

# TRONA JOINT UNIFIED SCHOOL DISTRICT

## Trona, California 93562

Thursday, February 13th, 2020

Closed/Regular Session

Trona High School Library • 4:30 p.m./6:00 p.m.

### 1. CALL TO ORDER

### 2. PUBLIC COMMENT

*Persons desiring to address the Board on any Closed Session item may make a request to do so at this time. Three minutes will be allocated such person at the time he/she speaks. Please raise your hand and wait to be recognized by the President, then move to the microphone and state your name for the record.*

### 3. PERSONNEL

- A. DISCUSSION/ACTION – The Acting Superintendent recommends approval of establishing a temporary short term classified position of Assistant Superintendent.

*Position Details:*

*A. Assist the Superintendent in all areas of responsibility with particular focus in the areas of facilities and finance.*

*B. Will also serve as a Superintendent Designee when Superintendent is not on site.*

### 4. CLOSED SESSION (4:30 p.m.)

*As provided by Government Code Section 54950 et seq., the Board may meet in Closed Session during the official portion of the meeting for consideration of agenized items on student discipline, litigation, property negotiation, employment matters, etc.*

#### PERSONNEL

GC §54957

Classified Personnel

#### PERSONNEL

GC §54957

Certificated Personnel

**PERSONNEL**

GC §54957

Public Employee Employment Position: Interim Assistant Superintendent

**PERSONNEL**

GC §54957

Amendment to Acting Superintendent Contract

**5. INTRODUCTORY PROCEDURES (6:00 p.m.)**

- A. Pledge of Allegiance
- B. Approval of Agenda
- C. Report of Closed Session
- D. Student of the Month (December and January)
- E. Student Representatives
- F. Board Member Comments
- G. TTA Report
- H. TCEA Report
- I. Superintendent's Report
- J. Additional Reports
  - Darik McCullar - Emergency Repairs Updates
  - Joseph Wolfe - Continuation School

**6. PUBLIC COMMENT**

*Persons desiring to address the Board about matters on the agenda or other school related matters may make a request to do so at this time. Three minutes will be allocated such person at the time he/she speaks. Please raise your hand and wait to be recognized by the President, then move to the microphone and state your name for the record.*

**7. CONSENT CALENDAR – General Guidelines**

*Certain items require legal review/approval by the Board. Other items are for information/ review or approval. When Board members have questions about items included in the consent list, these items will be pulled out of this group and considered separately. The Superintendent recommends approval: (ACTION)*

1	PAYROLL WARRANTS:	
	Cert. Contract Payroll Warrants & EFT's	\$205,161.69
	Class. Contract Payroll Warrants & EFT's	\$93,929.66

	Certificated Hourly/Daily Payroll – Warrants	\$7,998.88
	Class. Hourly/Daily Payroll Warrants & EFT's	\$28,702.04
	SUBTOTAL	
	Minus Worker's Comp. Reimbursement	\$0
	<b>TOTAL</b>	\$335,792.27
2	District Cash Receipts as of January 31, 2020	\$87,229.61
3	Accounts Receivable Transaction Report as of January 31, 2020	\$87,229.61
4	Revolving Cash Fund Report for January 31, 2020	\$0
5	Accounts Payable	\$310,974.94
6	Purchase Orders	\$75,703.64
7	Budget Transfers	
8	Royalty Check	\$79,773.59
9	Class Count	

## 8. PERSONNEL

- A. DISCUSSION/ACTION – The Acting Superintendent recommends approval of substitute paraprofessional.
- B. DISCUSSION/ACTION – The Acting Superintendent recommends approval of a MOT Business Clerk .
- C. DISCUSSION/ACTION – The Acting Superintendent recommends approval of substitute bus driver.
- D. DISCUSSION/ACTION – The Acting Superintendent recommends approval of Interim Assistant Superintendent.
- E. DISCUSSION/ACTION – The Acting Superintendent recommends approval of amendment to Acting Superintendent Contract.
- F. DISCUSSION/ACTION – The Acting Superintendent recommends approval of head Varsity Football Coach.
- G. DISCUSSION/ACTION – The Acting Superintendent recommends approval of Varsity Volleyball Coach.
- H. DISCUSSION/ACTION – The Acting Superintendent recommends approval of 7/8 Volleyball Coach.

## 9. BUSINESS

- A. DISCUSSION/INFORMATIONAL – The Acting Superintendent recommends discussion of Budget advisory committee.
- B. DISCUSSION/ACTION – The Acting Superintendent recommends approval of the District Safety Plan.
- C. DISCUSSION/ACTION – The Acting Superintendent recommends approval of County Form #2.
- D. DISCUSSION/ACTION – The Acting Superintendent recommends approval of SIA Contract.
- E. DISCUSSION/ACTION – The Acting Superintendent recommends approval of Resolution #2020-01- Bad Debt.
- F. DISCUSSION/ACTION – The Acting Superintendent recommends approval of Resolution #2020-02 - Appropriations.
- G. INFORMATIONAL– The Acting Superintendent acknowledges and accepts the Sunshine letters from TTA and TCEA to begin negotiations process.
- H. DISCUSSION/ACTION – The Acting Superintendent recommends surplus of old classroom school books.
- I. DISCUSSION/INFORMATIONAL – The Acting Superintendent recommends discussion of Community Park and current status.
- J. DISCUSSION/ACTION – The Acting Superintendent recommends approval of reopening prior continuation school, Trona Continuation High, CDC # 36 67892 3630258.
- K. DISCUSSION/ACTION – The Acting Superintendent recommends approval of School Works Contract.
- L. DISCUSSION/ACTION – The Acting Superintendent recommends approval of Horizon Pool Pump Contract.

## 10. FUTURE MEETINGS

Regular Meeting Thursday, March 12th 2020  
(Unless otherwise posted)  
4:30 p.m./ 6:00 p.m. Open Session  
Trona High School Library (at new location)

## 11. ADJOURNMENT

*The Board allots time during the discussion of agenda items for members of the public to comment. Please raise your hand and wait to be acknowledged by the Board President, then stand before speaking.*

*Any 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 83600 Trona Road, Trona, CA.*

*Note: Individuals who require special accommodation, including auxiliary aids and services, in order to participate in the Board meeting should contact the Superintendent's Office at least two days before the meeting date.*

## **PERSONNEL**

### **ITEM 8A**

The Acting Superintendent recommends approval of Haley Peterson as substitute paraprofessional, to be paid at minimum wage, pending live scan and tb test.

### **ITEM 8B**

The Acting Superintendent recommends approval of Angelica Rivera as MOT Business Clerk, to be paid at step 2.

### **ITEM 8C**

The Acting Superintendent recommends approval of Stacy Cox as substitute bus driver, to be paid at substitute bus driver rate, pending live scan and tb test.

### **ITEM 8D**

The Acting Superintendent recommends approval of Suzette Davis as Interim Assistant Superintendent

### **ITEM 8E**

The Acting Superintendent recommends approval of Janet Maloney as Interim Assistant Superintendent pending live scan and tb test.

### **ITEM 8F**

The Acting Superintendent recommends approval of Ricardo Ancira as head Varsity Football Coach pending coaching certificate compliance, pay dependent upon TTA Contract.

### **ITEM 8G**

The Acting Superintendent recommends approval of Valerie Gennrich as Varsity Volleyball Coach, pending coaching certificate compliance, pay will be dependent upon TTA Contract.

### **ITEM 8H**

The Acting Superintendent recommends approval of Johnnie Villegas as 7/8 Volleyball Coach, pending coaching certificate compliance, pay will be dependent upon TTA Contract.

# TRONA JOINT UNIFIED SCHOOL DISTRICT

## CLASS COUNTS

As of  
1-Jan-20

### CURRENT CLASS BREAKDOWN

ELEMENTARY SCHOOL	
Transitional Kindergarten	5
Kindergarten	26
1st Grade	19
2nd Grade	15
3rd Grade	22
4th Grade	17
5th Grade	18
6th Grade	17
<b>ELEMENTARY TOTAL</b>	<b>139</b>

HIGH SCHOOL	
7th Grade	17
8th Grade	21
Freshman	23
Sophomore	20
Junior	23
Senior	22
<b>HIGH SCHOOL TOTAL</b>	<b>126</b>

Total Students - 265

Enrollment at the beginning of school year	Oct. 2005	Sept. 2006	Oct. 2007	Sept. 2008	Sept. 2009	Sept. 2010	Sept. 2011	Sept. 2012	Oct. 2013	Sept. 2014	Oct. 2015
	165 HS	171 HS	164 HS	163 HS	137 HS	125 HS	113 HS	103 HS	98 HS	112 HS	106 HS
	160 Elem	169 Elem	182 Elem	180 Elem	166 Elem	172 Elem	152 Elem	179 Elem	144 Elem	139 Elem	150 Elem
	4 CDS	5 CDS	5 CDS	7 CDS	5 CDS	6 CDS	2 CDS	3 CDS	5 CDS		
<b>329 Total</b>	<b>345 Total</b>	<b>351 Total</b>	<b>350 Total</b>	<b>308 Total</b>	<b>303 Total</b>	<b>267 Total</b>	<b>285 Total</b>	<b>247 Total</b>	<b>251 Total</b>	<b>256 Total</b>	



# ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

## Report Cover Sheet

### General Settings

Report Name  
Printed  
District  
Logon  
Fiscal Year

ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT  
2/7/2020 1:19:44 PM  
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amataganian  
2020

### Filters

Fiscal Year:  
From PO Effective Date:  
To PO Effective Date:  
Display Encumbrance by:  
Description:  
Sort By:  
Include Completed POs:  
Include Vendor Address:  
Include COs:

2020  
01/01/2020  
01/31/2020  
Account  
Both  
VendorName  
YES  
YES  
YES



BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

55 Trona Joint Unified School District

Fiscal Year: 2020

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
200299	ABSOLUTELY CUSTOM PO BOX 860 2504 SPRING RIDGE DRIVE SPRING GROVE, IL 60081-0860	O TEST (PRINTABLE INSTR) O TEST (PRINTABLE INSTR)	1	01	0000	0	0000	2420	4350	110	1100	1.08
			<b>Total</b>									1.08
200285	ACSA 1575 BAYSHORE HWY BURLINGAME, CA 94010-0000	CLEAR ADMINISTRATIVE CREDENTIAL CLEAR ADMINISTRATIVE CREDENTIAL	1	01	0000	0	0000	2700	5310	000	0000	1,000.00
200283	ACSA 1575 BAYSHORE HWY BURLINGAME, CA 94010-0000	2020 SUPERINTENDENTS SYMPOSIUM 2020 SUPERINTENDENTS SYMPOSIUM	1	01	0001	0	0000	7150	5310	000	0000	650.00
			<b>Total</b>									1,000.00
200288	ALICE TRAINING INSTITUTE 3593 MEDINA RD # 320 MEDINA, OH 44256-8182	ALICE E LEARNING USERS, SUPPOR ALICE E LEARNING USERS, SUPPOR	1	01	0000	0	0000	0000	9330	000		3,220.00
			2	01	4127	0	1110	1000	5840	000	5555	644.00
			<b>Total</b>									3,864.00
200287	BROAD REACH PO BOX 3127 MANKATO, MN 56002-3127	LIBRARY BOOKS & MEDIA LIBRARY BOOKS & MEDIA	1	01	6300	0	1110	1000	4110	110	5555	1,403.25
200302	CDW GOVERNMENT INC 75 REMITTANCE DR SUITE 1515 CHICAGO, IL 60675-1515	40W POWER ADAPTER 40W POWER ADAPTER	1	01	0001	0	3800	1000	4310	430	5555	767.56
			<b>Total</b>									767.56
200301	CDW GOVERNMENT INC 75 REMITTANCE DR SUITE 1515 CHICAGO, IL 60675-1515	LOGITECH MOUSE LOGITECH MOUSE	1	01	6300	0	1110	1000	4310	110	0000	40.03
200290	CDW-GOVERNMENT 75 REMITTANCE DR SUITE 1515	COMPUTER PARTS COMPUTER PARTS	1	01	0000	0	0000	7200	4350	000	0000	123.46
			<b>Total</b>									40.03

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

55 Trona Joint Unified School District

Fiscal Year: 2020

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
	CHICAGO, IL 60675-1515											
200278	COLLEGE ENTRANCE EXAMINATION BOARD 12192 COLLECTION CENTER DRIVE CHICAGO, IL 60693-0000	PSAT OCT 16, 2020 PSAT OCT 16, 2020	1	01	0000	0	1110	1000	4310	000	5555	123.46
											Total	187.00
200280	EASTBAY TEAM SERVICES PO BOX 311 MILWAUKEE, WI 53201-0000	GIRLS SOFTBALL HELMETS GIRLS SOFTBALL HELMETS	1	01	0000	0	1500	4200	4310	430	0000	187.00
200284	EUREKA, THE CA CAREER INFO SYST PO BOX 687 PINOLE, CA 94564-0687	EUREKA WINDOWS AND INTERNET CO EUREKA WINDOWS AND INTERNET CO	1	01	0000	0	0000	0000	9330	000		71.08
			2	01	0000	0	0000	0000	3110	5840	000	250.00
											Total	250.00
200294	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	FLAMMABLE LIQUID CABINET FLAMMABLE LIQUID CABINET	1	01	0000	0	0000	8110	4380	000	EMRG	500.00
200298	HEALY SPORTSWEAR 11415 SUNRISE GOLD CIRCLE STE 7 RNCCHO CORDOVA, CA 95742	BASEBALL UNIFORMS BASEBALL UNIFORMS	1	01	0000	0	1500	4200	4310	430	0000	922.38
											Total	732.67
200293	HEARTSMART.COM PO BOX 1301 NEW MILFORD, CT 06776-1301	CPR/AED SUPPLIES CPR/AED SUPPLIES	1	01	0000	0	0000	3140	4395	000	0000	78.55
			2	01	0000	0	0000	3140	4395	110	0000	78.55
			3	01	0000	0	0000	3140	4395	430	0000	78.55
											Total	235.65
200286	HERMITAGE ART PO BOX 2499 ANDERSON, IN 46018-2499	2020 GRAD PROGRAM COVER 2020 GRAD PROGRAM COVER	1	01	0000	0	0000	2700	4351	000	0000	79.05
200282	HIGH DESERT AIR DUCTOR LLC	DEMO/INSTALLATION OF WALL HEAT	1	01	0000	0	0000	8110	5630	000	0000	79.05
											Total	3,101.79

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

55 Trona Joint Unified School District

Fiscal Year: 2020

Purchase Order	Vendor	Description	Ln	Fu	Rs	Y	Goal	Func	Obj	Sch	Mgmt	Encumbered
	120 E. CHURCH AVE SUITE A RIDGECREST, CA 93555	DEMO/INSTALLATION OF WALL HEAT										
200291	IMSE LLC 24800 DENSO DRIVE SUITE 202 SOUTHFIELD, MI 48033	INTERACTIVE OG SUBSCRIPTION	1	01	0000	0	0000	0000	9330	000		56.52
		INTERACTIVE OG SUBSCRIPTION	2	01	6500	0	5770	1120	5840	110	0000	40.40
			Total									3,101.79
200279	JUSTBATS.COM 10800 N POMONA AVE KANSAS CITY, MO 64153-1283	GIRLS SOFTBALL BAT	1	01	0001	0	1500	4200	4310	430	0000	107.70
		GIRLS SOFTBALL BAT	Total									107.70
200274	LEIGHTON CONSULTING INC 10532 ACACIA ST STE B6 RCH CUCAMONGA, CA 91730-5455	CONTRACTING SERVICES PROPOSAL	1	01	0000	0	0000	8500	5850	000	0000	59,500.00
		CONTRACTING SERVICES PROPOSAL	Total									59,500.00
200295	MCGRW-HILL SCHOOL PUBLISHING CO. LOCKBOX 71545 CHICAGO, IL 60694-1545	STORYBOOK K EDITION (HARDBACK)	1	01	6300	0	1110	1000	4110	110	5555	321.99
		STORYBOOK K EDITION (HARDBACK)	Total									321.99
200300	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	1	01	0000	0	0000	7200	4350	000	0000	66.55
		OFFICE SUPPLIES	Total									66.55
200281	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR DISTRICT O	1	01	0000	0	0000	7200	4350	000	0000	281.32
		OFFICE SUPPLIES FOR DISTRICT O	Total									281.32
200296	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	1	01	0000	0	0000	2700	4350	430	0000	173.02
		OFFICE SUPPLIES	Total									173.02

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

55 Trona Joint Unified School District			Fiscal Year: 2020	
Purchase Order	Vendor	Description	Ln Fu Rs Y Goal Func Obj Sch Mgmt	Encumbered
200297	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	Copy of OFFICE SUPPLIES Copy of OFFICE SUPPLIES	1 01-0000-0-0000-2700-4350-110-0000	173.02
200276	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	HIGH SCHOOL OFFICE SUPPLIES HIGH SCHOOL OFFICE SUPPLIES	1 01-0000-0-0000-2700-4350-430-0000 2 01-0000-0-1110-1000-4310-430-0000	173.02 176.34 12.27
200292	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES OFFICE SUPPLIES	1 01-0000-0-0000-7200-4350-000-0000	188.61 63.22
200277	ONPOINT 4100 JURUPA ST. SUITE 102 ONTARIO, CA 91761-0000	SUPPORT VISITS FOR INSTALLED R SUPPORT VISITS FOR INSTALLED R	1 01-0000-0-1110-1000-5810-000-0000	63.22 730.00
200275	POSITIVE PROMOTIONS 15 GILPIN AVENUE PO BOX 18021 HAUPPAUGE, NY 11788-8821	AWARD ITEMS FOR ELEMENTARY AWARD ITEMS FOR ELEMENTARY	1 01-0000-0-0000-2700-4310-110-5555	730.00 322.29
Purchase Order Count: 28			Total	322.29
			Grand Total	75,703.64
			Fund Summary: Fund 01	75,703.64

The above Purchase Order(s) have been issued in accordance with the District's policies and procedures and are hereby recommended for approval.

\_\_\_\_\_  
Authorized Agent

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PURCHASE ORDER REPORT

ACCOUNTS PAYABLE - BOARD PAYMENT REPORT

Report Cover Sheet

General Settings

Report Name  
Printed  
District  
Logon  
Fiscal Year

Filters

Transaction Type:  
Board Meeting Date:  
From Transmittal Number:  
To Transmittal Number:  
Audit Type:  
Fiscal Year:  
Sort By:  
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2020  
Vendor Name  
Board Description  
YES  
NO

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000204-0 AUDIT

Reference Vendor  
PO200212-002 FLINN SCIENTIFIC, INC.  
PO BOX 219  
BATAVIA, IL 60510

Description Amount  
EMERGENCY SHOWER -  
EYE/SHOWER- 1,190.33

Total Payment Amount 1,190.33

PO200175-002 GOPHER SPORT  
NW5634  
PO BOX 1450  
MINNEAPOLIS, MN 55485-5634

ELEM PE CURRICULUM 6,582.26

Total Payment Amount 6,582.26

Transmittal Total 7,772.59

Fund Summary: Fund 01 7,772.59

Transmittal Number: 20000205-0 AUDIT  
PV200180-001 EMPLOYMENT DEVELOPMENT DEPT.  
P.O. BOX 2482  
SACRAMENTO, CA 95812-2482

EMPLOYMENT TAX EXPENSE 2,051.70

Total Payment Amount 2,051.70

PO200236-003 FRONTIER COMMUNICATIONS  
PO BOX 740407  
CINCINNATI, OH 45274-0407

TELEPHONES 2,134.92

Total Payment Amount 2,134.92

PO200159-003 JANET RENEE MALONY  
7225 CAMERON STREET  
LAS VEGAS, NV 89118

CONSULTANT 13,680.00

PO200159-004 JANET RENEE MALONY  
7225 CAMERON STREET  
LAS VEGAS, NV 89118

CONSULTANT 2,193.80

Total Payment Amount 15,873.80

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000205-0 AUDIT

Transmittal Total  
20,060.42

Fund Summary: Fund 01  
20,060.42

Transmittal Number: 20000205-0

Reference Vendor  
PV200183-001 ANGELA BALL

Description  
REIMBURSEMENT- CHRISTMAS  
PROGR Amount  
80.75

Total Payment Amount 80.75

PO200254-003

DART  
201 E. Ridgecrest Blvd.  
RIDGECREST, CA 93555-0000

TUITION & TRANSPORTATION SERVI 750.00

Total Payment Amount 750.00

PV200181-001

LEESA COX  
84767 11TH ST  
TRONA, CA 93562-0000

REIMURSEMENT- BUS DRIVER MEALS 31.93

Total Payment Amount 31.93

PV200182-001

MICHAEL JORDAN  
13926 PINE ST  
TRONA, CA 93562

REIM- LIVE SCAN- PARENT VOLUNT 72.00

Total Payment Amount 72.00

PV200184-001

SELF-INSURED SCHOOLS OF CA  
P.O. BOX 1808  
BAKERSFIELD, CA 93303-1808

61,491.69

Total Payment Amount 61,491.69

PV200186-001

SISC III - VISION  
P.O. BOX 1847  
BAKERSFIELD, CA 93303-1847

1,633.20

Total Payment Amount 1,633.20

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BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000205-0

Reference PV200185-001  
Vendor SISK III - DENTAL  
KERN CO. SUPT OF SCHOOLS  
5801 SUNDALE AVENUE  
BAKERSFIELD, CA 93309-0000

Total Payment Amount 7,362.50

MILEAGE REIMBURSEMENT FOR TEMP 741.51

Total Payment Amount 741.51

Transmittal Total 72,163.58

Fund Summary: Fund 01 72,163.58

REPAIRS 1,889.68

REPAIRS 1,746.13

Total Payment Amount 3,635.81

HP PRINTER TONER CARTRIDGE 676.22

PRINTER FOR SPED 346.27

HEADPHONES AND CABLES FOR DIST 435.26

Transmittal Number: 20000206-0 AUDIT

PO200072-003 A-Z BUS SALES INC.  
PO BOX 841135  
LOS ANGELES, CA 90084-1135

PO200072-004 A-Z BUS SALES INC.  
PO BOX 841135  
LOS ANGELES, CA 90084-1135

PO200259-001 CDW GOVERNMENT INC  
75 REMITTANCE DR  
SUITE 1515  
CHICAGO, IL 60675-1515

PO200260-001 CDW GOVERNMENT INC  
75 REMITTANCE DR  
SUITE 1515  
CHICAGO, IL 60675-1515

PO200268-001 CDW GOVERNMENT INC

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000206-0 AUDIT

Reference Vendor  
75 REMITTANCE DR  
SUITE 1515  
CHICAGO, IL 60675-1515

Description		Amount
Total Payment Amount		1,457.75
PO200250-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	121.51
PO200251-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	578.79
PO200256-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	141.21
PO200257-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	545.57
Total Payment Amount		1,387.08
PO200272-001	SCHOOL INNOVATIONS & ADVOCACY 5200 GOLDEN FOOTHILL PKWY EL DORADO HLS, CA 95762-9610	5,500.00
Total Payment Amount		5,500.00
PV200187-001	U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	2,622.31
PV200188-001	U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	1,383.64
Total Payment Amount		4,005.95

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000206-0 AUDIT

Reference  
PO200127-004

Vendor  
WASTE MANAGEMENT  
PO BOX 541065  
LOS ANGELES, CA 90054-1065

Description  
DUMPSTER SERVICE FY 19/20

Amount  
3,810.12

Total Payment Amount

3,810.12

Transmittal Total

19,796.71

Fund Summary: Fund 01

19,796.71

Transmittal Number: 20000206-0

PO200199-002

APPLE VALLEY COMMUNICATIONS, I  
PO BOX 2119  
APPLE VALLEY, CA 92307

QUARTERLY FIRE ALARM MONITORIN

390.00

Total Payment Amount

390.00

PO200225-002

CDW-GOVERNMENT  
75 REMITTANCE DR SUITE 1515  
CHICAGO, IL 60675-1515

PRINTER CARTRIDGES HS OFFICE

110.56

Total Payment Amount

110.56

PO200143-004

CENTURYLINK  
BUSINESS SERVICES  
P.O. BOX 52187  
PHOENIX, AZ 85072-2187

LONG DISTANCE SERVICE FY 19/20

203.53

Total Payment Amount

203.53

PV200191-001

CHAMPION TEAMWEAR  
PO BOX 959741  
ST. LOUIS, MO 63195-9741

CHEER LEADING SKIRT

43.10

Total Payment Amount

43.10

PO200067-005

CONTINENTAL LABOR&STAFFING RS  
PO BOX 9039  
BAKERSFIELD, CA 93389-0000

BUS MAINTENANCE

626.88

2/7/2020 1:32:16 PM

BEST NET CONSORTIUM  
**ACCOUNTS PAYABLE - BOARD PAYMENT REPORT**  
 Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000206-0

Reference	Vendor	Description	Total Payment Amount	Amount
PV200192-001	HOME DEPOT USA INC DEPT 32-2538808779 PO BOX 78047 PHOENIX, AZ 85062-8047	MATERIALS FOR REPAIRS	626.88	372.99
PV200190-001	HPS MECHANICAL INC 3100 E BELLE TERRACE BAKERFIELD, CA 93307	SEWER LINE SERVICE	372.99	3,298.69
PO200250-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	3,298.69	37.34
PO200250-003	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	107.71	
PO200255-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR MAINTENANC	101.19	
PO200255-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR MAINTENANC	80.64	
PO200261-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES ELEMENTARY	422.18	
PO200266-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	SPED SUPPLIES AND FILE CABINET	941.98	

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number: 20000206-0</b>				
<b>Reference</b>	<b>Vendor</b>	<b>Description</b>	<b>Total Payment Amount</b>	<b>Amount</b>
PO200266-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	SPED SUPPLIES AND FILE CABINET		11.82
PO200240-004	PURCHASE POWER PO BOX 371874 PITTSBURGH, PA 15250-7874	POSTAGE		1,702.86
PV200189-001	RIDGECREST REGIONAL HOSPITAL 1081 N. CHINA LAKE BLVD RIDGECREST, CA 93555-0000	TB TEST COST		464.47
PO200246-001	SCHOOL OUTFITTERS LLC 3736 REGENT AVE CINCINNATI, OH 45212-3724	Portable Stage, skirts, guard		144.51
PO200271-001	SCHOOL SPECIALTY 32656 COLLECTION CENTER DR CHICAGO, IL 60693-0326	ART SUPPLIES		9,957.37
PO200191-013	SEARLES DOMESTIC WATER CO. P O BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20		234.19
PO200191-014	SEARLES DOMESTIC WATER CO. P O BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20		312.52
PO200191-015	SEARLES DOMESTIC WATER CO.	WATER SERVICE FY 19/20		236.36

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

Fiscal Year: 2020

55 Trona Joint Unified School District

Transmittal Number: 20000206-0

Reference

Vendor  
P.O. BOX 577  
TRONA, CA 93592-0000

Description

Amount

PO200191-016

SEARLES DOMESTIC WATER CO.  
P.O. BOX 577  
TRONA, CA 93592-0000

WATER SERVICE FY 19/20

609.14

Total Payment Amount

1,392.21

PV200193-001

SISC DEFINED BENEFIT PLAN  
PO BOX 1847  
BAKERSFIELD, CA 93303-1847

ARS ER SHARE CYCLE 12

257.91

Total Payment Amount

257.91

PO200226-012

SOUTHERN SIERRA MEDICAL CLINIC  
1041 N. China Lake Blvd. Ste B  
RIDGECREST,, CA 93555-0000

TB TEST 19/20 SY

30.00

PO200226-013

SOUTHERN SIERRA MEDICAL CLINIC  
1041 N. China Lake Blvd. Ste B  
RIDGECREST,, CA 93555-0000

TB TEST 19/20 SY

30.00

PO200226-014

SOUTHERN SIERRA MEDICAL CLINIC  
1041 N. China Lake Blvd. Ste B  
RIDGECREST,, CA 93555-0000

TB TEST 19/20 SY

30.00

PO200226-015

SOUTHERN SIERRA MEDICAL CLINIC  
1041 N. China Lake Blvd. Ste B  
RIDGECREST,, CA 93555-0000

TB TEST 19/20 SY

30.00

Total Payment Amount

120.00

PO200235-013

STATER BROS MARKETS  
PO BOX 150  
SAN BERNARDINO, CA 92408

OPEN PURCHASE ORDER FY 19/20

23.95

PO200235-014

STATER BROS MARKETS  
PO BOX 150

OPEN PURCHASE ORDER FY 19/20

28.70

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BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000206-0 Reference	Vendor	Description	Amount
	SAN BERNARDINO, CA 92408		
PO200235-015	STATER BROS MARKETS PO BOX 150 SAN BERNARDINO, CA 92408	OPEN PURCHASE ORDER FY 19/20	161 88
PO200235-016	STATER BROS MARKETS PO BOX 150 SAN BERNARDINO, CA 92408	OPEN PURCHASE ORDER FY 19/20	335 82
Total Payment Amount			550 35
Transmittal Total			19,790 21
Fund Summary: Fund 01			19,790 21
Transmittal Number: 20000207-0 AUDIT PO200098-003	FRICK, FRICK & JETTE 19153 TOWN CENTER DRIVE SUITE 101 APPLE VALLEY, CA 92308	CONSULTING-EMERGENCY SERVICES	68,315 00
Total Payment Amount			68,315 00
PO200243-013	VECTOR USA 20917 HIGGINS CT TORRANCE, CA 90501-1723	MANAGEMENT SERVICE FEE	2,189 55
PO200243-014	VECTOR USA 20917 HIGGINS CT TORRANCE, CA 90501-1723	ADDITIONAL SERVICES - DEC	634 50
Total Payment Amount			2,824 05
Transmittal Total			71,139 05
Fund Summary: Fund 01			71,139 05
Transmittal Number: 20000207-0			

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000207-0

Reference  
PO200285-001

Vendor  
ACSA  
1575 BAYSHORE HWY  
BURLINGAME, CA 94010-0000

Description  
CLEAR ADMINISTRATIVE CREDENTIALIA

Amount  
1,000.00

Total Payment Amount  
1,000.00

PV200194-001

CALIFORNIA DEPARTMENT OF TAX  
AND FEE ADMINISTRATION  
P.O. BOX 942879  
SACRAMENTO, CA 94279-6157

FUEL TAX 4TH QTR

22.75

Total Payment Amount  
22.75

PO200284-001

EUREKA, THE CA CAREER INFO SYST  
PO BOX 687  
PINOLE, CA 94564-0687

EUREKA WINDOWS AND INTERNET CO

500.00

Total Payment Amount  
500.00

PO200082-023

GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

SUPPLIES

156.73

PO200082-024

GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

SUPPLIES

309.72

PO200082-025

GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

SUPPLIES

104.89

PO200082-026

GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

SUPPLIES

69.52

PO200082-027

GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

SUPPLIES

60.34



BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number:</b> 20000207-0			
<b>Reference</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
PO200082-028	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	SUPPLIES	112.46
PO200082-029	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	SUPPLIES	74.35
PO200082-030	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	SUPPLIES	6.99
PO200082-031	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	SUPPLIES	3.56
		<b>Total Payment Amount</b>	898.56
PV200195-001	HPS MECHANICAL INC 3100 E BELLE TERRACE BAKERFIELD, CA 93307	T & M LOCATE UTILITIES	447.99
		<b>Total Payment Amount</b>	447.99
PO200078-005	THE INDUSTRIAL STORE 82740 TRONA ROAD TRONA, CA 93562	SUPPLIES	456.34
		<b>Total Payment Amount</b>	456.34
		<b>Transmittal Total</b>	3,325.64
		<b>Fund Summary:</b> Fund 01	3,325.64
<b>Transmittal Number:</b> 20000208-0 AUDIT			
CM200003-001	PRAXAIR DISTRIBUTION INC DEPT LA 21511 PASADENA, CA 91185-1511	CREDIT MEMO	(58.83)

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

Fiscal Year: 2020

55 Trona Joint Unified School District

Transmittal Number: 20000208-0 AUDIT

Reference Vendor  
CM200004-001 PRAXAIR DISTRIBUTION INC  
DEPT LA 21511  
PASADENA, CA 91185-1511

Description Amount  
CREDIT MEMO (55 97)

PO200232-004 PRAXAIR DISTRIBUTION INC 345 61  
DEPT LA 21511  
PASADENA, CA 91185-1511

WELDING CLASS CYLINDER RENTAL

PO200258-001 PRAXAIR DISTRIBUTION INC 640 72  
DEPT LA 21511  
PASADENA, CA 91185-1511

WELDING SUPPLIES

PO200258-002 PRAXAIR DISTRIBUTION INC 294 76  
DEPT LA 21511  
PASADENA, CA 91185-1511

WELDING SUPPLIES

Total Payment Amount 1,166 29

NATURAL GAS FY 19/20 5,795 20

PO200156-005 REMAC/SPURR  
P.O. BOX 45526  
SAN FRANCISCO, CA 94145-0526

Total Payment Amount 5,795 20

Transmittal Total 6,961 49

Fund Summary: Fund 01 6,961 49

Transmittal Number: 20000208-0  
PO200269-001 JLAB AUDIO  
17950 PRESTON ROAD, SUITE 360  
DALLAS, TX 75252

SPED HEADPHONES 240 00

Total Payment Amount 240 00

PV200196-001 RUTH SOTO  
13990 HEMLOCK ST  
TRONA, CA 93562-0000

DRIVER'S ED ONLINE COURSE 39 95

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000208-0

Reference	Vendor	Description	Total Payment Amount	Amount
PO200065-008	TEL-TEC SECURITY SYSTEMS INC. 5020 LISA MARIE COURT BAKERSFIELD, CA 93313-0000	SECURITY SYSTM	39.95	945.00
PO200065-009	TEL-TEC SECURITY SYSTEMS INC. 5020 LISA MARIE COURT BAKERSFIELD, CA 93313-0000	SECURITY SYSTM	30.00	
PO200077-009	WAXIE PO BOX 748802 LOS ANGELES, CA 90074-8802	SUPPLIES	975.00	313.33
PO200139-004	WESTERN EXTERMINATOR PO BOX 16350 READING, PA 19612-6350	PEST CONTROL SERVICES FY 19/20	313.33	147.50
PO200263-001	WPS PUBLISHING 625 ALASKA AVE TORRANCE, CA 90503-5124	SPED SUPPLIES	147.50	487.15
		Total Payment Amount	487.15	
		Transmittal Total	2,202.93	
		Fund Summary: Fund 01	2,202.93	
Transmittal Number: 20000209-0	TSUBOTA, ALAN 14006 HEMLOCK STREET TRONA, CA 93562-0000	ALAN TSUBOTO CONSULTING AFTER	3,090.20	

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000209-0

Total Payment Amount 3,090.20  
Transmittal Total 3,090.20  
Fund Summary: Fund 01 3,090.20

Transmittal Number: 20000210-0 AUDIT

Reference Vendor  
PO200230-003 ALICE TRAINING INSTITUTE  
3593 MEDINA RD  
# 320  
MEDINA, OH 44256-8182

Description Amount  
SUBSCRIPTION (FAMILY & COMMUNI 538.75

Total Payment Amount 538.75

PO200248-001 HEALY SPORTSWEAR  
11415 SUNRISE GOLD CIRCLE  
STE 7  
RNCCHO CORDOVA, CA 95742

GIRLS SOFTBALL UNIFORMS 1,201.58

Total Payment Amount 1,201.58

Transmittal Total 1,740.33

Fund Summary: Fund 01 1,740.33

Transmittal Number: 20000210-0

PO200230-002 ALICE TRAINING INSTITUTE  
3593 MEDINA RD  
# 320  
MEDINA, OH 44256-8182

SUBSCRIPTION (FAMILY & COMMUNI 500.00

Total Payment Amount 500.00

PO200082-032 GRAINGER INDUSTRIAL SUPPLY  
DEPT 805371150  
PALATINE, IL 60038-0001

112.75

Total Payment Amount 112.75

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number:</b> 20000210-0	<b>Description</b>	<b>Amount</b>
<b>Reference</b> PO200059-007	LIFE INSURANCE POLICY (DISTRIC	850.39
	<b>Vendor</b> MWG WESTMAKER PO BOX 14067 JACKSON, MS 39236-4067	
	<b>Total Payment Amount</b>	850.39
PO200264-001	PEARSON CLINICAL ASSESSMENT PO BOX 599700 SAN ANTONIO, TX 78259-0000	238.43
	<b>Total Payment Amount</b>	238.43
	<b>Transmittal Total</b>	1,701.57
	<b>Fund Summary: Fund 01</b>	1,701.57
<b>Transmittal Number:</b> 20000211-0 AUDIT		
PO200153-005	ATKINSON, ANDELSON, LOYA, RUUD & ROMO 12800 CENTER COURT DRIVE SUITE 300 CERRITOS, CA 90703-0000	303.30
	<b>Total Payment Amount</b>	303.30
PO200153-006	ATKINSON, ANDELSON, LOYA, RUUD & ROMO 12800 CENTER COURT DRIVE SUITE 300 CERRITOS, CA 90703-0000	1,206.25
	<b>Total Payment Amount</b>	1,509.55
PO200074-013	FUEL BECK OIL INC. 16640 D STREET VICTORVILLE, CA 92395	575.42
	<b>Total Payment Amount</b>	575.42
PV200199-001	CARAWAY CONSTRUCTION CO. INC. 82360 2ND ST	4,640.64

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000211-0 AUDIT

Reference Vendor  
TRONA, CA 93562-1810

	Description	Amount
	<b>Total Payment Amount</b>	<b>4,640.64</b>
PO200064-004	REPAIRS	1,409.98
	HIGH DESERT AIR DUCTOR LLC 120 E. CHURCH AVE SUITE A RIDGECREST, CA 93555	
	<b>Total Payment Amount</b>	<b>1,409.98</b>
PO200245-001	TRAILER	3,367.70
	TRAILER SUPER STORE 103 W INYOKERN ROAD RIDGECREST, CA 93555	
	<b>Total Payment Amount</b>	<b>3,367.70</b>
	<b>Transmittal Total</b>	<b>11,503.29</b>
	<b>Fund Summary: Fund 01</b>	<b>11,503.29</b>
PO200074-012	FUEL	491.37
	BECK OIL INC. 16640 D STREET VICTORVILLE, CA 92395	
PO200074-014	FUEL	308.35
	BECK OIL INC. 16640 D STREET VICTORVILLE, CA 92395	
	<b>Total Payment Amount</b>	<b>799.72</b>
PO200228-002	SEWER SERVICE SY 19/20	2,409.20
	COUNTY OF SAN BERNARDINO SPECIAL DISTRICTS DEPARTMENT W PO BOX 5004 VICTORVILLE, CA 92393-5004	
	<b>Total Payment Amount</b>	<b>2,409.20</b>

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number:</b> 20000211-0	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
PV200198-001	DEMSEY, FILLIGER & ASSOCIATES 228 SHOREBREAKER DRIVE LAGUNA NIGUEL, CA 92677	GASB75 DISCLOSURE REPORT FY '1	750.00
		<b>Total Payment Amount</b>	750.00
PO200082-033	GRAINGER INDUSTRIAL SUPPLY DEPT 805371150 PALATINE, IL 60038-0001	SUPPLIES	137.17
		<b>Total Payment Amount</b>	137.17
PO200177-007	IMAGE SOURCE L-4039 COLUMBUS, OH 43260	XEROX PRINT SERVICE	344.50
		<b>Total Payment Amount</b>	344.50
PO200064-005	JERRY A NEWBURY 120 E. CHURCH AVE SUITE A RIDGECREST, CA 93555	repairs	142.00
		<b>Total Payment Amount</b>	142.00
PO200275-001	POSITIVE PROMOTIONS 15 GILPIN AVENUE PO BOX 18021 HAUPPAUGE, NY 11788-8821	AWARD ITEMS FOR ELEMENTARY	330.52
		<b>Total Payment Amount</b>	330.52
PO200126-006	SOUTHERN CALIFORNIA EDISON INC P.O. BOX 300 ROSEMEAD, CA 91772-0001	ELECTRICITY SERVICES FY19/20	5,754.32
		<b>Total Payment Amount</b>	5,754.32
PO200128-006	SPARKLETT'S	BOTTLED WATER DELIVERY SERVICE	161.41

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000211-0  
Reference

Vendor  
P.O. BOX 660579  
DALLAS, 75266-0579

Description

Amount

Total Payment Amount

PO200235-017 STATER BROS MARKETS  
PO BOX 150  
SAN BERNARDINO, CA 92408

OPEN PURCHASE ORDER FY 19/20

161.41

21.82

Total Payment Amount

21.82

PO200077-010 WAXIE  
PO BOX 748802  
LOS ANGELES, CA 90074-8802

SUPPLIES

460.09

Total Payment Amount

460.09

Transmittal Total

11,310.75

Fund Summary: Fund 01

11,310.75

Transmittal Number: 20000212-0 AUDIT

PO200273-001 HOME DEPOT USA INC  
DEPT 32-2538808779  
PO BOX 78047  
PHOENIX, AZ 85062-8047

ICE MAKER FOR ELEMENTARY

255.91

PV200204-001 HOME DEPOT USA INC  
DEPT 32-2538808779  
PO BOX 78047  
PHOENIX, AZ 85062-8047

ELEM PROGRAM

364.25

PV200205-001 HOME DEPOT USA INC  
DEPT 32-2538808779  
PO BOX 78047  
PHOENIX, AZ 85062-8047

MISC MATERIALS- MAINT DEPT

159.11

PV200206-001 HOME DEPOT USA INC  
DEPT 32-2538808779

MISC MATERIALS- MAINT DEPT

323.26



BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

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Fiscal Year: 2020

Transmittal Number: 20000212-0 AUDIT

Reference	Vendor	Description	Amount
PV200207-001	PO BOX 78047 PHOENIX, AZ 85062-8047		
	HOME DEPOT USA INC DEPT 32-2538808779 PO BOX 78047 PHOENIX, AZ 85062-8047	MISC MATERIALS- MAINT DEPT	39.31
PV200208-001	HOME DEPOT USA INC DEPT 32-2538808779 PO BOX 78047 PHOENIX, AZ 85062-8047	MISC MATERIALS- MAINT DEPT	35.00
Total Payment Amount			1,176.84
PO200234-004	XEROX FINANCIAL SERVICES PO BOX 202882 DALLAS, TX 75320-2882	XEROX LEASE FY 19/20	1,896.76
Total Payment Amount			1,896.76
Transmittal Total			3,073.60
Fund Summary: Fund 01			3,073.60
Transmittal Number: 20000212-0	ACSA 1575 BAYSHORE HWY BURLINGAME, CA 94010-0000	ACSA DUES AND MEMBERSHIP	654.85
PO200262-001			
Total Payment Amount			654.85
PO200143-005	CENTURYLINK BUSINESS SERVICES P.O. BOX 52187 PHOENIX, AZ 85072-2187	LONG DISTANCE SERVICE FY 19/20	172.40
Total Payment Amount			172.40

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

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Transmittal Number: 20000212-0	Vendor	Description	Amount
Reference PO200067-006	CONTINENTAL LABOR&STAFFING RS PO BOX 9039 BAKERSFIELD, CA 93389-0000	BUS MAINTENANCE	679.12
		<b>Total Payment Amount</b>	<b>679.12</b>
PO200280-001	EASTBAY TEAM SERVICES PO BOX 1328 WAUSAU, WI 54402-1328	GIRLS SOFTBALL HELMETS	71.08
		<b>Total Payment Amount</b>	<b>71.08</b>
PO200064-006	HIGH DESERT AIR DUCTOR LLC 120 E. CHURCH AVE SUITE A RIDGECREST, CA 93555	repairs	142.00
		<b>Total Payment Amount</b>	<b>142.00</b>
PO200291-001	IMSE LLC 24800 DENSO DRIVE SUITE 202 SOUTHFIELD, MI 48033	INTERACTIVE OG SUBSCRIPTION- S	89.95
		<b>Total Payment Amount</b>	<b>89.95</b>
PV200203-001	LANA HORTA 83470 AMARGOSA AVE TRONA, CA 93562-0000	REIM - BUS DRIVER MEALS	80.43
		<b>Total Payment Amount</b>	<b>80.43</b>
PV200209-001	LIA HORTA 13598 DOGWOOD ST TRONA, CA 93562	REPLACE STALE DATED WARRANT	24.00
		<b>Total Payment Amount</b>	<b>24.00</b>
PO200097-003	PAPA JOHNS 820 N. CHINA LAKE BLVD	INCENTIVES	74.96
		<b>Total Payment Amount</b>	<b>74.96</b>

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000212-0

Reference Vendor  
RIDGECREST, CA 93555

	Description	Amount
PV200240-005	PURCHASE POWER PO BOX 371874 PITTSBURGH, PA 15250-7874	74.96
	<b>Total Payment Amount</b>	<b>74.96</b>
PV200201-001	ROXANA HORTA	51.41
	<b>Total Payment Amount</b>	<b>51.41</b>
PV200200-001	SAUNDRA PETTYJOHN 1231 N MAYFLOWER CIR RIDGECREST, CA 93555	186.84
	<b>Total Payment Amount</b>	<b>186.84</b>
PV200202-001	THE DAILY INDEPENDENT PO BOX 7 RIDGECREST, CA 93556-0007	50.44
	<b>Total Payment Amount</b>	<b>50.44</b>
PO200077-011	WAXIE PO BOX 748802 LOS ANGELES, CA 90074-8802	116.87
	<b>Total Payment Amount</b>	<b>116.87</b>
PO200077-012	WAXIE PO BOX 748802 LOS ANGELES, CA 90074-8802	540.37
	<b>Total Payment Amount</b>	<b>540.37</b>
	<b>Total Payment Amount</b>	<b>657.28</b>
	<b>Transmittal Total</b>	<b>3,051.63</b>
	<b>Fund Summary: Fund 01</b>	<b>3,051.63</b>

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000213-0			
Reference	Vendor	Description	Amount
PO200137-001	ACSA 1575 BAYSHORE HWY BURLINGAME, CA 94010-0000	TRAVEL	650.00
		Total Payment Amount	650.00
PO200288-001	ALICE TRAINING INSTITUTE 3593 MEDINA RD # 320 MEDINA, OH 44256-8182	ALICE E LEARNING USERS, SUPPOR	1,932.00
		Total Payment Amount	1,932.00
PO200101-003	AMERICAN GENERATIONS 1220 E. AVE S SUITE B PALMDALE, CA 93550	CONTRACTED SERVICES	780.00
		Total Payment Amount	780.00
PV200220-001	AUSTIN MATZAGANIAN	TRAVEL EXPENSE	376.35
		Total Payment Amount	376.35
PO200287-001	BROAD REACH PO BOX 3748 MANKATO, MN 56002	LIBRARY BOOKS & MEDIA	1,403.28
		Total Payment Amount	1,403.28
PV200215-001	CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION P O, BOX 942879 SACRAMENTO, CA 94279-6157	FUEL TAX QTR END 9/17	34.46
		Total Payment Amount	34.46
PO200290-001	CDW-GOVERNMENT 75 REMITTANCE DR SUITE 1515 CHICAGO, IL 60675-1515	COMPUTER PARTS	50.09
		Total Payment Amount	50.09

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000213-0				
Reference	Vendor	Description	Amount	
PO200290-002	CDW-GOVERNMENT 75 REMITTANCE DR SUITE 1515 CHICAGO, IL 60675-1515	COMPUTER PARTS	73.37	
PO200267-001	CHAMPION TEAMWEAR PO BOX 959741 ST. LOUIS, MO 63195-9741	CHEERLEADING UNIFORMS	123.46	
PV200218-001	CHANCE SALMON	LIVE SCAN	462.25	
PO200254-004	DART 201 E. Ridgecrest Blvd. RIDGECREST, CA 93555-0000	TUITION & TRANSPORTATION SERVI	74.00	
PO200254-005	DART 201 E. Ridgecrest Blvd. RIDGECREST, CA 93555-0000	TUITION & TRANSPORTATION SERVI	74.00	
PV200217-001	EMPLOYMENT DEVELOPMENT DEPT. P.O. BOX 2482 SACRAMENTO, CA 95812-2482	SCHOOL EMPLOYEES FUND EXPENSE	750.00	
PO200236-004	FRONTIER COMMUNICATIONS PO BOX 740407 CINCINNATI, OH 45274-0407	TELEPHONES	187.50	
PO200082-034	GRAINGER INDUSTRIAL SUPPLY	SUPPLIES	937.50	
			1,058.10	
			2,121.65	
			2,121.65	
			43.56	

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

Fiscal Year: 2020

55 Trona Joint Unified School District

Transmittal Number: 20000213-0

Reference

Vendor  
DEPT 805371150  
PALATINE, IL 60038-0001

Amount

Description

43.56

Total Payment Amount

PO200282-001

HIGH DESERT AIR DUCTOR LLC  
120 E. CHURCH AVE  
SUITE A  
RIDGECREST, CA 93555

DEMO/INSTALLATION OF WALL HEAT

3,101.79

3,101.79

Total Payment Amount

PO200279-001

JUSTBATS.COM  
10800 N POMONA AVE  
KANSAS CITY, MO 64153-1283

GIRLS SOFTBALL BAT

99.95

99.95

Total Payment Amount

CM200006-001

KERN AUTO PARTS INC  
501 W INYOKERN RD  
RIDGECREST, CA 93555

CREDIT

(83.48)

PO200066-009

KERN AUTO PARTS INC  
501 W INYOKERN RD  
RIDGECREST, CA 93555

PARTS

916.14

832.66

Total Payment Amount

PV200214-001

LEESA COX  
84767 11TH ST  
TRONA, CA 93562-0000

TRAVEL EXPENSE

25.93

25.93

Total Payment Amount

CM200005-001

OFFICE DEPOT  
PO BOX 29248  
PHOENIX, AZ 85038-9248

CREDIT MEMO

(7.28)

38.11

HIGH SCHOOL OFFICE SUPPLIES

OFFICE DEPOT

PO200276-001

2/17/2020 1:32:16 PM

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000213-0

Reference	Vendor	Description	Amount
	PO BOX 29248 PHOENIX, AZ 85038-9248		
PO200276-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	HIGH SCHOOL OFFICE SUPPLIES	64.63
PO200276-003	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	HIGH SCHOOL OFFICE SUPPLIES	50.01
PO200276-004	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	HIGH SCHOOL OFFICE SUPPLIES	35.87
PO200281-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR DISTRICT O	16.90
PO200281-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR DISTRICT O	187.49
PO200281-003	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR DISTRICT O	58.53
PO200281-004	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES FOR DISTRICT O	18.31
PO200292-001	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	50.32
PO200292-002	OFFICE DEPOT PO BOX 29248 PHOENIX, AZ 85038-9248	OFFICE SUPPLIES	13.35

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

Transmittal Number: 20000213-0

Reference	Vendor	Description	Total Payment Amount	Amount
PO200144-003	PITNEY BOWES GLOBAL FINANCIAL PO BOX 371887 PITTSBURGH, PA 15250-7887	POSTAGE MACHINE LEASE FY 19/20	526.24	400.18
PO200182-012	RIDGECREST SEPTIC SERVICE 667 S. RICHMOND RD #E RIDGECREST, CA 93555-0000	PORTABLE TOILETS (EMERG)	400.18	3,100.00
PO200182-013	RIDGECREST SEPTIC SERVICE 667 S. RICHMOND RD #E RIDGECREST, CA 93555-0000	PORTABLE TOILETS (EMERG)	313.40	2,600.00
PO200182-014	RIDGECREST SEPTIC SERVICE 667 S. RICHMOND RD #E RIDGECREST, CA 93555-0000	PORTABLE TOILETS (EMERG)	465.10	1,657.01
PO200182-015	RIDGECREST SEPTIC SERVICE 667 S. RICHMOND RD #E RIDGECREST, CA 93555-0000	PORTABLE TOILETS (EMERG)	8,135.51	450.00
PO200182-016	RIDGECREST SEPTIC SERVICE 667 S. RICHMOND RD #E RIDGECREST, CA 93555-0000	PORTABLE TOILETS (EMERG)	450.00	296.28
PO200227-001	SAN JOAQUIN COUNTY OF EDUCATIO PO BOX 213030 STOCKTON, CA 95213-9030	EDJOIN ANNUAL MEMBERSHIP SY 19		
PO200191-017	SEARLES DOMESTIC WATER CO. P.O. BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20		



BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number: 20000213-0</b>			
<b>Reference</b>	<b>Vendor</b>	<b>Description</b>	<b>Amount</b>
PO200191-018	SEARLES DOMESTIC WATER CO. P.O. BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20	271.89
PO200191-019	SEARLES DOMESTIC WATER CO. P.O. BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20	238.64
PO200191-020	SEARLES DOMESTIC WATER CO. P.O. BOX 577 TRONA, CA 93592-0000	WATER SERVICE FY 19/20	653.78
		<b>Total Payment Amount</b>	<b>1,460.59</b>
PV200221-001	SISC I WORKERS' COMPENSATION PO BOX 1847 BAKERSFIELD, CA 93303-1847		23,480.41
		<b>Total Payment Amount</b>	<b>23,480.41</b>
PO200226-016	SOUTHERN SIERRA MEDICAL CLINIC 1041 N. China Lake Blvd, Ste B RIDGECREST, CA 93555-0000	TB TEST 19/20 SY	30.00
		<b>Total Payment Amount</b>	<b>30.00</b>
PO200241-004	SUZETTE M DAVIS 15205 BLACKFOOT ROAD APPLE VALLEY, CA 92307	MILEAGE REIMBURSEMENT FOR TEMP	984.40
		<b>Total Payment Amount</b>	<b>984.40</b>
PV200210-001	U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	MISC CAL CARD CHARGES- MOT	138.51
PV200211-001	U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	MISC CAL CARD CHARGES- MOT	145.24

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

<b>Transmittal Number: 20000213-0</b>			
<b>Reference</b> PV200212-001	<b>Vendor</b> U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	<b>Description</b> MISC CAL CARD CHARGES- MOT	<b>Amount</b> 306.35
PV200213-001	U.S. BANK CORPORATE PAYMENT P.O. BOX 790428 ST. LOUIS, MO 63179-0428	MISC CAL CARD CHARGES- MOT	179.00
PV200219-001	VERNON GRIFFIN 7621 BROWN ROAD INYOKERN, CA 93527	REIM LIVE SCAN	69.00
PO200127-005	WASTE MANAGEMENT PO BOX 541065 LOS ANGELES, CA 90054-1065	DUMPSTER SERVICE FY 19/20	1,928.58
<b>Total Payment Amount</b>			769.10
<b>Total Payment Amount</b>			69.00
<b>Total Payment Amount</b>			69.00
<b>Total Payment Amount</b>			1,928.58
<b>Total Payment Amount</b>			1,928.58
<b>Transmittal Total</b>			52,290.95
<b>Fund Summary:</b>		<b>Fund 01</b>	52,290.95
<b>Payment Count:</b>	112	<b>Transmittal Count:</b>	17
		<b>Grand Total:</b>	310,974.94

BEST NET CONSORTIUM  
ACCOUNTS PAYABLE - BOARD PAYMENT REPORT  
Board of Trustees Meeting 02/13/2020

55 Trona Joint Unified School District

Fiscal Year: 2020

The above Payable transactions have been issued in accordance with the District's policies and procedures.  
It is recommended that the Board of Trustees approve them.

  
\_\_\_\_\_  
Authorized Agent

\_\_\_\_\_  
Board Approval

**TRONA JOINT UNIFIED SCHOOL DISTRICT**

**Amendment to Agreement for Employment of  
Suzette Davis  
DISTRICT ACTING SUPERINTENDENT**

The following is an Amendment to the Agreement between the Governing Board of Trona Joint Unified School District, hereinafter referred to as "GOVERNING BOARD," and Suzette Davis, hereinafter referred to as "ACTING SUPERINTENDENT".

1. **Term of Agreement**

GOVERNING BOARD extends the employment of Suzette Davis as ACTING SUPERINTENDENT through June 30, 2020.

2. **Mileage Reimbursement**

ACTING SUPERINTENDENT shall receive mileage at the current District established rate of \$0.575 per mile as of January 1, 2020 for her round trip travel between her home in Apple Valley and the District and for all her District business travel.

3. **All Other Original Agreement Provisions**

All other terms of the original agreement dated November 14, 2019 shall remain in force for the duration of this amendment.

IN WITNESS HEREIN, we affix our signatures to this Amendment as the full and complete understanding between the parties hereto.

This Amendment is full and complete agreement between the parties hereto, and it can be changed or modified only in writing, signed by all parties or their successors in interest to this Agreement.

**GOVERNING BOARD  
TRONA JOINT UNIFIED SCHOOL DISTRICT**

\_\_\_\_\_  
Board President

\_\_\_\_\_  
Date

\_\_\_\_\_  
Clerk

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

\_\_\_\_\_  
Member

**ACTING SUPERINTENDENT**

I hereby accept this Amendment and agree to comply with the conditions thereof and to fulfill all of the duties of employment of Acting Superintendent of Trona Joint Unified School District.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**TRONA JOINT UNIFIED SCHOOL DISTRICT**

**Agreement for Employment of  
Janet Malony**

**INTERIM ASSISTANT SUPERINTENDENT**

The following is an Agreement between the Governing Board of Trona Joint Unified School District, hereinafter referred to as "GOVERNING BOARD," and Janet Malony, hereinafter referred to as "INTERIM ASSISTANT SUPERINTENDENT".

**1. Term of Agreement**

GOVERNING BOARD employs Janet Malony as INTERIM ASSISTANT SUPERINTENDENT commencing February 19, 2020 through June 30, 2020.

**2. Salary**

The salary of INTERIM ASSISTANT SUPERINTENDENT shall be Six Hundred Fifty Dollars (\$650.00) per day, working an average of 3 days per week not to exceed 60 days for the contract period. A calendar of workdays shall be mutually agreed upon by INTERIM ASSISTANT SUPERINTENDENT and District Superintendent. In addition, INTERIM ASSISTANT SUPERINTENDENT shall receive mileage at the District current mileage rate for her weekly round trip travel between her home in Las Vegas, Nevada and the District and for all her District business travel. INTERIM ASSISTANT SUPERINTENDENT shall be entitled to reimbursement for actual and necessary expenses incurred by her within the course and scope of employment and while representing the District including meals, not to exceed \$50.00 per service day, and for lodging in the Trona area for the duration of her service days. INTERIM ASSISTANT SUPERINTENDENT shall be reimbursed for actual and necessary expenses incurred by her within the scope of her employment, as determined by GOVERNING BOARD. INTERIM ASSISTANT SUPERINTENDENT shall not accrue vacation or sick leave nor shall she be entitled to holiday pay or health and welfare benefits.

**3. Duties**

INTERIM ASSISTANT SUPERINTENDENT agrees to perform at or above a professional level of competence the services, duties, obligations, and specific goals assigned by Acting Superintendent and/or GOVERNING BOARD, permitted by her credentials, and provided in Board Policy and Administrative Regulations as they may be amended from time to time, and as Acting Superintendent and/or GOVERNING BOARD may direct.

**4. General Provisions**

This Agreement is subject to all applicable laws of the State of California, and to the lawful rules and regulations of the Governing Board of Trona Joint Unified School District.

**5. Termination**

GOVERNING BOARD or INTERIM ASSISTANT SUPERINTENDENT may terminate this Agreement at any time upon giving the other party thirty (30) days written notice.

**6. Indemnification**

- a. GOVERNING BOARD agrees that it shall defend, hold harmless, and indemnify INTERIM ASSISTANT SUPERINTENDENT from any and all demands, claims, suits, actions, and legal proceedings brought against INTERIM ASSISTANT SUPERINTENDENT in his/her individual capacity, for any acts arising out of his/her employment, or in his/her official capacity as agent and employee of District, except for civil, criminal or administrative actions initiated by the Board itself, provided that the incident arose while INTERIM ASSISTANT SUPERINTENDENT was acting within the scope of his/her employment and did not act or fail to act because of actual fraud, corruption or malice. Nothing herein shall be construed to prohibit the District from accepting the defense of any matter under a reservation of rights as permitted by the government Code Section 825. INTERIM ASSISTANT SUPERINTENDENT agrees to reasonably cooperate in good faith in the defense of any claim or action.
- b. As required by Government Code 53243-53243.4, the parties agree that if INTERIM ASSISTANT SUPERINTENDENT is convicted of a crime involving the abuse of his/her office or position, then INTERIM ASSISTANT SUPERINTENDENT shall be required to:
  1. Reimburse any paid leave received from District during the pendency of the investigation into the criminal charges;
  2. Reimburse any criminal defense fees paid by District on his behalf;
  3. Reimburse any cash settlement paid to INTERIM ASSISTANT SUPERINTENDENT for the termination of this agreement.

IN WITNESS HEREIN, we affix our signatures to this Agreement as the full and complete understanding between the parties hereto.

This Agreement is full and complete agreement between the parties hereto, and it can be changed or modified only in writing, signed by all parties or their successors in interest to this Agreement.

**ON BEHALF OF THE  
GOVERNING BOARD OF  
TRONA JOINT UNIFIED SCHOOL DISTRICT**

\_\_\_\_\_  
Acting Superintendent

\_\_\_\_\_  
Date

**INTERIM ASSISTANT SUPERINTENDENT**

I hereby accept this offer of employment and agree to comply with the conditions thereof and to fulfill all of the duties of employment of Interim Assistant Superintendent of Trona Joint Unified School District.

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

COUNTY FORM NO. 2  
REGULAR AUDIT

San Bernardino County Superintendent of Schools  
DISTRICT FINANCIAL SERVICES

**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: Trona Joint Unified School District

SUBJECT MATTER: BOARD DELEGATION-AUTHORIZED AGENT STATUS

DATE OF ACTION: February 13th 2020

**IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:**

NAME OF AUTHORIZED AGENT: Roxana Horta

TITLE OF AUTHORIZED AGENT: Business Clerk - Payroll

ACTUAL SIGNATURE OF AUTHORIZED AGENT: \_\_\_\_\_

**AUTHORIZATION RELATES TO DOCUMENTS NOTED BELOW:**

☒ DISTRICT ORDERS (AND RELATED JOURNAL ENTRIES)

☒ PAYROLL ORDERS (AND RELATED JOURNAL ENTRIES)

☒ VOLUNTARY PAYROLL DEDUCTIONS (PAY620)

☒ NOTICES OF EMPLOYMENT FOR CERTIFICATED EMPLOYEES

☒ NOTICES OF EMPLOYMENT FOR CLASSIFIED EMPLOYEES

☒ NOTICES OF EMPLOYMENT FOR STUDENTS AND TEMPORARY EMPLOYEES

☒ PURCHASE ORDERS:

*MONETARY LIMITATION:* None *FISCAL YEAR:* 2019-20 until revoked

☒ CONTRACTS:

*MONETARY LIMITATION:* None *FISCAL YEAR:* 2019-20 until revoked

**NO CONTRACT APPROVED PURSUANT TO THIS DELEGATION SHALL BE VALID UNTIL SUCH APPROVAL HAS BEEN RATIFIED BY THE GOVERNING BOARD OF THE SCHOOL DISTRICT.**

**NOTE: IF NO LIMITATIONS ARE TO APPLY TO THE DELEGATION NOTED ABOVE, PLEASE INDICATE 'NONE' IN THE BLANK SPACES PROVIDED.**

☒ JOURNAL ENTRIES (FOR THOSE NOT AUTHORIZED FOR DISTRICT OR PAYROLL ORDERS)

☒ INTERFUND TRANSACTIONS

☒ BUDGET TRANSFERS

☐ OTHER BOARD DELEGATED AUTHORITY, PLEASE SPECIFY \_\_\_\_\_

**AUTHORITY:** X EDUCATION CODE SECTION: 17604, 17605, 35161, 81655(CC)  
X EDUCATION CODE SECTION: 42603

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

SIGNATURE: GOVERNING BOARD DESIGNEE \_\_\_\_\_ TITLE \_\_\_\_\_ DATE \_\_\_\_\_  
(CANNOT SELF-CERTIFY UNLESS NO OTHER INDIVIDUAL HAS CO. FORM 1 AUTHORITY)



COUNTY FORM NO. 2  
REGULAR AUDIT

San Bernardino County Superintendent of Schools  
DISTRICT FINANCIAL SERVICES

**CERTIFICATION OF BOARD MINUTES**

SCHOOL DISTRICT: Trona Joint Unified School District

SUBJECT MATTER: BOARD DELEGATION-AUTHORIZED AGENT STATUS

DATE OF ACTION: February 13th 2020

**IN ACCORDANCE WITH PROVISIONS OF LEGAL CODES FOR THE STATE OF CALIFORNIA, THE GOVERNING BOARD OF THE ABOVE NAMED SCHOOL DISTRICT/COMMUNITY COLLEGE DISTRICT, HEREBY APPROVES AND ADOPTS THE ACTION DESCRIBED BELOW:**

NAME OF AUTHORIZED AGENT: Sally Panknin Huntley

TITLE OF AUTHORIZED AGENT: Business Clerk - Accounts Payable

ACTUAL SIGNATURE OF AUTHORIZED AGENT: \_\_\_\_\_

**AUTHORIZATION RELATES TO DOCUMENTS NOTED BELOW:**

☒ DISTRICT ORDERS (AND RELATED JOURNAL ENTRIES)

☒ PAYROLL ORDERS (AND RELATED JOURNAL ENTRIES)

☒ VOLUNTARY PAYROLL DEDUCTIONS (PAY620)

☒ NOTICES OF EMPLOYMENT FOR CERTIFICATED EMPLOYEES

☒ NOTICES OF EMPLOYMENT FOR CLASSIFIED EMPLOYEES

☒ NOTICES OF EMPLOYMENT FOR STUDENTS AND TEMPORARY EMPLOYEES

☒ PURCHASE ORDERS:

*MONETARY LIMITATION:* None *FISCAL YEAR:* 2019-20 until revoked

☒ CONTRACTS:

*MONETARY LIMITATION:* None *FISCAL YEAR:* 2019-20 until revoked

**NO CONTRACT APPROVED PURSUANT TO THIS DELEGATION SHALL BE VALID UNTIL SUCH APPROVAL HAS BEEN RATIFIED BY THE GOVERNING BOARD OF THE SCHOOL DISTRICT.**

**NOTE: IF NO LIMITATIONS ARE TO APPLY TO THE DELEGATION NOTED ABOVE, PLEASE INDICATE 'NONE' IN THE BLANK SPACES PROVIDED.**

☒ JOURNAL ENTRIES (FOR THOSE NOT AUTHORIZED FOR DISTRICT OR PAYROLL ORDERS)

☒ INTERFUND TRANSACTIONS

☒ BUDGET TRANSFERS

☐ OTHER BOARD DELEGATED AUTHORITY, PLEASE SPECIFY \_\_\_\_\_

**AUTHORITY:** X EDUCATION CODE SECTION: 17604, 17605, 35161, 81655(CC)  
X EDUCATION CODE SECTION: 42603

I CERTIFY, UNDER PENALTY OF PERJURY, THE FOREGOING STATEMENTS TO BE TRUE AND CORRECT.

SIGNATURE: GOVERNING BOARD DESIGNEE TITLE DATE  
(CANNOT SELF-CERTIFY UNLESS NO OTHER INDIVIDUAL HAS CO. FORM 1 AUTHORITY)

# Risk Management Program

Hello,

Please find attached your Risk Management Program renewal agreement. As SI&A's Risk Management Program Manager, I wanted to reiterate the important benefits of continuing our partnership.

Districts like yours have created a culture of trust and confidence by putting our Program in place. It is a continuous improvement model designed to establish and maintain streamlined processes where your staff feel empowered, informed, connected and supported. Every year, with our reports, tailored Ed Code trainings, consistent processes, communication and hands-on service, we're helping you shore up deficiencies, show measurable progress, and have a defensible position in the event of an inquiry or audit.

We are proud to be your Ed. Code and compliance training partners.

## **Processes – Continued effective, reliable and repetitive processes to ensure Ed. Code compliance**

- Expert, independent Ed. Code compliance review
- Interviews at the district office and with your sites
- Documented processes
- Thorough collection of backup documentation (source documents)

## **Reporting & Communication – Documentation and reporting that provides oversight and measurement**

- Identify strengths and weaknesses and report findings back to you
- Year-over-year comparison and progress on Ed. Code compliance
- Fine-tuned customized Action Plan to shore up any Ed. Code process deficiencies
- School Safety Plan Report, including a district summary to assist with annual plan updates

## **Training – Providing guidance, tools and support to the people you are asking to do the work**

- Ongoing, tailored Ed. Code trainings for your entire staff – district and sites
- 100% of sites staff trained (SiteServ)
- We simplify the process that saves time and is easily understood

## **Promoting School Safety**

- Full School Site Safety Plan review for each site to determine compliance and training needs
- Automatic teacher notifications of their students suspended or expelled for a 3-year period (Behavior Alert)

## **Maximizing Funding**

- Servicing first-time claims, traditional filing and those outside the block grant
- Audit support for all mandate claims we prepare and file

Moving forward into 2020/21, you can feel confident that we have you covered. Our team is looking forward to working with your team again in the coming year. If you have any questions, please feel free to contact me.



Mike Brown, Risk Management Program Manager

916.669.5116

mikeb@sia-us.com



**MULTIPLE SERVICES AGREEMENT**  
**Between**  
**SCHOOL INNOVATIONS & ACHIEVEMENT**  
**And**  
**TRONA JOINT UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT, dated \_\_\_\_\_, 2020, (the "Agreement") is made by and between Trona Joint Unified School District ("District"), and School Innovations & Achievement, a California corporation ("SI&A"), each being a "Party" and collectively the "Parties."

**RECITALS**

WHEREAS, District is authorized to retain consulting services to assist District in the preparation and filing of reimbursement claims for the costs of the Mandate Reimbursement Process Program, legislatively mandated by the State of California ("State"), as well as an assessment of compliance practices in place as it relates to the Mandated Block Grant Program, and SI&A is qualified to perform such services; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing consulting services;

**AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Term.** This Agreement begins July 1, 2020 (the "Effective Date"). The first year of the Agreement will be July 1, 2020 through June 30, 2021. Each subsequent year will begin on July 1st and end on June 30th. The initial term of this Agreement (the "Initial Term") shall be three (3) years and shall automatically renew for successive three (3) year terms (each a "Successive Term" and together with the Initial Term, the "Term") unless either Party provides written notice at least 60 days prior to the end of such Initial or Successive Term or this Agreement is terminated sooner pursuant to Exhibit A, Section 3.

Notwithstanding the foregoing, the Term shall be automatically extended for three (3) years from the effective date of any Addendum to this Agreement and all terms and conditions of this Agreement shall remain in effect for the duration thereof.

2. **Services.** SI&A agrees to provide District consulting services ("Services") as outlined in Exhibits B and C during the Agreement Term.
3. **District's Obligations.**

3.1 **District Responsibilities and Obligations.** District shall be responsible for the following: (a) ensuring District has record retention policies sufficient to maintain original documentation used in support of claims (for audit or examination by any State or regulatory agency); and (b) maintaining original

supporting documents for a period of four (4) years after the State's first payment of the claim; and (c) District shall provide SI&A all records and information relevant to any claim in a timely manner and contact information for District's personnel to whom SI&A may direct inquiries. District understands and agrees that the results of SI&A's inquiries, the documentation obtained from District and other corroborating information may be used by SI&A for filing and/or supporting the reimbursement claims, or responding to audits or investigations.

**3.2 Claim Approval.** Upon presentation of a claim for District's approval, District agrees to review the claim and respond to SI&A by either: (a) certifying to SI&A, under penalties of perjury, that the time, costs and other data collected by District and furnished to SI&A in support of the claim are true and correct; or (b) provide SI&A with notice specifying why the foregoing certification may not be true. All notices and certifications must comply with the requirements of Section 4 of the Standard Terms and Conditions.

**3.3 For Districts that Elect the Mandate Block Grant.** The District acknowledges and agrees that the Good Governance and Program Advisory Services, provided by SI&A, in connection with potential audit matters, consists of providing recommendations and support with forms and back-up documentation collected. It is the District's responsibility to ensure the District's compliance with all mandate block grant requirements.

**4. California False Claims Act.** District acknowledges that reimbursement claims filed under this Agreement constitute "claims" under the California False Claims Act (California Government Code Section 12650, et seq.) ("False Claims Act") and consequently, District, its employees, contractors and other persons acting on its behalf, may be subject to the provisions of the False Claims Act. Among other things, the False Claims Act imposes liability for treble damages, penalties and costs of civil recovery actions upon persons who "knowingly" present or cause to be presented false claims, or who "knowingly" make or cause to be made false records or statements in support of a claim. Under the False Claims Act, "knowingly" means that a person, with respect to information, has actual knowledge of the information or acts in deliberate ignorance or reckless disregard of the truth or falsity of the information.

## **5. Payment of Fees.**

**5.1 Fees.** For Services provided pursuant to the terms of this Agreement, as outlined in Section 2, above, District agrees to pay SI&A:

- **\$5,900** annually (see chart below) ("Discounted Annual Fee") if Agreement is received on or before March 31, 2020, or
- **\$6,000** annually (see chart below) ("Standard Annual Fee") if Agreement is received after March 31, 2020.

Services	Discounted Annual Fee	Standard Annual Fee
Good Governance and Program Advisory Services	4,700	4,800
SiteServ <sup>SM</sup> Services	1,200	1,200
<b>Total Annual Fee</b>	<b>\$5,900</b>	<b>\$6,000</b>

5.2 Payment Plan. The Annual Fee is payable as follows:

	Agreement Received By Date	<u>Year 1</u> <u>07/01/2020-06/30/2021</u>  Due 07/01/2020	<u>Years 2 and beyond</u>  <u>July 1st to June 30th</u> <u>for fiscal years 2021/2022 and beyond</u>  Due July 1st of years 2021 and beyond
Discounted Annual Fee	On or Before March 31, 2020	\$5,900	\$5,900
Standard Annual Fee	After March 31, 2020	\$6,000	\$6,000

5.3 Travel; Lodging Expenses. If SI&A reasonably determines that travel to District's site is necessary, SI&A and District shall schedule mutually convenient dates and times for such meetings. All travel and lodging expenses incurred by SI&A in connection with the Initial Scope of Services are included in the Fee.

6. Entire Agreement. This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A is the final expression of, and contains the entire agreement between the Parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.
7. Exhibits. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
8. Counterparts. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.


IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

SI&A:

DISTRICT:

SCHOOL INNOVATIONS  
& ACHIEVEMENT

TRONA JOINT UNIFIED SCHOOL  
DISTRICT

Signature:   
Date Signed: 1/26/2020  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Achievement  
Address: 5200 Golden Foothill Parkway  
El Dorado Hills, CA 95762  
Phone: (800) 487-9234  
Fax: (888) 487-6441

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## **EXHIBIT A - STANDARD TERMS AND CONDITIONS**

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Term, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The Parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than sixty (60) days prior to expiration of the current Term (Initial or Successive) within the Agreement Term. The effective date of termination shall be the expiration of such current Term of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 2, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 2.
3. **Termination Due to Changes in State Law.** If Legislation is enacted that eliminates or suspends K-12 education mandates, thereby making the filing of mandate reimbursement claims impossible or futile, District may immediately terminate this Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. All other terminations shall be subject to the terms and conditions set forth in Section 2, above.
4. **Notice.** All Agreement notices must be in writing, directed to the Party's address set forth below such Party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A Party may change the address stated in the Agreement by giving notice to the other Party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Term, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assistances.** Upon request of the other Party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither Party may assign any rights or obligations under this Agreement without the prior written consent of the other Party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Term, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each Party agrees to defend, hold harmless, and indemnify the other Party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying Party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a Party by reason of any claim or demand discussed in this Section 10, upon notice from the Party, the indemnifying Party shall defend the action or proceeding at the indemnifying Party's expense, through counsel reasonably satisfactory to the other Party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying Party's obligations under this Section 10 shall apply regardless of whether the other Party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other Party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a Party's rights or obligations under this Agreement, then the prevailing Party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the Party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the Parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the Parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The Parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. **BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT.** All general reference proceedings hereunder shall, unless all Parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both Parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the Parties, but rather as if both Parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either Party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other Party at the time designated, shall not be a waiver of any such default or right to which the Party is entitled, nor shall it in any way affect the right of the Party to enforce such provisions thereafter.
15. **Force Majeure.** A Party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other Party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the Party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

## **EXHIBIT B**

### **GOOD GOVERNANCE AND PROGRAM ADVISORY SERVICES**

During the Agreement Term, SI&A agrees to provide District the following Good Governance and Program Advisory services:

- (a) Prepare and file (based on the District's Participation Status in the Mandate Block Grant Program, with information provided by the District):
  - (1) Any applicable prior year reimbursement claims based on program participation;
  - (2) Late and amended reimbursement claims, based on program participation; and
  - (3) Newly claimable programs approved by the Commission on State Mandates ("Commission") if the filing deadline is within the Agreement Term.
- (b) Hold training sessions for District's staff during the Agreement Term, as necessary or appropriate (as reasonably determined by SI&A);
- (c) Conduct interviews with District staff and document processes regarding mandate programs;
- (d) Conduct a review of the District's Comprehensive School Safety Plan to determine areas of deficiency and training needs;
- (e) Provide interim and annual reports on:
  - (1) Program performance;
  - (2) Claim performance for all applicable claims; and
  - (3) Analysis comparing Mandated Program options in preparation for the Districts yearly program election decision.
- (f) Monitor District's mandated cost tracking systems;
- (g) Research and assist District with data collection for test claims approved by the Commission during the Agreement Term;
- (h) Serve as a liaison with the State Controller's Office and Commission regarding (i) statewide cost estimate request responses, and (ii) general questions from the State Controller's Office;
- (i) Provide representation of District with respect to any State audit of mandate reimbursement claims that were prepared and submitted with SI&A's assistance pursuant to this Agreement, unless prior to claim submission SI&A advised District that SI&A would not provide audit assistance, due to potentially unresolved audit issues (such as documentation or data problems) or claim rejection concerns.

## **EXHIBIT C**

### **SITESERV<sup>SM</sup> SERVICES (SiteServ)**

During the Agreement Term, SiteServ services include the development of a site service plan for **Two (2)** school sites (Sites) (as listed on Attachment C-1) and SI&A agrees to provide District the following services:

- (a) One (1) on-site visit for training and advisory sessions at each Site each Agreement Year;
- (b) Coordinate between District and Sites for data collection;
- (c) Advise and assist each Site and its personnel to (1) develop a more in-depth understanding of reimbursable costs under the State's mandates, (2) determine the documentation required to substantiate such costs, and (3) meet the school's documentation completion deadlines to enable SI&A to prepare claims for timely submission to the State Controller's Office;
- (d) Expanded training sessions with SI&A and District which may be held concurrently with District or other Site training sessions. A mutually acceptable schedule will be developed specifying the dates when the training sessions will occur. Since new State mandates not in effect on the Effective Date ("New Mandates") may be authorized during an Agreement Year, SI&A shall incorporate training for New Mandates into SiteServ services if the New Mandates are approved by the State Controller's Office and the filing deadline falls within the Agreement Term; and
- (e) Include milestones to be achieved by each Site in the site service plan and prepare a district level summary status report showing each Site's progress regarding its ability to remain current on documentation requirements for site based claims at the end of each milestone. SI&A's resources for addressing issues identified in the summary status report are beyond the Initial Scope of Services.



**ATTACHMENT C-1**

**Designated Site(s)**

Trona High School  
Trona Elementary School



## **SCHOOL ACCOUNTABILITY REPORT CARD SERVICES AGREEMENT**

**Between  
SCHOOL INNOVATIONS & ACHIEVEMENT  
And the  
TRONA JOINT UNIFIED SCHOOL DISTRICT**

THIS AGREEMENT, dated \_\_\_\_\_, 2020 (the "Agreement") is made by and between Trona Joint Unified School District ("District"), and School Innovations & Achievement, a California corporation ("SI&A"), each being a "Party" and collectively the "Parties".

### **RECITALS**

WHEREAS, District is authorized to retain services for the preparation of school accountability report cards ("SARC") pursuant to the California Education Code Section 35160; and

WHEREAS, it is necessary and desirable that SI&A be retained by District for the purpose of performing the above described service and SI&A is qualified to perform such service;

### **AGREEMENT**

NOW, THEREFORE, the Parties agree as follows:

1. **Agreement Term.** This Agreement begins July 1, 2020 (the "Effective Date"). The first year of the Agreement will be July 1, 2020 through June 30, 2021. Each subsequent year will begin on July 1st and end on June 30th. The initial term of this Agreement (the "Initial Term") shall be three (3) years and shall automatically renew for successive three (3) year terms (each a "Successive Term" and together with the Initial Term, the "Term") unless either Party provides written notice at least 60 days prior to the end of such Initial or Successive Term or this Agreement is terminated sooner pursuant to Exhibit A, Section 3.

2. **Services.**

**Description of Services.** SI&A agrees to provide District the following consulting services ("Services") during the Agreement Term:

2.1 Compile the 2019/20, 2020/21 and 2021/22 SARC (in English) for each school site as indicated in Exhibit C – Price Quote for Services ("School Sites") during the Initial Term. Compile the next three (3) successive FY SARC in the Successive Term(s) for the entire length of the Agreement Term. This compilation of SARC includes, but is not limited to, the following: (a) an assessment of the school's conditions pursuant to Proposition 98, (b) California Education Code Sections 17002, 17014, 17032.5, 17070.75, 17089, 32286, 52056, 60119, 33126, 35256, 35256.1, 35258, 41409 and 41409.3, (c) California Department of Education changes to the SARC per *Eliezer Williams, et al., vs. State of California, et al.*, and (d) Title I, Section 1111(b)(2)(H). Upon District's request, SI&A may translate the SARC into a different language for an additional fee, as indicated in Exhibit C – Price Quote for Services;

2.2 In each SARC, disclose the salary and budget information for districts that operate more than one (1) School Site, pursuant to the California Education Code Section 41409.3;

2.3 Provide District with one (1) hard copy of the SARC for each School Site and an Adobe Acrobat Reader PDF file. Additional copies are outside the Initial Scope of Services (as defined in Exhibit A – Standard Terms and Conditions, Section 1), however, upon District's request, more copies will be provided for an additional fee, which shall be billed separately;

2.4 Serve as District's liaison with the California Department of Education and other government entities regarding (a) information requests, (b) clarifications, or (c) compliance reviews that may occur;

2.5 Maintain appropriate record keeping practices per State regulations;

2.6 Prior to finalizing the SARC, SI&A shall verify the propriety and accuracy of the information contained therein with District. District shall be entitled to a maximum of three (3) reviews and three (3) revisions of the draft version of the SARC prior to publishing within the Initial Scope of Services and Fees (as defined in Exhibit A – Standard Terms and Conditions). Revisions within the Initial Scope of Services include, but are not limited to, changes to State or district data. If District's proposed changes exceed either the Initial Scope of Services or the three (3) revisions maximum, the Parties shall execute an amendment to the Agreement and additional fees shall apply. In such event, SI&A shall provide District with an Agreement amendment describing the additional amounts of time and fees of the proposed revisions for District's review, approval and signature. SI&A will not perform additional services until such amendment is executed. Requests for additional revisions submitted after the Production Schedule (as defined in Exhibit B – SARC Format Checklist) may cause a delay of the final SARC delivery and result in additional fees under this Agreement; and

2.7 Complete delivery of the final SARC per the agreed upon Production Schedule (as defined in Exhibit B – SARC Format Checklist).

3. **Payment of Fees.**

3.1 **Fees.** For Services provided pursuant to the terms of this Agreement as indicated in Exhibit C, District agrees to pay SI&A \$1,100 annually.

3.2 **Payment Plan.** The Fee is payable as follows:

	<b><u>Year 1</u></b>	<b><u>Years 2 and beyond</u></b>
	<b><u>07/01/2020-06/30/2021</u></b>	<b><u>July 1<sup>st</sup> to June 30<sup>th</sup> for fiscal years 2021/2022 and beyond</u></b>
	<b><u>Due 07/01/2020</u></b>	<b><u>Due July 1<sup>st</sup> of years 2021 and beyond</u></b>
<b>Standard Annual Fee</b>	<b>\$1,100</b>	<b>\$1,100</b>


4. **Entire Agreement.** This Agreement, including, without limitation, the Standard Terms and Conditions attached hereto as Exhibit A and the Price Quote for Services attached hereto as Exhibit C, is the final expression of, and contains the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior understandings with respect thereto.

5. **Exhibits**. All exhibits referred to in this Agreement are attached and incorporated herein by this reference.
6. **Counterparts**. This Agreement may be executed in counterparts, each of which shall be deemed an original, including copies sent to a party by facsimile transmission or in portable document format (pdf), as against the party signing such counterpart, but which together shall constitute one and the same instrument.

IN WITNESS WHEREOF, the District and SI&A have made and executed this Agreement as set forth below.

**SI&A:**

**SCHOOL INNOVATIONS  
& ACHIEVEMENT**

Signature:   
Date Signed: 2/4/2020  
Print Name: Jeffrey C. Williams  
Title: Chief Executive Officer  
Company: School Innovations & Achievement  
Address: 5200 Golden Foothill Parkway  
El Dorado Hills, CA 95762  
Phone: (800) 487-9234  
Fax: (888) 487-6441

**DISTRICT:**

**TRONA JOINT UNIFIED SCHOOL  
DISTRICT**

Signature: \_\_\_\_\_  
Date Signed: \_\_\_\_\_  
Print Name: \_\_\_\_\_  
Title: \_\_\_\_\_  
Address: \_\_\_\_\_  
\_\_\_\_\_  
Phone: \_\_\_\_\_  
Fax: \_\_\_\_\_  
Email: \_\_\_\_\_

## **EXHIBIT A - STANDARD TERMS AND CONDITIONS**

1. **Scope of Services; Independent Contractor.** SI&A's services described in the Agreement (the "Services") detail the initial scope of services anticipated by SI&A as of the effective date of the Agreement ("Initial Scope of Services"). District acknowledges that the Fee (as defined below) is based on this Initial Scope of Services. If SI&A determines that the Initial Scope of Services may be or has been increased anytime during the Agreement Term, SI&A reserves the right to increase the Fee to compensate for the unanticipated or additional services as mutually agreed upon in writing by both Parties. This Agreement is not for lobbying services and SI&A is not being retained to provide lobbying services to District. The parties agree that School Innovations & Achievement is an independent contractor and the Agreement shall not be construed to create a relationship of agent, servant, employee, partnership, joint venture, association or any other relationship.
2. **Payment.** For purposes of the Agreement, the price of products and services set forth on the Products and Services Addendum and any other applicable fee pursuant to the Agreement shall be collectively referred to herein as the "Fee" or "Fees." District acknowledges that the Fees are based on the Initial Scope of Services anticipated by SI&A as of the date of this Agreement. The Fees shall be billed to District and District shall pay the entire amount within thirty (30) days after District receives SI&A's invoice.
3. **Termination.** Either Party may terminate the Agreement, with or without cause, by delivering written notice of termination to the other Party not later than sixty (60) days prior to expiration of the current Term (Initial or Successive) within the Agreement Term. The effective date of termination shall be the expiration of such current Term of the Agreement. Upon termination, SI&A will invoice District for any Fees owing and District shall pay the full invoice amount within thirty (30) days after receipt of SI&A's invoice. Except as set forth in this Section 3, neither Party shall have any liability to the other for damages resulting solely from a Party's termination of this Agreement in accordance with this Section 3.
4. **Notice.** All Agreement notices must be in writing, directed to the party's address set forth below such party's signature in the Agreement and shall be deemed to be received in accordance with the following: (a) in the case of personal delivery, on the date of such delivery; (b) in the case of facsimile transmission, on the date upon which the sender receives confirmation by facsimile transmission that such notice was received by the addressee, provided that a copy of such transmission is additionally sent by mail as set forth in (d) below; (c) in the case of overnight courier, on the second business day following the day such notice was sent, with receipt confirmed by the courier; and (d) in the case of mailing by first class certified mail, postage prepaid, return receipt requested, on the fifth business day following such mailing. A party may change the address stated in the Agreement by giving notice to the other party.
5. **District's General Responsibilities; District Acknowledgment.** During the Agreement Term, in addition to the obligations set forth in the Agreement, District is responsible for the following: (a) ensuring that District, its employees and contractors properly identify and comply with laws and regulations applicable to District's activities; (b) completing any documents required by SI&A for any service obtained by District; (c) importing only data that reflects student performance to the grade level into the school site plan to ensure confidentiality and consistency with FERPA guidelines; and (d) monitoring assignments of login and passwords to assure FERPA compliance. District acknowledges that SI&A's full, accurate and timely performance under this Agreement is materially dependent upon District's reasonable cooperation and assistance. District further acknowledges that SI&A's Initial Scope of Services and Fee presume a reasonable amount of cooperation and assistance from District, such as District's timely provision of certain information, documentation and personnel. SI&A has explained its requirements in this regard to District and District agrees to meet these requirements.
6. **Further Assistances.** Upon request of the other party, SI&A or District shall execute and deliver additional instruments and take additional actions as may be necessary or appropriate to perform the Agreement.
7. **Assignment Prohibited.** Neither party may assign any rights or obligations under this Agreement without the prior written consent of the other party. Any purported assignment in violation of the provisions of this Section 7 shall be null and void.
8. **Family Educational Rights and Privacy Act ("FERPA"); California Education Code.** SI&A may have limited access to student information only for purposes of providing the legally required notification services, if any, specified in this Agreement. SI&A performs the Services as an agent of District and has no right to access or utilize student information for any other purpose. SI&A, its officers and employees, shall comply with the Family Educational Rights and Privacy Act and California Education Code sections 49073 et seq. and/or sections 76240 et seq. at all times.
9. **Confidential and Proprietary Materials of SI&A.** During performance of the Agreement, SI&A may provide materials or disclose information to District that SI&A considers proprietary or confidential including, but not limited to SI&A's training handbooks, policy manuals, instructions, copyrighted checklists and forms ("SI&A's Materials"). District agrees that District acquires no interest of any kind in SI&A's Materials. At all times during and after the Agreement Term, District agrees (a) to keep SI&A's Materials in confidence and trust for SI&A; (b) not to disclose, duplicate or otherwise use SI&A's Materials, except in furtherance of SI&A's performance per the Agreement; (c) to limit access to SI&A's Materials to District's employees and/or contractors who have a "need to know;" and (d) to promptly return all copies of SI&A's Materials to SI&A after a request is made.
10. **Limitation of Liability; Indemnification.** In no event shall SI&A's liability to District, for any reason arising out of this Agreement, exceed the amount of the Fee actually received by SI&A under this Agreement. SI&A shall not be liable for any consequential damages. Each party agrees to defend, hold harmless, and indemnify the other party (and its officers, employees, trustees, agents, successors, and assigns) against all claims, suits, expenses (including reasonable attorney's fees), losses, penalties, fines, costs, and liability whether in contract, tort, or strict liability (including but not limited to personal injury, death at any time, and property damage) arising out of or made necessary by the indemnifying party's breach of the terms of this Agreement. In the event that any action or proceeding is brought against a party by reason of any claim or demand discussed in this Section 10, upon notice from the party, the indemnifying party shall defend the action or proceeding at the indemnifying party's expense, through counsel reasonably satisfactory to the other party. The obligations to indemnify set forth in this Section 10 shall include reasonable attorney's fees and investigation costs and all other reasonable costs, expenses, and liabilities from the time of giving the first notice of any claim or demand. The indemnifying party's obligations under this Section 10 shall apply regardless of whether the other party (or any of its officers, employees, trustees, or agents) is actively or passively negligent, but shall not apply to any loss, liability, fine, penalty, forfeiture, cost, or damage caused solely by the active negligence or by the willful misconduct of the other party.
11. **Governing Law; Enforcement Costs.** The Agreement shall be governed by and construed in accordance with the substantive laws of California. If any legal action (including arbitration) is commenced to enforce the Agreement's terms or a party's rights or obligations under this Agreement, then the prevailing party shall be entitled to recover all fees and costs incurred by the action, including reasonable attorneys' fees and arbitrators' fees, in addition to any other relief to which the party may be entitled.
12. **Judicial Reference.** In the event a dispute is not resolved through discussions and negotiations among the parties, the dispute shall be decided by general reference procedures pursuant to Code of Civil Procedure Section 638 et seq., as modified by the provisions of this Section 12, and any subsequent provisions mutually agreed upon in writing by the parties. The reference shall be conducted in accordance with California law, including, but not limited to, the Code of Civil Procedure and the Evidence Code. The parties shall be allowed to conduct discovery in the manner provided by Code of Civil Procedure Section 2017 et seq. BOTH PARTIES HEREBY WAIVE A JURY TRIAL OR PROCEEDING IN CONNECTION WITH ANY DISPUTE ARISING OUT OF THIS AGREEMENT. All general reference proceedings hereunder shall, unless all parties hereto otherwise agree, be conducted in a mutually agreeable location in the County of Sacramento, State of California.
13. **Modification; Interpretation; Severability; Construction.** No modification or supplement to any provision of the Agreement shall be valid, unless executed in writing by both parties. No provision of the Agreement shall be construed to require the commission of any act contrary to law. If any term, provision, covenant or condition of the Agreement is held to be invalid or otherwise unenforceable, the rest of the Agreement shall remain in full force and effect and shall in no way be affected, impaired or invalidated. SI&A shall have the full power and authority to interpret, construe and administer the Agreement and SI&A's determination shall be binding and conclusive on the parties for all purposes. The headings preceding each Section and subsection of this Agreement are solely for convenience of reference only, are not part of the Agreement, and shall be disregarded in the interpretation of any portion of the Agreement. Whenever required by the context of the Agreement, the singular shall include the plural and the masculine shall include the feminine and vice versa. The Agreement shall not be construed as if it had been prepared by one of the parties, but rather as if both parties had prepared the same. Unless otherwise indicated, all references to paragraphs, Sections, subparagraphs and subsections are to the Agreement.
14. **Waiver.** Either party's failure at any time to enforce any default or right reserved to it, or to require performance of any of the Agreement's terms, covenants, provisions by the other party at the time designated, shall not be a waiver of any such default or right to which the party is entitled, nor shall it in any way affect the right of the party to enforce such provisions thereafter.
15. **Force Majeure.** A party shall not be liable under the Agreement as a result of any delay, failure or interruption caused by the other party or third parties, an act of God, acts or orders of governmental authorities, acts of civil or military authorities, catastrophes or other cause (other than financial) beyond the party's reasonable control, and such nonperformance will not be a default hereunder or a ground for termination of the Agreement.

## **EXHIBIT B**



Please complete the following to enable SI&A to best manage District's expectations and SARC layout preferences.

**1. Page Layout:**

- ☐ Single-Sided  
☐ Double-Sided

**2. Colors:**

- ☐ Anthem (red, white, and blue)  
☐ Nantucket (shades of blue)  
☐ Coastal (blues and greens)  
☐ Greenhouse (greens and yellow)  
☐ Tide Pool (shades of teal)  
☐ Other - please list 2-3 colors here: \_\_\_\_\_

**3. Photos:**

- ☐ Stock SI&A Photos  
☐ District Supplied Photos\*

*\* SI&A may work with several of the District's school photos, supplied in digital format (such as a .jpeg or .gif file). The photos will run in color. If the pictures are of students, there must be a parental consent on file to use the photos in the SARC.*

**4. District's SARC Contact:**

Name: \_\_\_\_\_  
Telephone: \_\_\_\_\_  
E-mail: \_\_\_\_\_  
Physical Address: \_\_\_\_\_  
*(address where your SARC package will be mailed)*

**5. Production Schedule and Deadlines:**

- a. Following SI&A's receipt of the signed Agreement, SI&A's SARC Department shall contact District to discuss and finalize the Production Schedule, which shall establish deadlines, delivery dates, materials to be supplied by District and other items necessary to complete the SARC.
- b. Critical phases of the Production Schedule include the following:
  - i. Questionnaires to be completed by District and submitted to SI&A;
  - ii. SI&A's initial SARC draft sent for District's review;
  - iii. District's requested revisions of SARC provided to SI&A; and
  - iv. SARC is published and shipped.

**6. Translation Services:** If District has contracted for any translation services, these services require additional time to complete after all English SARCs are completed.

*If you have any questions, please call Sybil Pearson at (800) 487-9234.  
The SARC Production Team looks forward to working with you!*

**EXHIBIT C**

**PRICE QUOTE FOR SERVICES**

**FEEES**

<b>ANNUAL SARC</b>	<b># of Sites</b>	<b>Cost Per Site</b>	<b>Total Cost to District</b>
SARC (English)	3	375	\$1,125
Spanish Translation			
Translation Other than Spanish			
SARC Summary			
Translation Formatting			
<b>Total</b>			<b>\$1,100*</b>
<b>*Annual fee rounded to nearest \$100</b>			

**SCHOOL SITES**

Trona Elementary  
Trona High  
Trona Community Day

**Trona Joint Unified School District  
83600 Trona Road, Trona, California 93562 760-372-2861**



**83600 Trona Road • Trona, CA 93562 • 760 372-2861  
Suzette Davis – Acting Superintendent**

**The Superintendent recommends Board approval for Trona USD to make a transfer from  
General Fund to Fund 93, only if necessary.**

**Per Title 2, Code of Federal Regulations (2 CFR), Section 200.426:**

**Bad debts are an unallowable cost to federal programs. According to federal guidance, unpaid  
meal charges are designated as unrecovered or delinquent debt until it is deemed  
uncollectable, at which time it becomes bad debt.**



Trona Joint Unified School District  
83600 Trona Road, Trona, California 93562 760-372-2861



83600 Trona Road • Trona, CA 93562 • 760 372-2861  
Suzette Davis - Acting Superintendent

## ***Transfers of Appropriations for 2020-21***

**WHEREAS**, the Governing Board of the Trona Joint Unified School District has determined that during the fiscal year budget revisions become necessary to bring the budgeted revenues and expenditures in balance with actual receipts and expenses; and

**WHEREAS**, by making these appropriation adjustments to actuals, the District will reflect a more realistic picture of actual spending patterns of funds; and

**WHEREAS**, the Governing Board of the Trona Joint Unified School District has determined that additional income is assured in excess of the amounts previously budgeted and the timely posting of adjustments will keep each account up-to-date with accurate uncommitted balances; and

**NOW, THEREFORE, BE IT RESOLVED** that pursuant Education Code Sections 42600 through 42602 and 42610, the Trona Joint Unified School District may appropriate any such funds, identify and make such transfers as needed throughout the 2020-21 fiscal year.

**BE IT FURTHER RESOLVED** that the Governing Board of the Trona Joint Unified School District Board authorizes staff to process the necessary transfers of appropriation to revise budget amounts during the course of the fiscal year to allow appropriation of excess funds, transfers between designated and/or un-appropriated fund balances and any expenditure classifications, or balance any expenditure classification of the budget.

**APPROVED:**

This is an exact copy of the resolution  
adopted by the Governing Board at a  
regular meeting on

\_\_\_\_\_  
Trona USD Superintendent

\_\_\_\_\_  
Board Clerk

**Board of Education: President S. MacLean. Trustee P. Benadom. Trustee C. Heseman. Trustee S. Sprouse. Trustee S. McCullar.**



## FACILITIES PLANNING ASSESSMENT COST ESTIMATE

Facilities Planning Assessment Components  
Troya Joint Unified School District

### Site Inspection

**\$10,500.00**

Facilities Needs Analysis  
Cost Estimates  
Facility Inventory  
Priority Rankings List of Needs

\*Site inspection includes assessment of one (1) Elementary School sites, one (1) High School Site

\*Incorporate any structural, seismic, or engineering reports into the final document

### Facility Funding Profile

**\$0.00**

\*Included in separate SchoolWorks contract for Eligibility services

### Meetings

**\$0.00**

\*If SchoolWorks is requested to attend any meetings beyond the initial site inspections, a fee of \$1,500 will be invoiced separately for each meeting.

Project Total Facility Planning Assessment

**\$10,500.00**

SchoolWorks, Inc. 87331 Sierra College Blvd., #21 Roseville, CA 95661

916.733.0402

January 23, 2020

# Trona Joint Unified School District

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Statement of Proposal

## Facilities Planning Assessment

**SchoolWorks, Inc.**

8331 Sierra College Blvd., #221, Roseville, CA 95661 | 916.733.0402 | [www.schoolworksgis.com](http://www.schoolworksgis.com)



*Facility Problem Solvers*

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# Proposal Summary

**Board of Trustees  
Trona Joint Unified School District  
83600 Trona Road  
Trona, CA 93562**

SchoolWorks, Inc. is pleased to present our Statement of Proposal to the Trona Joint Unified School District for Facilities Planning Assessment Services. Since its inception in 2002, SchoolWorks, Inc. has been dedicated to assisting school districts across the State of California with a wide range of facility planning services. Each District comes with its own set of unique challenges and circumstances. Our dedicated and experienced team at SchoolWorks, Inc. will ensure we are able to meet any goal or objective set forth during this project.

The purpose of a Facilities Planning Assessment is to establish guidelines designed to ensure the District's school facilities are able to accommodate and support its current and future programs. This Facilities Assessment will help determine and prioritize facility upgrades, repairs, modernization and/or new construction projects, along with examining the state local financing options available to the District.

**Proposal Summary Includes:**

- Collaborate with the Facilities Director, Maintenance & Operations and other District Staff throughout the Project
- Site assessments and evaluations of each campus
- Detailed cost estimates
- Prioritize the District's goals & objectives
- Facilities Inventory of each campus including building area, dates built and dates modernized
- State Building Program modernization estimate
- Draft/Final documentation in electronic form and eight (8) printed copies
- Total fee proposal of \$10,500

SchoolWorks, Inc. is dedicated to developing trusting personal relationships with our clients. Our unique hands-on approach makes us more than just another facility planning consultant. Our goal is to become part of your team. We value integrity and going that extra mile to make sure we provide the highest in quality service.

We would be honored to serve the Trona Joint Unified School District. Thank you for your consideration and please do not hesitate to contact us if you have any questions.



**Brett H. Merrick  
Vice President  
916.771.4606  
brett@schoolworksgis.com**

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## Company Profile

**ABOUT SCHOOLWORKS, INC.**

SchoolWorks, Inc. established in 2002 by founder and President Ken Reynolds, has a proud history of guiding California school districts through the complexities of school facility planning.

Our firm takes pride in focusing on the unique challenges facing California school districts today. We offer a wide range of services that provide the building blocks towards smart and successful facility planning.

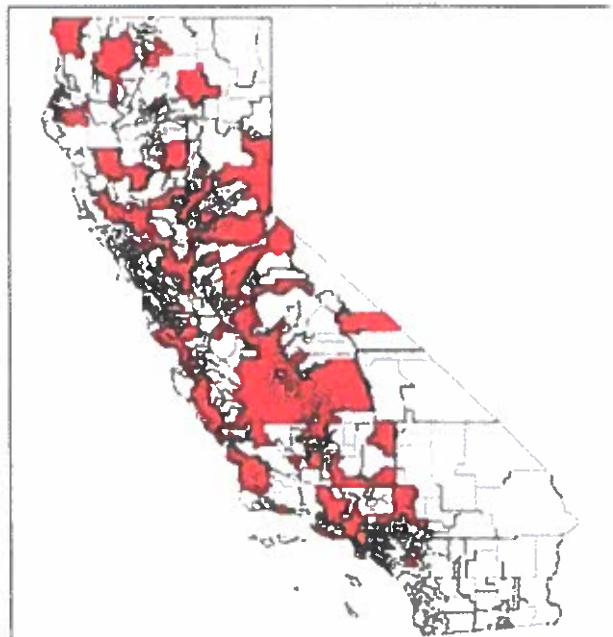
SchoolWorks, Inc. provides services exclusively to California school districts, ranging in size from under 100 students to more than 600,000 students.

Our headquarters is located near Sacramento, providing easy access to CDE, SAB and OPSC. We have additional satellite offices located in the Central Valley and Southern California.

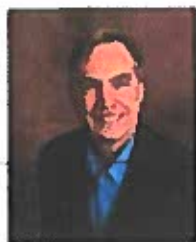
At SchoolWorks, Inc. our mission is simple: Take pride in developing trusting personal relationships. Our unique hands-on approach makes us more than just another facility planning and demographics consultant. Our goal is to become an extension of your staff and community. We value integrity and going the extra mile to make sure we provide the highest in quality service.

**OUR SERVICES**

- ☐ **Demographic Studies**
- ☐ **Enrollment Projections**
- ☐ **Facilities Master Plans**
- ☐ **Facilities Planning Assessments**
- ☐ **State Building Program Assistance**
  - Modernization
  - New Construction
  - Financial Hardship
  - CTE
- ☐ **Developer Fee Studies**
  - Level 1
  - Level 2
- ☐ **Attendance Boundaries Studies**
- ☐ **GIS Facility Planning Software**







**KENNETH REYNOLDS – PRESIDENT**

As the President of SchoolWorks, Inc., Ken Reynolds has over thirty years of experience. Ken has assisted over 200 California School Districts in applying for the maximum eligible State funding for new construction and modernization projects. Throughout his associations with district personnel, he has helped them solve their unique issues, such as State funding assistance, developer fee eligibility, scenarios for boundary changes, calculating enrollment projections and developing functional Facilities Master Plans.

He has extensive experience working with committees to collaborate and accomplish the goals of the project. He has presented at various workshops and conferences, including CASH, ACSA, CASBO, SSDA, CSBA and UC Riverside

**EDUCATION:** Bachelor of Science Degree, Electrical and Electronics Engineering, California State University at Sacramento



**BRETT H. MERRICK – VICE PRESIDENT**

Brett has over twenty years of experience working with GIS-based facility planning software and demographic analysis. As a founding member of SchoolWorks, Inc., Brett oversees the day-to-day project operations of all facility planning and demographics projects. He is responsible for ensuring that SchoolWorks, Inc. meets and exceeds the expectations of our clients and providing the best service possible.

**EDUCATION:** Bachelor of Science, Geography, University of Nevada Reno



**EDWARD C. GONZALEZ, CONSULTANT**

Ed Gonzalez began his educational career as a classroom teacher in Madera Unified School District in 1982. After 15 years in the classroom, Ed entered administration, and has served as a Vice Principal, Principal, County Office Administrator, Associate Superintendent, and Superintendent. His eight years as Superintendent are evenly split between a single-school K-8 district, and a large district of 20,000 students. In both districts, Ed initiated facilities projects and master plans that transformed the respective districts and led to increased student achievement and enrollment. Ed retired in 2017, remains active on several local boards, and serves as an educational consultant.

**EDUCATION:** Bachelor of Arts, Political Science, CSU Fresno  
Multiple Subjects Teaching Credentials  
Administrative Services Credential  
Master of Arts, Educational Leadership  
In Progress, Doctor of Education, CSU Fresno



**LUKE SMITH – FACILITY CONSULTANT**

Luke Smith has over twenty years of experience managing school facilities. Luke started his professional career at Santa Clara University where he served as Housing Facilities Director. In 2006, Luke moved back to the San Joaquin Valley to serve as Director of Facilities for the Tulare Joint Union High School District. Under Luke's guidance, TJUHSD completed over \$80 million in construction projects including a new high school campus and developed the school district's first Facilities Master Plan. His areas of expertise include school construction and modernization, facilities planning and management, maintenance and transportation operations, school safety and risk management.

**EDUCATION:** Bachelor of Science, Business Finance, Santa Clara University  
Post graduate studies, Education Administration, Santa Clara University

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**RON GROENEVELD – FACILITY CONSULTANT**

Ron has been involved with school facilities and operations for over 34 years. Most recently 18 years with Lemoore Union Elementary School District as Director of Facilities, Maintenance & Operations. He has participated in the planning and construction of new schools and numerous classroom/building additions and renovations. Ron retired from LUESD in January of 2018 and is currently a school facilities consultant working with the SchoolWorks team.

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## Client References

**EL TEJON UNIFIED SCHOOL DISTRICT**

**Facilities Planning Assessment, State Building Program Eligibility**

Enrollment: 754

County: Kern

Reference: Wendy Jones, Business Manager

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**CALIENTE UNION SCHOOL DISTRICT**

**Facilities Planning Assessment**

Enrollment: 50

County: Kern

Reference: Alan Gonzalez, Superintendent

**TRAVER JOINT ELEMENTARY SCHOOL DISTRICT**

**Facilities Planning Assessment, State Building Program Eligibility**

Enrollment: 216

County: Tulare

Reference: Steve Ramirez, Superintendent/Principal

**MCFARLAND UNIFIED SCHOOL DISTRICT**

**Facilities Master Plan, Facilities Assessment & State Building Program Eligibility**

Enrollment: 3484

County: Kern

Reference: Aaron S. Resendez, Superintendent

**PORTERVILLE UNIFIED SCHOOL DISTRICT**

**Facilities Master Plan, State Building Program Eligibility**

Enrollment: 14,205

County: Tulare

Reference: Dr. Nate Nelson, Superintendent

**FARMERSVILLE UNIFIED SCHOOL DISTRICT**

**Facilities Master Plan, Facilities Assessment, State Building Program Eligibility**

Enrollment: 2,532

County: Tulare

Reference: Dr. Paul Sevillano, Superintendent

**DURHAM UNIFIED SCHOOL DISTRICT**

**Facilities Master Plan, State Building Program Eligibility**

Enrollment: 1,038

County: Butte

Reference: Robert Andersen, Assistant Superintendent of Business and Operations

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**Client References**

<b>SCHOOL DISTRICT</b>	<b>PROJECT</b>	<b>COUNTY</b>
Alvina School District	Facilities Planning Assessment	Fresno
Buena Park Elementary	State Building Program Eligibility	Orange
Buckeye Union	Demographics & Developer Fee Study	El Dorado
Burrel Union	Facilities Planning Assessment	Fresno
Burton School District	Facilities Master Plan	Tulare
Campbell Union High	Demographics & Enrollment Projections	Santa Clara
Central Unified	Demographics & Enrollment Projections	Fresno
El Dorado Union High	Demographics & Developer Fee Study	El Dorado
Fairfield-Suisun Unified	Demographics & Enrollment Projections	Solano
Folsom Cordova Unified	State Building Program Eligibility	Sacramento
Fresno Unified	GIS Facility Planning Software	Fresno
Hesperia Unified	Demographics & Enrollment Projections	San Bernardino
Huntington Beach City Elementary	State Building Program Eligibility	Orange
Lemoore Union Elementary	Facilities Master Plan	Kings
Los Angeles Unified	Developer Fee Study	Los Angeles
Madera Unified	Developer Fee Study	Madera
Monroe School District	Facilities Planning Assessment	Fresno
Morgan Hill Unified	Demographics & Developer Fee Study	Santa Clara
Newark Unified	Developer Fee Study	Alameda
Panama Buena Vista Union	State Building Program Eligibility	Kern
Parlier Unified	Facilities Master Plan	Fresno
Porterville Unified	Demographics & State Building Program Eligibility	Tulare
Rincon Valley Union	Developer Fee Study	Sonoma
Rocklin Unified	Demographics & Enrollment Projections	Placer
Sulphur Springs Union	Developer Fee Study	Los Angeles
Tulare City Elementary	Demographics & State Building Program Eligibility	Tulare
Westside Elementary	Facilities Planning Assessment	Fresno
Woodville Union	Facilities Planning Assessment	Tulare
Visalia Unified	Demographics & State Building Program Eligibility	Tulare

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**Proposal**

### **FACILITIES PLANNING ASSESSMENT OVERVIEW**

In today's school facilities environment, there is always going to be more needs than available funding. So how do you decide which projects to fund now and which to defer?

The facilities assessment process is one of the key considerations in developing a priority list of projects and in establishing short- and long-term facility goals and objectives. It is especially important in planning budgets, obtaining funding and creating both district and public awareness of overall facility conditions and needs.

The Facilities Planning Assessment (FPA) will help establish guidelines designed to ensure the District's facilities are able to accommodate and support its current and future programs, providing safe, clean, healthy, efficient learning environments for students and staff.

### **CONDITIONS ASSESSMENT BY SITE**

SchoolWorks, Inc., will review existing facilities drawings, maintenance records and other documentation prior to visiting the school sites.

Our team will ask that maintenance and operations staff fill out our School Building Inventory Card. The purpose of this survey is to gather basic building information in preparation for the SchoolWorks, Inc. site visit. The information you provide will help the SchoolWorks, Inc. team focus on the greatest site needs.

SchoolWorks, Inc. will schedule individual site visits to assess facilities conditions. We generally include the Principal of the school, maintenance and operations and District facilities staff in the site walks. We photograph key conditions for future documentation and reports.

The (FPA) provides a detailed analysis and inventory of each building, including both permanent and portable structures, along with an assessment of any site work improvements needed on each campus.

The information will be used as a mechanism for researching and accessing funding and grants available for maintenance, modernization and new construction projects.

### **SITE ASSESSMENTS INCLUDE:**

- ☐ Age, conditions and overall functionality for both permanent and portable buildings.
- ☐ Determine any deficiencies in existing building systems such as HVAC, roofing, lighting, power and technology.
- ☐ Evaluate the adequacy of key facility spaces such as cafeteria/kitchen, restrooms, library and office space.
- ☐ Condition of various site items such as playgrounds, walkways, parking lots, drainage and security.
- ☐ Other items as identified by District personnel.





### **COST ESTIMATES**

SchoolWorks, Inc. prices each of the components identified in the (FPA) using the current edition of Saylor's Construction Cost Estimating Guidelines, the system utilized by the State of California and the Office of Public

School Construction for its cost guidelines. These cost estimates may be modified through discussions with District staff and local construction contractors to reflect particular local conditions, such as a lack of qualified subcontractors in particular specialties, or the impact of State apprenticeship and pre-qualifications requirements, which can affect construction pricing in a particular area. SchoolWorks, Inc. then produces a Project Cost matrix, which covers costs for all identified proposed work.

### **FUNDING SOURCES**

SchoolWorks, Inc. working with District staff, then identifies and quantifies potential funding sources for the District's projects. This would include potential State School Bond funding for school modernization and new construction, Developer Fees to cover the cost of student growth impacts, potential local funds, including local bond funding, and District General Fund revenues.

### **FOUR LEVELS OF PRIORITIES & TASKS**

After the school site evaluations and cost estimate reviews, our team will coordinate with District staff to prioritize each task into four main categories.

- ☐ **Emergency priority tasks** are urgent health/safety problems or operational disruptions. Some examples include loss of power or water supplies, HVAC failure, key asset breakdowns, and major security problems.
- ☐ **High priority tasks** will directly affect operations in the near future. These might include leaking roofs, high-use equipment that is not performing well, repairs to key assets, and safety inspections.
- ☐ **Medium priority tasks** typically include preventive maintenance schedules. These tasks will affect operations eventually and need to be performed to maintain optimum production.
- ☐ **Low priority tasks** are not necessarily vital to day-to-day operations. These tasks might include non-critical repairs, furniture replacement and cosmetic painting, etc.



## OPTIONAL SERVICES

### ELIGIBILITY CONSULTING

Assistance and guidance will be provided to the District ~~in understanding the submittal requirements and for~~ determining the best application submittal strategies and options for maximizing School Facilities Program Eligibility and State Funding within the State School Building Program. SchoolWorks, Inc. will prepare the qualification documents and supporting documentation which are necessary for the District to qualify in the State School Facility Program for maximum project state funding potential under the School Facilities Program Funding Act of 1998.

### DEVELOPER FEE JUSTIFICATION STUDY LEVEL 1

SchoolWorks, Inc. shall prepare a Level 1 Developer Fee Study to justify the statutory fee rates for both residential and for commercial/industrial development. School Districts are authorized to collect these fees per Education Code Section 17620. The Study will include a sample Board Resolution to be adopted along with a sample Public Notice that needs to be published/posted at least fourteen (14) days prior to school Board approval.

### DEMOGRAPHICS & ENROLLMENT PROJECTIONS

A Demographic Study provides a comprehensive enrollment analysis. The district-wide and school-specific enrollment projections are meant to serve as a planning tool to help with both long-and short-term planning. Demographic Studies examine the factors that influence school enrollments, namely trends in demographics, birth rates and housing development.

The study is also used as a tool to identify certain facility planning requirements such as capacity utilization of existing facilities, planning for modernization or new construction and attendance boundary redistricting.

### ONLINE SCHOOL BOUNDARY LOCATOR

Offered complimentary with SchoolWorks Demographic Services and Enrollment Projections. School Locator is an interactive, online address search service. School Locator is linked directly to your website for easy accessibility and customized to blend with existing design. School Locator also allows for multiple boundary layers to be added at anytime so if your district is going through a boundary change you have the ability to view both the current and proposed boundaries.

### GIS FACILITIES PLANNING SOFTWARE

The SchoolWorks, Inc. GIS Facility Planning Software is available for purchase by the District, if requested. For more information on this powerful tool please contact a SchoolWorks, Inc. representative.

### HOURLY RATES

If SchoolWorks presense is requested on various projects or committee meetings beyond the Statement of Work in this proposal, the District will be billed an hourly rate of \$140 per hour.

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**Fee Proposal**

**STATEMENT OF WORK**

Schoolworks, Inc. is proposing a fixed fee for the basic services provided in this proposal. Optional services may be added. Changes in the scope of work can have impacts on the overall fee. If SchoolWorks, Inc. presence at meetings or additional services are requested beyond the scope of work, the District will be billed an additional \$1,500 per meeting.

**Facilities Planning Assessment**

- ☐ Project Kick-off conference call to set dates for site assessment visits
- ☐ Meeting with site staff, maintenance and operations
- ☐ Assessment of conditions by site
- ☐ Develop cost estimates
- ☐ Funding sources analysis
- ☐ Review structural and seismic reports and incorporate into final document
- ☐ Final draft review
- ☐ Develop final facilities planning assessment document (8 hard copies, 1 electronic copy)

Total Proposed Fee

\$10,500

**PROJECT TIMELINE**

The proposed timeline for completion and delivery of the project is one (1) month<sup>1</sup> from the time the Schoolworks, Inc. team visits the school sites. A schedule is intended to be a flexible timeline and will be adjusted accordingly, depending on coordination of schedules and efficient data collection. It is our goal to complete this project under the one (1) month window. The Schedule is generated through a team effort involving school administration, staff and SchoolWorks, Inc. consultants.

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**Agreement**

## **PROFESSIONAL SERVICES AGREEMENT**

### **FACILITIES PLANNING ASSESSMENT**

---

**Trona Joint Unified School District**  
83600 Trona Road  
Trona, CA 93562  
TEL: 760.372.2861

and

**SchoolWorks, Inc.**  
8331 Sierra College Blvd., 221  
Roseville, CA 95661  
TEL: 916.733.0402

THIS AGREEMENT, is made by and between SchoolWorks, Inc. (hereinafter referred to as "SCHOOLWORKS") and Trona Joint Unified School District, (hereinafter referred to as "the DISTRICT")

WHEREAS, the DISTRICT is authorized to retain consulting services to assist the DISTRICT in preparation of a Facilities Planning Assessment.

#### **SCOPE OF SERVICES**

The Facilities Planning Assessment (FPA) identifies a wide range of facility needs and improvements. These include modernization, new construction, renovations, repairs and upgrades. The existing needs identified in the FPA have been gathered by visiting each school site, assessing the conditions and working with school site staff and District administration.

The FPA identifies a list of improvements and their associated estimated costs. Proposed construction cost estimates and support budget costs are based upon the 2020 costs for constructing public works in the region. The "total project cost" is the sum of the individual improvements. To offset project costs, the District may be eligible for funds through the State of California's School Building Program.

#### **AGREEMENT PERIOD**

The agreement period begins January 23, 2020, (the "Effective Date") and will automatically expire on January 22, 2021 (the "Expiration Date").

(Continued on next page)

## PROFESSIONAL SERVICES AGREEMENT

### FACILITIES PLANNING ASSESSMENT

#### OBLIGATIONS OF THE DISTRICT

DISTRICT agrees that its employees will cooperate with SCHOOLWORKS and be available for scheduled consultations and meetings at reasonable times.

DISTRICT shall provide data which is required or requested by SCHOOLWORKS. All data and records, including student information will remain confidential.

#### TERMINATION

It is understood and agreed that the DISTRICT may terminate this agreement without cause by giving SCHOOLWORKS written notice at least thirty (30) days before effective date of such termination. Required payments include payment for hours completed.

#### COMPENSATION

The full amount of \$10,500 will be billed upon completion of the Study and submitted to the District for review. The amount is due within thirty days of the date of the invoice.

If SCHOOLWORKS presence is requested at additional school board meetings or other committee meetings beyond the scope of work, the District will be billed an additional \$1,500 per meeting.

The parties hereto have caused this agreement to be executed by their authorized representatives.

SchoolWorks, Inc.



Brett H. Merrick

Vice President

January 23, 2020

Trona Joint Unified School District

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

SchoolWorks, Inc.



Mechanical Contractors of California

St. Lic #791826

## Quotation

1/20/2020

Client: Trona High School

Contact: Darik McCullar

**Scope: Paco 10HP Pump / EPD Backwash Valve Overhaul / Filter Media Inspection**

Description	Quantity	Rate	Amount
<b>Paco 10HP End Suction Pump Replacement</b>	1	9399.00	9399.00

1. Remove Paco pump from pit
2. Lower new pump into pit
3. Anchor replacement pump
4. Reconnect piping with new seals
5. Connect electrical
6. Check for proper rotation
7. Conduct performance test

<b>EPD Backwash Valve Overhaul</b>	2	989.00	1978.00
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**Furnish labor and materials to rebuild EPD backwash valve as follows:**

1. Turn off filter system
2. Support manifold as needed to remove backwash valve
3. Remove backwash valve
4. Discard (3) 4" Victaulic coupling seals
5. Disassemble backwash valve
6. Discard old components
7. Reassemble with new components
8. Place backwash valve back in place
9. Check for proper operation

**Price includes the following parts**

1. EPD overhaul kit
2. 3-4" Victaulic seals only
3. If entire coupling must be replaced, there will be additional charge for the parts

**Filter Media Inspection**

2      482.00      964.00

1. Backwash filter system
2. Tagout circulating pump
3. Remove drain plug to empty water from filter
4. Remove manway
5. Visually inspect media bed for the following
  1. Separation of media from the side of the tank
  2. Channeling
6. Remove sand samples from the following area
  1. Various areas along the sides of the filter
  2. Deep in the filter bed between 12"-24"
7. Rinse each sample and look for the following
  1. Contaminants
  2. Oils
8. Reinstall manway cover complete with new gasket
9. Reinstall drain plug
10. Remove tagout
11. Restart filter system
12. Backwash filter system to level media bed
13. Provide client with report recapping inspection

**HOTEL / FOOD PER DIEM PER MAN**

4      170.00      680.00

**Travel Charge**

20      105.00      2100.00

**Terms and Conditions**

1      0.00      0.00

1. Quotation is valid for (90) days
2. Invoices are due net (30) days
3. Sales tax is included
4. Freight is not included
5. Permits are not included
6. Engineering is not included
7. Horizon Mechanical must have a PO before ordering materials or equipment



## Warranty

1. Materials or equipment provided by others are not warranted by Horizon Mechanical
2. Materials or equipment provided by Horizon Mechanical is limited to the manufactures written warranty
3. Repairs are warranted for (90) days to be free of installation defects
4. New installations are warranted for (1) year to be free of installation defects

## Department of Industrial Relations

1. Horizon Mechanical is registered with (DIR) #1000005706
2. Horizon Mechanical field workers are classified as Millwright
3. Horizon Pays prevailing wages on public works projects (DIR PWC-100) which exceeds \$1,000.00

**The filter work portion is only valid if the work is done at the same time as the pump replacement**

**Total Price: \$15,121.00**

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

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

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

PO# \_\_\_\_\_

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