	2,231,513	696,044	1,632,667
6000	Capital Outlay	583,279	719,435	66,018	54,935	598,482
7000	Other Outgo	531,789	529,189	84,186	636	444,368
7200	Transfers	399,000	399,000	399,000	0	0
Summary		27,609,495	27,623,817	13,950,987	1,455,464	12,607,349

**Disbursement Register of Expenditures Greater than \$10,000
For the Month of January 2019**

Check Number	Check Date	Vendor Name	Description	Net Amount
78040251	01/07/2019	Ellucian Company L.P.	Advancement (Ora 8,762; WF 867.83)	189,570.00
78040329	01/09/2019	E-Lumen Collaborative, LLC	eLumen - 18-19 License Renewal Fee	12,520.00
78040340	01/09/2019	P. G. & E.	PG&E - Open PO 18-19 - District	14,043.85
78040398	01/15/2019	Westec	WESTEC - 18-19 Open PO for 300 FTES	89,643.75
78040400	01/18/2019	American Express	AEMX - December charges	16,972.16
78040427	01/18/2019	John Karwoski	John Karwoski - Open PO 18-19	10,920.00
78040460	01/25/2019	A&B Athletics	Baseball and basketball uniforms	12,274.77
78040466	01/25/2019	Central Valley Conference	Baseball Umpires and assignor fee	10,925.00
78040481	01/25/2019	P. G. & E.	PG&E - Open PO 18-19 - District	13,420.46
				370,289.99

ASB 2018/19
Balance Sheet
As of January 31, 2019

January 31, 2019

ASSETS

Current Assets

Checking/Savings

ASB Chevron 149,858.99

ASB Chevron - Savings 143.42

Total Checking/Savings 150,002.41

Total Current Assets 150,002.41

TOTAL ASSETS 150,002.41

LIABILITIES & EQUITY

Equity

Restricted Funds

Anime and Above 251.00

Art Club 834.00

ASB Athletics 27,757.22

ASB General - Interest 7.97

ASB General - Operating 59,425.17

ASSE 385.43

Baseball Club 2,345.70

Best Buddies 3,602.26

Cougar Echo 773.50

CRU 730.32

D.H. GENERAL

D.H. CLASS OF 2019 4,271.00

D.H. CLASS OF 2020 1,132.20

D.H. GENERAL - Other 1,213.42

Total D.H. GENERAL 6,616.62

ECE 779.79

Golf Club - Mens 1,365.00

Golf Club - Womens 2,308.01

Literary Club 1,101.53

NSLS Club 2,308.80

On Our Own 1,283.33

Performing Arts 3,191.62

Phi Theta Kappa 653.68

Roleplaying Game Club 385.56

Soccer Club - Mens 910.73

Soccer Club - Womens -983.85

Social Science/ Research 874.27

Softball Fund 2,602.34

Spectrum 1,850.74

STEM 2,533.59

ASB 2018/19
Balance Sheet
As of January 31, 2019

	<u>January 31, 2019</u>
TC Cares	609.00
TIL Reunion	1,461.73
Uniform Replacement	19,427.32
Veterans Club	-694.14
Women's Athletic Club	5,135.05
Women's Basketball Club	<u>169.12</u>
Total Restricted Funds	<u>150,002.41</u>
Total Equity	<u>150,002.41</u>
TOTAL LIABILITIES & EQUITY	<u><u>150,002.41</u></u>

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 02, 2019 10:59:47AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 487988

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 **\$1,183,109.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
DECEMBER SCHOOL APPORTIONMENT	84096	0886	5490	\$1,183,109.00	\$1,183,109.00

TOTAL DEPOSIT: **\$1,183,109.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$1,183,109.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190092

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: 01/02/2019 To 01/02/2019
 Transaction Number from: 190092 To 190092
 Date entered from: 00/00/0000 To 99/99/9999

J67459 DC0100 L.00.01 01/02/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190092	01/02/2019	01/02/2019	WKCCD DEPOSIT		1,183,109.00
1.	78	DECEMBER SCHOOL	APPORTIONMENT	11000-000-8989-00000	1,183,109.00
				ENTERED BY: MDJB UNAPPROVED	
				TOTAL AMOUNT	1,183,109.00
				DISTRICT TOTAL	1,183,109.00
				GRAND TOTAL	1,183,109.00

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 03, 2019 02:58:58PM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
EROD NO.
488221

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 \$418.00

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CAL GRANT FUNDS	84097	0886	5490	\$418.00	\$418.00

TOTAL DEPOSIT: \$418.00

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$418.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #190094

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: 01/03/2019 To 01/03/2019
Transaction Number from: 190094 To 190094
Date entered from: 00/00/0000 To 99/99/9999

J68163 DC0100 L.00.01 01/03/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190094	01/03/2019	01/03/2019	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	418.00
1.	78	CAL GRANT FUNDS		12554-353-8641-64600	418.00
				TOTAL AMOUNT	418.00
				DISTRICT TOTAL	418.00
				GRAND TOTAL	418.00

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 03, 2019 02:59:37PM

PROCESS DATE
NOT PROCESSED AT
THIS TIME

DEPT NO.
0886

EROD NO.
488222

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 **\$727.79**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$727.79	\$727.79

TOTAL DEPOSIT: **\$727.79**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$727.79 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #190095

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: 01/03/2019 To 01/03/2019
 Transaction Number from: 190095 To 190095
 Date entered from: 00/00/0000 To 99/99/9999

J68164 DC0100 L.00.01 01/03/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190095	01/03/2019	01/03/2019	WKCCD DEPOSIT		727.79
1.	78	BOOKSTORE SALES		31000-423-8841-69100	727.79
				ENTERED BY: MDJB UNAPPROVED	
				TOTAL AMOUNT	727.79
				DISTRICT TOTAL	727.79
				GRAND TOTAL	727.79

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 03, 2019 03:00:18PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 488223

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 **\$726.25**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$726.25	\$726.25

TOTAL DEPOSIT: **\$726.25**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$726.25 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190096**

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

J68165 DC0100 L.00.01 01/03/19 PAG

Date last used from: 01/03/2019 To 01/03/2019
Transaction Number from: 190096 To 190096
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
190096	01/03/2019	01/03/2019	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	726.25
				TOTAL AMOUNT	726.25
				DISTRICT TOTAL	726.25
				GRAND TOTAL	726.25

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 03, 2019 03:01:31PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 488224

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 **\$63,072.65**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$21,465.64	\$21,465.64
RESTRICTED FUND	84097	0886	5490	\$38,394.64	\$38,394.64
TIL	84697	0886	5490	\$3,162.12	\$3,162.12
CAFETERIA	84699	0886	5490	\$50.25	\$50.25

TOTAL DEPOSIT: **\$63,072.65**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$63,072.65 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190097**

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: 01/03/2019 To 01/03/2019
 Transaction Number from: 190097 To 190097
 Date entered from: 00/00/0000 To 99/99/9999

J68167 DC0100 L.00.01 01/03/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190097	01/03/2019	01/03/2019	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED	
1.	78	GED/HISET TESTING		11000-306-8892-49306	1,785.00
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	167.80
3.	78	REIMBURSEMENT		11000-000-8698-00000	1,919.73
4.	78	REIMBURSEMENT		11000-352-5710-69610	499.57
5.	78	REIMBURSEMENT		11000-202-1110-15014	17,002.13
6.	78	RESTROOM DISPENSERS		11000-000-8876-00000	7.50
7.	78	METLIFE DIVIDEND		11000-000-8861-00000	83.16
8.	78	COTOP OFFSET ADJUSTMENT		11000-000-9161-00000	0.75
9.	78	REIMBURSEMENT		12603-125-3520-68900	10.25
10.	78	REIMBURSEMENT		12603-125-3620-68900	264.12
11.	78	REIMBURSEMENT		12603-125-4310-68900	342.09
12.	78	REIMBURSEMENT		12603-125-2220-64200	5,197.83
13.	78	REIMBURSEMENT		12603-125-2110-68900	20,820.75
14.	78	REIMBURSEMENT		12603-125-3220-64200	1,335.01
15.	78	REIMBURSEMENT		12603-125-3220-68900	3,760.65
16.	78	REIMBURSEMENT		12603-125-3520-64200	2.58
17.	78	REIMBURSEMENT		12603-125-3320-68900	1,592.79
18.	78	REIMBURSEMENT		12603-125-3620-64200	66.97
19.	78	REIMBURSEMENT		12603-125-3420-68900	5,001.60
20.	78	CAFETERIA SALES		32000-422-8841-69400	50.25
21.	78	TIL		39000-314-8699-64991	3,162.12
TOTAL AMOUNT					63,072.65
DISTRICT TOTAL					63,072.65
GRAND TOTAL					63,072.65

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 10, 2019 02:16:59PM
PROCESS DATE
NOT PROCESSED AT THIS TIME
EROD NO.
488787

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 **\$4,323.30**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$4,323.30	\$4,323.30

TOTAL DEPOSIT: **\$4,323.30**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$4,323.30 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #190098

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: 01/10/2019 To 01/10/2019
Transaction Number from: 190098 To 190098
Date entered from: 00/00/0000 To 99/99/9999

J72201 DC0100 L.00.01 01/10/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS										
NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-						AMOUNT
LN.	DI	DETAIL	DESCR							
190098	01/10/2019	01/10/2019	WKCCD DEPOSIT	ENTERED BY: MDJB UNAPPROVED						4,323.30
1.	78	BOOKSTORE SALES		31000-423-8841-69100						4,323.30
								TOTAL AMOUNT	4,323.30	
								DISTRICT TOTAL	4,323.30	
								GRAND TOTAL	4,323.30	

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 10, 2019 02:20:01PM
 PROCESS DATE
**NOT PROCESSED AT
 THIS TIME**
 EROD NO.
 488788

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$15,851.45**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$15,851.45	\$15,851.45

TOTAL DEPOSIT: **\$15,851.45**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$15,851.45 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190099**

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: 01/10/2019 To 01/10/2019
Transaction Number from: 190099 To 190099
Date entered from: 00/00/0000 To 99/99/9999

J72203 DC0100 L.00.01 01/10/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190099	01/10/2019	01/10/2019	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	15,851.45
				TOTAL AMOUNT	15,851.45
				DISTRICT TOTAL	15,851.45
				GRAND TOTAL	15,851.45

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 10, 2019 02:22:10PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 488789

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 **\$23,157.87**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$2,445.39	\$2,445.39
RESTRICTED FUND	84097	0886	5490	\$9,232.53	\$9,232.53
CHILD DEVELOPMENT	84496	0886	5490	\$10,381.01	\$10,381.01
CAFETERIA	84699	0886	5490	\$1,098.94	\$1,098.94

TOTAL DEPOSIT: **\$23,157.87**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$23,157.87 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190100**

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: 01/10/2019 To 01/10/2019
 Transaction Number from: 190100 To 190100
 Date entered from: 00/00/0000 To 99/99/9999

J72204 DC0100 L.00.01 01/10/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190100	01/10/2019	01/10/2019	WKCCD DEPOSIT		
ENTERED BY: MDJB UNAPPROVED					
1.	78	GED TESTING		11000-306-8892-49306	462.50
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	153.30
3.	78	PROCTORING		11000-306-8889-49306	40.00
4.	78	TRANSCRIPT FEES		11000-301-8879-64900	428.88
5.	78	REIMBURSEMENT		11000-352-5710-69610	27.00
6.	78	REIMBURSEMENT		11000-421-5990-67200	88.60
7.	78	REIMBURSEMENT		11000-432-4312-67703	765.11
8.	78	REIMBURSEMENT		11000-000-9161-00000	230.00
9.	78	REIMBURSEMENT		11000-000-9551-00000	250.00
10.	78	DHS ADMIN		12602-309-8839-64992	9,232.53
11.	78	CAFETERIA SALES		32000-422-8841-69400	1,098.94
12.	78	CC CHILD CARE FOOD		33429-310-8621-69200	544.01
13.	78	CC GENERAL		33428-310-8621-69200	1,690.00
14.	78	CC MIGRANT BILINGUAL		33591-310-8621-69200	8,147.00
TOTAL AMOUNT					23,157.87
DISTRICT TOTAL					23,157.87
GRAND TOTAL					23,157.87

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 11, 2019 08:53:28AM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO. 0886
 EROD NO. 488826

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 **\$185,941.37**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
LOTTERY APPORTIONMENT	84096	0886	5490	\$173,838.73	\$173,838.73
LOTTERY APPORTIONMENT	84097	0886	5490	\$12,102.64	\$12,102.64

TOTAL DEPOSIT: **\$185,941.37**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$185,941.37 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190101

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: 01/11/2019 To 01/11/2019
 Transaction Number from: 190101 To 190101
 Date entered from: 00/00/0000 To 99/99/9999

J72582 DC0100 L.00.01 01/11/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190101	01/11/2019	01/11/2019	WKCCD DEPOSIT		
1.	78	LOTTERY APPORTIONMENT		11477-000-8681-00000	173,838.73
2.	78	LOTTERY APPORTIONMENT		12477-000-8681-00000	12,102.64
				TOTAL AMOUNT	185,941.37
				DISTRICT TOTAL	185,941.37
				GRAND TOTAL	185,941.37

ENTERED BY: MDJB UNAPPROVED

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 17, 2019 01:51:31PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 DEPT NO. 0886
 EROD NO. 489362

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 **\$8,364.03**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$8,364.03	\$8,364.03

TOTAL DEPOSIT: **\$8,364.03**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$8,364.03 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #190102

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

J76219 DC0100 L.00.01 01/17/19 PAG

Date last used from: 01/17/2019 To 01/17/2019
Transaction Number from: 190102 To 190102
Date entered from: 00/00/0000 To 99/99/9999

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
190102	01/17/2019	01/17/2019	WKCCD DEPOSIT		
1.	78	BOOKSTORE SALES		31000-423-8841-69100	
				ENTERED BY: MDJB UNAPPROVED	8,364.03
				TOTAL AMOUNT	8,364.03
				DISTRICT TOTAL	8,364.03
				GRAND TOTAL	8,364.03

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

USER NAME
Mindy Jewell
 SUBMIT DATE
Jan 17, 2019 01:52:49PM
 PROCESS DATE
NOT PROCESSED AT THIS TIME
 DEPT NO. 0886
 EROD NO. 489363

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 **\$19,376.39**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$19,376.39	\$19,376.39

TOTAL DEPOSIT: **\$19,376.39**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$19,376.39 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
NOTES: DEPOSIT #190103

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: 01/17/2019 To 01/17/2019
 Transaction Number from: 190103 To 190103
 Date entered from: 00/00/0000 To 99/99/9999

J76220 DC0100 L.00.01 01/17/19 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190103	01/17/2019	01/17/2019	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	19,376.39
				TOTAL AMOUNT	19,376.39
				DISTRICT TOTAL	19,376.39
				GRAND TOTAL	19,376.39

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 17, 2019 01:59:06PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 489364

DEPT NO.
 0886

THE AUDITOR - CONTROLLER OF KERN COUNTY, HEREBY CERTIFIES THAT THE AMOUNT DUE
 THE TREASURER OF SAID COUNTY FOR MONEYS COLLECTED BY WEST KERN COMMUNITY COLLEGE DIST-GENERAL
 IN SETTLEMENT OF THE FOLLOWING ACCOUNTS IS THE SUM OF **\$41,929.94**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$9,353.86	\$9,353.86
RESTRICTED FUND	84097	0886	5490	\$26,146.67	\$26,146.67
CHILD DEVELOPMENT	84496	0886	5490	\$1,093.74	\$1,093.74
TIL	84697	0886	5490	\$4,077.31	\$4,077.31
CAFETERIA	84699	0886	5490	\$1,258.36	\$1,258.36

TOTAL DEPOSIT: **\$41,929.94**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$41,929.94 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00 NOTES: DEPOSIT #190104

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: 01/17/2019 To 01/17/2019
 Transaction Number from: 190104 To 190104
 Date entered from: 00/00/0000 To 99/99/9999

J76221 DC0100 L.00.01 01/17/19 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190104	01/17/2019	01/17/2019	WKCCD DEPOSIT		
ENTERED BY: MDJB UNAPPROVED					
1.	78	GED TESTING		11000-306-8892-49306	1,765.00
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	1,020.04
3.	78	REIMBURSEMENT		11000-000-9551-00000	6,003.19
4.	78	REIMBURSEMENT		11000-113-4318-67801	565.63
5.	78	FEDERAL WORK STUDY		12401-353-8153-64600	12,618.25
6.	78	FWS ADMIN ALLOWANCE		12401-353-8151-64600	629.75
7.	78	REIMBURSEMENT		12000-114-8892-70999	12,625.23
8.	78	REIMBURSEMENT		12601-309-2361-64992	273.44
9.	78	CAFETERIA SALES		32000-422-8841-69400	1,167.22
10.	78	REIMBURSEMENT		32000-422-2361-69400	91.14
11.	78	REIMBURSEMENT		33428-310-2370-69200	729.16
12.	78	REIMBURSEMENT		33588-310-2370-69200	364.58
13.	78	TIL		39000-314-8699-64991	4,077.31
TOTAL AMOUNT					41,929.94
DISTRICT TOTAL					41,929.94
GRAND TOTAL					41,929.94

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 29, 2019 04:18:03PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 490207

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 **\$1,471,313.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
JANUARY SCHOOL APPORTIONMENT	84096	0886	5490	\$1,150,073.00	\$1,150,073.00
JANUARY SCHOOL APPORTIONMENT	84097	0886	5490	\$321,240.00	\$321,240.00

TOTAL DEPOSIT: **\$1,471,313.00**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: TTC ACCOUNT DEPOSITED: General CASH: \$0.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$1,471,313.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190105**

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: 01/29/2019 To 01/29/2019
 Transaction Number from: 190105 To 190105
 Date entered from: 00/00/0000 To 99/99/9999

J82161 DC0100 L.00.01 01/29/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190105	01/29/2019	01/29/2019	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	JANUARY SCHOOL APPORTIONMENT		11000-000-8612-00000	1,131,397.00
2.	78	JANUARY SCHOOL APPORTIONMENT		11000-000-8618-00000	10,079.00
3.	78	JANUARY SCHOOL APPORTIONMENT		11006-201-8633-00000	8,597.00
4.	78	JANUARY SCHOOL APPORTIONMENT		12551-353-8615-64600	3,832.00
5.	78	JANUARY SCHOOL APPORTIONMENT		12551-353-8625-64600	13,384.00
6.	78	JANUARY SCHOOL APPORTIONMENT		12000-303-8622-64300	28,340.00
7.	78	JANUARY SCHOOL APPORTIONMENT		12000-305-8624-64301	3,106.00
8.	78	JANUARY SCHOOL APPORTIONMENT		12000-311-8623-64200	20,668.00
9.	78	JANUARY SCHOOL APPORTIONMENT		12600-309-8627-64992	12,471.00
10.	78	JANUARY SCHOOL APPORTIONMENT		12000-319-8644-00000	131,168.00
11.	78	JANUARY SCHOOL APPORTIONMENT		12050-431-8654-00000	2,864.00
12.	78	JANUARY SCHOOL APPORTIONMENT		12060-113-8634-67801	2,864.00
13.	78	JANUARY SCHOOL APPORTIONMENT		12569-353-8691-64600	13,908.00
14.	78	JANUARY SCHOOL APPORTIONMENT		12643-223-8647-60103	21,439.00
15.	78	JANUARY SCHOOL APPORTIONMENT		12603-125-8643-68900	67,196.00
				TOTAL AMOUNT	1,471,313.00
				DISTRICT TOTAL	1,471,313.00
				GRAND TOTAL	1,471,313.00

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 31, 2019 01:43:53PM
PROCESS DATE
**NOT PROCESSED AT
THIS TIME**
EROD NO.
490450

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 **\$2,717.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CAL GRANT FUNDS	84097	0886	5490	\$2,717.00	\$2,717.00

TOTAL DEPOSIT: **\$2,717.00**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$2,717.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #190106**

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: 01/31/2019 To 01/31/2019
Transaction Number from: 190106 To 190106
Date entered from: 00/00/0000 To 99/99/9999

J83573 DC0100 L.00.01 01/31/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190106	01/31/2019	01/31/2019	WKCCD DEPOSIT		
1.	78	CAL GRANT FUNDS		12554-353-8641-64600	
				ENTERED BY: MDJB UNAPPROVED	2,717.00
				TOTAL AMOUNT	2,717.00
				DISTRICT TOTAL	2,717.00
				GRAND TOTAL	2,717.00

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 31, 2019 01:45:04PM
PROCESS DATE
NOT PROCESSED AT
THIS TIME
DEPT NO. 0886
EROD NO. 490452

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 **\$129,885.00**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
CAL GRANT FUNDS	84097	0886	5490	\$129,885.00	\$129,885.00

TOTAL DEPOSIT: **\$129,885.00**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$129,885.00 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #190107

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: 01/31/2019 To 01/31/2019
 Transaction Number from: 190107 To 190107
 Date entered from: 00/00/0000 To 99/99/9999

J83574 DC0100 L.00.01 01/31/19 PAG

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190107	01/31/2019	01/31/2019	WKCCD DEPOSIT		129,885.00
1.	78	CAL GRANT FUNDS		12554-353-8641-64600	129,885.00
				ENTERED BY: MDJB UNAPPROVED	
				TOTAL AMOUNT	129,885.00
				DISTRICT TOTAL	129,885.00
				GRAND TOTAL	129,885.00

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 31, 2019 01:46:01PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 490453

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 **\$19,992.86**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
BOOKSTORE	84698	0886	5490	\$19,992.86	
					\$19,992.86

TOTAL DEPOSIT: **\$19,992.86**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$19,992.86 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT CARD: \$0.00
 NOTES: DEPOSIT #190108

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: 01/31/2019 To 01/31/2019
Transaction Number from: 190108 To 190108
Date entered from: 00/00/0000 To 99/99/9999

J83575 DC0100 L.00.01 01/31/19 PAGI

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190108	01/31/2019	01/31/2019	WKCCD DEPOSIT		
1.	78	BOOKSTORE SALES		31000-423-8841-69100	
				ENTERED BY: MDJB UNAPPROVED	19,992.86
				TOTAL AMOUNT	19,992.86
				DISTRICT TOTAL	19,992.86
				GRAND TOTAL	19,992.86

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

USER NAME
Mindy Jewell
SUBMIT DATE
Jan 31, 2019 01:47:10PM
PROCESS DATE
**NOT PROCESSED AT
THIS TIME**
EROD NO.
490454

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 **\$20,570.50**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
STUDENT RECEIPTS	84096	0886	5490	\$20,570.50	\$20,570.50

TOTAL DEPOSIT: **\$20,570.50**

GENERAL DEPOSIT NOTES:

SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$20,570.50 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
CARD: \$0.00
NOTES: DEPOSIT #190109

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: 01/31/2019 To 01/31/2019
Transaction Number from: 190109 To 190109
Date entered from: 00/00/0000 To 99/99/9999

J83576 DC0100 L.00.01 01/31/19 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190109	01/31/2019	01/31/2019	WKCCD DEPOSIT		
1.	78	STUDENT RECEIPTS		11000-000-9161-00000	
				ENTERED BY: MDJB UNAPPROVED	20,570.50
				TOTAL AMOUNT	20,570.50
				DISTRICT TOTAL	20,570.50
				GRAND TOTAL	20,570.50

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

USER NAME
 Mindy Jewell
 SUBMIT DATE
 Jan 31, 2019 01:48:58PM
 PROCESS DATE
 NOT PROCESSED AT
 THIS TIME
 EROD NO.
 490456

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 **\$119,246.29**

DESCRIPTION OF DEPOSIT	FUND NO.	DEPT NO.	REVENUE CODE	AMOUNT	FUND TOTAL
GENERAL FUND	84096	0886	5490	\$1,984.14	\$1,984.14
RESTRICTED FUND	84097	0886	5490	\$50,718.00	\$50,718.00
CHILD DEVELOPMENT	84496	0886	5490	\$63,445.65	\$63,445.65
CAFETERIA	84699	0886	5490	\$3,098.50	\$3,098.50

TOTAL DEPOSIT: **\$119,246.29**

GENERAL DEPOSIT NOTES:

**SITE OF DEPOSIT: BANK ACCOUNT DEPOSITED: General CASH: \$119,246.29 CHECKS: \$0.00 DIRECT DEPOSIT: \$0.00 CREDIT
 CARD: \$0.00
 NOTES: DEPOSIT #190110**

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: 01/31/2019 To 01/31/2019
 Transaction Number from: 190110 To 190110
 Date entered from: 00/00/0000 To 99/99/9999

J83577 DC0100 L.00.01 01/31/19 PAGE

APPROVED AND UNAPPROVED TRANSACTIONS

NUMBER	DATE	ENTERED	DESCRIPTION	-FUND-ORG-ACCT-PROGR-	AMOUNT
LN.	DI	DETAIL	DESCR		
190110	01/31/2019	01/31/2019	WKCCD DEPOSIT		
				ENTERED BY: MDJB	UNAPPROVED
1.	78	GED TESTING		11000-306-8892-49306	542.50
2.	78	INSURANCE REIMBURSEMENTS		11000-412-8892-67300	851.64
3.	78	REIMBURSEMENT		11000-411-5710-67300	550.00
4.	78	PROCTORING		11000-306-8889-49306	40.00
5.	78	LIBRARY PROGRAMS		12201-203-8892-61200	718.00
6.	78	TRIO		12000-340-8199-64951	50,000.00
7.	78	CAFETERIA SALES		32000-422-8841-69400	3,098.50
8.	78	CC CHILD CARE FOOD		33429-310-8621-69200	18,041.65
9.	78	CC GENERAL		33428-310-8621-69200	35,349.50
10.	78	CC STATE PRESCHOOL		33528-310-8621-69200	1,587.50
11.	78	CC MIGRANT BILINGUAL		33591-310-8621-69200	8,147.00
12.	78	CC MIGRANT ED GRANT		33588-310-8621-69200	320.00
				TOTAL AMOUNT	119,246.29
				DISTRICT TOTAL	119,246.29
				GRAND TOTAL	119,246.29

Date: January 31, 2019
Submitted by: Amanda Bauer, Director of Fiscal Services
Area Administrator: Brock McMurray, EVP of Administrative Services *Bw*
Subject: Information Item

Board Meeting Date: February 13, 2019

Title of Board Item:

Report of Investments as of the quarter ended December 31, 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 December 31, 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 \$1,896,687.00 at July 1, 2018, and an ending balance of \$1,896,865.96 for its Certificates of Participation accounts as of December 31, 2018. 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: 
Dr. Debra Daniels, Superintendent/President

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

U.S. Bank Global Corporate Trust Services

July 1, 2018 through December 31, 2018

Investment Account	Type of Activity	Portfolio as of July 1, 2018	Deposits / Int / Dividends Transfers In	Withdrawals / Fees Transfers Out	Balance as of Sept 30, 2018
West Kern CCD 2015 Refunding COP Lease Payment Fund	Treasury Portfolio	84.36	178.96	-	263.32
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		1,896,687.00			1,896,865.96

The Bank of New York Mellon

July 1, 2018 through December 31, 2018

Investment Account	Type of Activity	Portfolio as of July 1, 2018	Deposits Transfers In	Withdrawals Transfers Out	Balance as of Sept 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

1,896,865.98