

**TRONA JOINT UNIFIED SCHOOL DISTRICT**  
**Trona, California 93562**

**Thursday, May 9, 2019**  
**Closed/Regular Session**  
**Trona High School Library • 4:00/6:00 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. CLOSED SESSION (4:00 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

Certificated Personnel - Resignation

**PERSONNEL**

GC §54957

Certificated Personnel - Public Employee discipline/dismissal/release

**PERSONNEL**

GC §54957

Classified Personnel

**PERSONNEL**

GC §54957

Superintendent Evaluation

**PENDING LITIGATION**

GC §54954.5

#### 4. INTRODUCTORY PROCEDURES (6:00 p.m.)

- A. Pledge of Allegiance
- B. Approval of Agenda
- C. Report of Closed Session
- D. Student of the Month
- E. Student Representatives
- F. Board Member Comments
- G. TTA Report
- H. TCEA Report
- I. Superintendent's Report
- J. Additional Reports
  - J. Wolfe presentation on continuation school

#### 5. 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.*

#### 6. 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	\$182,239.36
	Class. Contract Payroll Warrants & EFT's	\$100,643.24
	Certificated Hourly/Daily Payroll – Warrants	\$14,564.84
	Class. Hourly/Daily Payroll Warrants & EFT's	\$27,987.16
	SUBTOTAL	\$325,434.60
	Minus Worker's Comp. Reimbursement	\$
	<b>TOTAL</b>	<b>\$325,434.60</b>
2	District Cash Receipts as of April 30, 2019	\$327,157.59
3	Accounts Receivable Transaction Report as of April 30, 2019	\$0
4	Revolving Cash Fund Report for April 30, 2019	\$0
5	Accounts Payable Batch #0429 through #0454	\$175,182.53
6	Purchase Orders	\$41,737.96
7	Budget Transfers	\$0
8	Royalty Check	\$273,886.78
9	Class Counts	Attached
10	Cafeteria	Attached

## **7. PERSONNEL**

- A. DISCUSSION/ACTION – The Superintendent recommends approval of a High School Math Teacher.
- B. DISCUSSION/ACTION – The Superintendent recommends approval of an Elementary Teacher.
- C. DISCUSSION/ACTION – The Superintendent recommends approval of an Elementary Teacher.
- D. DISCUSSION/ACTION – The Superintendent recommends approval of Student Maintenance Worker.
- E. DISCUSSION/ACTION – The Superintendent recommends approval of a Pool Attendant.
- F. DISCUSSION/ACTION – The Superintendent recommends approval of (2) Pool Attendant assistants.
- G. DISCUSSION/ACTION – The Superintendent recommends approval of Vice Principal Job Description.
- H. DISCUSSION/ACTION – The Superintendent recommends approval of a Security Guard or Truancy Officer
- I. DISCUSSION/ACTION – The Superintendent recommends approval of a 7/8 Girls Basketball Coach 2019/2020 school year.
- J. DISCUSSION/ACTION – The Superintendent recommends approval of a 7/8 Boys Basketball Coach 2019/2020 school year.
- K. DISCUSSION/ACTION – The Superintendent recommends approval of a Varsity Boys Basketball Coach 2019/2020 school year.
- L. DISCUSSION/ACTION – The Superintendent recommends approval of 2019-2020 Cheer Coach.

- M. DISCUSSION– The Superintendent accepts letter of resignation.

**8. BUSINESS**

- A. DISCUSSION/ACTION – The Superintendent recommends approval of Brandman University Agreement.
- B. DISCUSSION/ACTION – The Superintendent recommends approval of County Class MOU between Trona Joint and the TCEA Union.
- C. DISCUSSION – The Superintendent recommends discussion of Isom Advisors.
- D. DISCUSSION/ACTION – The Superintendent recommends approval of CUPPCAA Resolutions and Maintenance Policy.
- E. DISCUSSION/ACTION – The Superintendent recommends approval of 2019-2020 School Calendar
- F. DISCUSSION/ACTION – The Superintendent recommends approval of Dept. of Public Health Contract.
- G. DISCUSSION/ACTION – The Superintendent recommends approval of Erickson Law Contract.
- H. DISCUSSION/ACTION – The Superintendent recommends approval of Leighton Consulting Contract.
- I. DISCUSSION/ACTION – The Superintendent recommends approval of SISC Special Education Coverage Contract.
- J. DISCUSSION/ACTION – The Superintendent recommends approval of J13 Waiver.
- K. DISCUSSION/ACTION – The Superintendent recommends approval of new multi school membership agreement (sports)
- L. DISCUSSION/ACTION – The Superintendent recommends approval of funding the 2019-2020 11th Grade Proposal Project.

## **8. FUTURE MEETINGS**

Regular Meeting Thursday, June 13th 2019  
4:30 p.m. Closed/6:00 p.m. Open Session  
Trona High School Library

## **9. 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**

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**Item A.**

The Superintendent recommends approval of Vernon Griffen to be hired as our High School Math Teacher pay will be determined based upon TTA Contract, pending live scan and TB Test.

**Item B.**

The Superintendent recommends approval of Rachel Rosoff to be hired as an Elementary School Teacher, pay will be determined based upon TTA Contract, pending live scan and TB Test.

**Item C.**

The Superintendent recommends approval of Aaron Rosoff to be hired as an Elementary School Teacher, pay will be determined based upon TTA Contract, pending live scan and TB Test.

**Item D.**

The Superintendent recommends approval of Jazelle Hoskins to be hired as a Student Worker - Maintenance, pay will be set at \$12.00 an hour.

**Item E.**

The Superintendent recommends approval of Lana Horta to be hired as Pool Attendant pay will be set at \$16.50 an hour.

**Item F.**

The Superintendent recommends approval of Alicia Horta and Kenneth Burley to be hired as Pool Attendant Assistants pay will be set at \$15.50 an hour.

**Item I.**

The Superintendent recommends approval of Amanda (Mandy) Celaya as 7/8 Girls Basketball Coach to be paid based upon current TTA contract.

**Item J.**

The Superintendent recommends approval of Gabriel Rivera 7/8 Boys Basketball Coach to be paid based upon current TTA contract.

**Item K.**

The Superintendent recommends approval of Tom Heck as Varsity Boys Basketball Coach to be paid based upon current TTA contract.

**Item L.**

The Superintendent recommends approval of Jamie Franklin as Varsity Cheer Coach to be paid based upon current TTA contract.

9:17 AM

05/06/19

Accrual Basis

# Cafeteria Account

## Profit & Loss YTD Comparison

### January through February 2019

	Jan - Feb 19	Jul '18 - Feb 19
<b>Income</b>		
Adult meals (Non Federal Funds)	294.70	837.75
Cash Over/Short	6.26	14.17
Elementary POS (Non FF)	0.00	0.00
Federal Reimbursements	34,362.24	112,090.43
Free Breakfast Program(Non FF)	742.98	2,413.77
Free Lunch Program (Non FF)	1,437.00	4,650.00
HS Cafe POS	0.00	0.00
HS Cafe POS-SB (Non FF)	161.60	716.43
Interest/Dividends	0.00	6.35
Other Sales (NonFF)	0.00	670.00
Prepd Meal (Non Fed Fund)	26.00	26.00
Prior year charges	16.20	16.20
State Reimbursements	2,862.44	9,332.54
<b>Total Income</b>	<b>39,909.42</b>	<b>130,773.64</b>
<b>Cost of Goods Sold</b>		
<b>Food</b>		
Commodities	376.20	1,048.80
Non Program Foods	89.97	728.03
Other Food	197.02	583.02
Food - Other	14,365.36	46,516.50
<b>Total Food</b>	<b>15,028.55</b>	<b>48,876.35</b>
<b>Total COGS</b>	<b>15,028.55</b>	<b>48,876.35</b>
<b>Gross Profit</b>	<b>24,880.87</b>	<b>81,897.29</b>
<b>Expense</b>		
<b>Other Expenses</b>		
Computer Software	0.00	442.00
Health Inspection	0.00	947.00
Office supplies	377.88	425.17
Repairs	1,929.00	3,601.67
Supplies	1,244.77	5,352.09
Miscellaneous	0.00	46.29
<b>Total Other Expenses</b>	<b>3,551.65</b>	<b>10,814.22</b>
<b>Payroll Expense</b>		
Health & Welfare	0.00	0.00
<b>Payroll Taxes</b>		
ARS	0.00	0.00
FICA(Social Security)	0.00	0.00
Medicare	0.00	0.00
PERS	0.00	0.00
SUI	0.00	0.00
Work Comp	0.00	0.00
<b>Total Payroll Taxes</b>	<b>0.00</b>	<b>0.00</b>
<b>Payroll Wages</b>	<b>0.00</b>	<b>0.00</b>
<b>Payroll Expense - Other</b>	<b>32,352.99</b>	<b>118,690.61</b>
<b>Total Payroll Expense</b>	<b>32,352.99</b>	<b>118,690.61</b>
<b>VOID</b>	<b>0.00</b>	<b>0.00</b>
<b>Total Expense</b>	<b>35,904.64</b>	<b>129,504.83</b>
<b>Net Income</b>	<b>-11,023.77</b>	<b>-47,607.54</b>



# TRONA JOINT UNIFIED SCHOOL DISTRICT

## CLASS COUNTS

As of

May 6th 2019

## CURRENT CLASS BREAKDOWN

ELEMENTARY SCHOOL	
Transitional Kindergarten	7
Kindergarten	29
1st Grade	19
2nd Grade	33
3rd Grade	23
4th Grade	17
5th Grade	20
6th Grade	20
ELEMENTARY TOTAL	
168	

HIGH SCHOOL	
7th Grade	25
8th Grade	25
Freshman	19
Sophomore	25
Junior	21
Senior	18
HIGH SCHOOL TOTAL	
133	

## Total Students - 301

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		
	329 Total	345 Total	351 Total	350 Total	308 Total	303 Total	267 Total	285 Total	247 Total	251 Total	256 Total



**TRONA JOINT UNIFIED SCHOOL DISTRICT  
POTASH ROYALTY RECEIPTS**

2005-06	
JULY	148555.91
AUG	\$153,190.20
SEPT	\$151,083.05
OCT	\$170,809.58
NOV	\$157,665.69
DEC	\$145,032.82
JAN	\$1,192.14
FEB	\$340,864.17
MAR	\$185,277.40
APR	\$165,780.76
MAY	\$198,726.00
JUNE	\$137,951.91
<b>\$1,956,129.63</b>	

2006-07	
JULY	\$254,291.97
AUG	\$155,960.98
SEPT	\$170,005.25
OCT	\$286,194.62
NOV	\$151,300.55
DEC	\$182,085.42
JAN	\$188,168.66
FEB	\$150,364.84
MAR	\$64,087.88
APR	\$41,223.77
MAY	\$65,357.52
JUNE	\$0.00
<b>\$1,709,041.46</b>	

2007-08	
JULY	\$176,698.43
AUG	\$91,146.16
SEPT	\$0.00
OCT	\$0.00
NOV	\$0.00
DEC	\$16,251.04
JAN	\$127,348.53
FEB	\$100,232.09
MAR	\$39,183.47
APR	\$74,255.09
MAY	\$93,156.03
JUNE	\$82,083.98
<b>\$800,354.82</b>	

2008-09	
JULY	\$84,901.15
AUG	\$75,939.19
SEPT	\$82,886.29
OCT	\$91,225.71
NOV	\$75,557.64
DEC	\$81,235.47
JAN	\$143,282.67
FEB	\$79,042.83
MAR	\$74,427.94
APR	\$51,312.86
MAY	\$110,741.83
JUNE	\$66,667.28
<b>\$1,017,220.86</b>	

2009-10	
JULY	\$74,682.72
AUG	\$0.00
SEPT	\$174,452.38
OCT	\$88,517.25
NOV	\$67,252.00
DEC	\$79,297.72
JAN	\$125,829.64
FEB	\$82,543.53
MAR	\$48,019.29
APR	\$81,852.37
MAY	\$71,853.07
JUNE	\$89,801.28
<b>\$984,101.25</b>	

2010-11	
JULY	\$79,507.83
AUG	\$110,757.46
SEPT	\$112,129.90
OCT	\$121,719.83
NOV	\$113,384.35
DEC	\$114,956.07
JAN	\$154,860.53
FEB	\$105,717.73
MAR	\$86,789.38
APR	\$112,635.90
MAY	\$112,613.34
JUNE	\$114,956.07
<b>\$1,340,028.39</b>	

2011-12	
JULY	\$118,428.10
AUG	\$118,886.56
SEPT	\$132,712.08
OCT	\$136,837.04
NOV	\$118,378.69
DEC	\$282,348.96
JAN	\$375,796.54
FEB	\$298,879.04
MAR	\$268,246.45
APR	\$295,188.01
MAY	\$396,239.47
JUNE	\$292,264.42
<b>\$2,834,205.36</b>	

2012-13	
JULY	\$361,086.54
AUG	\$301,411.11
SEPT	\$349,531.17
OCT	\$335,436.89
NOV	\$364,599.71
DEC	\$361,393.34
JAN	\$399,819.56
FEB	\$237,712.84
MAR	\$291,205.27
APR	\$248,867.36
MAY	\$347,110.30
JUNE	\$365,396.38
<b>\$3,963,670.47</b>	

2013-14	
JULY	\$307,626.99
AUG	\$374,617.52
SEPT	\$277,914.16
OCT	\$334,780.80
NOV	\$341,674.58
DEC	\$313,761.91
JAN	\$277,192.94
FEB	\$244,498.87
MAR	\$269,440.87
APR	\$193,583.68
MAY	\$289,362.08
JUNE	\$259,430.19
<b>\$3,483,884.59</b>	

2014-15	
JULY	\$308,677.84
AUG	\$300,107.09
SEPT	\$263,133.55
OCT	\$318,302.52
NOV	\$283,232.23
DEC	\$305,697.44
JAN	\$310,863.80
FEB	\$50,723.88
MAR	\$211,039.51
APR	\$212,387.32
MAY	\$291,876.89
JUNE	\$310,738.73
<b>\$3,166,780.80</b>	

2015-16	
JULY	\$475,665.35
AUG	\$280,327.31
SEPT	\$252,246.59
OCT	\$483,532.38
NOV	\$262,737.97
DEC	\$235,330.16
JAN	\$300,975.54
FEB	\$329,429.76
MAR	\$245,380.37
APR	\$327,413.20
MAY	\$396,530.18
JUNE	\$286,861.32
<b>\$3,876,430.13</b>	

2016-17	
JULY	\$348,323.58
AUG	\$302,440.56
SEPT	\$309,933.51
OCT	\$604,885.64
NOV	\$271,098.69
DEC	\$318,231.42
JAN	\$378,748.08
FEB	\$348,276.19
MAR	\$288,816.26
APR	\$312,253.78
MAY	\$312,513.22
JUNE	\$302,026.66
<b>\$4,097,547.59</b>	

2017-18	
JULY	\$278,109.44
AUG	\$332,357.00
SEPT	\$336,504.04
OCT	\$617,984.76
NOV	\$298,858.89
DEC	\$330,109.73
JAN	\$331,097.34
FEB	\$360,879.48
MAR	\$225,357.98
APR	\$307,758.73
MAY	\$276,284.42
JUNE	\$276,284.42
<b>\$3,971,586.23</b>	

2018-19	
JULY	\$292,660.55
AUG	\$382,504.25
SEPT	\$288,848.06
OCT	\$261,057.84
NOV	\$644,380.98
DEC	\$349,285.35
JAN	\$338,641.54
FEB	\$317,322.93
MAR	273,886.78
APR	\$0.00
MAY	\$0.00
JUNE	\$0.00
<b>\$3,148,588.28</b>	

THE BACK OF THIS DOCUMENT CONTAINS AN ARTIFICIAL WATERMARK - VIEW AT AN ANGLE



**STATE OF CALIFORNIA** 61-331748

WARRANT NUMBER

THE TREASURER OF THE STATE WILL PAY OUT OF THE  
IDENTIFICATION NO.

XXXXX

9990

FUND NO.  
0942

FUND NAME  
SPECIAL DEPOSIT FUND

MO. DAY YR.

04 30 2019

90-1342/1211

61331748

TO 331748

--- TRONA JOINT UNIFIED SCHOOL DIS  
83600 TRONA ROAD  
--- TRONA CA 93562

DOLLARS	CENTS
\$**273886	.78

*Betty T. Yee*  
**BETTY T. YEE**



CALIFORNIA STATE CONTROLLER

⑆121113423⑆ 613317483⑈

DETACH ON DOTTED LINE  
KEEP THIS PORTION FOR YOUR RECORDS

61-331748

ISSUE DATE: 04/30/2019

PAYMENT FOR US MINERAL LEASING POTASH

FOR PROPERTY TAX POSTPONEMENT (PTP) PAYMENTS,

CALL 800-952-5661, FOR ALL OTHER PAYMENTS,

PLEASE VISIT [HTTP://WWW.CSO.CA.GOV/ADD-CURRENT-PAYMENTS-UTMI](http://WWW.CSO.CA.GOV/ADD-CURRENT-PAYMENTS-UTMI)

BEST NET CONSORTIUM  
DISTRICT CASH RECEIPTS TRANSACTION REPORT  
FROM DATE 04/01/2019 TO DATE 04/30/2019

#J185

PAGE: 1  
05/06/2019

55 Trona Joint Unified S.D.

FISCAL YR: 19

BATCH	REF #	DATE	DATE ENT	DESCRIPTION	Fu Res	Y Goal	Func	Obj	Sch	Mgmt	AMOUNT
8970-P	190029	04/11/2019	04/05/2019	POTASH	01-0001-0-0000-0000-8290-000-0000						317,322.93
				TOTAL AMOUNT							317,322.93 *
8970-P	190030	04/11/2019	04/05/2019	CAROLYN MCDANIEL B	01-0000-0-1110-1000-3701-000-0000						334.20
				ALAN AND DEBRA TSU	01-0000-0-1110-1000-3701-000-0000						478.00
				LINDA COX BENEFITS	01-0000-0-0000-2700-3702-000-0000						1,324.00
				ANN LONG BENEFITS	01-0000-0-1110-1000-3701-000-0000						1,485.30
				SCIENCE CAMP FUND	01-0000-0-0000-0000-8699-000-0000						3,812.00
				LIBRARY BOOK FINE	01-0000-0-0000-0000-8699-000-0000						7.00
				MARY WILHELM BENEF	01-0000-0-1110-1000-3701-000-0000						392.00
				KERN COM COLLEGE	01-0965-0-0000-0000-8699-000-0000						398.36
				JOSEPH WOLFE ADV R	01-0000-0-0000-0000-9569-000-0000						100.00
				KEITH TOMES ADV RE	01-0000-0-0000-0000-9569-000-0000						80.00
				OFFICE DEPOT REBAT	01-0000-0-0000-0000-8699-000-0000						273.77
				WORKERS COMP-STALE	01-0000-0-0000-0000-8699-000-0000						1,150.03
				TOTAL AMOUNT							9,834.66 *

GRAND TOTAL

327,157.59 \*\*

Science Camp -  
Monies Raised by  
STUDENTS -  
# District covered  
Difference of  
Admission Fees  
(@ 3 272.50)

W/c STALE DATE  
Sue W/c Payment  
From  
April + June  
2016  
Checkle never posted  
ANTS  
Reissued

BEST NET CONSORTIUM  
ACCOUNTS RECEIVABLES TRANSACTION REPORT  
FROM DATE 04/01/2019 TO DATE 04/30/2019

#J191

PAGE: 2  
05/06/2019

55 Trona Joint Unified S.D.

FISCAL YR: 19

BATCH	REF #	DATE	DATE ENT	DESCRIPTION	Fu	Res	Y	Goal	Func	Obj	Sch	Mgmt	AMOUNT	TYPE	POST
=====															

\*\*\* NO RECORD QUALIFIED FOR SELECTED PARAMETERS OR INVALID PARAMETERS \*\*\*

No  
Receivables  
or  
Revolving  
CASH

Board Meeting Date (MM/DD/CCYY): 05/09/2019

From Batch Number: 0429

To Batch Number: 0454

Select Batch Type: 1

- 1 = All Batch Types
- 2 = 'A' Batch Only
- 3 = Non-'A' Batch Only
- 1 = Vendor Name, 2 = Reference #
- 'Y'=yes, 'N'=no
- 1 = PO, 2 = Board, 3 = Both
- S = Single, D = Double
- 'Y'=yes, 'N'=no

Sort By: 1

Include Address: N

Print Description: 3

Spacing: S

Batch Page Break: Y

SELECT (ENTER 'Y') TRANSACTION TYPES TO BE REPORTED

-----  
All Transaction Type:Y Invoice Details: N

OR

- Purchase Orders: N P.O. Details: N
- Pay Vouchers: N P.V. Details: N
- Travel Claims: N T.C. Details: N
- Liability Claims: N Lib. Details: N
- Credit Memos: N C.M. Details: N
- Payable Claim Liabilities: N PCL. Details: N
- Miscellaneous Vendors: N M.V. Details: N

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PO-190353	AIRGAS	Welding Booth Parts	\$145.16
			Welding Booth Parts	\$145.16
			** TOTAL PAYMENT AMOUNT:	
	PO-190412	BREAKOUT, INC	Breakout Renewal Subscrip	\$50.00
			Breakout Renewal Subscrip	\$50.00
			** TOTAL PAYMENT AMOUNT:	
	PV-190447	CINDY WINKS	reim meal; travel	\$25.01
			meal- travel	\$25.01
			** TOTAL PAYMENT AMOUNT:	
	PV-190451	COMMERCIAL ENGINE SERVICE INC	bus #22-repair	\$523.85
			diagnostic for bus#22	\$523.85
			** TOTAL PAYMENT AMOUNT:	
	PO-190195	ERICA ANNE MAC ARTHUR	Music Program	\$350.00
			Music Program	\$350.00
			** TOTAL PAYMENT AMOUNT:	
	PO-190365	PRAXAIR DISTRIBUTION INC	Welding Supplies	\$108.90
			Welding Supplies	\$166.77
	PV-190445	PRAXAIR DISTRIBUTION INC	cylinder rental for weldi	\$275.67
			cylinder rental fees-weld	\$565.00
			** TOTAL PAYMENT AMOUNT:	
	PO-190414	PRYOR LEARNING SOLUTIONS INC	Training -District Office	\$750.00
			Training -District Office	\$225.00
			** TOTAL PAYMENT AMOUNT:	
	PO-190187	SBCSS	Training - SPED - Ruby La	\$975.00
			Training - SPED - Ruby La	\$261.28
	PO-190188	SBCSS	Training - IMTSS Symposiu	\$172.49
			Training - IMTSS Symposiu	\$90.69
			** TOTAL PAYMENT AMOUNT:	
	PO-190059	SEARLES DOMESTIC WATER CO.	WATER SERVICES	\$156.72
			WATER SERVICES	\$681.18
	PO-190059	SEARLES DOMESTIC WATER CO.	WATER SERVICES	
			WATER SERVICES	
	PO-190059	SEARLES DOMESTIC WATER CO.	WATER SERVICES	
			WATER SERVICES	
	PO-190059	SEARLES DOMESTIC WATER CO.	WATER SERVICES	
			WATER SERVICES	
			** TOTAL PAYMENT AMOUNT:	

Breakout, Inc.  
Learning Games for  
Instr - For Wendy Scott

Board of Trustees Meeting .... 05/09/2019

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REF.
NUMBER  VENDOR NAME  DESCRIPTION  AMOUNT
=====
PV-190446  STATER BROS MARKETS  snacks & supplies- stdnt  $21.67
              7th grade Perfect Attend
              ** TOTAL PAYMENT AMOUNT:  $21.67

PO-190232  TEL-TEC SECURITY SYSTEMS INC.  ALARM SERVICE  $945.00
              ALARM SERVICE
PO-190232  TEL-TEC SECURITY SYSTEMS INC.  ALARM SERVICE  $30.00
              ALARM SERVICE
              ** TOTAL PAYMENT AMOUNT:  $975.00

PV-190444  WASTE MANAGEMENT  TRASH SERVICE  $1,773.58
              TRASH SERVICE 4/1-4/30
              ** TOTAL PAYMENT AMOUNT:  $1,773.58
              **** BATCH TOTAL AMOUNT:  $6,361.12
=====
```



BATCH: 0430

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

PAGE: 3

Board of Trustees Meeting ... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
=====	=====	=====	=====

BATCH IS VOIDED

BATCH: 0430A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

PAGE: 4

Board of Trustees Meeting .... 05/09/2019

=====		
REF.		
NUMBER	VENDOR NAME	DESCRIPTION
=====		
		AMOUNT
PO-190402	BSN SPORTS, LLC	Track Athletic Equipment
		\$1,830.72
PO-190402	BSN SPORTS, LLC	Track Athletic Equipment
		\$2,472.74
		Track Athletic Equipment
		** TOTAL PAYMENT AMOUNT:
		\$4,303.46
		**** BATCH TOTAL AMOUNT:
		\$4,303.46

BATCH: 0431

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

PAGE: 5

Board of Trustees Meeting .... 05/09/2019

```
=====
REF.
NUMBER  VENDOR NAME  DESCRIPTION  AMOUNT
=====
PO-190240 WENDY NESS  PSYCHOLOGY SERVICES FY 1  $3,000.00
PSYCHOLOGY SERVICES FY 1
** TOTAL PAYMENT AMOUNT:  $3,000.00
**** BATCH TOTAL AMOUNT:  $3,000.00
=====
```

BOARD OF TRUSTEES PAYMENT REPORT

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
NUMBER	VENDOR NAME	
=====		

BATCH IS VOIDED

BATCH: 0432A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

PAGE: 7

Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      VENDOR NAME      DESCRIPTION      AMOUNT
=====
CM-040101 SELF-INSURED SCHOOLS OF CA  prior mo adjust- retiree      $324.10-
                                     adjustment- billing error
CM-040102 SELF-INSURED SCHOOLS OF CA  adjustment- coc billing      $232.00-
PV-190448 SELF-INSURED SCHOOLS OF CA  april health insurance      $85,667.02
                                     april health insurance
                                     ** TOTAL PAYMENT AMOUNT:      $85,110.92
                                     **** BATCH TOTAL AMOUNT:      $85,110.92
=====
```

BATCH: 0433

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

PAGE: 8

Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      VENDOR NAME      DESCRIPTION      AMOUNT
=====
PV-190450 SISC III - VISION
vision ins- april      $1,761.40
april vision insurance
** TOTAL PAYMENT AMOUNT:      $1,761.40

PV-190449 SISK III - DENTAL
dental insurance-april      $7,743.40
april dental ins
** TOTAL PAYMENT AMOUNT:      $7,743.40

**** BATCH TOTAL AMOUNT:      $9,504.80
=====
```

BATCH: 0434

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting ... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
NUMBER	VENDOR NAME	
=====		
PV-190452	SISC DEFINED BENEFIT PLAN	
	ars er share cycle 02	\$705.16
	ars er share cycle 02	\$705.16
	** TOTAL PAYMENT AMOUNT:	
	**** BATCH TOTAL AMOUNT:	\$705.16

BATCH: 0435

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting ... 05/09/2019

```
=====
REF.
NUMBER  VENDOR NAME
=====
CM-190453 SISC DEFINED BENEFIT PLAN
          overpayment- credit      $14.26-
          overpayment- credit
          ars-er share cycle 03      $816.64
          ars-er share cycle 03
          ** TOTAL PAYMENT AMOUNT:  $802.38
          **** BATCH TOTAL AMOUNT:  $802.38
=====
```



Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PV-190456	BRYANT ROBLES	live scan-volunteer	\$69.00
			live scan-volunteer	\$69.00
			** TOTAL PAYMENT AMOUNT:	
	PO-190405	DUDE SOLUTIONS	Trip Direct Online Tool,	\$818.75
			Trip Direct Online Tool,	\$818.75
			** TOTAL PAYMENT AMOUNT:	
	PV-190457	MIKE LANE	reim auto shop materials	\$54.59
			reim auto shop materials	\$54.59
			** TOTAL PAYMENT AMOUNT:	
	PV-190454	PAPA JOHNS	pizza for perfect att rec	\$60.53
			pizza for perfect att rec	\$60.53
			** TOTAL PAYMENT AMOUNT:	
	PV-190458	STATER BROS MARKETS	pbis mtg refreshments	\$183.85
			pbis mtg refreshments	\$183.85
			** TOTAL PAYMENT AMOUNT:	
	PV-190460	U.S. BANK CORPORATE PAYMENT	travel exp- supt synposiu	\$93.37
			travel exp- supt synposiu	\$120.20
	PV-190461	U.S. BANK CORPORATE PAYMENT	travel exp, drivers ed	\$213.57
			emot pov conf, driver ed	\$213.57
			** TOTAL PAYMENT AMOUNT:	
			**** BATCH TOTAL AMOUNT:	\$1,400.29

Board of Trustees Meeting .... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
PV-190459	EMPLOYMENT DEVELOPMENT DEPT.	sui tax qtr 1 2019	\$508.75
		sui tax qtr 1 2019	\$508.75
		** TOTAL PAYMENT AMOUNT:	\$508.75
		**** BATCH TOTAL AMOUNT:	\$508.75

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
=====		
NUMBER	VENDOR NAME	
=====		
PV-190462	U.S. BANK CORPORATE PAYMENT	
	hotel reserv-CASH Conf	\$522.90
	hotel reser 2/24-2/26	
	** TOTAL PAYMENT AMOUNT:	\$522.90
	**** BATCH TOTAL AMOUNT:	\$522.90

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
=====	=====	=====
NUMBER	VENDOR NAME	
=====	=====	=====
PO-190006	BECK OIL INC.	
	DIESEL FOR BUSES 18/19 SY	\$2,401.46
	DIESEL FOR BUSES 18/19 SY	
	** TOTAL PAYMENT AMOUNT:	\$2,401.46
	**** BATCH TOTAL AMOUNT:	\$2,401.46

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
NUMBER	VENDOR NAME	
=====		
PO-190044	FRONTIER COMMUNICATIONS	
	FRONTIER COMMUNICATIONS	\$3,014.23
	FRONTIER COMMUNICATIONS	
	** TOTAL PAYMENT AMOUNT:	\$3,014.23
	**** BATCH TOTAL AMOUNT:	\$3,014.23

Board of Trustees Meeting .... 05/09/2019

```
=====
REF.
NUMBER  VENDOR NAME  DESCRIPTION  AMOUNT
=====
PO-190210 MONTGOMERY HARDWARE CO  Hardware Parts Supplier  $81.72
      Hardware Parts Supplier
      ** TOTAL PAYMENT AMOUNT:  $81.72

PV-190464 SANDRA SPROUSE  reim travel expenses- SSD  $52.04
      prkng, meals- SSDA- Sacra
      ** TOTAL PAYMENT AMOUNT:  $52.04

PV-190465 TONIA MCCURDY  bus driver meal- victorvi  $16.95
      meal;deliver bus#22 for r
      ** TOTAL PAYMENT AMOUNT:  $16.95

PV-190463 TRONA ELEMENTARY STUDENT BODY  sky dome planetarium asse  $895.00
      reim elem asb for sky dom
      ** TOTAL PAYMENT AMOUNT:  $895.00

      **** BATCH TOTAL AMOUNT:  $1,045.71
=====
```

Board of Trustees Meeting .... 05/09/2019

=====		
REF.		
NUMBER	VENDOR NAME	DESCRIPTION
=====		
		AMOUNT
=====		

BATCH IS VOIDED

BATCH: 0441A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      VENDOR NAME      DESCRIPTION      AMOUNT
=====
PV-190466 DART      march transp and preschool $1,500.00
                    transprt & prschool servi
                    ** TOTAL PAYMENT AMOUNT: $1,500.00

                    **** BATCH TOTAL AMOUNT: $1,500.00
=====
```

Special ED STUDENTS -  
District Req'd  
To  
Provide  
UNTIL OF AGE



BATCH: 0442

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PV-190467	EDWARD KEITH TOMES	mileage reimbursement	\$454.72
			mileage reim-sac ssda con	
			** TOTAL PAYMENT AMOUNT:	\$454.72
	PO-190297	GRAINGER INDUSTRIAL SUPPLY	Soundproofing Supplies	\$151.23
			Soundproofing Supplies	
			** TOTAL PAYMENT AMOUNT:	\$151.23
	PO-190065	WESTERN EXTERMINATOR	SERVICES	\$139.50
			SERVICES	
			** TOTAL PAYMENT AMOUNT:	\$139.50
			**** BATCH TOTAL AMOUNT:	\$745.45

Granger -  
Privacy  
Materials  
for  
Wife + Goto's  
Rooms

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PV-190471	TRONA HIGH SCHOOL ASB	career day catering	\$713.78
			reimburse- asb/career day	\$713.78
			** TOTAL PAYMENT AMOUNT:	
	CM-032201	U.S. BANK CORPORATE PAYMENT	hotel credits	\$297.50-
			hotel credits	\$297.50-
	CM-032202	U.S. BANK CORPORATE PAYMENT	hotel credits	\$297.50-
			hotel credits	\$650.00-
	CM-032203	U.S. BANK CORPORATE PAYMENT	credit-stmt 3/22	\$2,323.47-
			credit-stmt 3/22	\$836.47-
	CM-032204	U.S. BANK CORPORATE PAYMENT	credit-stmt 3/22	\$5,093.29
			credit-stmt 3/22	\$688.35
	CM-032205	U.S. BANK CORPORATE PAYMENT	credit stmt-3/22	\$206.60
			credit stmt-3/22	\$206.60
	PV-190469	U.S. BANK CORPORATE PAYMENT	travel charges	\$36.86
			hotels & conf reg fees	\$36.86
			** TOTAL PAYMENT AMOUNT:	\$1,645.59
	PV-190468	VERIZON CALIFORNIA	mobile hotspot-term fee	
			hotspot-acct closed	
			** TOTAL PAYMENT AMOUNT:	
	PV-190470	WENDY SCOTT	reim-STEM act prizes	
			reim-STEM act prizes	
			** TOTAL PAYMENT AMOUNT:	
			**** BATCH TOTAL AMOUNT:	

Board of Trustees Meeting .... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
PO-190268	BACSCO/BAKERSFIELD AIR	Cooler/Heating Supplies Cooler/Heating Supplies ** TOTAL PAYMENT AMOUNT:	\$41.14 \$41.14
PV-190473	CALIFORNIA DEPARTMENT OF TAX	diesel fuel tax jan-march diesel fuel tax jan-march ** TOTAL PAYMENT AMOUNT:	\$16.28 \$16.28
PO-190231	CULINARY DEPOT	Home Ec Supplies Home Ec Supplies ** TOTAL PAYMENT AMOUNT:	\$56.70 \$56.70
PO-190051	GRAINGER INDUSTRIAL SUPPLY	MAINTENANCE SUPPLIES MAINTENANCE SUPPLIES ** TOTAL PAYMENT AMOUNT:	\$37.59 \$37.59
CM-010480	HIGH DESERT AIR DUCTOR	credit-transformer replac credit-repair work	\$475.79
PV-190472	HIGH DESERT AIR DUCTOR	replace transformer repalce transformer ** TOTAL PAYMENT AMOUNT:	\$735.48 \$259.69
PO-190407	LAKESHORE LEARNING MATERIALS	Instructional Materials - Instructional Materials - ** TOTAL PAYMENT AMOUNT:	\$365.52 \$365.52
PV-190475	PRISCILLA BENADOM	reim live scan reim live scan ** TOTAL PAYMENT AMOUNT:	\$69.00 \$69.00
PV-190474	RUTH SOTO	reim boost class material reim boost class material ** TOTAL PAYMENT AMOUNT:	\$40.28 \$40.28
PV-190476	STATER BROS MARKETS	career day-food career day-food ** TOTAL PAYMENT AMOUNT:	\$338.08 \$338.08
		**** BATCH TOTAL AMOUNT:	\$1,224.28

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	DESCRIPTION	AMOUNT
NUMBER		
=====		

BATCH IS VOIDED

BATCH: 0445A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PO-190240	WENDY NESS	PSYCHOLOGY SERVICES FY 1	\$2,000.00
			PSYCHOLOGY SERVICES FY 1	\$2,000.00
			** TOTAL PAYMENT AMOUNT:	
			**** BATCH TOTAL AMOUNT:	\$2,000.00

Board of Trustees Meeting .... 05/09/2019

=====		
REF.	VENDOR NAME	DESCRIPTION
NUMBER		AMOUNT
=====		

BATCH IS VOIDED

BATCH: 0446A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

=====			=====		
REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT	
=====					
	PO-190050	VECTOR USA	Managed Technology Servic	\$2,371.97	
			Managed Technology Servic	\$2,371.97	
			** TOTAL PAYMENT AMOUNT:		
			**** BATCH TOTAL AMOUNT:	\$2,371.97	

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PO-190024	CONTINENTAL LABOR&STAFFING RS	MECHANICAL SERVICES	\$313.44
			MECHANICAL SERVICES	
			** TOTAL PAYMENT AMOUNT:	\$313.44
	PO-190195	ERICA ANNE MAC ARTHUR	Music Program	\$350.00
			Music Program	
			** TOTAL PAYMENT AMOUNT:	\$350.00
	PO-190420	FUN AND FUNCTION	Special Ed, Behavioral Ma	\$344.88
			Special Ed, Behavioral Ma	
	PO-190420	FUN AND FUNCTION	Special Ed, Behavioral Ma	\$44.78
			Special Ed, Behavioral Ma	
			** TOTAL PAYMENT AMOUNT:	\$389.66
	PO-190051	GRAINGER INDUSTRIAL SUPPLY	MAINTENANCE SUPPLIES	\$82.33
			MAINTENANCE SUPPLIES	
			** TOTAL PAYMENT AMOUNT:	\$82.33
	PV-190477	IMAGE SOURCE	xerox copy charges	\$556.13
			xerox copy charges	
			** TOTAL PAYMENT AMOUNT:	\$556.13
	PV-190478	MWG MESTMAKER	life insurance	\$799.14
			life insurance	
			** TOTAL PAYMENT AMOUNT:	\$799.14
			**** BATCH TOTAL AMOUNT:	\$2,490.70



BATCH: 0447A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

=====			=====	
REF.	VENDOR NAME	DESCRIPTION	AMOUNT	
=====			=====	
PO-190411	CDW GOVERNMENT INC	Laptop Parts / High Schoo	\$450.19	
		Laptop Parts / High Schoo	\$931.65	
		Laptop Parts / High Schoo	\$1,381.84	
		** TOTAL PAYMENT AMOUNT:		
		**** BATCH TOTAL AMOUNT:	\$1,381.84	

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$23.11
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$22.05
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$35.55
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$37.93
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$51.60
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$42.51
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$44.15
			** TOTAL PAYMENT AMOUNT:	\$256.90
			**** BATCH TOTAL AMOUNT:	\$256.90

The INDUSTRIAL  
STORE

February Charges

Rev'd Feb + March  
billings at same time  
due to system changes  
e vendor

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	PO-190008	CENTURYLINK	LONG DISTANCE	\$192.47
			** TOTAL PAYMENT AMOUNT:	\$192.47
	PO-190362	ENTERPRISE RENT A CAR	Open Purchase Order FY 18	\$192.67
			Open Purchase Order FY 18	\$41.70
	PO-190362	ENTERPRISE RENT A CAR	Open Purchase Order FY 18	\$234.37
			** TOTAL PAYMENT AMOUNT:	\$541.96
	PV-190481	HOME DEPOT	maintenance supplies	\$541.96
			** TOTAL PAYMENT AMOUNT:	\$145.00
	PV-190484	MIKE LANE	reim-field trip imax tick	\$145.00
			ca science ctr tickets	\$215.00
			** TOTAL PAYMENT AMOUNT:	\$215.00
	PO-190419	RIDGECREST CINEMAS	Open Purchase Order Ridge	\$215.00
			Open Purchase Order Ridge	\$72.25
			** TOTAL PAYMENT AMOUNT:	\$72.25
	PV-190479	SAUNDRA PETTYJOHN	meals-so cal kinder conf	\$225.00
			so cal kinder- meal reim	\$225.00
			** TOTAL PAYMENT AMOUNT:	\$489.00
	PV-190482	SEARLES DOMESTIC WATER CO.	cross connection testing	\$489.00
			water line pressure test	\$420.00
			** TOTAL PAYMENT AMOUNT:	\$420.00
	PO-190062	THE INDUSTRIAL STORE	MAINTENANCE SUPPLIES	\$21.58
			MAINTENANCE SUPPLIES	\$21.58
			** TOTAL PAYMENT AMOUNT:	\$2,556.63
	PV-190480	TRONA HIGH SCHOOL ASB	reim movie gift cards	\$21.58
			reim movie gift cards	\$21.58
			** TOTAL PAYMENT AMOUNT:	\$2,556.63
	PV-190483	U.S. BANK CORPORATE PAYMENT	meal charge- Tomes	\$21.58
			meal rancho cucam mtg	\$21.58
			** TOTAL PAYMENT AMOUNT:	\$2,556.63
			**** BATCH TOTAL AMOUNT:	\$2,556.63

Enterprise - Renteria goi.  
Valerie Gennrich  
Nicole Yeager

---

Ridgecrest Cinemas  
Above 'C' Level  
Recognition

BATCH: 0450

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      NUMBER  VENDOR NAME      DESCRIPTION      AMOUNT
=====
PO-190057 SOUTHERN CALIFORNIA EDISON IN ELECTRIC SERVICES      $6,673.32
ELECTRIC SERVICES
** TOTAL PAYMENT AMOUNT:      $6,673.32
**** BATCH TOTAL AMOUNT:      $6,673.32
=====
```

Board of Trustees Meeting ... 05/09/2019

=====		
REF.	VENDOR NAME	DESCRIPTION
=====		
NUMBER		AMOUNT
=====		

BATCH IS VOIDED

BATCH: 0451A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      VENDOR NAME      DESCRIPTION      AMOUNT
=====
PV-190485 SISC I WORKERS' COMPENSATION WORK COMP PREM END MAR 31 $26,098.81
** TOTAL PAYMENT AMOUNT: $26,098.81
**** BATCH TOTAL AMOUNT: $26,098.81
=====
```

Board of Trustees Meeting .... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
PO-190434	AIRGAS	Welding Supplies, Difuser	\$312.85
		Welding Supplies, Difuser	\$312.85
		** TOTAL PAYMENT AMOUNT:	
PO-190393	CALIFORNIA SCIENCE CENTER	Field Trip - Science Cent	\$125.00
		Field Trip - Science Cent	\$125.00
		** TOTAL PAYMENT AMOUNT:	
PO-190051	GRAINGER INDUSTRIAL SUPPLY	MAINTENANCE SUPPLIES	\$150.88
		MAINTENANCE SUPPLIES	\$150.88
		** TOTAL PAYMENT AMOUNT:	
PV-190495	LEESA COX	reim cpr renewal	\$104.00
		cpr/first aid renewal	\$104.00
		** TOTAL PAYMENT AMOUNT:	
PV-190493	MIKE LANE	reim boost class cooking	\$28.38
		boost class cooking mater	\$28.38
		** TOTAL PAYMENT AMOUNT:	
PO-190424	OFFICE DEPOT	Elementary Office Supplie	\$131.05
PO-190425	OFFICE DEPOT	Instructional Materials	\$98.46
PO-190425	OFFICE DEPOT	Instructional Materials	\$65.34
PO-190425	OFFICE DEPOT	Instructional Materials	\$22.62
		Instructional Materials	\$317.47
		** TOTAL PAYMENT AMOUNT:	
PV-190492	PATRICK GRAHAM	reim meals- training	\$47.71
		meals- charter/ap trng	\$47.71
		** TOTAL PAYMENT AMOUNT:	
PV-190491	PRISCILLA BENADOM	reim meals- ssda conf	\$36.22
		meals- ssda conf 3/31-4/2	\$36.22
		** TOTAL PAYMENT AMOUNT:	
PO-190104	PURCHASE POWER	POSTAGE FY 18/19	\$738.44
		POSTAGE FY 18/19	\$738.44
		** TOTAL PAYMENT AMOUNT:	
PV-190487	ROXANA HORTA	reim meal- payroll law tr	\$8.49
PV-190488	ROXANA HORTA	meal- payroll law trng 4/	\$148.71
		mileage reimb- trng class	\$157.20
		mileage reim-ridgecrest/1	
		** TOTAL PAYMENT AMOUNT:	

Board of Trustees Meeting .... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
PO-190060	SPARKLETT'S	WATER DELIVERY	\$354.11
		WATER DELIVERY	\$354.11
		** TOTAL PAYMENT AMOUNT:	
PV-190486	TRONA COMMUNITY SENIOR CENTER	MEMBERSHIP FEE	\$30.00
		COMMUNITY MEMBERSHIP FEE	\$30.00
		** TOTAL PAYMENT AMOUNT:	
PV-190489	U.S. BANK CORPORATE PAYMENT	late fee correction	\$ .82
PV-190490	U.S. BANK CORPORATE PAYMENT	late fee- stmt 7/23/18	\$449.37
PV-190496	U.S. BANK CORPORATE PAYMENT	late fee stmt 10/22/18	\$83.91
PV-190497	U.S. BANK CORPORATE PAYMENT	late fee stmt 2/22/19	\$30.24
		late fee stmt 4/22/2019	\$564.34
		** TOTAL PAYMENT AMOUNT:	
PO-190391	WE PLAY SPORTS INC	Baseball - Catchers Gear	\$199.95
		Baseball - Catchers Gear	\$199.95
		** TOTAL PAYMENT AMOUNT:	
		**** BATCH TOTAL AMOUNT:	\$3,166.55



BATCH: 0453

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting ... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
=====	=====	=====	=====

BATCH IS VOIDED

BATCH: 0453A

Trona Joint Unified S.D.  
BOARD OF TRUSTEES PAYMENT REPORT

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Board of Trustees Meeting .... 05/09/2019

```
=====
REF.      VENDOR NAME      DESCRIPTION      AMOUNT
=====
PV-190498 DOCUMENT & TRACKING SERVICES  document reporting servic  $2,385.00
state/fed doc rprting ser
** TOTAL PAYMENT AMOUNT:  $2,385.00
**** BATCH TOTAL AMOUNT:  $2,385.00
=====
```

Board of Trustees Meeting .... 05/09/2019

REF.	NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
	CM-000013	AMAZON.COM	credit-564793469546	\$ .35-
			credit memo	
	CM-000014	AMAZON.COM	credit-4647225CM	\$16.09-
			credit memo	
	PO-190406	AMAZON.COM	Water Pump (High Pressure	\$272.47
			Water Pump (High Pressure	
			** TOTAL PAYMENT AMOUNT:	\$256.03
	PO-190436	CDW GOVERNMENT INC	Google Chrome Management	\$150.00
			Google Chrome Management	
			** TOTAL PAYMENT AMOUNT:	\$150.00
	PV-190504	CINDY WINKS	instr mater reim- clay	\$21.59
			instr mater reim art clas	
			** TOTAL PAYMENT AMOUNT:	\$21.59
	PO-190362	EAN SERVICES LLC	Open Purchase Order FY 18	\$128.03
			Open Purchase Order FY 18	
			** TOTAL PAYMENT AMOUNT:	\$128.03
	PO-190341	EASTBAY TEAM SERVICES	Baseball Caps	\$78.73
			Baseball Caps	
			** TOTAL PAYMENT AMOUNT:	\$78.73
	PV-190502	LANA HORTA	bus driver meals	\$60.12
			reim bus driver meals	
			** TOTAL PAYMENT AMOUNT:	\$60.12
	PV-190503	LEESA COX	bus driver meals	\$62.00
			reim bus driver meals	
			** TOTAL PAYMENT AMOUNT:	\$62.00
	PO-190430	OFFICE DEPOT	IT Storage / Data Backup	\$132.01
			IT Storage / Data Backup	
	PO-190431	OFFICE DEPOT	Classroom Supplies	\$58.48
			Classroom Supplies	
			** TOTAL PAYMENT AMOUNT:	\$190.49
	PV-190499	PRAXAIR DISTRIBUTION INC	cylinder rental	\$182.02
			cylinders for welding cla	
			** TOTAL PAYMENT AMOUNT:	\$182.02
	PO-190176	STATER BROS MARKETS	OPEN PURCHASE ORDER FY 18	\$120.79
			OPEN PURCHASE ORDER FY 18	
	PO-190176	STATER BROS MARKETS	OPEN PURCHASE ORDER FY 18	\$86.21
			OPEN PURCHASE ORDER FY 18	
	PO-190176	STATER BROS MARKETS	OPEN PURCHASE ORDER FY 18	\$39.47
			OPEN PURCHASE ORDER FY 18	
	PV-190505	STATER BROS MARKETS	misc purchases	\$628.83
			student awards/mtgs/commu	
			** TOTAL PAYMENT AMOUNT:	\$875.30

Board of Trustees Meeting .... 05/09/2019

REF.	VENDOR NAME	DESCRIPTION	AMOUNT
=====	=====	=====	=====
NUMBER			
=====	=====	=====	=====
		**** BATCH TOTAL AMOUNT:	\$2,004.31

TOTAL NUMBER OF PAYMENTS: 97 \*\*\*\* GRAND TOTAL AMOUNT: \$175,182.53

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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 of Trustees Meeting .... 05/09/2019

PO NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT
190434	AIRGAS	Welding Supplies, Difuser, Noz Welding Supplies, Difuser, Noz ** TOTAL ENCUMBERED AMOUNT: \$	368.91 368.91
190435	AQUARIUM OF THE PACIFIC	Field Trip Aquarium of Pacific Field Trip Aquarium of Pacific ** TOTAL ENCUMBERED AMOUNT: \$	260.21 260.21
190436	CDW GOVERNMENT INC	Google Chrome Management Licens Google Chrome Management Licens Microsfot Office Standard Lic Microsfot Office Standard Lic ** TOTAL ENCUMBERED AMOUNT: \$	161.63 161.63 72.40 72.40 234.03
190427	COMMERCIAL ENGINE SERVICE INC	BUS REPAIRS SY 18/19 (OPEN PUR BUS REPAIRS SY 18/19 (OPEN PUR ** TOTAL ENCUMBERED AMOUNT: \$	20,000.00 20,000.00 20,000.00
190428	CONTRAST TECH SERVICES	COMPUTER REPAIRS SY 18/19 (OPE COMPUTER REPAIRS SY 18/19 (OPE ** TOTAL ENCUMBERED AMOUNT: \$	3,000.00 3,000.00 3,000.00
190420	FUN AND FUNCTION	Special Ed, Behavioral Managme Special Ed, Behavioral Managme ** TOTAL ENCUMBERED AMOUNT: \$	416.39 416.39 416.39
190423	GRAY STEP SOFTWARE INC.	ASB Software - Accounting ASB Software - Accounting ** TOTAL ENCUMBERED AMOUNT: \$	2,761.45 2,761.45 2,761.45
190429	HORIZON MECHANICAL CONTRACTORS	POOL PUMP REPAIR/INSTALL BACKW POOL PUMP REPAIR/INSTALL BACKW ** TOTAL ENCUMBERED AMOUNT: \$	5,870.00 5,870.00 5,870.00
190437	IMAGE SOURCE	Staples for Elementary Staples for Elementary ** TOTAL ENCUMBERED AMOUNT: \$	116.37 116.37 116.37

Trona Joint Unified S.D.  
BOARD PURCHASE ORDER REPORT

Board of Trustees Meeting .... 05/09/2019

=====			=====		
PO					
NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT		
=====					
190438	IXL LEARNING	IXL Site Upgrade - Adding Scie	655.13		
		IXL Site Upgrade - Adding Scie			
		** TOTAL ENCUMBERED AMOUNT: \$	655.13		
190433	JIM'S STEEL SUPPLY	Welding Supplies, Tubes, Cutti	1,578.99		
		Welding Supplies, Tubes, Cutti			
		** TOTAL ENCUMBERED AMOUNT: \$	1,578.99		
190426	MOBILE ED PRODUCTIONS	SkyDome Planetarium Assembly -	895.00		
		SkyDome Planetarium Assembly -			
		** TOTAL ENCUMBERED AMOUNT: \$	895.00		
190440	NETSUPPORT INCORPORATED	Net Support Renewal - 12 Month	421.84		
		Net Support Renewal - 12 Month			
		** TOTAL ENCUMBERED AMOUNT: \$	421.84		
190424	OFFICE DEPOT	Elementary Office Supplies	131.06		
		Elementary Office Supplies			
190425	OFFICE DEPOT	Instructional Materials	186.42		
		Instructional Materials			
190430	OFFICE DEPOT	IT Storage / Data Backup	132.04		
		IT Storage / Data Backup			
190431	OFFICE DEPOT	Classroom Supplies	57.96		
		Classroom Supplies			
190439	OFFICE DEPOT	Ink/Envelopes - Elementary	102.07		
		Ink/Envelopes - Elementary			
190441	OFFICE DEPOT	Classroom Supplies	107.01		
		Classroom Supplies			
190442	OFFICE DEPOT	Classroom Supplies	246.47		
		Classroom Supplies			
		** TOTAL ENCUMBERED AMOUNT: \$	963.03		
190418	PAPA JOHNS	Open Purchase Order Papa John'	1,000.00		
		Open Purchase Order Papa John'			
		** TOTAL ENCUMBERED AMOUNT: \$	1,000.00		

Board of Trustees Meeting .... 05/09/2019

=====			=====		
PO					
NUMBER	VENDOR NAME	DESCRIPTION	AMOUNT		
=====					
190432	PRAXAIR DISTRIBUTION INC	Welding - Gloves, Helmets, Pli	1,579.70		
		Welding - Gloves, Helmets, Pli			
		** TOTAL ENCUMBERED AMOUNT: \$	1,579.70		
190419	RIDGECREST CINEMAS	Open Purchase Order Ridgecrest	1,500.00		
		Open Purchase Order Ridgecrest			
		** TOTAL ENCUMBERED AMOUNT: \$	1,500.00		
190421	RYAN ABBATOYE DESIGNS	Baseball Hat Embroidery, Logo	116.91		
		Baseball Hat Embroidery, Logo			
		** TOTAL ENCUMBERED AMOUNT: \$	116.91		
TOTAL # OF PURCHASE ORDERS: 25			*** TOTAL PURCHASE ORDERS: \$	41,737.96	
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The above Purchase Orders have been issued in accordance with the District's policies and procedures. It is recommended that the Board of Trustees approve them.

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

BEST NET CONSORTIUM  
BUDGET TRANSFER TRANSACTION REPORT  
FROM DATE 04/01/2019 TO DATE 04/30/2019

#J198

PAGE: 1  
05/06/2019

55 Trona Joint Unified S.D.

FISCAL YR: 19

BATCH REF #	DATE	DATE ENT	DESCRIPTION	Fu Res	Y	Goal	Func	Obj	Sch	Mgmt	INCREASE	DECREASE

\*\*\* NO RECORD QUALIFIED FOR SELECTED PARAMETERS OR INVALID PARAMETERS \*\*\*





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## **INTERNSHIP CONTRACT AGREEMENT**

**by and between**

**BRANDMAN UNIVERSITY**

**and**

**Trona Joint Unified School District**

- **Multiple Subject Internship Credential**
- **Single Subject Internship Credential**
- **Education Specialist Internship Credential**

An Internship Credential authorizes the same service at the same level as the Preliminary Credential with some exceptions. The Internship Credential is only valid in one school district or consortium under the preconditions established by State law (see Appendix A).

For this reason, interns must have a contract before a credential can be issued. Each intern candidate is to work under the direct and continuing supervision of a Brandman University Supervisor, from the Antelope Valley Campus, and District Mentor who provides general support at the classroom level of the cooperating school. Also, the Internship Credential shall be issued initially for a two-year period and may be renewed by the Commission. (Education Code Section 44455). For renewals, please see Education Code Section 44456.

### **I. General Provisions**

#### **a. The UNIVERSITY agrees and verifies that:**

- i. Each Intern Teacher shall have met the requirements for enrollment in its Credential Programs
- ii. Each Intern Teacher must have completed the minimum number of preservice hours of University Credential Program course work, as required by the CCTC for issuance of the Intern Credential.
- iii. Each Intern Teacher shall apply for the Internship Credential through the Teacher Accreditation Department at Brandman University, upon verification of employment from the School District.

#### **b. The DISTRICT agrees and verifies that:**

- i. The intern assumes full teaching and legal responsibility for their classroom from the first day of the teaching assignment as a paid employee of the

District for at least **one academic year**, subject to the District's personnel policies and State law(s).

- ii. The intern will attend department and faculty meetings and parent-teacher conferences when appropriate. No intern may coach extracurricular activities nor be required to attend meetings that present a conflict with his/her internship responsibilities at Brandman University.
- iii. The intern is expected to attend all school and district in-service training sessions whenever possible. The intern will also attend assigned District and School orientations that occur prior to the start of the school. If there is a conflict between University and District training, University meetings shall take priority during the Internship period.

## **II. Support and Supervision Requirements**

Pursuant to California Education Code §44321, the supervision and support of interns is the responsibility of both the Commission-approved teacher preparation program and the employer. The Commission requires that each approved intern program must have a signed Memorandum of Understanding (MOU) outlining the respective responsibilities of the program and of the employer.

### **a. General Support and Supervision Provided to All Interns**

The UNIVERSITY and DISTRICT together shall provide a minimum of 144 hours of support/mentoring and supervision to each intern teacher per school year including coaching, modeling, and demonstrating within the classroom, assistance with course planning and problem-solving regarding students, curriculum, and development of effective teaching methodologies. The minimum support, mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to four hours times the number of instructional weeks remaining in the school year. A minimum of two hours of support/mentoring and supervision must be provided to an intern teacher every five instructional days.

- i. The UNIVERSITY shall select supervisors that have current knowledge in their subject matter area; understand the context of public schooling; ability to model best professional practices in teaching and learning, scholarship and service; knowledge about diverse abilities, cultural, language, ethnic and gender diversity; and understanding of academic standards, frameworks, and accountability systems that drive the curriculum of public schools.
- ii. The UNIVERSITY shall provide supervision and ongoing support for a minimum of 72 hours per school year. University supervisors will conduct classroom observations a minimum of four times each term that include pre

and post observation discussions. Supervisors will maintain weekly contact with the intern to provide support related to planning, curriculum, and instruction in addition to problem solving regarding students.

- iii. The DISTRICT shall select mentor teachers who meet the following qualifications:

- (1) valid corresponding Clear or Life credential,
- (2) three years successful teaching experience, and
- (3) the English Learner (EL) Authorization (if responsible for providing specified EL support).

If the mentor does not hold an EL Authorization, the district must identify an individual who does have a valid EL authorization and who is immediately available to assist the intern with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and to support language accessible instruction, through in-classroom modeling and coaching as needed.

- iv. The DISTRICT shall provide supervision and ongoing support for a minimum of 72 hours per school year with a minimum of two hours of support/mentoring and supervision per week. The mentor(s) role is to provide support specifically addressing issues in the intern's classroom (See Appendix B for examples of support/supervision activities). Interns without an English Language Authorization must also receive focused English Language instruction support.
- v. The UNIVERSITY shall provide orientation and training for the district mentors and university supervisors.
- vi. The University Supervisor and District Mentor shall meet together regularly with the intern to ensure the intern is following the California Teaching Performance Expectations.
- vii. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 144 hours of mentoring via forms submitted by the interns in LiveText.
- viii. The District Mentor and site administrator shall participate in surveys that provide feedback to the university regarding the internship experience.

**b. Support and Supervision Specific to Teaching English Learners**

The following additional support/mentoring and supervision shall be provided to an intern teacher who enters the program without a valid English learner authorization listed on a previously issued multiple subject, single subject, or

education specialist instruction teaching credential; a valid English learner or Cross-cultural, Language and Academic Development (CLAD) authorization:

- i. The UNIVERSITY shall provide 45 hours of support/mentoring and supervision per school year, including in-classroom coaching, specific to the needs of English learners. The minimum support/mentoring and supervision provided to an intern teacher who assumes daily teaching responsibilities after the beginning of a school year shall be equal to five hours times the number of months remaining in the school year. The support/mentoring and supervision should be distributed in a manner that sufficiently supports the intern teacher's development of knowledge and skills in the instruction of English learners.
- ii. The DISTRICT shall identify an individual who will be immediately available to assist the intern teacher with planning lessons that are appropriately designed and differentiated for English learners, for assessing language needs and progress, and for support of language accessible instruction through in-classroom modeling and coaching as needed. The identified individual may be the same mentor assigned pursuant to section I above provided the individual possesses an English learner authorization and will be immediately available to assist the intern teacher. (See Appendix B for examples of support/supervision activities).
- iii. An individual who passes the California Teaching of English Learner (CTEL) examinations prior or subsequent to the issuance of the intern credential may be exempted from the additional 45 hours of support/mentoring and supervision specific to the needs of English learners.
- iv. The UNIVERSITY shall monitor the completion of university and employer-provided support/mentoring to ensure that interns teachers are receiving the minimum 45 hours of support/mentoring specific to the needs of English learners via forms submitted by the interns in LiveText.

### **III. THE PARTIES MUTUALLY AGREE**

- A. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Each Certificate of Insurance shall specify that should any above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.
- B. The UNIVERSITY agrees to indemnify, hold harmless, and defend the DISTRICT, its agents and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the DISTRICT because of bodily injury

to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents or employees.

The DISTRICT agrees to indemnify, hold harmless, and at the University's request, defend the UNIVERSITY, its agents and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the University because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with the Agreement, and due or claimed to be due to the negligence of the DISTRICT, its agents or employees.

- C. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- D. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- E. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT  
INFORMATION:

Trona Joint Unified School District  
83600 Trona Road  
Trona, CA 93562  
Attn: Sara Wright  
Phone: (760) 372-2861

UNIVERSITY CONTACT  
INFORMATION:

Brandman University  
16355 Laguna Canyon Road  
Irvine, CA 92618  
Attn: School of Education, Dean  
Fax: (800) 775-0128

- F. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- G. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.

- H. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- I. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

#### **IV. TERM AND TERMINATION OF AGREEMENT**

Brandman University and the Trona Joint Unified School District, agree to all the conditions of this Internship Contract Agreement as outlined above, to be effective on 07/01/2019, and continuing until 06/30/2021 (2-year maximum). This agreement may be terminated and the provisions of this agreement may be altered, changed or amended by mutual consent of both parties upon sixty (60) days written notice.

**SIGNATURES:**

**DISTRICT  
REPRESENTATIVES:**

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Superintendent  
Date: \_\_\_\_\_

Signature: \_\_\_\_\_  
Name: \_\_\_\_\_  
Title: Human Resources  
Date: \_\_\_\_\_

**UNIVERSITY:**

Signature: \_\_\_\_\_  
Name: Phillip L. Doolittle  
Title: Executive Vice Chancellor of Finance and  
Administration and Chief Financial Officer  
Date: \_\_\_\_\_

## APPENDIX A

### Preconditions Established for Internship Programs

For initial program accreditation and continuing accreditation by the Committee on Accreditation, participating districts and universities must adhere to the following requirements of state law or Commission policy.

- (1) **Bachelor's Degree Requirement.** Candidates admitted to internship programs must hold baccalaureate degrees or higher from a regionally accredited institution of higher education. Reference: Education Code §§44325, 44326, 44453.
- (2) **Subject Matter Requirement.** Each Multiple Subject intern admitted into the program has passed the Commission-approved subject matter examinations(s) for the subject area(s) in which the Intern is authorized to teach, and each Single Subject intern admitted into the program has passed the Commission-approved subject matter examination(s) or completed the subject matter program for the subject areas(s) in which the Intern is authorized to teach. Reference: Education Code § 44325(c) (3).
- (3) **Pre-Service Requirement.**
  - (a) Each Multiple and Single Subject Internship program must include a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in general pedagogy including classroom management and planning, reading/language arts, subject specific pedagogy, human development, and teaching English Learners.
  - (b) Each Education Specialist Internship program includes a minimum of 120 clock hour (or the semester or quarter unit equivalent) pre-service component which includes foundational preparation in pedagogy including classroom management and planning, reading/language arts, specialty specific pedagogy, human development, and teaching English Learners.
- (4) **Professional Development Plan.** The employing district has developed and implemented a Professional Development Plan for interns in consultation with a Commission-approved program of teacher preparation. The plan shall include all of the following:
  - (a) Provisions for an annual evaluation of the intern.
  - (b) A description of the courses to be completed by the intern, if any, and a plan for the completion of preservice or other clinical training, if any, including student teaching.
  - (c) Additional instruction during the first semester of service, for interns teaching in kindergarten or grades 1 to 6 inclusive, in child development and teaching methods, and special education programs for pupils with mild and moderate disabilities.
  - (d) Instruction, during the first year of service, for interns teaching children in bilingual classes in the culture and methods of teaching bilingual children, and instruction in the etiology and methods of teaching children with mild and moderate disabilities.



**(5) Supervision of Interns.**

(a) In all internship programs, the participating institutions shall provide supervision of all interns.

(b) University Intern Programs only: No intern's salary may be reduced by more than 1/8 of its total to pay for supervision, and the salary of the intern shall not be less than the minimum base salary paid to a regularly certificated person. If the intern salary is reduced, no more than eight interns may be advised by one district support person. Reference: Education Code § 44462. Institutions will describe the procedures used in assigning supervisors and, where applicable, the system used to pay for supervision.

**(6) Assignment and Authorization.** To receive program approval, the participating institution authorizes the candidates in an internship program to assume the functions that are authorized by the regular standard credential. Reference: Education Code § 44454. The institution stipulates that the interns' services meet the instructional or service needs of the participating district(s). Reference: Education Code § 44458.

**(7) Participating Districts.** Participating districts are public school districts or county offices of education. Submissions for approval must identify the specific districts involved and the specific credential(s) involved. Reference: Education Code §§ 44321 and 44452.

**(8) Early Program Completion Option.** Each intern program must make available to candidates who qualify for the option the opportunity to choose an early program completion option, culminating in a five year preliminary teaching credential. This option must be made available to interns who meet the following requirements:

- (a) Pass a written assessment adopted by the commission that assesses knowledge of teaching foundations as well as all of the following:
  - Human development as it relates to teaching and learning aligned with the state content and performance standards for K-12 students
  - Techniques to address learning differences, including working with students with special needs
  - Techniques to address working with English learners to provide access to the curriculum
  - Reading instruction in accordance with state standards
  - Assessment of student progress based on the state content and performance standards
  - Classroom management techniques
  - Methods of teaching the subject fields
- (b) Pass the teaching performance assessment. This assessment may be taken only one time by an intern participating in the early completion option.
- (c) Pass the Reading Instruction Competence Assessment (RICA) (Multiple Subject Credential only).

- (d) Meet the requirements for teacher fitness.

An intern who chooses the early completion option but is not successful in passing the assessment may complete his or her full internship program. (Reference: Education Code § 44468).

- (9) **Length of Validity of the Intern Certificate.** Each intern certificate will be valid for a period of two years. However, a certificate may be valid for three years if the intern is participating in a program leading to the attainment of a specialist credential to teach students, or for four years if the intern is participating in a district intern program leading to the attainment of both a multiple subject or a single subject teaching credential and a specialist credential to teach students with mild/moderate disabilities. Reference: Education Code § 44325 (b).
- (10) **Non-Displacement of Certificated Employees.** The institution and participating districts must certify that interns do not displace certificated employees in participating districts.
- (11) **Justification of Internship Program.** When an institution submits a program for initial or continuing accreditation, the institution must explain why the internship is being implemented. Programs that are developed to meet employment shortages must include a statement from the participating district(s) about the availability of qualified certificated persons holding the credential. The exclusive representative of certificated employees in the credential area (when applicable) is encouraged to submit a written statement to the Committee on Accreditation agreeing or disagreeing with the justification that is submitted.
- (12) **Bilingual Language Proficiency.** Each intern who is authorized to teach in bilingual classrooms has passed the language proficiency subtest of the Commission-approved assessment program leading to the Bilingual Crosscultural Language and Academic Development Certificate. Reference: Education Code Section 44325 (c).

**APPENDIX B**  
**Support and Supervision Activities**

<b>Potential Support &amp; Supervision Activities to be Provided by the District</b>
Demonstration Lessons and/or Co-teaching activities with mentor
Classroom Observations and Coaching*
Content Specific Coaching (for example: math coaches, reading coaches, EL coaches*)
Grade Level or Department Meetings related to curriculum, planning, and/or instruction
New Teacher Orientation
Coaching (not evaluation) from Administrator
Co-planning with Special Educator or EL expert to address included special needs students and/or English learners*
Logistical help before and during school year (bulletin boards, seating arrangements, materials acquisition, parent conferences, etc.)
Review/discuss test results with colleagues (CELDT and standardized tests)*
Activities/workshops specifically addressing issues in the intern's classroom—co-attended by intern and mentor(s)
Intern Observations of other teachers and classrooms including observations of SDAIE/ELD lessons*
<b>Support &amp; Supervision Activities Provided through the University</b>
Classroom Observations and Coaching*
Weekly Online Seminars (problem solving issues with students, curriculum, instruction, TPEs, etc.) including EL support*
Weekly Contact with Supervisors via email, phone (voice, text), and/or video conferencing
Intern Observations of other teachers and classrooms including observations of SDAIE/ELD lessons*

*\*May also be used towards the 45-hour EL Support & Supervision Requirement.*



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## SUPERVISED FIELDWORK AGREEMENT

Please check below all the applicable supervised fieldwork in which in your District will be participating with Brandman University Antelope Valley Campus.

TEACHER EDUCATION ☒

SCHOOL PSYCHOLOGY ☐

SCHOOL COUNSELING ☐

EDUCATION ADMINISTRATION ☐

THIS AGREEMENT is made and entered into by and between Brandman University hereinafter called the "UNIVERSITY," and the Trona Joint Unified School District, hereinafter called "FIELDWORK SITE."

### I. RESPONSIBILITIES OF THE UNIVERSITY

- A. The UNIVERSITY will assure that the student shall have completed the necessary educational prerequisites, to be eligible for supervised fieldwork including proof of negative TB test current within one year of supervised fieldwork and issuance of finger print clearance.
- B. The UNIVERSITY shall designate a faculty or staff member to coordinate, consult, and collaborate with the classroom teacher or district designee of the FIELDWORK SITE, the activities of each student assigned to FIELDWORK SITE and student fieldwork experience.
- C. The UNIVERSITY shall complete periodic observations and/or evaluations of the student regarding his/her performance at the FIELDWORK SITE as per arrangement between the UNIVERSITY faculty or staff member and the FIELDWORK SITE supervisor.
- D. The UNIVERSITY may provide monetary compensation for services rendered by the FIELDWORK SITE in an amount not to exceed the actual cost of the services rendered by the FIELDWORK SITE per Appendix A.

### II. RESPONSIBILITIES OF THE FIELDWORK SITE

- A. The FIELDWORK SITE shall provide students with experiences with a student population that is diverse in terms of ethnicity, culture, language, socio-economics and/or special needs.
- B. The FIELDWORK SITE staff will promptly and thoroughly investigate any complaint by any participating student of unlawful discrimination or harassment at the FIELDWORK SITE or involving employees or agents of the FIELDWORK SITE, take prompt and effective remedial action when discrimination or harassment is found to have occurred, and promptly notify the UNIVERSITY of the existence and outcome of any complaint of harassment by, against, or involving any participating student.
- C. The FIELDWORK SITE staff will provide, upon request by any participating student, such reasonable accommodations at the FIELDWORK SITE as required by law in order to allow qualified disabled students to participate in the program.

- D. To provide for emergency health care of the student in case of accident at the expense of the student.
- E. To provide all participating students with a copy of the FIELDWORK SITE'S rules, regulations, policies, and procedures with which the students are expected to comply and notify the UNIVERSITY of any change in its personnel, operation, or policies which may affect the field education experience.
- F. Comply with all federal, state and local statutes and regulations applicable to the operation of the program, including without limitation, laws relating to the confidentiality of student records.
- G. The FIELDWORK SITE staff shall comply with APPENDIX B regarding the FIELDWORK SITE'S supervision of UNIVERSITY students.

### **III. THE PARTIES MUTUALLY AGREE**

- A. The FIELDWORK SITE shall provide field experiences in such schools or classes of the FIELDWORK SITE and under the direct supervision and instruction of such employees of the FIELDWORK SITE, as specified by the duly authorized representatives of the FIELDWORK SITE and the UNIVERSITY.
- B. The FIELDWORK SITE may, for good cause, refuse to accept for field experiences, or terminate the field experience assignment of any student of the UNIVERSITY assigned to the FIELDWORK SITE in writing. Prior to removal of a student, the FIELDWORK SITE shall consult with the UNIVERSITY about its concerns and proposed course of action. The UNIVERSITY may terminate the field experience assignment or student teaching assignment of any student of the UNIVERSITY at the FIELDWORK SITE at any time, and may do so if the FIELDWORK SITE so requests in writing with a statement of reasons why the FIELDWORK SITE desires to have the student withdrawn.
- C. Neither party shall discriminate in the assignment of students on the basis of race, color, disability, sex, religion, national origin, ancestry, sexual orientation, or any other basis prohibited by law.
- D. The UNIVERSITY agrees to indemnify, hold harmless, and defend the FIELDWORK SITE, its agents, and employees from and against all loss or expense (including costs and attorney fees) resulting from liability imposed by law upon the FIELDWORK SITE because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement and due or claimed to be due to the negligence of the UNIVERSITY, its agents, employees, or students.
- E. The FIELDWORK SITE agrees to indemnify, hold harmless, and at the UNIVERSITY'S request, defend the UNIVERSITY, its agencies and employees from and against all loss or expenses (including costs and attorney fees) resulting from liability imposed by law upon the UNIVERSITY because of bodily injury to or death of any person or on account of damages to property, including loss of use thereof, arising out of or in connection with this Agreement, and due or claimed to be due to the negligence of the FIELDWORK SITE, its agents, or employees.
- F. The parties agree that the students are considered learners who are fulfilling specific requirements for field experiences as part of a degree and/or credential requirement. Therefore, regardless of the nature or extent of the acts performed by them, students are not to be considered employees or agents of either the UNIVERSITY or the FIELDWORK SITE for any purpose including Workers' Compensation or any other employee benefit programs. The students shall not be entitled to any monetary remuneration for services performed by them in the course of their training.

- G. The parties mutually agree each shall provide and maintain commercial general liability insurance or self-insurance acceptable to both parties in the minimum amounts of \$1,000,000 per occurrence, \$3,000,000 general aggregate and upon request shall furnish proof thereof in the form of a certificate of insurance within 30 days of the effective date of this Agreement. Each Certificate of Insurance shall specify that should any above described policies be cancelled before the expiration date thereof, notice will be delivered in accordance with the policy provisions.
- H. Both parties acknowledge they are independent contractors, and nothing contained in this Agreement shall be deemed to create an agency, joint venture, franchise or partnership relation between the parties and neither party shall so hold itself out. Neither party shall have the right to obligate or bind the other party in any manner whatsoever, and nothing contained in this Agreement shall give or is intended to give any right of any kind to third persons.
- I. Any failure of a party to enforce that party's right under any provision of this Agreement shall not be construed or act as a waiver of said party's subsequent right to enforce any provisions contained herein.
- J. Notices required or permitted to be provided under this Agreement shall be in writing and shall be deemed to have been duly given if mailed first class to the parties that signed this agreement and to the addresses below.

FIELDWORK SITE CONTACT INFORMATION:

Trona Joint Unified School District  
83600 Trona Road  
Trona, CA 93562  
Attn: Sara Wright  
Phone: (760) 372-2861

UNIVERSITY CONTACT INFORMATION:

Brandman University  
16355 Laguna Canyon Road  
Irvine, CA 92618  
Attn: School of Education, Dean  
Fax: (800) 775-0128

- K. If any term or provision of this Agreement is for any reason held to be invalid, such invalidity shall not affect any other term or provision, and this Agreement shall be interpreted as if such term or provision had never been contained in this Agreement.
- L. In the event of any material default under this Agreement, which default remains uncured for a period of twenty-one (21) days after receipt of written notice of such default, or in the event of the loss of WASC accreditation by the UNIVERSITY, this Agreement may be immediately terminated by the non-defaulting party.
- M. This Agreement fully supersedes any and all prior agreements or understandings between the parties or any of their respective affiliates with respect to the subject matter hereof. No change, modification, addition, amendment, or supplement to this Agreement shall be valid unless set forth in writing and signed and dated by both parties hereto subsequent to the execution of this Agreement.
- N. This Agreement shall be construed in accordance with the laws of the State of California in effect at the time of the execution of this Agreement. Should either party institute legal action to enforce any obligation contained herein, it is agreed that the proper venue of such suit or action shall be Orange County, California.

#### IV. TERM AND TERMINATION OF AGREEMENT

- A. THE TERM of this Agreement shall be effective 07/01/2019 and shall continue in full force and effect through 06/30/2022. This Agreement may be renewed for one (1) additional term of the contract by mutual written consent of the parties.
- B. THIS AGREEMENT may be terminated by either the UNIVERSITY or the FIELDWORK SITE with or without cause upon thirty (30) days written notice provided that (subject to the other terms of this Agreement) all students performing fieldwork at the time of notice of termination are given the opportunity to complete their fieldwork at the Fieldwork Site.

#### SIGNATURES:

FIELDWORK SITE:      Signature: \_\_\_\_\_  
   Name: \_\_\_\_\_  
   Title: \_\_\_\_\_  
   Date: \_\_\_\_\_

UNIVERSITY:              Signature: \_\_\_\_\_  
   Name:      Phillip L. Doolittle  
   Title:      Executive Vice Chancellor of Finance and  
                Administration and Chief Financial Officer  
   Date: \_\_\_\_\_

**Appendix A**  
**Payment for Master Teachers for Teacher Education Fieldwork Only**

**I. SPECIAL PROVISIONS – RATES and PAYMENTS**

- (a) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Multiple and Single Subject Credential candidates.
- (b) \$ 200 Master Teacher stipend per eight (8) week session of full-time student teaching consisting of three to six (3-6) units for Education Specialist Instruction Credential (Special Education) candidates.

**METHOD OF PAYMENT:** Stipend is to be paid directly to the Master Teacher.

In the event the assignment of a UNIVERSITY student is terminated by the UNIVERSITY and/or the FIELDWORK SITE for any reason after the student has been in student teaching and has been at the assignment for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment. Said payment is to exceed no more than six (6) units per session of terminated assignment. In the event the field experience of a UNIVERSITY student is terminated by the UNIVERSITY and/or the MASTER TEACHER for any reason after the student has been in the field experience for a minimum of two weeks, MASTER TEACHER shall receive payment for one assignment on account of each student as though there had been no termination of the assignment.

Within thirty (30) days following the close of each session or academic session of the UNIVERSITY, the MASTER TEACHER shall submit an invoice and I-9 form as provided and signed to them by the UNIVERSITY, to the UNIVERSITY for payment at the rate provided therein for all field experiences provided by the FIELDWORK SITE under and in accordance with this agreement during said session. This process may be altered according to individual districts procedures as to the manner in which the invoicing will proceed so long as the parties mutually agree to such alteration in advance.



**Appendix B**  
**Specific Supervision Requirements for Each Program**

**Teacher Education Fieldwork:**

- A. "Field Experience" as used herein and elsewhere in this agreement means active participation in the duties and function of classroom under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the field experience is provided, and have completed a minimum of three years successful teaching experience. "Student Teaching" is used herein and elsewhere in this agreement means participation in the duties and function of classroom teaching under the direct supervision and instruction of employees of the FIELDWORK SITE who hold valid, teaching credentials issued by the California Commission on Teacher Credentialing, authorizing them to serve as classroom teachers in the schools or classes in which the student teaching experience is provided, and have completed a minimum of three years successful teaching experience.
- B. The UNIVERSITY'S Teacher Education Policy provides that student teachers without emergency or substitute permits may not be asked by the school districts to serve and be paid for substitute teaching as, under California law, student teachers are not certificated personnel and as they require full-time supervision. Those holding substitute or emergency permits may substitute for their master teacher only (a maximum of four (4) days only): when s/he is ill; when it is determined by the principal that this is in the best interest of the students in the classroom as well as the candidate; after the first four weeks of the first assignment; and/or when the candidate is paid.
- C. "Session of Student Teaching," for Multiple Subject and Single Subject Credential candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- D. "Session of Student Teaching," for Education Specialist Instruction Credential (Special Education) candidates as used herein and elsewhere in this agreement is considered to be a full day of student teaching daily for five (5) days a week for a minimum of eight (8) weeks for elementary credential candidates (for this, the elementary credential candidate receives three to six (3-6) session units of practice teaching credit), and three periods a day for five (5) days a week for a minimum of eight (8) weeks for secondary credential candidates (for this, the secondary credential candidate receives three to six (3-6) session units of practice teaching credit).
- E. An assignment of a Multiple Subject and Single Subject Credential candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a two eight (8) -week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- F. An assignment of an Education Specialist Instruction Credential (Special Education) candidate of the UNIVERSITY to student teaching in classes of schools of the FIELDWORK SITE shall be for a single eight (8) week session as mutually agreed between the UNIVERSITY and FIELDWORK SITE.
- G. The assignment of a UNIVERSITY student to field experiences and student teaching at FIELDWORK SITE shall be deemed to be effective for the purposes of this agreement as of the date the student presents to the proper FIELDWORK SITE officials the assignment papers or other documents provided by the UNIVERSITY effecting such assignment, but not earlier than the date of such assignment as shown on such card or other document.

### **School Counseling Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school counselor with at least two years of professional experience.
- B. Provide opportunities for students to gain a broad range of experiences, including experiences in:
  - a. Personal and career assessments
  - b. Personal counseling experience in either an individual or group context
  - c. Experience in School-based programs serving parents and family members
  - d. Observing classroom instruction
  - e. Attending district and school based meetings
  - f. Mapping school-based community resources
  - g. The candidate is to perform, under supervision, the functions of school counselors in school counseling domains.
  - h. Participating in professional development activities.
  - i. Participating in individual or group supervision.
  - j. Learning about and using technology and information systems.
  - k. Learning about Individual differences and student diversity.
- C. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including, (a) elementary, middle school or junior high, and (b) high school.
- D. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school counselor who has at least two years experience in school counseling to serve as the primary supervisor. The student may also work with other experienced school counselors for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- E. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- F. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.
- G. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

### **I. Specific Supervision Requirements School Psychology Fieldwork:**

- A. Provide an average of one (1) hour of individual or one-and-one-half (1.5) hours of small group supervision per week from an experienced school psychologist with at least two years of professional experience.
- B. Provide experiences with a diverse student population.
- C. Provide experiences with a variety of educational programs.
- D. Provide opportunities for students to gain a broad range of experiences, including experiences in:

- a. Data based decision making: Assessing and reevaluating individual pupils and their programs.
  - b. Collaboration and consultation with school personnel and participation on interdisciplinary teams.
  - c. Developing, implementing and evaluating academic and behavioral interventions.
  - d. Providing counseling and other mental health interventions.
  - e. Home, school, community collaboration: working with parents and community members.
  - f. Learning about, helping develop, or evaluating policy, practices and programs.
  - g. Participating in professional development activities.
  - h. Participating in individual or group supervision.
  - i. Learning about and using technology and information systems.
  - j. Learning about Individual differences and student diversity.
- E. The FIELDWORK SITE shall provide activities that occur across at minimum of two of four settings, including (a) preschool, (b) elementary, (c) middle school or junior high, and (d) high school.
- F. The FIELDWORK SITE in collaboration with the UNIVERSITY will designate one school psychologist who has at least two years experience in School Psychology to serve as the primary supervisor. The student may also work with other experienced school psychologists for specific activities. In no case shall any supervisor be assigned by the FIELDWORK SITE to provide concurrent supervision for more than two interns or students.
- G. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- H. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluations of the student's performance near the end of each university session.
- I. The FIELDWORK SITE shall ensure that the student will be treated by the district as part of the professional staff and provided a supportive work environment, adequate supplies, counseling and test materials. In addition, it shall see that the student is encouraged to participate in district, SELPA, or county committees; and that he/she is provided release time as needed to attend professional development experiences or professional association meetings.

**School Administration:**

- A. The FIELDWORK SITE shall provide student with individual and/or small group supervision from an experienced school administrator.
- B. The FIELDWORK SITE shall ensure that the student receives an average of one hour of individual and/or one and one-half hours of group face-to-face supervision per week, although more time may be needed, especially at the beginning of the FIELDWORK experience.
- C. The FIELDWORK SITE supervisor, in collaboration with the UNIVERSITY faculty, will complete at least one written evaluation of the student's performance near the end of each university session.

**MEMORANDUM OF UNDERSTANDING BETWEEN  
THE TRONA JOINT UNIFIED SCHOOL DISTRICT AND  
THE TRONA CLASSIFIED EMPLOYEE ASSOCIATION**

May 3, 2019

The Trona Joint Unified School District ("District") and the Trona Classified Employee Association ("TCEA") hereby enter into this Memorandum of Understanding ("MOU") regarding paraprofessional working in the county class.

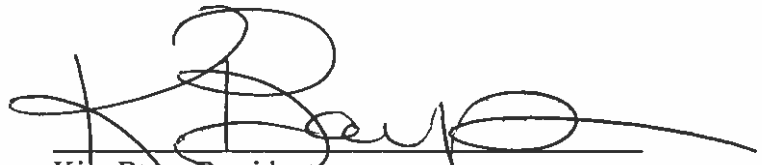
**NOW, THEREFORE**, the parties do hereby agree as follows:

1. The foregoing recitals are true and correct.
2. Paraprofessionals and sub paraprofessionals who work in the county class will be paid at a rate of \$20.00 an hour.
3. Paraprofessionals and sub paraprofessionals will go back to their regular rate of pay upon leaving the county classroom.
4. This agreement will be retroactive, back to April 1st of 2019

**IT IS SO AGREED.**

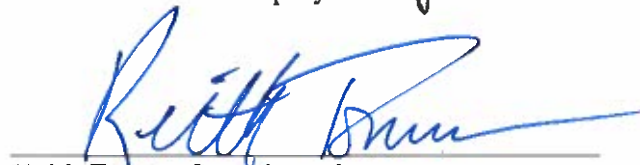
Dated: \_\_\_\_\_

5/3/19

  
\_\_\_\_\_  
Kim Bays, President  
Trona Classified Employee Association

Dated: \_\_\_\_\_

5/3/19

  
\_\_\_\_\_  
Keith Tomes, Superintendent  
Trona Joint Unified School District

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## **CONSULTING SERVICES AGREEMENT**

This CONSULTING SERVICES AGREEMENT (this "Agreement") is dated as of the latest date set forth on the signature page hereto (the "Effective Date") and is entered into by and between Isom Advisors, a Division of Urban Futures Inc., a California corporation ("Advisor"), and Trona Joint Unified School District ("District").

### **RECITALS**

WHEREAS, District wishes to issue certain bonds (the "Bonds") and desires that Advisor provide to District certain Consulting Services (defined below) with respect to the Bonds; and

WHEREAS, Advisor desires to provide to District certain Consulting Services with respect to the Bonds on the terms and subject to the conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the mutual covenants, agreements, representations, and warranties contained in this Agreement, the parties agree as follows:

### **AGREEMENT**

1. **CONSULTING SERVICES.** District hereby retains Advisor to perform (i) the survey/poll services set forth on Exhibit A hereto (the "Survey/Voter Opinion Poll Services"), (ii) the financial planning services set forth on Exhibit B hereto ("the Financial Planning Services"), (iii) the financial advisory services set forth on Exhibit C hereto ("the Financial Advisory Services"); and (iv) the Continuing Disclosure services set forth on Exhibit D hereto (the "Continuing Disclosure Services"); and Advisor hereby agrees to perform the Consulting Services pursuant to the terms and conditions of this Agreement.

2. **EFFECTIVE DATE, TERM AND CONDITIONS.** This Agreement shall be effective as of the Effective Date and shall remain in effect until (i) the 5-year (five-year) anniversary of the Effective Date (the "Term") or (ii) until the Agreement is terminated as set forth below. The parties may extend the Term for successive 1-year (one-year) periods upon mutual written agreement, or otherwise as the parties may agree in writing.

3. **COMPENSATION.** Compensation for the Consulting Services provided to District pursuant to this Agreement shall be as set forth in this Section 3. All fees and expenses are contingent on the success of the election with exception to Survey/Voter Opinion Poll Services, Financial Advisory Services for Certificates of Participation, and Continuing Disclosure Services. Fees for Survey/Voter Opinion Poll Services, Financial Planning Services, and Continuing Disclosure shall be paid from the District's general fund or other allowable sources. Fees for Financial Advisory Services shall be paid out of proceeds received by the District resulting from the sale of Bonds

a. Fees.

i. For Survey/Voter Opinion Poll Services, the one-time fee for the survey will be at cost, not to exceed Two Thousand Five-Hundred Dollars (\$2,500) and are to be paid upon presentation of results to the District. This sum covers the expenses for the creation of the initial survey instrument, cost of the telephone calls, interpretation of the data from the survey, and the presentation of survey results to District.

ii. For Financial Planning Services, District shall pay to Advisor a one-time fee of Twenty-Five Thousand Dollars (\$25,000) payable upon the closing of the first series of Bonds from the District's general fund or other allowable sources.

iii. For Financial Advisory Services, including General Obligation Bonds and Certificates of Participation, District shall pay to Advisor a fee not-to-exceed Seventy Thousand Dollars (\$70,000) for each Bond or Certificate sold, payable upon the closing of each financing.

iv. For Continuing Disclosure Services, should District utilize this service, shall pay an annual fee of Three Thousand Dollars (\$3,000) for the filing of customary continuing disclosure documents for each year of the Term existing after a closing of a series of GO Bonds and COPs.

b. Expenses.

i. District shall reimburse Advisor for out-of-pocket expenses incurred by Advisor in the course of performance of Consulting Services at the actual cost of such expenses, which are not to exceed \$2,500. Payment for any expenses pursuant to this Section 3(b) shall be made at the next following due date for payment of a fee pursuant to Section 3(a).

4. **COVENANTS.**

a. District.

i. Access to Personnel. District will cooperate with Advisor by providing opportunities to consult with District personnel as Advisor deems reasonably necessary to perform the Consulting Services.

ii. Information. District agrees to provide on a timely, diligent and accurate basis, and to the best extent possible, all necessary information reasonably requested by Advisor for the purpose of performing the Consulting Services.

iii. Additional Professional Services. District agrees to provide or authorize additional professional services (e.g., legal counsel, paying agent) as Advisor deems reasonably necessary to complete the Consulting Services and the Bond issuance.

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iv. Further Assurances. District agrees to take such further actions as may be necessary or appropriate to effectuate, carry out and comply with all of the terms of this Agreement and the transactions contemplated hereby.

b. Advisor.

i. Compliance with Laws. Advisor shall, at all times, comply with all laws, rules and regulations related to the subject matter of this Agreement and to which Advisor is subject.

ii. Non-Discrimination. Advisor shall not discriminate on the basis of a person's actual or perceived race, religious creed, color, national origin, ancestry, age, marital status, pregnancy, physical or mental disability, medical condition, genetic information, veteran status, gender, gender identity, gender expression, sex, or sexual orientation in employment or operation of its services.

5. **TERMINATION.**

a. This Agreement may be terminated prior to the conclusion of the Term as follows:

i. By either party upon the other party's material breach of any of its representations, warranties or obligations under this Agreement, provided that such breach is not cured within thirty (30) days of receipt of notice specifying the breach.

ii. At any time upon mutual written consent of the Parties.

b. The District agrees that during the term and any subsequent terms of this contract that Isom Advisors, a Division of Urban Futures, Inc. shall be the sole financial advisor in relation to the sale of the Bonds, and that no additional financial advisors shall be hired by the District for the services described in this Agreement without the written consent of Isom Advisors, a Division of Urban Futures, Inc.

6. **LIMITATION OF LIABILITY.**

a. Advisor Liability. The parties agree that Advisor's officers, directors, agents and employees shall not be personally liable to District for any damages in connection with this Agreement. Advisor shall be solely liable for any finally determined damages in connection with this Agreement for which Advisor is deemed liable.

b. Limitation of Advisor Liability. Except to the extent finally determined to have resulted from the gross negligence, fraud or willful misconduct of Advisor, Advisor's liability to pay damages for any damages, losses and claims incurred by District, regardless of the theory of liability asserted, is limited to no more than an amount equal to the total amount of fees paid to Advisor under this Agreement. In addition, Advisor shall not be liable in any

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event for lost profits, revenue or goodwill, or any other consequential, indirect, incidental, punitive, exemplary or special damages.

c. District Liability. The parties agree that District's officers, directors, agents, and employees shall not be personally liable to Advisor for any damages in connection with this Agreement. District shall be solely liable for any finally determined damages in connection with this Agreement for which District is deemed liable.

d. Limitation of District Liability. Except to the extent finally determined to have resulted from the gross negligence, fraud or willful misconduct of District, District's liability to pay damages for any damages, losses and claims incurred by Advisor, regardless of the theory of liability asserted, is limited to no more than an amount equal to the total amount of fees to be paid to Advisor under this Agreement. In addition, District will not be liable in any event for lost profits, revenue or goodwill, or any other consequential, indirect, incidental, punitive, exemplary or special damages.

e. Survival of Liability. The provisions of this Section 6 shall survive the expiration or termination of this agreement.

## **7. PROFESSIONAL LIABILITY INSURANCE**

Advisors will procure and maintain Professional liability insurance with the minimum limits of \$1,000,000 per occurrence. Professional liability coverage provided on a "claims made" basis shall be maintained for four years after expiration of the term (and any extensions) of this Agreement. In addition, the "retro" date must be on or before the date of this Agreement.

Advisors will furnish to District duly authenticated Certificates of Insurance and Endorsements evidencing maintenance of the insurance required under this Agreement and such other evidence of insurance as may be reasonably required by District from time to time. Insurance must be placed with insurers with a current A.M. Best Company Rating equivalent "A VII." Originals of the duly authenticated Certificates of Insurance and Endorsements shall be included with this Agreement.

Each insurance policy shall state or be endorsed to state that coverage shall not be canceled by either party, except after thirty (30) days (10 days for non-payment of premium) prior written notice by U.S. mail has been given to the District. Notwithstanding any commitment on the part of the insurer to provide such notice to the District, failure of Advisors to provide separate notice of any intent to cancel any policy or change policy providers, or of any actual or potential cancellation, shall constitute a breach of contract for which District shall be entitled to full indemnification under the Agreement.

Maintenance of specified insurance coverage is a material element of this Agreement, and Advisors' failure to maintain or renew coverage or to provide evidence of



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renewal during the term of this Agreement may be treated as a material breach of contract by District.

8. **CONFIDENTIALITY OF INFORMATION.** It is mutually agreed that Advisor shall regard all information received during the performance of services pursuant to this Agreement ("Confidential Information") as confidential and shall not disclose Confidential Information to any other person without prior consent of District. Confidential Information shall not include information that: (i) is, as of the time of its disclosure, or thereafter becomes, part of the public domain through a source other than Advisor; (ii) was known to Advisor as of the time of its disclosure; (iii) is independently developed by Advisor; or (iv) is subsequently learned from a third party not under a confidentiality obligation to District. In addition, Advisor shall be entitled to disclose Confidential Information to the extent such disclosure is requested by the order of a court of competent jurisdiction, administrative agency, or other governmental body, provided that Advisor shall provide prompt, advance notice thereof to enable District to seek a protective order or otherwise prevent such disclosure. The confidentiality obligations of Advisor shall survive the expiration or termination of this Agreement.

9. **ADDITIONAL MATTERS.**

a. **MSRB Rule G-10.**

i. Pursuant to Municipal Securities Rulemaking Board ("MSRB") Rule G-10, on Investor and Municipal Advisory Client Education and Protection, Municipal Advisors are required to provide certain written information to their municipal entity and obligated person clients which include the following: Urban Futures, Inc. is currently registered as a Municipal Advisor with the U.S. Securities and Exchange Commission and the Municipal Securities Rulemaking Board.

Within the MSRB website at [www.msrb.org](http://www.msrb.org), the District may obtain the Municipal Advisory client brochure that is posted on the MSRB website. The brochure describes the protections that may be provided by the MSRB Rules along with how to file a complaint with financial regulatory authorities.

b. **MSRB Rule G-42; Duties of Non-Solicitor Municipal Advisors.**

i. **Conflicts of Interest.** Isom Advisors represents that in connection with the issuance of municipal securities, Isom Advisors may receive compensation from an Issuer or Obligated Person for services rendered, which compensation is contingent upon the successful closing of a transaction and/or is based on the size of a transaction. Consistent with the requirements of MSRB Rule G-42, Isom Advisors hereby discloses that such contingent and/or transactional compensation may

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present a potential conflict of interest regarding Isom Advisors' ability to provide unbiased advice to enter into such transaction.

It should be noted that other forms of compensation (i.e. hourly or fee based) may also present a potential conflict of interest regarding Isom Advisors' ability to provide advice regarding a municipal security transaction. These conflicts of interest (if ever applicable) would not impair Isom Advisors' ability to render unbiased and competent advice or to fulfill its fiduciary duty to the Issuer.

Isom Advisors serves a wide variety of other clients that may from time to time have interests that could have a direct or indirect impact on the interests of another Isom Advisors client. For example, Isom Advisors serves as municipal advisor to other municipal advisory clients and, in such cases, owes a regulatory duty to such other clients just as it does to District. These other clients may, from time to time and depending on the specific circumstances, have competing interests. In acting in the interests of its various clients, Isom Advisors could potentially face a conflict of interest arising from these competing client interests. Isom Advisors fulfills its regulatory duty and mitigates such conflicts through dealing honestly and with the utmost good faith with the District.

If Isom Advisors becomes aware of any additional potential or actual conflict of interest after this disclosure, Isom Advisors will disclose the detailed information in writing to the Issuer in a timely manner.

ii. Legal or Disciplinary Events. Isom Advisors does not have any legal events or disciplinary history on Isom Advisors' Form MA and Form MA-I, which includes information about any criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation. The Issuer may electronically access Isom Advisors' most recent Form MA and each most recent Form MA-I filed with the Commission at the following website:  
[www.sec.gov/edgar/searchedgar/companysearch.html](http://www.sec.gov/edgar/searchedgar/companysearch.html).

There have been no material changes to a legal or disciplinary event disclosure on any Form MA or Form MA-I filed with the SEC. If any material legal or regulatory action is brought against Isom Advisors, we will provide complete disclosure to the Issuer in detail allowing the Issuer to evaluate Isom Advisors, its management and personnel.

c. Governing Law; Jurisdiction. It is expressly understood and agreed that this Agreement and all questions arising hereunder shall be construed according to the laws of the State of California, without giving effect to conflicts of law principles. All actions or proceedings arising directly or indirectly from this Agreement shall be litigated in courts located within San Bernardino County, California. The parties consent to the jurisdiction thereof and the parties further agree not to disturb such choice of forum.

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d. Independent Contractor: Both parties hereto in the performance of this Agreement will be acting in an independent capacity and not as agents, employees, partners or joint ventures with one another. Neither the Advisors nor the Advisors' employees are employee of the District and are not entitled to any of the rights, benefits, or privileges of the District's employees, including but not limited to retirement, medical, unemployment, or workers' compensation insurance.

Neither the District nor its officers, agents or employees shall have any control over the conduct of the Advisors or any of the Advisors' employees except as herein set forth, and the Advisors expressly agrees not to represent that the Advisors or the Advisors' agents, servants, or employees are in any manner agents, servants or employees of the District, it being understood that the Advisors, its agents, servants, and employees are as to the District wholly independent Advisors and that the Advisors' obligations to the District are solely such as are prescribed by this Agreement.

e. Political Contributions: Isom Advisors may choose of its own free will to contribute time, money, or resources to political campaigns associated with the passage of a bond measure. Prior to signing this agreement, Advisor has not made, considered, or discussed a contribution to any campaign connected with the referenced bonds. This agreement does not obligate Advisor to contribute to any particular campaign or election. Advisor has in no way committed to or indicated a willingness to contribute time, money, or resources to any campaign, or to make any other contribution.

f. Conflicts of Interest: No officer or employee of District shall have any financial interest, direct or indirect, in this Agreement nor shall any such officer or employee participate in any decision relating to the Agreement which affects his financial interest or the financial interest of any corporation, partnership or association in which he is, directly or indirectly, interested, in violation of any State statute or regulation. The Advisors warrants that it has not paid or given and will not pay or give any third party any money or other consideration for obtaining this Agreement.

g. Successors and Assigns. Except as otherwise provided herein, this Agreement shall not be assignable by either party without the express written consent of the other party hereto. Nothing in this Agreement, express or implied, is intended to confer upon any party other than the parties hereto or their respective successors and assigns any rights, remedies, obligations, or liabilities under or by reason of this Agreement, except as expressly provided in this Agreement.

h. Attorneys' Fees. In the event of any action to enforce or interpret this Agreement, including without limitation the recovery of damages for its breach, the prevailing party shall be entitled to recover from the other party its reasonable attorneys' fees and costs. Any judgment or order entered in such action shall contain a specific provision providing for the recovery of attorneys' fees and costs incurred in enforcing such judgment.

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i. Amendments to Agreement. This Agreement may not be modified, amended or supplemented except by written instrument executed by all parties hereto.

j. Notice. All notices to be given by the parties hereto and other communications hereunder shall be in writing and shall be deemed effectively given: (i) upon personal delivery to the party to be notified; (ii) when sent by confirmed telex, electronic mail or facsimile if sent during normal business hours of the recipient, if not, then on the next business day; (iii) one (1) day after deposit with a nationally recognized overnight courier, specifying next day delivery, with written verification of receipt; or (iv) four days after deposit with a United States Post Office, first class postage prepaid and registered. All communications shall be sent as follows:

To Advisor:

Isom Advisors,  
a Division of Urban Futures Inc.  
1470 Maria Lane, Ste. 315  
Walnut Creek, CA 94596  
Attn.: Jonathan Isom, Managing Principal  
Telephone: (925) 478-7450  
E-mail: jon@isomadvisors.com

To District:

Trona Joint Unified School District  
83600 Trona Rd.  
Trona, CA 93562  
Attn.: Keith Tomes, Superintendent  
Telephone: (760) 372-2861  
E-mail: ktomes@tjUSD.net

k. Severability. If one or more provisions of this Agreement are held to be unenforceable under applicable law, such provision shall be excluded from this Agreement and the balance of the Agreement shall be interpreted as if such provision were so excluded and shall be enforceable in accordance with its terms.

l. Entire Agreement. This Agreement (including the Exhibits attached hereto) contains the entire understanding of the parties in respect of its subject matter and supersedes all prior agreements and understandings (oral or written) between the parties with respect to such subject matter. The Exhibits attached hereto constitute a part hereof as though set forth in full herein.

m. Counterparts. This Agreement may be executed in any number of counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument.

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IN WITNESS WHEREOF, the parties have duly executed this Agreement as of the dates set forth below.

ADVISOR:

DISTRICT:

Isom Advisors,  
A Division of Urban Futures Inc.

Trona Joint Unified School District

By: \_\_\_\_\_  
Name: Jonathan Isom  
Title: Managing Principal

By: \_\_\_\_\_  
Name: Keith Tomes  
Title: Superintendent

Dated: \_\_\_\_\_, 2019

Dated: \_\_\_\_\_, 2019

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## **EXHIBIT A**

### **SURVEY/VOTER OPINION POLL SERVICES**

- Prepare a voter survey to assist District to assess the feasibility of a voter approved funding measure in the District
- Test voter attitudes, specific project support, tax tolerances, and overall support for local school district funding measure
- Conduct telephone survey with a not to exceed amount of 400 voters that match demographics of those voting on proposed election dates
- Produce a written report of findings with complete cross tabulations
- Provide a survey results presentation to District to summarize results of voter survey

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## **EXHIBIT B**

### **FINANCIAL PLANNING SERVICES**

- Review District project list and assist District in preparing a capital and financing plan
- Analyze the assessed valuation of District, calculate bonding capacity, and perform financial analysis to determine possible bond proceeds
- Create an election timeline and financing timeline; coordinate same with bond counsel, District, and county
- Recommend proposed bond amount, issuance schedule, and projects to be funded by bond program
- Conduct public information program to assess the feasibility of a bond program in District including providing information
- Assist in the preparation of a bond election resolution including preparing ballot language and detailed bond project list
- Prepare tax rate statement and estimates of tax rates for bond program
- If needed, prepare ballot arguments and rebuttals

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## **EXHIBIT C**

### **FINANCIAL ADVISORY SERVICES**

- Analyze the bond market to determine timing, credit enhancement requirements, structure, bond amount, legal documentation requirements, rating requirements, and method of sale
- Assist District, as needed, to assemble bond finance team members including bond counsel, paying agent, trustee, and underwriter
- Prepare timeline, distribution lists, and term sheets to manage financing
- Manage bond issuance process including the coordination with other finance team members (bond counsel, paying agent, trustee, and underwriter, if needed)
- Define the proposed structure including sizing, call provisions, amortization schedule, and phasing of debt service repayment
- Review legal documents including district and county resolutions, bond purchase agreements, Preliminary Official Statement, and Official Statement
- Prepare rating agency and insurer presentation; negotiate with analysts of same
- Assist in preparation and train District members for rating agency meetings
- Analyze tax base and recommend appropriate tax structure
- For competitive sale, review Notice of Sale and Bid Form, distribute bid documents to qualified underwriters and post bid documents, monitor and verify bids on day of sale, and coordinate award of winning bid
- For negotiated sale, discuss structure and tax rate objectives with underwriter, review proposed structure and scale and make recommendations as appropriate, review fees, and review final pricing
- Review closing documents including tax opinion, arbitrage certificate, and continuing disclosure certificate
- Prepare wrap up presentation booklets to summarize bond sale
- Manage pre-closing and closing
- Attend board meetings as needed to explain bond sale, legal documents, and pricing summary



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## **EXHIBIT D**

### **CONTINUING DISCLOSURE SERVICES**

- Annually review District's Continuing Disclosure requirements
- Submit to Municipal Securities Rulemaking Board the necessary filings and documentation in order to remain compliant with Continuing Disclosure requirements

RESOLUTION OF THE TRONA JOINT UNIFIED SCHOOL DISTRICT IN THE STATE OF CALIFORNIA IN  
THE MATTER OF UNIFORM PUBLIC CONSTRUCTION COST ACCOUNTING PROCEDURES

Resolution No. \_\_\_\_\_

WHEREAS, prior to the passage of Assembly Bill No. 1666, Chapter 1054, Statutes of 1983, which added Chapter 2, commencing Section 22000, to Part 3 of Division of the Public Contract Code, existing law did not provide a uniform cost accounting standard for construction work performed or contracted by local public agencies; and

WHEREAS, Public Contract Code section 22000 et seq., the Uniform Public Construction Cost Accounting Act, establishes such a uniform cost accounting standard;

WHEREAS, the Commission established under the Act has developed uniform public construction cost accounting procedures for implementation by local agencies in the performance of or in the contracting for construction of public projects; and

NOW, THEREFORE, BE IT RESOLVED that the \_\_\_\_\_ of \_\_\_\_\_, California, hereby elects under Public Contract Code section 22030 to become subject to the uniform public construction cost accounting procedures set forth in the Act and to the Commission's policies and procedures manual and cost accounting review procedures, as they may each time to time be amended, and directs that the \_\_\_\_\_ -notify the State Controller forthwith of this election.

The Resolution shall take effect upon its adoption.

PASSED AND ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by the following vote;

AYES:

NOES:

ABSENT:

\_\_\_\_\_  
Signature Title

City of Trona County of San Bernardino

POLICY NO. 1

A POLICY OF THE BOARD OF SUPERVISORS OF THE COUNTY OF SAN BERNARDINO  
ADDING SECTION \_\_\_\_\_ TO THE POLICY CODE OF TRONA JOINT UNIFIED SCHOOL DISTRICT  
TO PROVIDE INFORMATIONAL BIDDING PROCEDURES UNDER THE UNIFORM PUBLIC  
CONSTRUCTION COST ACCOUNTING ACT (Section 22000, et seq. of the Public Contract Code)

The Board of Supervisors of the Trona Joint Unified School District do ordain as follows:

SECTION 1

Section \_\_\_\_\_ is hereby added to the Policy Code of the Trona Joint Unified School District to provide as follows:

Section \_\_\_\_\_. Informal Bid Procedures. Public projects, as defined by the Act and in accordance with the limits listed in Section 22032 of the Public Contract Code, may be let to contract by informal procedures as set forth in Section 22032.

Section \_\_\_\_\_. Contractors List. The agency shall comply with the requirements of Public Contract Code Section 22034.

Section \_\_\_\_\_. Notice Inviting Informal Bids. Where a public project is to be performed which is subject to the provisions of this policy, a notice inviting informal bids shall be circulated using one or both of the following alternatives:

1. Notices inviting informal bids may be mailed, faxed, or emailed to all contractors for the category of work to be bid, as shown on the list developed in accordance with Section \_\_\_\_\_.
2. Notices inviting informal bids may be mailed to all construction trade journals as specified by the California Uniform Construction Cost Accounting Commission in accordance with section 22036 of the Public Contract Code. Additional contractors and/or construction trade journals may be notified at the discretion of the department/agency soliciting bids, provided however:

- (1) If the product or service is proprietary in nature such that it can be obtained only from a certain contractor or contractors, the notice inviting informal bids may be sent exclusively to such contractor or contractors.

Section \_\_\_\_\_. Award of Contracts

The County Purchasing Agent and the Director of Public Works are each authorized to award informal contracts pursuant to this Section.

SECTION 2

This Policy shall take effect and be in force thirty (30) days from the date of its passage, and before the expiration of fifteen (15) days after its passage, it or a summary of it, shall be published once, with the names of the members of the Board of Supervisors voting for and against the same in the \_\_\_\_\_, a newspaper of general circulation published in the County of San Bernardino.

PASSED, APPROVED AND ADOPTED by the Board of Supervisors of the County of San Bernardino, State of California, this \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_, by the following vote:

AYES:

NOES:

ABSENT:

# TRONA JOINT UNIFIED SCHOOL DISTRICT

## 2019-2020 SCHOOL CALENDAR

JULY					AUGUST					SEPTEMBER					OCTOBER				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
1	2	3	*4	5				1	2	*2	3	4	5	6		1	2	3	4
8	9	10	11	12	5	6	7	8	9	9	10	11	12	13	7	8	9	10	11
15	16	17	18	19	12	13	14	15	16	16	17	18	19	20	14	15	16	17	18
22	23	24	25	26	19	20	21	22	23	23	24	25	26	27	21	22	23	24	25
29	30				26	27	28	29	30	30					28	29	30	31	
NOVEMBER					DECEMBER					JANUARY					FEBRUARY				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
				1	2	3	4	5	6			*1	2	3					
4	5	6	7	8	9	10	11	12	13	6	7	8	9	10	3	4	5	6	7
*11	12	13	14	15	16	17	18	19	20	13	14	15	16	17	*10	11	12	13	14
18	19	20	21	22	23	24	*25	26	27	*20	21	22	23	24	*17	18	19	20	21
25	26	27	*28	*29	30	31				27	28	29	30	31	24	25	26	27	28
MARCH					APRIL					MAY					JUNE				
M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F	M	T	W	TH	F
2	3	4	5	6			1	2	3					1	1	2	3	4	5
9	10	11	12	13	*6	7	8	9	*10	4	5	6	7	8	8	9	10	11	12
16	17	18	19	20	13	14	15	16	17	11	12	13	14	15	15	16	17	18	19
23	24	25	26	27	20	21	22	23	24	18	19	20	21	22	22	23	24	25	26
30	31				27	28	29	30		*25	26	27	28	29	29	30			
ATTENDANCE MONTHS / DAYS					IMPORTANT DATES														
1) 08/19/19 - 09/13/19 19 2) 09/16/19 - 10/11/19 20 3) 10/15/19 - 11/8/19 19 4) 11/12/19 - 12/13/19 19 5) 12/16/19 - 01/17/20 14 6) 01/21/20 - 02/14/20 18 7) 02/17/20 - 03/13/20 19 8) 03/17/20 - 04/17/20 19 9) 04/20/20 - 05/15/20 20 10) 05/18/20 - 06/04/20 13  Total Student Days 180					First Student Day - Aug. 19										Last Student Day - June 4				
					Elem. Back-to-School - Sep. 4										Graduation Day - June 5				
					HS Back-to-School - Sep. 4										Student Wed. Schedule in RED				
					Open House - May 6										STUDENT HOLIDAYS Sept. 2 - Labor Day Nov. 11 - Veteran's Day Nov. 25-29 - Thanksgiving Dec. 23 - Jan. 3 - Winter Break Jan. 20 - ML King Day Feb. 10 - Lincoln's Day Feb. 17 - President's Day Mar. 16-Contingency Apr. 6-10 - Spring Break May 25 - Memorial Day				
					(Teacher Orientation Days)														
					August 15, August 16, June 5														
					Finals on January 15th and 16th														
					Final on June 2nd and 3rd														
					Staff Development Days														
					August 14														
October 14																			
January 6																			
Board Mtgs 2nd Thurs. Each Month																			
* Classified Holidays																			
REPORT PERIODS ENDING DATES FOR GRADES K - 12																			
1st QUARTER October 25, 2019					2nd QUARTER January 17, 2020					3rd QUARTER March 20, 2020					4th QUARTER June 4, 2020				
ATHLETIC ELIGIBILITY PERIODS																			
1. AUG. 19 - SEPT. 13					4. OCT. 28 - NOV. 15					7. JAN. 13 - JAN. 31					10. MAR. 17 - APR. 3				
2. SEPT. 14 - OCT. 4					5. NOV. 18 - DEC. 13					8. FEB. 3 - FEB. 20					11. APR. 6 - MAY 1				
3. OCT. 7 - OCT. 25					6. DEC. 9 - JAN. 10					9. FEB. 24 - MAR. 13					12. MAY 4 - JUNE 4				

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



Contract Number

SAP Number  
N/A

## Department of Public Health

Department Contract Representative  
Telephone Number

John Greswit  
(909) 388-0255

Contractor  
Contractor Representative  
Telephone Number  
Contract Term  
Original Contract Amount  
Amendment Amount  
Total Contract Amount  
Cost Center

Trona Joint Unified School District  
Dr. Keith Tomes, Superintendent  
(760) 372-2887  
07/10/19 through 06/30/20  
  
  
9300321000

### IT IS HEREBY AGREED AS FOLLOWS:

This Agreement is made and entered into by and between the Trona Joint Unified School District (School), and the County of San Bernardino, a political subdivision of the State of California (County). The San Bernardino County Department of Public Health is hereinafter referred to as "Department."

**WHEREAS**, the above named parties desire to set forth in writing the specific terms and conditions mutually agreed upon regarding nursing services for the purposes authorized by sections 49452, 49452.5, 49454, and 49455 of the California Education Code.

**NOW THEREFORE**, in consideration of the execution of this Agreement, the parties mutually agree to the following conditions.

1. The Department shall provide nursing services for School as listed in **Attachment A** to this Agreement. **Attachment A** is hereby incorporated by reference and made part of this Agreement. Provision of services is subject to the availability of Department nursing staff to perform said services.
2. School will reimburse the Department at the rate of \$15.65 per discrete initial or re-check screening performed on School's students, specifically: hearing, hearing re-check (as applicable), vision, near vision, color vision (as applicable), or scoliosis. Department shall provide screening services at the school locations listed in Section III of **Attachment A**. By agreement of Department and School, and subject to availability of Department's resources, Department may provide the screening services described in this Agreement at other locations, on the condition they are located within the County of San Bernardino.

School will reimburse Department for the amount of Department's total costs to provide the additional services, which may exceed \$15.65 per screening.

3. Department shall provide to School, and School will reimburse Department for the cost of lice treatment solution, including product, applicable sales tax, warehouse/procurement, and shipping/postage.
4. School agrees to reimburse Department upon receipt of an invoice stating the number of total screenings performed during the invoice period. School shall make two (2) installment payments annually to Department on or about January 31st and July 31st of each year. School will remit payment no later than thirty (30) days following receipt of invoice.
5. Not less than five (5) business days prior to the beginning of service delivery by Department, School shall provide an electronic roster of students to be screened (in Microsoft Excel, or compatible product). Roster shall include the first name, last name, gender, and grade level for each student. As applicable, roster shall indicate if the student is placed in special education, or excluded from receiving screening services for reasons determined by School (e.g., long- or short-term independent study, medical/health status, opt-out).
6. Department shall not be responsible for School's compliance with the California Education Code and/or other regulations, mandates, or requirements related to the services described in this Agreement, nor shall Department advise or provide interpretation to School concerning same.
7. School shall be responsible for maintaining compliance with the California Education Code and/or other regulations or requirements related to the services described in this Agreement.
8. School shall be responsible for notifying Department of amendments or other modifications to the California Education Code that affect Department's provision of screening services as described in this Agreement, including changes in requirements for screening types, frequencies, grade level/age of students, and/or reporting. School shall notify Department of said changes not less than thirty (30) days prior to the effective date of the change(s).
9. Except for Department's initial notification (per contact information provided by School) of a failed preliminary screening or functional impairment that prevents screening, School shall be responsible for all contact and follow-up with parents/guardians of pupils that have failed preliminary screenings described in this Agreement.
10. Department and/or School may request changes to the Agreement through written request and subsequent amendment to the Agreement. All requests or demands required or permitted to be given or made hereunder shall be in writing and shall be deemed duly given: Upon actual delivery, if delivery is by hand; or upon receipt by the transmitting party of confirmation or answer back if delivery is by telex, telegram or facsimile; or three (3) days following delivery into the First Class United States mail. Such request is to be sent to the respective party at the address indicated below. No amendment to this Agreement shall be valid unless made in writing and signed by the parties hereto. Each such notice is to be sent to the respective party at the address indicated below or to any other address or person that the respective party may designate by written notice delivered pursuant hereto:

School: Trona Joint Unified School District  
83600 Trona Road  
Trona, CA 93562  
Attn: Dr. Keith Tomes, Superintendent

Department: Department of Public Health  
Office of Public Health Administration  
351 North Mountain View Avenue, Third Floor  
San Bernardino, CA 92415  
Attn: Trudy Raymundo

11. County shall maintain on file at its offices a monthly activity report of the nurse's activities and screenings completed related to this Agreement. The report will be available upon verbal or written request by School.
12. School agrees to indemnify, defend (with counsel reasonably approved by County) and hold harmless the County and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising out of this Agreement from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the County on account of any claim except where such indemnification is prohibited by law. This indemnification provision shall apply regardless of the existence or degree of fault of indemnitees. School's indemnification obligation applies to the County's "active" as well as "passive" negligence but does not apply to the County's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
13. County agrees to indemnify and hold harmless School and its authorized agents, officers, volunteers and employees against any and all claims arising from County's negligent acts or omissions and for any costs or expenses incurred by County or School on account of any claim therefore.
14. In the event that the County and/or School are determined to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, the County and/or School shall indemnify the other to the extent of its comparative fault.
15. When transmitting protected health information to School via electronic devices or media, Department shall utilize automated encryption protocols and systems, including password protection.
16. County and School are authorized self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrant that through their respective programs of self-insurance, they have adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.
17. The School and the Department shall comply with applicable provisions and regulations of the Health Insurance Portability and Accountability Act, the California Confidentiality of Medical Information Act, the California Education Code and any other applicable laws regarding the confidentiality and security of individually identifiable health information.
18. The term of this Agreement shall be from July 10, 2019 through June 30, 2020. This Agreement may be terminated by either party upon at least thirty (30) days' written notice to the other party of the effective date of termination. If such termination is effected, the County will invoice the School for costs associated with activities performed in accordance with this Agreement and paid at the rate in section 2 of this Agreement through the effective date of termination.
19. The County's Department of Public Health, through its Director or designee, is authorized to discharge all functions ascribed to County in this Agreement, except those specifically reserved by law to the Board of Supervisors.

This Agreement, consisting of four (4) pages, and Attachment A, is the full and complete document describing the services to be rendered by the County to the School.

BOARD OF SUPERVISORS

►  
Curt Hagman, Chairman, Board of Supervisors

Dated: \_\_\_\_\_  
SIGNED AND CERTIFIED THAT A COPY OF THIS  
DOCUMENT HAS BEEN DELIVERED TO THE  
CHAIRMAN OF THE BOARD

Laura H. Welch  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By \_\_\_\_\_  
Deputy

Trona Joint Unified School District  
(Print or type name of corporation, company, contractor, etc.)

By \_\_\_\_\_  
(Authorized signature - sign in blue ink)

Name Dr. Keith Tomes  
(Print or type name of person signing contract)

Title Superintendent  
(Print or Type)

Dated: \_\_\_\_\_

Address 83600 Trona Road  
Trona, CA 93562

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
► Adam Ebright, Deputy County Counsel	► Jennifer Mulhall-Daudel, HS Contracts	► Trudy Raymundo, Director
Date _____	Date _____	Date _____



**CONTRACTED SERVICES FOR FISCAL YEAR 2019-2020  
COUNTY OF SAN BERNARDINO DEPARTMENT OF PUBLIC HEALTH  
AND  
TRONA JOINT UNIFIED SCHOOL DISTRICT**

**I. DEPARTMENT RESPONSIBILITIES**

County shall:

- a. Provide nursing services to include the following mandated services:
  1. Hearing screening
  2. Hearing re-check screening, as applicable
  3. Vision screening
  4. Near vision screening
  5. Color vision screening, as applicable
  6. Scoliosis screening
- b. As mutually agreed, consult with School to assess the status of students related to the services described above, and to reassess the status throughout the school year, as necessary.
- c. Act as a resource to School related to the services described above.
- d. Perform hearing screening tests by a certified audiometrist in Kindergarten, Second, Fifth, Eighth, and Tenth or Eleventh Grades, as applicable, including special education, new students to the School, and students referred for screening by School personnel.
- e. Perform hearing tests on preliminary failures.
- f. Perform vision screening which will include testing for acuity, near vision, and color blindness (as applicable), pursuant to Section 49455 of the California Education Code. Facilitate communication to parents of screening results requiring further assessment or follow-up. When a student's functional impairments preclude meaningful vision screening, this will be recorded, and the student's parent/guardian will be notified to obtain this evaluation by and any subsequent care from an appropriate specialist.
- g. Inform parents in writing of the results for vision and scoliosis screenings that require further assessments with telephone follow-up, as needed. Inform parents via letter of the results for hearing screenings that require further assessment.
- h. Prepare annual reports required by the State for hearing screening, using the form provided by the State or a form provided by the school district that meets all the requirements and captures all the data required by the State.
- i. Prepare documentation of the services described above, and provide to school district for inclusion in the individual student's health records.
- j. Perform scoliosis screening on seventh grade girls and eighth grade boys as mandated by the California Education Code 49452.5.
- k. Provide health information for all identified students who need further diagnosis and treatment for health related conditions related to hearing, vision, and scoliosis.

**II. SCHOOL RESPONSIBILITIES**

- a. School staff will provide complete class lists in electronic format (Microsoft Excel, or compatible product) for each school class required to be screened, including the first name, last name, gender, and grade level for each student. As applicable, roster shall indicate if the student is placed in special education, or excluded from receiving screening services for reasons determined by School (e.g., long- or short-term independent study or medical/health status).

- b. School will provide the name of the person to contact for day-to-day operational concerns and issues, and notify Department of any change in contact information, including telephone number and e-mail.
- c. School will provide staff to direct the flow of students to and from their classrooms to the on-campus location at which screening services are conducted by Department. This includes coordination with school administrative staff, teachers, and/or other faculty or personnel, as applicable.
- d. School will coordinate with Department to schedule recheck date(s) for students that fail preliminary hearing tests.
- e. School will notify, as applicable, speech and language therapists and/or appropriate personnel when screening results for students are available.
- f. School will provide forms to report the results of hearing screenings to the State, or in lieu of providing said forms, will indicate concurrence with the County's use of State forms, as provided by County.

### **III. LOCATION OF SERVICE DELIVERY**

County shall provide the services described in this agreement at the locations listed below:

- a. Trona Elementary School
- b. Trona High School

THE INFORMATION IN THIS BOX IS NOT A PART OF THE CONTRACT AND IS FOR COUNTY USE ONLY



**Contract Number**

**SAP Number**  
N/A

## Department of Public Health

<b>Department Contract Representative</b>	John Greswit
<b>Telephone Number</b>	(909) 388-0255
<b>Contractor</b>	Trona Joint Unified School District
<b>Contractor Representative</b>	Dr. Keith Tomes, Superintendent
<b>Telephone Number</b>	(760) 372-2887
<b>Contract Term</b>	07/10/19 through 06/30/20
<b>Original Contract Amount</b>	
<b>Amendment Amount</b>	
<b>Total Contract Amount</b>	
<b>Cost Center</b>	9300321000

### IT IS HEREBY AGREED AS FOLLOWS:

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School will reimburse Department for the amount of Department's total costs to provide the additional services, which may exceed \$15.65 per screening.

3. Department shall provide to School, and School will reimburse Department for the cost of lice treatment solution, including product, applicable sales tax, warehouse/procurement, and shipping/postage.
4. School agrees to reimburse Department upon receipt of an invoice stating the number of total screenings performed during the invoice period. School shall make two (2) installment payments annually to Department on or about January 31st and July 31st of each year. School will remit payment no later than thirty (30) days following receipt of invoice.
5. Not less than five (5) business days prior to the beginning of service delivery by Department, School shall provide an electronic roster of students to be screened (in Microsoft Excel, or compatible product). Roster shall include the first name, last name, gender, and grade level for each student. As applicable, roster shall indicate if the student is placed in special education, or excluded from receiving screening services for reasons determined by School (e.g., long- or short-term independent study, medical/health status, opt-out).
6. Department shall not be responsible for School's compliance with the California Education Code and/or other regulations, mandates, or requirements related to the services described in this Agreement, nor shall Department advise or provide interpretation to School concerning same.
7. School shall be responsible for maintaining compliance with the California Education Code and/or other regulations or requirements related to the services described in this Agreement.
8. School shall be responsible for notifying Department of amendments or other modifications to the California Education Code that affect Department's provision of screening services as described in this Agreement, including changes in requirements for screening types, frequencies, grade level/age of students, and/or reporting. School shall notify Department of said changes not less than thirty (30) days prior to the effective date of the change(s).
9. Except for Department's initial notification (per contact information provided by School) of a failed preliminary screening or functional impairment that prevents screening, School shall be responsible for all contact and follow-up with parents/guardians of pupils that have failed preliminary screenings described in this Agreement.
10. Department and/or School may request changes to the Agreement through written request and subsequent amendment to the Agreement. All requests or demands required or permitted to be given or made hereunder shall be in writing and shall be deemed duly given: Upon actual delivery, if delivery is by hand; or upon receipt by the transmitting party of confirmation or answer back if delivery is by telex, telegram or facsimile; or three (3) days following delivery into the First Class United States mail. Such request is to be sent to the respective party at the address indicated below. No amendment to this Agreement shall be valid unless made in writing and signed by the parties hereto. Each such notice is to be sent to the respective party at the address indicated below or to any other address or person that the respective party may designate by written notice delivered pursuant hereto:

School: Trona Joint Unified School District  
83600 Trona Road  
Trona, CA 93562  
Attn: Dr. Keith Tomes, Superintendent

Department: Department of Public Health  
Office of Public Health Administration  
351 North Mountain View Avenue, Third Floor  
San Bernardino, CA 92415  
Attn: Trudy Raymundo

11. County shall maintain on file at its offices a monthly activity report of the nurse's activities and screenings completed related to this Agreement. The report will be available upon verbal or written request by School.
12. School agrees to indemnify, defend (with counsel reasonably approved by County) and hold harmless the County and its authorized officers, employees, agents and volunteers from any and all claims, actions, losses, damages and/or liability arising out of this Agreement from any cause whatsoever, including the acts, errors or omissions of any person and for any costs or expenses incurred by the County on account of any claim except where such indemnification is prohibited by law. This indemnification provision shall apply regardless of the existence or degree of fault of indemnitees. School's indemnification obligation applies to the County's "active" as well as "passive" negligence but does not apply to the County's "sole negligence" or "willful misconduct" within the meaning of Civil Code Section 2782.
13. County agrees to indemnify and hold harmless School and its authorized agents, officers, volunteers and employees against any and all claims arising from County's negligent acts or omissions and for any costs or expenses incurred by County or School on account of any claim therefore.
14. In the event that the County and/or School are determined to be comparatively at fault for any claim, action, loss or damage which results from their respective obligations under this Agreement, the County and/or School shall indemnify the other to the extent of its comparative fault.
15. When transmitting protected health information to School via electronic devices or media, Department shall utilize automated encryption protocols and systems, including password protection.
16. County and School are authorized self-insured public entities for purposes of Professional Liability, General Liability, Automobile Liability and Workers' Compensation and warrant that through their respective programs of self-insurance, they have adequate coverage or resources to protect against liabilities arising out of the performance of the terms, conditions or obligations of this Agreement.
17. The School and the Department shall comply with applicable provisions and regulations of the Health Insurance Portability and Accountability Act, the California Confidentiality of Medical Information Act, the California Education Code and any other applicable laws regarding the confidentiality and security of individually identifiable health information.
18. The term of this Agreement shall be from July 10, 2019 through June 30, 2020. This Agreement may be terminated by either party upon at least thirty (30) days' written notice to the other party of the effective date of termination. If such termination is effected, the County will invoice the School for costs associated with activities performed in accordance with this Agreement and paid at the rate in section 2 of this Agreement through the effective date of termination.
19. The County's Department of Public Health, through its Director or designee, is authorized to discharge all functions ascribed to County in this Agreement, except those specifically reserved by law to the Board of Supervisors.

This Agreement, consisting of four (4) pages, and Attachment A, is the full and complete document describing the services to be rendered by the County to the School.

BOARD OF SUPERVISORS

►  
Curt Hagman, Chairman, Board of Supervisors

Dated: \_\_\_\_\_  
SIGNED AND CERTIFIED THAT A COPY OF THIS  
DOCUMENT HAS BEEN DELIVERED TO THE  
CHAIRMAN OF THE BOARD

Laura H. Welch  
Clerk of the Board of Supervisors  
of the County of San Bernardino

By \_\_\_\_\_  
Deputy

Trona Joint Unified School District  
(Print or type name of corporation, company, contractor, etc.)

By \_\_\_\_\_  
(Authorized signature - sign in blue ink)

Name Dr. Keith Tones  
(Print or type name of person signing contract)

Title Superintendent  
(Print or Type)

Dated: \_\_\_\_\_

Address 83600 Trona Road  
Trona, CA 93562

FOR COUNTY USE ONLY

Approved as to Legal Form	Reviewed for Contract Compliance	Reviewed/Approved by Department
► Adam Ebright, Deputy County Counsel	► Jennifer Mulhail-Daudel, HS Contracts	► Trudy Raymundo, Director
Date _____	Date _____	Date _____

**CONTRACTED SERVICES FOR FISCAL YEAR 2019-2020  
COUNTY OF SAN BERNARDINO DEPARTMENT OF PUBLIC HEALTH  
AND  
TRONA JOINT UNIFIED SCHOOL DISTRICT**

**I. DEPARTMENT RESPONSIBILITIES**

County shall:

- a. Provide nursing services to include the following mandated services:
  1. Hearing screening
  2. Hearing re-check screening, as applicable
  3. Vision screening
  4. Near vision screening
  5. Color vision screening, as applicable
  6. Scoliosis screening
- b. As mutually agreed, consult with School to assess the status of students related to the services described above, and to reassess the status throughout the school year, as necessary.
- c. Act as a resource to School related to the services described above.
- d. Perform hearing screening tests by a certified audiometrist in Kindergarten, Second, Fifth, Eighth, and Tenth or Eleventh Grades, as applicable, including special education, new students to the School, and students referred for screening by School personnel.
- e. Perform hearing tests on preliminary failures.
- f. Perform vision screening which will include testing for acuity, near vision, and color blindness (as applicable), pursuant to Section 49455 of the California Education Code. Facilitate communication to parents of screening results requiring further assessment or follow-up. When a student's functional impairments preclude meaningful vision screening, this will be recorded, and the student's parent/guardian will be notified to obtain this evaluation by and any subsequent care from an appropriate specialist.
- g. Inform parents in writing of the results for vision and scoliosis screenings that require further assessments with telephone follow-up, as needed. Inform parents via letter of the results for hearing screenings that require further assessment.
- h. Prepare annual reports required by the State for hearing screening, using the form provided by the State or a form provided by the school district that meets all the requirements and captures all the data required by the State.
- i. Prepare documentation of the services described above, and provide to school district for inclusion in the individual student's health records.
- j. Perform scoliosis screening on seventh grade girls and eighth grade boys as mandated by the California Education Code 49452.5.
- k. Provide health information for all identified students who need further diagnosis and treatment for health related conditions related to hearing, vision, and scoliosis.

**II. SCHOOL RESPONSIBILITIES**

- a. School staff will provide complete class lists in electronic format (Microsoft Excel, or compatible product) for each school class required to be screened, including the first name, last name, gender, and grade level for each student. As applicable, roster shall indicate if the student is placed in special education, or excluded from receiving screening services for reasons determined by School (e.g., long- or short-term independent study or medical/health status).

- b. School will provide the name of the person to contact for day-to-day operational concerns and issues, and notify Department of any change in contact information, including telephone number and e-mail.
- c. School will provide staff to direct the flow of students to and from their classrooms to the on-campus location at which screening services are conducted by Department. This includes coordination with school administrative staff, teachers, and/or other faculty or personnel, as applicable.
- d. School will coordinate with Department to schedule recheck date(s) for students that fail preliminary hearing tests.
- e. School will notify, as applicable, speech and language therapists and/or appropriate personnel when screening results for students are available.
- f. School will provide forms to report the results of hearing screenings to the State, or in lieu of providing said forms, will indicate concurrence with the County's use of State forms, as provided by County.

**III. LOCATION OF SERVICE DELIVERY**

County shall provide the services described in this agreement at the locations listed below:

- a. Trona Elementary School
- b. Trona High School





**Leighton Consulting, Inc.**  
A LEIGHTON GROUP COMPANY

**March 11, 2019**

**Proposal No. RC19-080**

**To: Trona Joint Unified School District  
83600 Trona Road  
Trona, California 93562**

**Attention: Dr. Keith Tomes  
Superintendent**

**Subject: Proposal for Follow-on Geotechnical Evaluation of Distress to the  
Gymnasium Building, Trona High School, 83600 Trona Road, Trona  
Community, Unincorporated San Bernardino County, California**

In accordance with your request, Leighton Consulting, Inc. (Leighton) has prepared this proposal for a follow-on geotechnical evaluation of distress at the gymnasium building at Trona High School in Trona, California. We have performed an initial evaluation of potential differential settlement of the building and the general nature of the exposed distress in the area of the gymnasium. Our onsite fieldwork for that study took place on September 17 and 18, 2018 and included conducting an initial floor level survey; conducting an initial laser level survey; installing crack monitors; photo-documenting visible distress to the gym building and surrounding hardscape; excavating, sampling, and logging five (5) test pits; and performing five (5) Cone Penetration Test soundings.

Based on the results of our previous evaluation, we had recommended additional surface and/or subsurface exploration. We propose to conduct a follow-on floor level survey, a follow-on laser level survey, and record measurements of previously installed crack monitors. Also, based on your request, we also propose to attend a Trona Joint Unified School District Board meeting scheduled for March 14, 2019, to present our findings, conclusions, and recommendations regarding the distress of the gymnasium building as we currently understand.

### Scope of Work

For our follow-on geotechnical evaluation, we propose the following scope of work:

- Review of relevant geotechnical reports regarding development of the site, if available. We will also review available aerial photographs and regional geology maps in our in-house library.
- Conduct a follow-on site reconnaissance to observe the visible distress to the gymnasium building. We will photograph the general distress and record the nature of the distress. We will also measure cracks and separations at selected locations.
- Using a laser level, manometer, and/or Zipline, we will measure the relative floor elevations at multiple points within the gymnasium. We will compare this to the observed distress in the structure and to our floor level survey we conducted in 2018. Our follow-on floor level survey will be conducted to look for evidence that the structure had differential movement during the period between the surveys.
- Conduct a follow-on laser level survey of the gymnasium walls and gymnasium floor. Using a laser level, we have made baseline marks in 2018 on the walls at multiple locations to establish a baseline level. This baseline has not been tied-in to a surveyor's benchmark and has been used only to indicate relative elevations. Our proposed follow-on laser level survey will be compared to the baseline marks from 2018 to evaluate whether detectable differential movement has occurred between surveys.
- During our initial survey, we installed crack monitor gauges on notable cracks in the walls and floor. These gauges will be measured again on the follow-on survey to check for observable differential movement at these specific locations during the period between the initial and follow-on surveys.
- We will attend a Trona Joint Unified School District Board meeting scheduled for March 14, 2019. Based on correspondence with you, we anticipate giving a presentation at this Board meeting of our preliminary findings, conclusions, and mitigation recommendations, as we understand at that time, relating to the distress to the gymnasium building.

- We will analyze collected data to evaluate any noticeable differential movement in the gymnasium building based on data collected in 2018 and our proposed follow-on surveys. Data evaluation and analysis will be performed and/or supervised by a Professional Engineer and Certified Engineering Geologist in accordance with the standard of care provided by our industry in this area for this type of project.
- Preliminary conclusions and recommendation will be provided to you verbally and in a report.

Fee

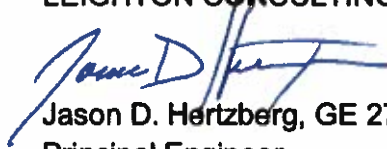
Leighton will provide the scope of work as described above for a fixed fee of Twelve Thousand Nine Hundred Dollars (\$12,900). Additional requested services and post-report consultations will be provided on a time-and-materials basis in accordance with our current professional fee schedule.

If our proposal is acceptable, please provide us with a written notice to proceed and purchase order.

We appreciate the opportunity to submit this proposal, and we look forward to working with you on this project. If you have any questions or information that would update our scope of work, please call us at your convenience.

Respectfully submitted,

LEIGHTON CONSULTING, INC.

  
Jason D. Hertzberg, GE 2711  
Principal Engineer

SGO/JDH/rsm

Distribution: (1) Addressee

## SCOPE OF WORK AGREEMENT

This Scope of Work, effective \_\_\_\_\_, is, upon execution of the Parties, incorporated under **Master Services Agreement No. \_\_\_\_\_** and between Leighton Consulting, Inc. and Trona Joint Unified School District, effective \_\_\_\_\_.

### PROJECT LOCATION:

Gymnasium Building, Trona High School, 83600 Trona Road, Trona Community, Unincorporated San Bernardino County, California

### DESCRIPTION OF SERVICES:

Follow-on Geotechnical Evaluation of Distress

### SCOPE OF WORK:

See attached proposal dated March 11, 2019, Proposal No. RC19-080.

#### LEIGHTON:

Leighton Consulting, Inc.  
10532 Acacia Street, Suite B-6  
Rancho Cucamonga, California 91730  
Telephone: (909) 484-2205  
Email: [jhertzber@leightongroup.com](mailto:jhertzber@leightongroup.com)

Prime Contact for this Scope of Work:

Mr. Jason D. Hertzberg

#### CLIENT:

Trona Joint Unified School District  
83600 Trona Road  
Trona, California 93562  
Telephone: (760) 372-2861  
Facsimile: (760) 372-4534

Prime Contact for this Scope of Work:

Dr. Keith Tomes

#### FEE:

The Services shall be undertaken for a fixed fee of Twelve Thousand Nine Hundred Dollars (\$12,900).

I have reviewed and agree to this scope of work.

LEIGHTON CONSULTING, INC.

TRONA JOINT UNIFIED SCHOOL DISTRICT  
Client

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
By (Signature)

\_\_\_\_\_  
(Print Name)

\_\_\_\_\_  
(Print Name)

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

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

<b>CLIENT ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THE DOCUMENT ENTITLED "INFORMATION FOR CLIENTS REGARDING LEIGHTON's SERVICES"</b>
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March 15, 2019

TO: District Superintendents  
Chief Business Officials  
SISC Member Districts

FROM: Robert J. Kretzmer  
Director, Property & Liability

SUBJECT: Special Education Voluntary Coverage Program (SEVCP) for 2019/2020

**BACKGROUND INFORMATION**

Several years ago, the SISC Administration developed a Special Education Voluntary Coverage Program (SEVCP), to help with the rising cost of special education legal expenses. The following program provides participating school districts and SELPAs financial assistance with such legal expense and it has grown each year. The program is as follows:

**A. COVERAGE**

The "trigger point" for coverage will be when notice is given to SISC that a Request for Due Process Hearing has been made to the Office of Administrative Hearings (OAH), Special Education Division, 2349 Gateway Oaks Drive, Suite 200, Sacramento, CA 95833-4231, with a copy of the filing being sent to SISC by the district.

- SEVCP will pay up to an aggregate of \$100,000 for those districts with an ADA of 4,000 or less and up to \$200,000 for those districts with an ADA above 4,000. The program is for legal fees and costs incurred during each fiscal year for which the required premium has been paid in the defense of due process claims resulting from the filing of due process complaint(s) with OAH. Regardless of when the claim occurred, if the bills were incurred during a fiscal year that your district was in the SEVCP, it is eligible for payment. However, if there is not enough premium, all bills will be paid on a pro rata basis and the districts will pay the difference.
- The legal fees will be paid up to a maximum hourly rate of \$220.00.
- Fees for expert witnesses will be paid up to a maximum hourly rate of \$150.00.

**B. THE PROGRAM**

The program is reimbursement in nature and operates on a July 1<sup>st</sup> to June 30<sup>th</sup> fiscal year. It is administered by the SISC Administration.

- The money will be collected from the participating district **with a participation enrollment deadline of June 1, 2019.**
- All bills will be paid by the participating district or SELPA. **The paying entity will then submit the bills to SISC for reimbursement by August 1, 2019.** Districts will be reimbursed by the last work day in September 2020.

(1 of 2)

P.O. Box 1847, Bakersfield, CA 93303-1847  
2000 K St • Larry E. Reider Education Center, Bakersfield, CA 93301  
ph: 661.636.4710 fx: 661.636.4156 • [sisc.kern.org](http://sisc.kern.org)

*A Joint Powers Authority administered by the Kern County Superintendent of Schools Office, Mary C. Barlow, Superintendent*

**Self-Insured Schools of California**

**Special Education Voluntary Coverage Program (SEVCP)  
Participation Confirmation for 2019/2020 Fiscal Year**

**Please check one of the boxes below:**

1. ☐ Our district will participate in the SEVCP.  
• *Add the 2019/2020 SEVCP premium to the district's 2018/2019 Property & Liability premium invoice.*
2. ☐ Our district will participate in the SEVCP.  
• *Submit a separate invoice for SEVCP premium.*
3. ☐ Our district has elected not to participate in the SISC SEVCP Program.

\_\_\_\_\_  
Name, Title

\_\_\_\_\_  
District

\_\_\_\_\_  
Telephone No.

\_\_\_\_\_  
E-mail address

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Date

**Select your district's ADA Group:**

	1	-	100
	101	-	200
	201	-	500
	501	-	700
	701	-	1,000
	1,001	-	1,600
	1,601	-	2,000
	2,001	-	3,000
	3,001	-	4,000
	4,001	-	6,000
	6,001	-	9,000
	9,001	-	12,000
	12,001	-	15,000
	15,001	-	19,000
	19,001	-	23,000
	23,001	-	26,000
	26,001	-	30,000
	30,001	-	OVER

**Please return this form  
No later than June 1, 2019:**

Property & Liability  
Attention: Lilia Beck  
PO Box 1847  
Bakersfield CA 93303  
Fax 661-636-4868  
via email: libeck@kern.org  
(no need to send the original)